

# Public Document Pack

**Argyll and Bute Council**  
Comhairle Earra Ghaidheal agus Bhoid

Customer Services  
Executive Director: Douglas Hendry



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27 May 2021

## NOTICE OF MEETING

A meeting of the **ENVIRONMENT, DEVELOPMENT AND INFRASTRUCTURE COMMITTEE** will be held via **SKYPE** on **THURSDAY, 3 JUNE 2021** at **10:00 AM**, which you are requested to attend.

Douglas Hendry  
Executive Director

## AGENDA

**1. APOLOGIES FOR ABSENCE**

**2. DECLARATIONS OF INTEREST**

**3. MINUTES**

Environment, Development and Infrastructure Committee held on 4 March 2021  
(Pages 3 - 8)

**4. PERFORMANCE REPORT FQ4 2020-21 - DEVELOPMENT AND ECONOMIC GROWTH & ROADS AND INFRASTRUCTURE SERVICES**

Report by Executive Director with responsibility for Customer Support Services  
(Pages 9 - 26)

**5. ROADS CAPITAL RECONSTRUCTION PROGRAMME 2021/22**

Report by Executive Director with responsibility for Roads and Infrastructure  
(Pages 27 - 38)

**6. ELECTRIC VEHICLE CHARGING STRATEGY**

Report by Executive Director with responsibility for Roads and Infrastructure  
(Pages 39 - 68)

**7. LOCAL FLOOD RISK MANAGEMENT - DRAFT LOCAL FLOOD RISK MANAGEMENT PLANS FOR CYCLE 2**

Report by Executive Director with responsibility for Development and Infrastructure  
(Pages 69 - 92)

**8. CAMPBELTOWN FLOOD PROTECTION SCHEME**

Report by Executive Director with responsibility for Roads and Infrastructure  
(Pages 93 - 108)

**9. TACKLING DOG FOULING**

Report by Executive Director with responsibility for Roads and Infrastructure  
(Pages 109 - 120)

**10. TOWN CENTRE FUND UPDATE**

Report by Executive Director with responsibility for Roads and Infrastructure  
(Pages 121 - 130)

**11. DIGITAL UPDATE**

Report by Executive Director with responsibility for Development and Economic  
Growth  
(Pages 131 - 140)

**12. WASTE STRATEGY UPDATE**

Report by Executive Director with responsibility for Roads and Infrastructure  
(Pages 141 - 182)

**13. UPDATE ON STAYCATION PROPOSALS**

Report by Executive Director with responsibility for Development and Economic  
Growth  
(Pages 183 - 206)

**REPORTS FOR NOTING**

**14. COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015 - ALLOTMENTS  
WAITING LIST REGISTER**

Report by Executive Director with responsibility for Legal and Regulatory Support  
(Pages 207 - 210)

**15. ENVIRONMENT, DEVELOPMENT AND INFRASTRUCTURE COMMITTEE  
WORKPLAN**

(Pages 211 - 214)

**Environment, Development and Infrastructure Committee**

Councillor Rory Colville (Vice-Chair)	Councillor John Armour
Councillor Robin Currie (Chair)	Councillor Donald Kelly
Councillor David Kinniburgh	Councillor Roderick McCuish
Councillor Sir Jamie McGrigor	Councillor Jean Moffat
Councillor Aileen Morton	Councillor Gary Mulvaney
Councillor Alastair Redman	Councillor Alan Reid
Councillor Andrew Vennard	Councillor Anne Horn
Councillor Jim Lynch	Councillor Bobby Good

Contact: Hazel MacInnes Tel: 01546 604269

**MINUTES of MEETING of ENVIRONMENT, DEVELOPMENT AND INFRASTRUCTURE  
COMMITTEE held by SKYPE  
on THURSDAY, 4 MARCH 2021**

**Present:** Councillor Robin Currie (Chair)

Councillor Rory Colville	Councillor Alastair Redman
Councillor John Armour	Councillor Alan Reid
Councillor Donald Kelly	Councillor Andrew Vennard
Councillor David Kinniburgh	Councillor Anne Horn
Councillor Roderick McCuish	Councillor Jim Lynch
Councillor Sir Jamie McGrigor	

**Also Present:** Councillor Elaine Robertson

**Attending:** Kirsty Flanagan, Executive Director  
Jim Smith, Head of Roads and Infrastructure Services  
Fergus Murray, Head of Development and Economic Growth  
Stuart McLean, Committee Manager

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Jean Moffat, Aileen Morton and Gary Mulvaney.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest intimated.

**3. MINUTES**

The Minutes of the meeting of the Environment, Development and Infrastructure Committee held on 3 December 2020 were approved as a correct record.

Councillors Anne Horn and Sir Jamie McGrigor joined the meeting during the consideration of the following item of business.

**4. FINANCIAL QUARTER 3 PERFORMANCE REPORT 2020/21**

The Committee gave consideration to a report presenting the Development and Economic Growth Service and Roads and Infrastructure Service performance report with associated scorecard for performance in FQ3 2020/21 (October-December 2020).

**Decision**

The Environment, Development and Infrastructure Committee -

1. Noted the scorecard as presented.

2. Agreed that action should be taken in respect of the dog fouling problem in Argyll and Bute and that discussion would take place between the Chair and Vice Chair of the Committee and the appropriate officers in respect of tackling the problem; with a report to the June meeting of the Committee advising of the action that had been taken.

(Reference: Report by Executive Director with responsibility for Development and Economic Growth and Roads and Infrastructure dated 4 March 2021, submitted)

## **5. ROADS CAPITAL RECONSTRUCTION PROGRAMME 2021/22**

The Committee gave consideration to a report detailing the proposed roads reconstruction programme for 2021/22.

### **Decision**

The Environment, Development and Infrastructure Committee –

1. Endorsed the proposed programme of capital works for 2021/22.
2. Agreed that details of each Area Committee's programme would be forwarded on to individual Elected Members which would include the additional £2.61M of investment.
3. Agreed that the full programme together with an update on delivery would be presented to the June Environment, Development and Infrastructure Committee.
4. Agreed that updates to Area Committees would be provided as the programme progressed.

(Reference: Report by Executive Director with responsibility for Roads and Infrastructure dated January 2021, submitted)

Councillor Donald MacMillan left the meeting at this point.

## **6. STREET LIGHTING MAINTENANCE**

The Committee gave consideration to a report providing detail of works that officers were undertaking to reduce the number of outstanding street lighting matters. The report also provided detail of a proposal to consult with the Northern Roads Collaboration around progressing a joint approach to seek alternative and timelier repairs to underground electricity supplies.

### **Decision**

The Environment, Development and Infrastructure Committee endorsed the proposals to take the issues that were being experienced around underground cable faults to the Northern Roads Collaboration.

(Reference: Report by Executive Director with responsibility for Roads and Infrastructure dated 14 January 2021, submitted)



## **7. FILM IN ARGYLL - SCREEN INDUSTRIES UPDATE REPORT**

The Committee gave consideration to a report providing an update of the work done in attracting inward investment into Argyll and Bute from the screen industries and the economic benefits that this brought to the area including the opportunities to promote and market the area. The report also highlighted the impact of Covid-19 on film and TV production in Argyll and Bute; and provided an overview of how challenges within the industry had directly impacted the number and size of promotions coming into the area in the year 2020.

### **Decision**

The Environment, Development and Infrastructure Committee –

1. Noted the content of the report and the continued positive economic impact the screen industry has had on Argyll and Bute.
2. Noted the challenges the screen industries had faced over the last year and the impact this had on Argyll and Bute's local economy.

(Reference: Report by Executive Director with responsibility for Development and Economic Growth dated 6 January 2021, submitted)

## **8. HOUSING OCCUPATIONAL THERAPIST - STRATEGIC HOUSING FUND**

The Committee gave consideration to a report detailing the role of the Housing Occupational Therapist in the delivery of the Argyll and Bute Local Housing Strategy.

### **Decision**

The Environment, Development and Infrastructure Committee noted the success of the Housing Occupational Therapist post.

(Reference: Report by Executive Director with responsibility for Development and Economic Growth dated 23 November 2020, submitted)

## **9. TOWN CENTRE FUND UPDATE**

The Committee gave consideration to a report providing an update on Town Centre Capital Funding from the Scottish Government.

### **Decision**

The Environment, Development and Infrastructure Committee –

1. Noted the content of the report.
2. Recognised and congratulated the team for their achievement in Campbeltown being announced as winner of the 2020 SURF Awards as Scotland's most improved place.

(Reference: Report by Executive Director with responsibility for Development and Economic Growth dated 11 January 2021, submitted)

**10. TRANSFORMATION PROJECTS & REGENERATION TEAM - LARGE SCALE PROJECT UPDATE REPORT**

The Committee gave consideration to a report setting out the current position of the larger scale projects that are mainly externally funded and which are being developed by the Transformation Projects and Regeneration Team. The report outlined other areas of work undertaken by the Team and reported on key issues impacting on the current status of the delivery of the projects.

**Decision**

The Environment, Development and Infrastructure Committee noted the current progress contained within the report.

(Reference: Report by Executive Director with responsibility for Development and Economic Growth dated January 2021, submitted)

**11. STRATEGIC TRANSPORT PROJECTS REVIEW 2 (STPR2) - UPDATE**

The Committee gave consideration to a report advising of an invitation from Transport Scotland to provide feedback on the Strategic Transport Projects Review (STPR2) Update and Phase 1 Recommendation Report and the STPR2 options and Covid-19 scenarios by midnight on 31 March 2021.

**Decision**

The Environment, Development and Infrastructure Committee –

1. Delegated authority to the Executive Director in consultation with the Chair and Vice Chair of the Committee to agree a consultation response which would be informed by discussion and comments at an Elected Member seminar on 23 March 2021.
2. Noted some of the emerging concerns set out in the submitted report and noted that these were the initial thoughts from officers who at the time of writing the report were still reviewing the material published by Transport Scotland.

(Reference: Report by Executive Director with responsibility for Development and Economic Growth dated 15 February 2021, submitted)

**12. ENVIRONMENT, DEVELOPMENT AND INFRASTRUCTURE COMMITTEE WORKPLAN**

The Environment, Development and Infrastructure Committee Workplan was before the Committee for noting.

**Decision**

The Environment, Development and Infrastructure Committee noted the content of the work plan.

(Reference: Environment, Development and Infrastructure Committee Workplan dated March 2021, submitted)

The Committee resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the press and public for the following item of business on the grounds that it was likely to involve the disclosure of exempt information as defined in Paragraph 6 respectively of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

\* **13. HOUSING DEVELOPMENT - LOAN EXTENSION REQUEST FYNE HOMES - OLD COURTHOUSE ROTHESAY**

The Committee considered a report in relation to an application for an extension to an existing loan.

**Decision**

The Environment, Development and Infrastructure Committee agreed to make a recommendation to Council as per the recommendation contained within the submitted report.

(Reference: Report by Executive Director with responsibility for Development and Economic Growth dated 23 November 2020, submitted)

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**ARGYLL AND BUTE COUNCIL**

**ENVIRONMENT, DEVELOPMENT AND  
INFRASTRUCTURE COMMITTEE**

**CUSTOMER SUPPORT SERVICES**

**03 JUNE 2021**

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**PERFORMANCE REPORT FQ4 2020-21-  
DEVELOPMENT AND ECONOMIC GROWTH  
ROADS AND INFRASTRUCTURE SERVICES**

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**1.0 EXECUTIVE SUMMARY**

- 1.1 The Council's Performance and Improvement Framework (PIF) sets out the presentation process for regular performance reporting. As a consequence of Covid-19 alternative options for each PIF activity have been agreed by the Strategic Management Team.
- 1.2 This paper presents the Environment, Development and Infrastructure (EDI) Committee with Development and Economic Growth Service and Roads and Infrastructure Services performance report with associated scorecard for performance in FQ4 2020-21.
- 1.3 It is recommended that the EDI Committee reviews and scrutinises the FQ4 2020/21 Performance Report as presented.

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**ARGYLL AND BUTE COUNCIL**

**ENVIRONMENT, DEVELOPMENT AND  
INFRASTRUCTURE COMMITTEE**

**CUSTOMER SUPPORT SERVICES**

**03 JUNE 2021**

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**PERFORMANCE REPORT FQ4 2020-21-  
DEVELOPMENT AND ECONOMIC GROWTH  
ROADS AND INFRASTRUCTURE SERVICES**

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**2.0 INTRODUCTION**

- 2.1 The Council's Performance and Improvement Framework (PIF) sets out the presentation process for regular performance reporting. As a consequence of Covid-19 alternative options for each PIF activity have been agreed by the Strategic Management Team.
- 2.2 This paper presents the EDI Committee with the FQ4 2020/21 Performance Report for Development and Economic Growth and Roads and Infrastructure Services in a revised simplified format, commensurate with the Covid-19 situation.

**3.0 RECOMMENDATIONS**

- 3.1 That members review and scrutinise the FQ4 2020/21 Performance Report as presented.

**4.0 DETAIL**

- 4.1 As a consequence of Covid-19, performance reports were simplified to help minimise back office function/non-essential activities whilst maintain a level of service that supports scrutiny, performance monitoring and statutory duties. The simplified reports remain in place and will be reviewed as part of the wider review of performance management that is currently underway.
- 4.2 As with previous quarters, Heads of Services have identified Key Performance Indicators for their Service and these are attached at appendix 1.

**5.0 IMPLICATIONS**

- 5.1 Policy: None
- 5.2 Financial: None
- 5.3 Legal: The Council has a duty to deliver best value under the Local Government in Scotland Act 2003
- 5.4 HR: None

- 5.5 Fairer Scotland Duty:
  - 5.5.1 Equalities - protected characteristics: None
  - 5.5.2 Socio-economic Duty: None
  - 5.5.3 Islands: None
- 5.6 Risk: Ensures that all our performance information is reported in a balanced manner
- 5.7 Customer Service: None

**Kirsty Flanagan, Executive Director with responsibility Customer Support Services**

**Policy Leads: Alasdair Redman, David Kinniburgh, Gary Mulvaney, Robin Currie and Rory Colville.**

**For further information contact:**

**Jane Fowler, Head of Customer Support Services**

Tel 01546 604466

20 April 2021

## **APPENDICES**

Appendix 1 FQ4 20/21 Performance Report

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## FQ4 2020/21 PERFORMANCE REPORT

This report provides an overview of the FQ4 2020/21 performance for the Development and Economic Growth Service.

Delivering Our Outcomes – This highlights past performance as illustrated through the Services' Key Performance Indicators

### KEY TO SYMBOLS

**R** Indicates the performance has not met the expected Target

**G** Indicates the performance has met or exceeded the expected Target

**↓ ↑ →** The Performance Trend Arrow indicates the direction of travel compared to the last performance reporting period

# FQ4 2020/21 PERFORMANCE REPORT

This report provides an overview of the FQ4 2020/21 performance for the Development and Economic Growth Service.

## DELIVERING OUR OUTCOMES – OUR KEY PERFORMANCE INDICATORS

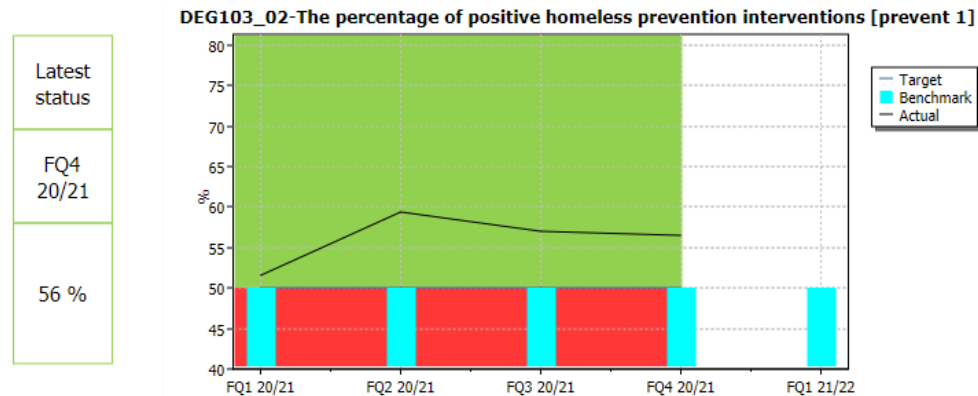
**Indicator:** DEG103\_02-The percentage of positive homeless prevention interventions.

**Why measure this?** We personalise preventative measures to help people access a housing option that meets their needs. This statutory measure recognises the importance to prevent homelessness.

**Commentary:** This target is focused on the effective prevention work carried out by Housing staff and during the period of the Covid-19 pandemic the Housing Service has continued to provide housing advice and assistance via a virtual service. During quarter 4 this has resulted in positive interventions for 56% of households seeking advice. Of the remaining 44% - 25% made a homeless application, 11% lost contact and 8% resolved their housing issue. Positive interventions by Housing staff enabled 84 (46%) of households to remain in their own accommodation, 17 households (9%) secured an RSL tenancy and 6 (3%) secured a private tenancy. Overall, Helensburgh and Lomond recorded the highest number of households requiring to make a homeless application with 22 (50%) of households approaching the housing service in Helensburgh and Lomond making a homeless application. Number of homeless applications in other areas were: Bute and Cowal – 1 (4%) of households seeking advice within this area Oban, Lorn and the Isles – 11 (18%) of households seeking advice within this area Mid Argyll, Kintyre and Islay – 11 (20%) of households seeking advice within this area

**This indicator is above target however performance has decreased since the last reporting period**

TARGET FQ4	ACTUAL FQ4	BENCHMARK	PERFORMANCE TREND
50%	56% <b>G</b>	50%	↓



Latest status
FQ4 20/21
56 %

# FQ4 2020/21 PERFORMANCE REPORT

This report provides an overview of the FQ4 2020/21 performance for the Development and Economic Growth Service.

**Indicator:** DEG104\_02- The percentage of public health service requests that are resolved within 20 working days.

**Why measure this?** We work quickly to protect public health or nuisance conditions that impact on health and wellbeing. Any justified corrective action is taken quickly. This measure is also reported to the national performance network.

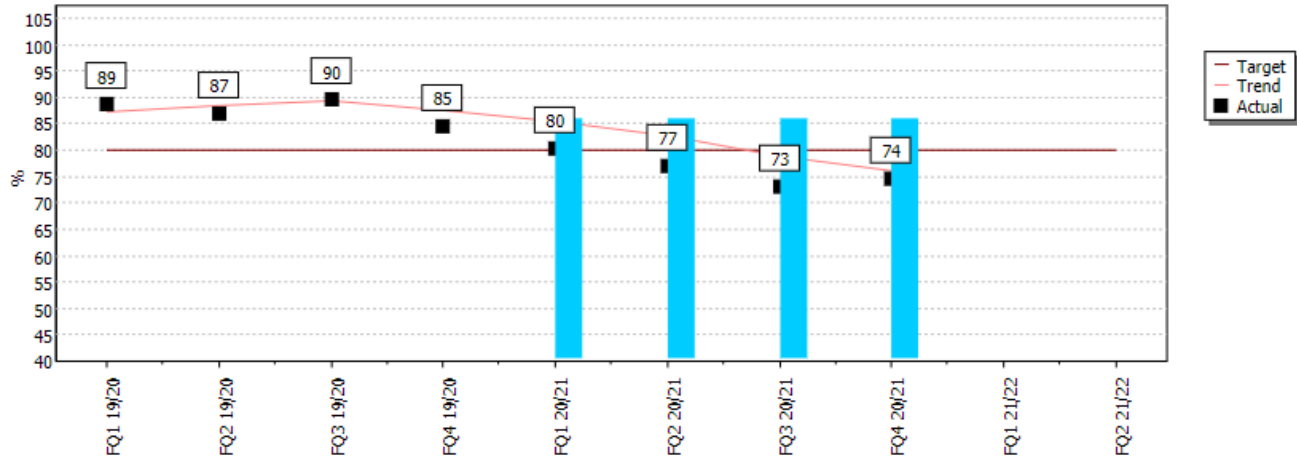
**Commentary:** Despite competing and new service demands especially relating to COVID and EU exit, we managed to halt the slide over the last 2 quarters for the measure relating to the resolution times for service requests. Whilst the target is 80%, we achieved 74%, an increase of 1% from Q3. It should be noted that all service requests are investigated and completed, timescales vary depending on the complexity of the matter and available resources. Service requests which are high priority are always dealt with first and these have focused on our general work, and also COVID referrals from Test and Protect or responding to complaints about standards in premises etc. In reviewing performance for FQ4 and comparing statistics, it is clear that: this is good performance as the service requests, excluding export health certificates, have increased by 12% this year.

**This indicator is below target however performance has improved since the last reporting period**

TARGET FQ4	ACTUAL FQ4	BENCHMARK	PERFORMANCE TREND
80%	74% <b>R</b>	86%	↑

DEG104\_02-The percentage of public health service requests that are resolved within 20 working days

Latest status  
FQ4 20/21  
74 %



# FQ4 2020/21 PERFORMANCE REPORT

This report provides an overview of the FQ4 2020/21 performance for the Development and Economic Growth Service.

**Indicator:** DEG105\_01-Respond to Building Warrant applications within 20 days.

**Why measure this?** Providing a prompt service helps support the local economy. This national target allows us to benchmark our performance.

**Commentary:** Excellent team performance will all key performance measures above target. There is a dip in performance in this measure for responding to building warrants within 20 working days from 96.9% to 92.5% in Q4. This is due to a variety of different reasons including annual leave carry forward from 2020 which had to be taken in Q4, absence in the Helensburgh office, reactive work associated with agents coming back with further information, amended applications and work associated with dangerous buildings. However, performance is still well above our target.

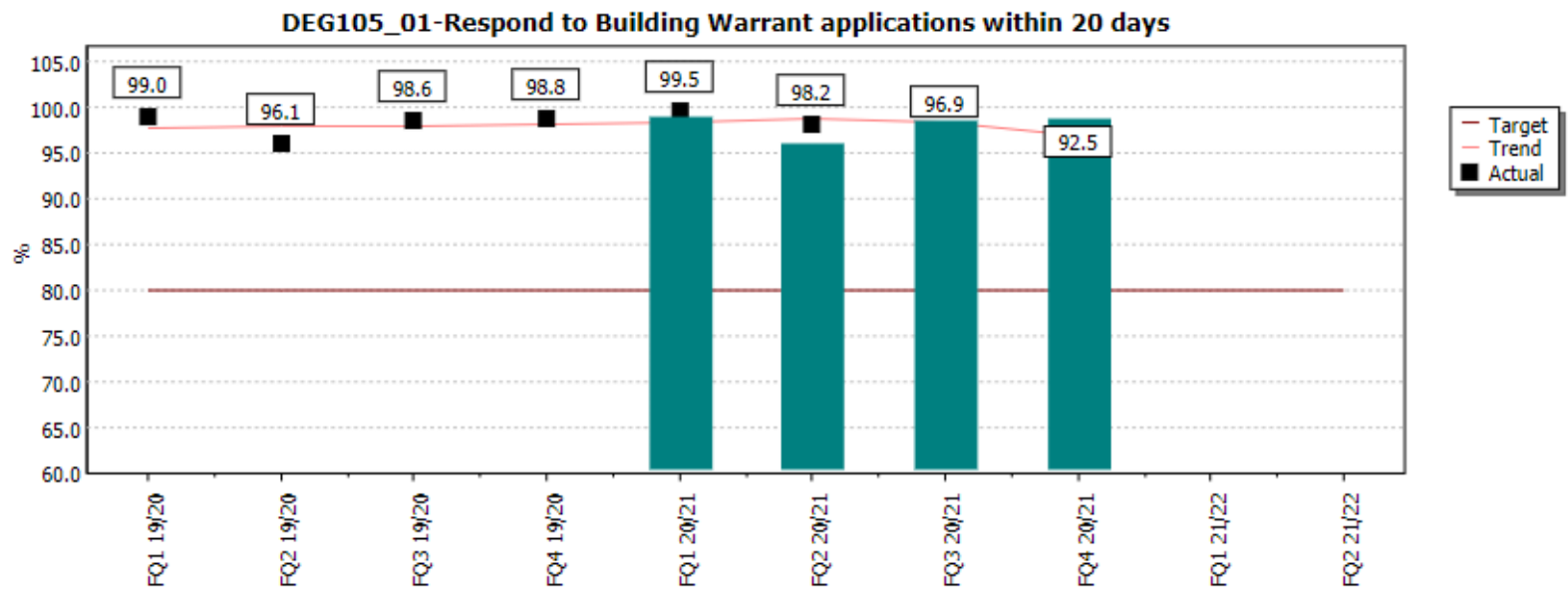
**This indicator is above target, however performance has decreased since the last reporting period**

TARGET FQ4	ACTUAL FQ4	BENCHMARK	PERFORMANCE TREND
80%	92.5% <b>G</b>	99%	↓

Latest status

FQ4 20/21

92.5 %



# FQ4 2020/21 PERFORMANCE REPORT

This report provides an overview of the FQ4 2020/21 performance for the Development and Economic Growth Service.

**Indicator:** DEG110\_03-The number of new businesses start-ups supported.

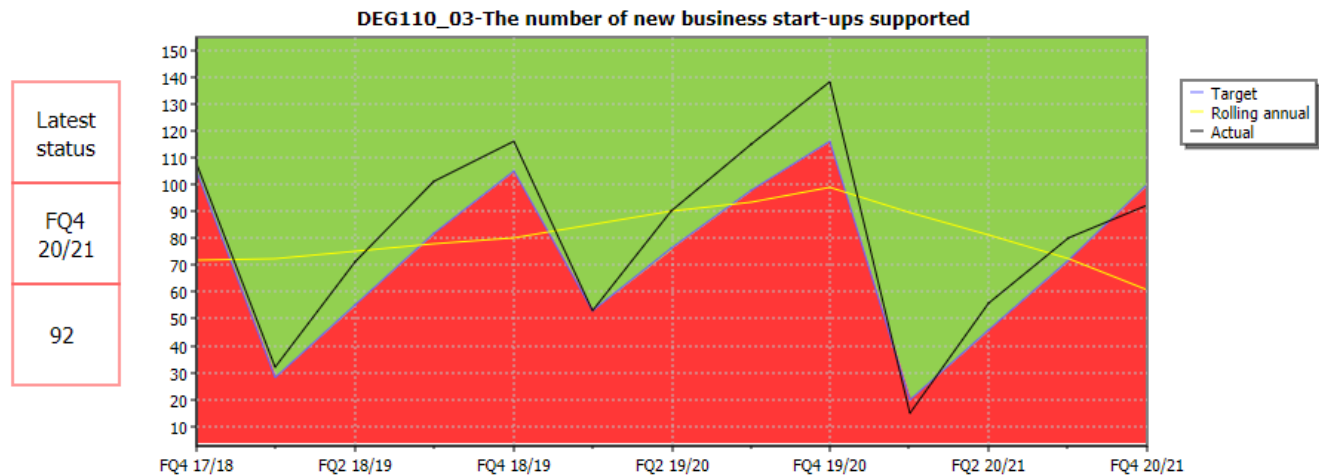
**Why measure this?** Topical or legislative workshops and/or advisory support is offered to new business start-ups. The advice given is free, impartial and confidential. This is a key driver to growing our economy.

**Commentary:** The number of new businesses supported in Q4 was 11 against a target of 28 (39% of target). This shortfall is due to there being no adviser capacity to follow up pre-start clients supported by Business Gateway to see if they had subsequently started up. This was due to the enormous workload placed on the team to administer the Strategic Framework Business Fund when Argyll and Bute moved into lockdown.

Start-ups for the year supported is 92 against a target of 100. This is the first year since Business Gateway started in 2009 that the target of 100+ has not been met. Although the target has not been met this is a great achievement during the pandemic year where many businesses have been closed and it has been extremely difficult for people to start a business.

**This indicator is below target however performance has improved since the last reporting period**

TARGET FQ4	ACTUAL FQ4	BENCHMARK	PERFORMANCE TREND
100	92 <b>R</b>	No Benchmark	↑



# FQ4 2020/21 PERFORMANCE REPORT

This report provides an overview of the FQ4 2020/21 performance for the Development and Economic Growth Service.

<p><b>Indicator:</b> DEG110_05-The above national average level of planning application approval rates is maintained.  <b>Why measure this?</b> We commit resource at an early stage in the planning process to improve/negotiate any substandard submissions. The high approval rate indicates the Council's commitment to delivery positive outcomes.</p>																																																
<p><b>Commentary:</b> Planning application approval rate was 96.1% It has consistently been above target (95%) for over seven years now, demonstrating that we are open for business.</p>																																																
<p><b>This indicator is above target however performance has decreased since the last reporting period</b></p>																																																
<p><b>TARGET FQ4</b> 95%</p>	<p><b>ACTUAL FQ4</b> 96.1% <b>G</b></p>	<p><b>BENCHMARK</b> 93.7% Scottish Average</p>	<p><b>PERFORMANCE TREND</b> ↓</p>																																													
<p><b>DEG110_05-The above national average level of planning application approval rates is maintained</b></p>																																																
<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">Latest status</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">FQ4 20/21</div> <div style="border: 1px solid black; padding: 5px;">96.1 %</div>	<table border="1" style="margin-top: 10px; width: 100%; border-collapse: collapse;"> <caption>DEG110_05 - Planning Application Approval Rates (%)</caption> <thead> <tr> <th>Quarter</th> <th>Rural Average</th> <th>Scottish Average</th> <th>Target</th> <th>Actual</th> </tr> </thead> <tbody> <tr> <td>FQ1 19/20</td> <td>96.5</td> <td>94.5</td> <td>95.0</td> <td>97.5</td> </tr> <tr> <td>FQ2 19/20</td> <td>96.0</td> <td>94.5</td> <td>95.0</td> <td>97.7</td> </tr> <tr> <td>FQ3 19/20</td> <td>96.0</td> <td>94.5</td> <td>95.0</td> <td>97.0</td> </tr> <tr> <td>FQ4 19/20</td> <td>96.0</td> <td>94.5</td> <td>95.0</td> <td>96.9</td> </tr> <tr> <td>FQ1 20/21</td> <td>-</td> <td>94.0</td> <td>95.0</td> <td>98.5</td> </tr> <tr> <td>FQ2 20/21</td> <td>-</td> <td>94.0</td> <td>95.0</td> <td>97.7</td> </tr> <tr> <td>FQ3 20/21</td> <td>-</td> <td>94.0</td> <td>95.0</td> <td>97.3</td> </tr> <tr> <td>FQ4 20/21</td> <td>-</td> <td>94.0</td> <td>95.0</td> <td>96.1</td> </tr> </tbody> </table>			Quarter	Rural Average	Scottish Average	Target	Actual	FQ1 19/20	96.5	94.5	95.0	97.5	FQ2 19/20	96.0	94.5	95.0	97.7	FQ3 19/20	96.0	94.5	95.0	97.0	FQ4 19/20	96.0	94.5	95.0	96.9	FQ1 20/21	-	94.0	95.0	98.5	FQ2 20/21	-	94.0	95.0	97.7	FQ3 20/21	-	94.0	95.0	97.3	FQ4 20/21	-	94.0	95.0	96.1
Quarter	Rural Average	Scottish Average	Target	Actual																																												
FQ1 19/20	96.5	94.5	95.0	97.5																																												
FQ2 19/20	96.0	94.5	95.0	97.7																																												
FQ3 19/20	96.0	94.5	95.0	97.0																																												
FQ4 19/20	96.0	94.5	95.0	96.9																																												
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FQ2 20/21	-	94.0	95.0	97.7																																												
FQ3 20/21	-	94.0	95.0	97.3																																												
FQ4 20/21	-	94.0	95.0	96.1																																												

## FQ4 2020/21 PERFORMANCE REPORT

This report provides an overview of the FQ4 2020/21 performance for Road and Infrastructure Services.

Delivering Our Outcomes – This highlights past performance as illustrated through the Services' Key Performance Indicators

### KEY TO SYMBOLS

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**↓** **↑** **→** The Performance Trend Arrow indicates the direction of travel compared to the last performance reporting period

# FQ4 2020/21 PERFORMANCE REPORT

This report provides an overview of the FQ4 2020/21 performance for Road and Infrastructure Services.

## DELIVERING OUR OUTCOMES – OUR KEY PERFORMANCE INDICATORS

**Indicator:** RIS113\_02-The percentage of roads in need of maintenance as defined by the annual survey.

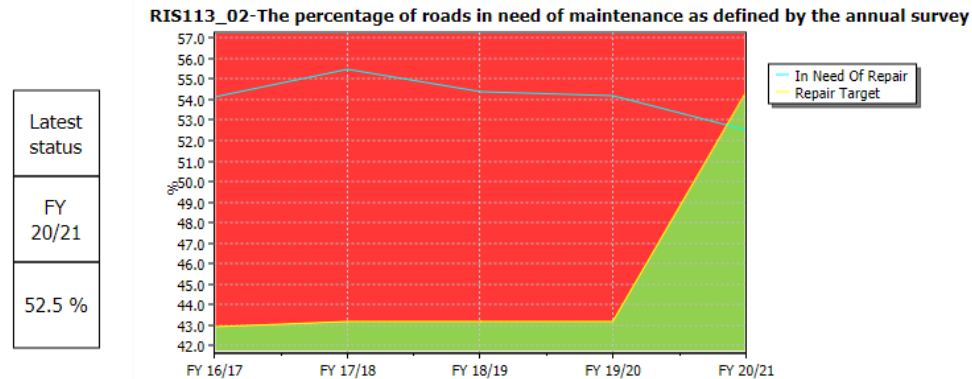
**Why measure this?** A safe and reliable road network is a key requirement to ensure our communities, businesses and the tourist sector can thrive. The Road Condition Index (RCI) is a set of indicators used across the whole of Scotland for the local road network.

**Commentary:** The latest Roads Condition Index (RCI) figure is 52.5%. Please note surveys were not carried out on the island road network when the main surveys were undertaken during 2020 due to the pandemic and various travel restrictions. Below are the nationally agreed Scottish Road Condition Survey requirements, with Argyll and Bute doing a full network survey to give a more accurate output once every 4 years, therefore this should not have a huge impact on the overall survey output. • 100 per cent of A class roads with the direction of travel changed in alternate years • 50 per cent of B and C class roads with the remaining 50 per cent surveyed the following year. The direction of travel is also alternated such that every B and C class road lane is surveyed every four years • 10 per cent of unclassified roads are surveyed in one direction each year.

**This indicator is below target however performance has improved since the last reporting period**

TARGET 2019/20	ACTUAL 2019/20	BENCHMARK	PERFORMANCE TREND
54.4%	52.5% <b>R</b>	64.7%	↑

**RIS113\_02-The percentage of roads in need of maintenance as defined by the annual survey.**



Latest status
FY 20/21
52.5 %



## FQ4 2020/21 PERFORMANCE REPORT

**This report provides an overview of the FQ4 2020/21 performance for Road and Infrastructure Services.**

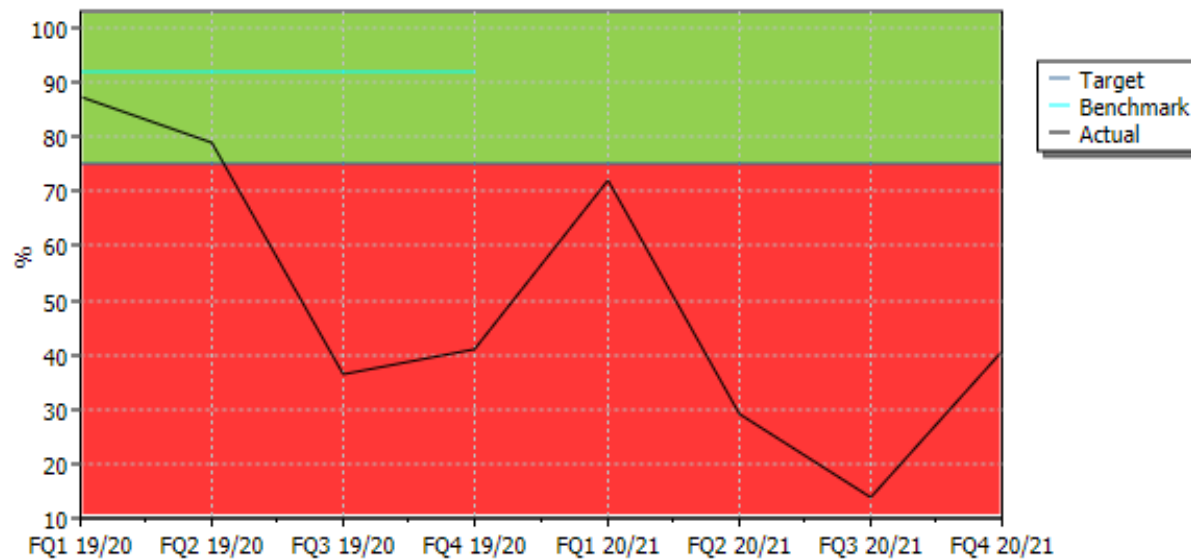
<p><b>Indicator: RIS113_05-Percentage of street lighting fault repairs are completed within 10 days</b>  <b>Why measure this? Robust street lighting repairs help keep our communities and roads safe.</b></p>			
<p><b>Commentary:</b> Whilst the performance in FQ4 of 40% is an improvement from 14% in FQ3 the service acknowledges that performance is still below target and has implemented an action plan to improve performance. There is the overarching issue of the geographical spread of faults in the system and the related isolated and reduced level of physical resources to deliver the service.</p> <p>At present there remains one Electrician based in Dunoon covering mainly Eastern districts and one in Lochgilphead covering mainly Western and Island districts. The Operations Team are actively pursuing the appointment of a third Electrician based in Helensburgh, to give a more responsive service to this "third" of the Street lighting inventory. The interview process is planned for Late April / Early May.</p> <p>The service has introduced a Street Lighting Service Disruption page onto our Website and identified an issue with the Asset Management system (LMS) which does not automatically provide updates to customers reporting faults on our street lighting Network. We have been working with staff in the contact centre and RIS Administration to pick up updates from LMS and add these to Oracle to ensure better updates are being received.</p> <p>The team are holding regular Network and Operational Meetings to provide staff with support and highlight areas for improvement, this is being managed with a set of actions in an improvement plan.</p> <p>The Street Lighting report that went to March EDI Committee advised that a number of lighting faults are attributed to underground cabling faults that are the responsibility of electricity companies. The Northern Roads Collaboration is collectively lobbying for electricity providers to either effect speedier repairs to underground faults or allow Councils to progress the necessary works subject to being able to do this at no additional costs to Councils.</p>			
<p><b>This indicator is below target however performance has improved since the last reporting period</b></p>			
<p><b>TARGET FQ4</b> 75%</p>	<p><b>ACTUAL FQ4</b> 40% <b>R</b></p>	<p><b>BENCHMARK</b> TBC</p>	<p><b>PERFORMANCE TREND</b> ↑</p>

# FQ4 2020/21 PERFORMANCE REPORT

This report provides an overview of the FQ4 2020/21 performance for Road and Infrastructure Services.

RIS113\_05: The percentage of street lighting fault repairs that are completed within 10 days

Latest status
FQ4 20/21
40 %



# FQ4 2020/21 PERFORMANCE REPORT

This report provides an overview of the FQ4 2020/21 performance for Road and Infrastructure Services.

**Indicator:** RIS114\_01-Percentage of waste that is recycled, composted or recovered

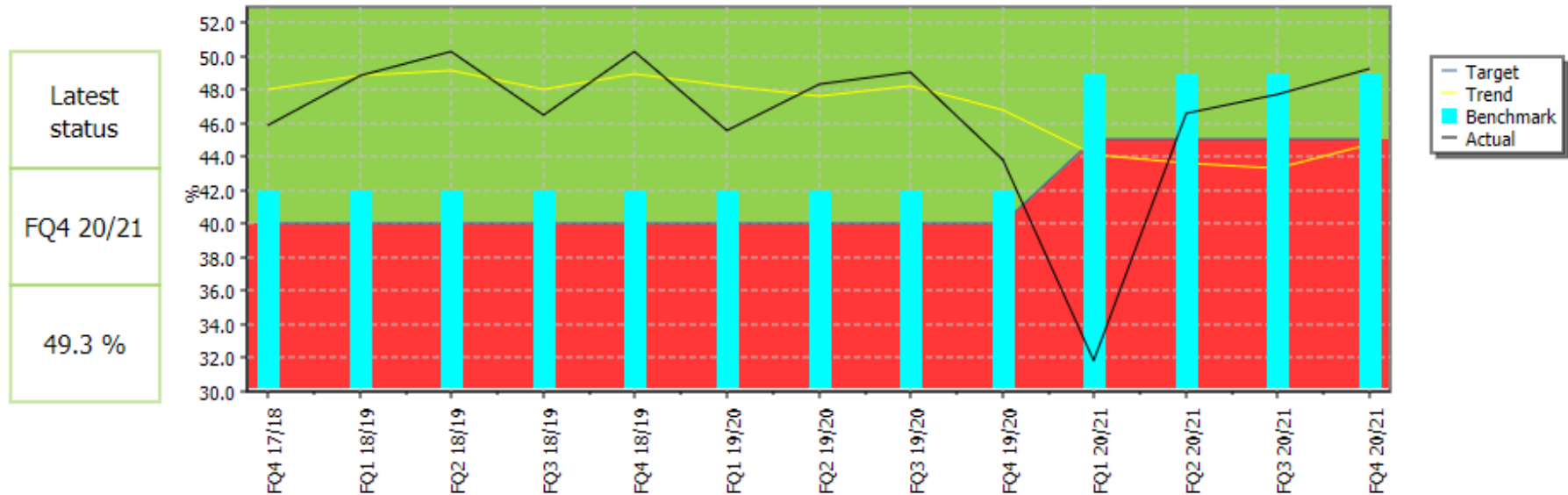
**Why measure this?** We aim to reduce the amount of material going to landfill. Managing the percentage of waste that is recycled, composted or recovered helps to better understand landfill trends and, where possible, apply interventions to increase diversions from landfill.

**Commentary:** 49.3% recycling, composting and recovery (37.1% recycling/composting plus 12.2% recovery). Recycling percentages overall in FQ4 are similar to pre-covid rates and have returned well since kerbside recycling was suspended during early months of Pandemic. Full year figure for recycling and recovery at 45.1% (29.4% recycling/composting plus 15.7% recovery).

**This indicator is above target and performance has improved since the last reporting period**

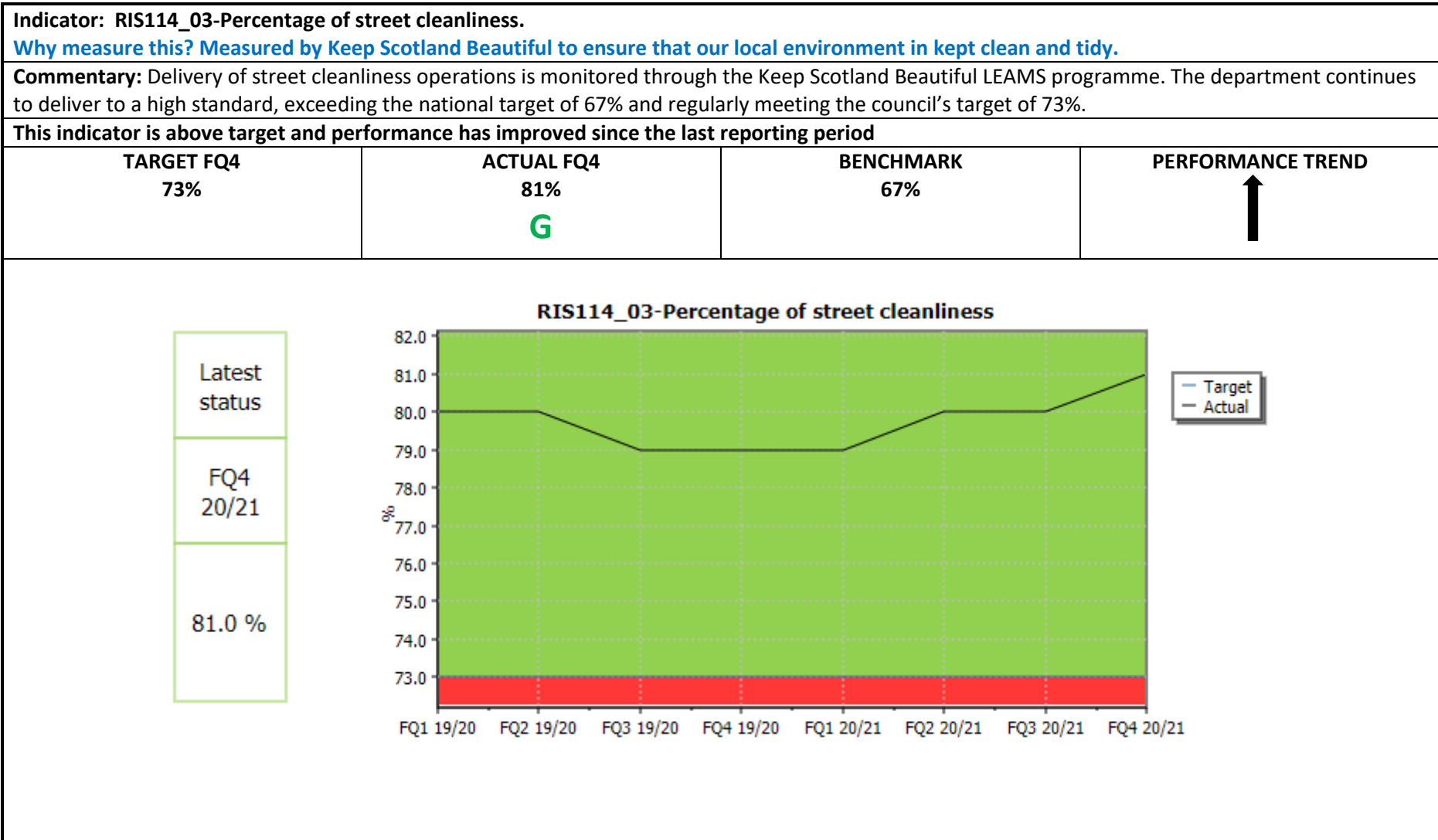
<b>TARGET FQ4</b> 45.0%	<b>ACTUAL FQ4</b> 49.3% <b>G</b>	<b>BENCHMARK</b> 48.9% 2018/19	<b>PERFORMANCE TREND</b> ↑
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RIS114\_01-Percentage of waste that is recycled, composted or recovered



# FQ4 2020/21 PERFORMANCE REPORT

This report provides an overview of the FQ4 2020/21 performance for Road and Infrastructure Services.



# FQ4 2020/21 PERFORMANCE REPORT

This report provides an overview of the FQ4 2020/21 performance for Road and Infrastructure Services.

**Indicator:** RIS115\_01-Percentage of bins collected on time.

**Why measure this?** The percentage of bins collected on time is something which our communities tell us is important therefore this is a measure that is made to ensure that we have a high compliance rate.

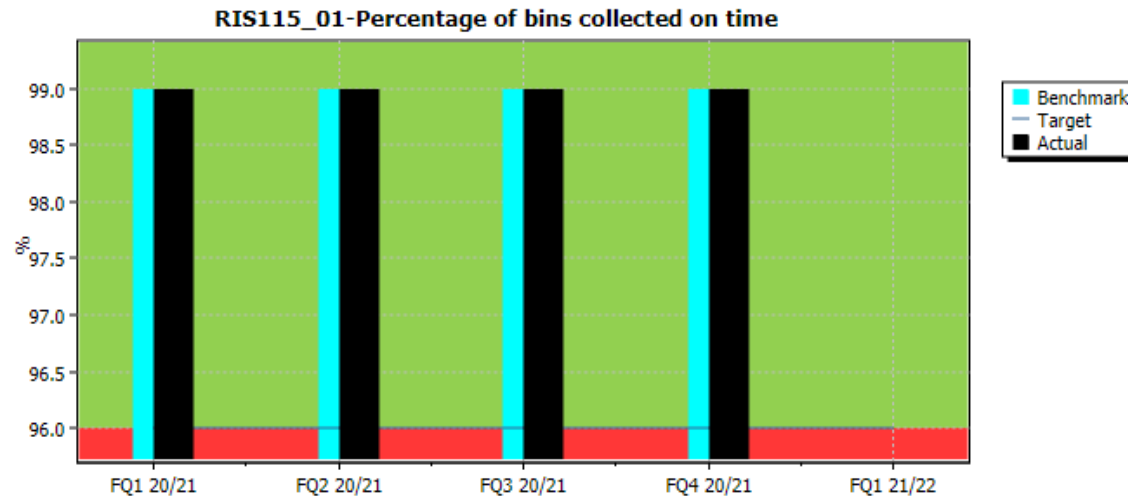
**Commentary:** In FQ4 99% of bins were collected on time. This is based solely on missed bin reports from customers and may not be totally reflective of service delivery on the ground since we don't record each and every individual collections.

18 bins are collected per minute for 5 full working days per week.

**This indicator is above target with no change in performance since the last reporting period**

<b>TARGET FQ4</b> 96%	<b>ACTUAL FQ4</b> 99% <b>G</b>	<b>BENCHMARK</b> 99%	<b>PERFORMANCE TREND</b> ➔
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Latest status
FQ4 20/21
99.0 %



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**ARGYLL AND BUTE COUNCIL****ENVIRONMENT, DEVELOPMENT AND  
INFRASTRUCTURE COMMITTEE****ROADS AND  
INFRASTRUCTURE SERVICES****3 JUNE 2021**

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**ROADS CAPITAL RECONSTRUCTION PROGRAMME 2021/22**

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**1.0 INTRODUCTION**

- 1.1 This report provides details of the finalised roads reconstruction £10m programme for 2021/22. This year's programme is significant with over 140 individual schemes being delivered across the council area.

**2.0 RECOMMENDATIONS**

- 2.1 It is recommended that the Environment, Development and Infrastructure Committee endorse the contents of this report.

**3.0 DETAIL**

- 3.1 The proposed roads capital programme was reported to the Environment, Development Infrastructure Committee in March 2021. As part of the 2021/22 budget process that took place on 25 February 2021 at the Full Council meeting, Members allocated an additional £2.61M for roads reconstruction. Additional schemes have now been added to what is now a £10M Roads Reconstruction programme for financial year 2021/22. These are shown under the heading 'Additional Funding Schemes' within each area programmes in the appendices.

**Method used to determine scheme priorities**

- 3.2 This programme has been designed using the Road Condition Index (RCI) which is produced by the national road condition survey data. This survey information is used by officers to determine a programme. In addition to the RCI data, information such as road traffic collisions, known development, activities such as timber harvesting and skid condition (of the carriageways surface) which is measured by a separate survey are also considered together with information brought from Elected Members, community groups and stakeholders. This information is considered at officer level when appropriate engineering judgement is also applied to ensure that maximum benefit can be derived from the available investment. The area based programmes are summarized in Appendix 1 – 4. Details of different types of treatment are summarised in Appendix 5.

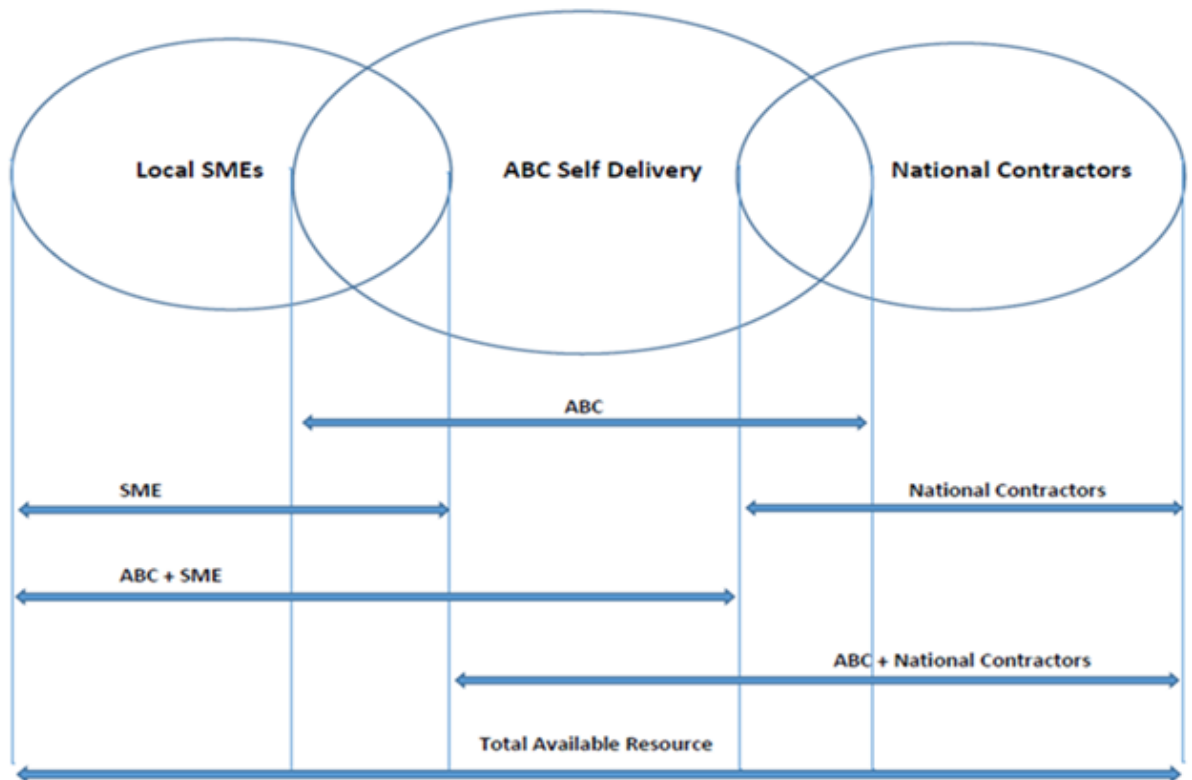
**How the Council Delivers the Works**

- 3.3 The model utilised by the Council for road works is a mixed economy model. The model

is illustrated below. The fixed council resource is basically sufficient to deliver the majority of the roads resurfacing programme with specialists national contractors being utilised for surface dressing etc and local SMEs being used to add resource to our in-house squads and sometimes deliver full schemes. This model provides value for money as the national surface dressing contractors have high end plant and equipment which is sweated through a long laying season. The high tech equipment is not cost effective for a council to buy nor available to hire. Contractor's prices are competitive due to the productivity achieved from the kit. The use of SMEs provides flexibility and nimbleness allowing our total output to be expanded to meet available budgets. This mixed economy model is particularly useful for delivering additional work through grants, funding awards etc.

- 3.4 All sites need to be designed, risk assessed, method statements produced, works details entered onto the New Roads and Street Works register, local business and residents informed of any delays etc together with organising plant, materials and labour for each scheme. Overall this is a very significant logistical operation across our vast geographic area.

**Mixed Economy delivery model**



**Argyll and Bute Council's Audit and Scrutiny Review of Road Maintenance**

- 3.5 In 2019 the Council's Audit and Scrutiny Committee selected a panel of Members to carry out a scrutiny review of roads resurfacing. The review process consisted of evidence gathering through interviews and research with senior officers from other local authorities, the Improvement Services, Transport Scotland, BEAR Scotland, external contractors and material suppliers together with council officers.



- 3.6 Overall, the report concluded that the work carried out by Roads and Infrastructure Services is proportionate, provides value for money and is well planned and executed. The full report can be viewed at the following link (item 10): <https://www.argyll-bute.gov.uk/moderngov/ieListDocuments.aspx?CId=546&MId=8506&Ver=4>

### **Reactive Revenue Repairs ‘v’ Planned Revenue and Capital Repairs**

- 3.7 In addition to the capital works which are the main focus of this report there are still several minor works and defects which need to be addressed through the revenue budget. Whilst the majority of capital projects will be designed on a holistic basis taking in any defects within the site area, there are revenue repairs being carried out across the area on a regular basis. It is worthy to note that whilst a number of reactive revenue repair are still necessary, the service aims where ever possible to carry out planned works on a right first time basis. A right first time basis will include cutting out a patch with a vertical edge and reinstating the surface with a suitable hot lay material. Reactive pothole repairs which are often carried out quickly to make an area safe, particularly during winter periods.

## **4.0 CONCLUSION**

- 4.1 This report provides details of the finalised roads reconstruction programme for 2021/22.

## **5.0 IMPLICATIONS**

- 5.1 **Policy** - works assessed and carried out under the current Roads Asset Management Plan.
- 5.2 **Financial** - programme will be based on capital allocation for year 2021/22.
- 5.3 **Legal** - None
- 5.4 **HR** - reconstruction works delivered by a combination of in-house roads operations team and sub-contractors.
- 5.5 **Fairer Scotland Duty:**
- 5.5.1 **Equalities - protected characteristics** – None Known
- 5.5.2 **Socio-economic Duty** – None Known
- 5.5.3 **Islands** – None Known
- 5.6 **Risk** - completed works will reduce requirement to repair roads and will arrest the carriageway/footway deterioration.
- 5.7 **Customer Service** - overall improvement in road surfaces and the quality of driven journeys.

**Executive Director with responsibility for Roads and Infrastructure**

**Kirsty Flanagan**

**Policy Lead for Roads and Infrastructure Councillor Rory Colville**

April 2021

**For further information contact:**

Hugh O'Neill, Network and Standards Manager

Jim Smith, Head of Roads and Infrastructure Service

## **APPENDICES**

Appendix 1 – MAKI Roads Reconstruction Programme 2021/22

Appendix 2 – OLI Roads Reconstruction Programme 2021/22

Appendix 3 – B&C Roads Reconstruction Programme 2021/22

Appendix 4 – H&L Roads Reconstruction Programme 2021/22

Appendix 5 – Treatment Overview

### **KEY**

	Schemes brought forward from 2020/21 programme due to Covid
	Initial 2021/22 schemes
	Further schemes following additional budget allocation in February 2021

## Appendix 1 – MAKI Roads Reconstruction Programme 2021/22

**MID ARGYLL, KINTYRE AND THE ISLANDS****MID ARGYLL**

Route	Scheme Name	Estimated Value	Proposed Scheme Details
C42	Barnluasgan - Castle Sween	£190,000	Surface Dress
C43	Kilduskland Road Ardrishaig	£16,000	Surface Dress
C42	Castle Sween - Balimore	£140,000	Pre SD & Surface Dress
U25	Inverlussa Road	£17,000	Pre SD & Surface Dress
A819	Tullich Farm-Ladyfield Southwards	£75,000	Regulate & overlay
A819	Electric Cottage	£146,500	Drainage, edge strengthening & overlay
U76	Pipers Road - Cairnbaan	£15,000	Regulate & overlay
A816	Kilmartin	£75,000	Inlay/Overlay
U20	Kilmartin School Road	£36,000	Regulate & overlay
U55	Queen Elizabeth Furnace	£30,000	Inlay
C36	Furnace Village	£29,000	Inlay
B8024	Glen Ralloch	£100,000	Geogrid & Overlay

**KINTYRE**

Route	Scheme Name	Estimated Value	Proposed Scheme Details
B8001	Auchmeanach Farm Slip - Cloanaig	£363,000	Embankment Stabilisation
B842	Greenhill - Saddell	£55,000	Surface Dress
B879	B879 + Carradale Streets	£100,000	Surface Dress
U51	Lighthouse Rd at Feorlan - C18 Jct (Retaining Wall£50k)	£95,000	Surface Dress
U59	Machrihanish	£100,000	Pre SD & Surface Dress
B842	High Askomil - Campbeltown	£100,000	Inlay
U50	The Roding - Campbeltown	£85,000	Inlay
U22	Glebe St - Campbeltown	£58,000	Inlay
B8001	Auchmeanach Farm	£50,100	Overlay and drainage Re-instatement
U10	Auchencorvie - Homeston	£100,000	Road Reconstruction / Edge Strengthening
U17	Gobbagreggan Road	£70,000	Regulate & Overlay
U15 / U48	Crosshill Ave / Ralston Road	£100,000	Inlay

**ISLAY, JURA**

Route	Scheme Name	Estimated Value	Proposed Scheme Details
A846	Feolin - Craighouse	£95,000	Pre SD & Surface Dress
A846	Emeraconart South	£50,000	Surface Dressing
A846	Laphroaig - Ardbeg	£130,000	Pre SD & Surface Dress
A846	Bridgend - Bowmore	£170,000	Pre SD & Surface Dress
A847	Portnahaven	£15,000	Surface Dress
B8017	Gruinart Flats	£60,000	Pre SD & Surface Dress

U22	Glenevedale Road	£55,000	Pre SD & Surface Dress
U34	Killinallan Road	£65,000	Pre SD & Surface Dress
U60/U61	Port Ellen Back Roads	£110,100	Inlays - expanded scheme
A846	North of Bridgend	£58,000	Regulate and Overlay
	Isle of Colonsay - Patching	£30,000	Pre SD Patching ( for S/D 2022>)
A846	Jura - Feolin Ferry southwards	£50,000	Regulate and Overlay
A846	Laphraoig	£40,000	Embankment stabilisation & surfacing
B8016	Various Locations Glenevedale Lots, Leorin	£180,000	Regulate and Overlay

## Appendix 2 – OLI Roads Reconstruction Programme 2021/22

**OBAN, LORN AND THE ISLES****LORN**

Route	Scheme Name	Estimated Value	Proposed Scheme Details
B840	Braevallich- Portsonachan	£200,000	Surface Dressing
B8077	Stronmillichan	£91,000	Surface Dressing
C32	Glencruitten	£35,000	Surface Dressing
C30/C29	Kilmaha - Inverinan	£220,000	Pre SD & Surface Dressing
Unclassified	Connel Village	£30,000	Inlay Scheme
A816	Blaran Ph2 ( STTS 2010)	£150,000	Embankment strengthening, C/W widening & overlay
B845	Barrachander PH2 (Glen Nant)	£100,000	Strengthening & overlay
C26 /U39 /U40 /U41	South Shian loop road and spurs	£100,000	Regulate & overlay Pre SD 22-23
C29	Loch Avich	£100,000	Regulate & overlay
U25	Muasdale Road	£48,000	Regulate & overlay
C34	Gallanach Road	£70,000	Inlay
U14	Scammadale Road	£68,000	Regulate & overlay Pre SD 22-23
C33	Lerags Road	£30,000	Regulate & overlay
	Luing - various sections	£100,000	Regulate & overlay
U22	Achavaich Road	£30,000	Regulate & overlay
U37	Fasnacloich Rd	£30,000	Regulate & overlay
U52	Glenshellach Rd	£25,000	Regulate & overlay
U18	Loch Nell	£30,000	Regulate & overlay
U005	Croft Avenue	£25,000	Inlay
A816	Kilninver - Kilmore	£120,000	Reshape & Overlay Completion of widening scheme
A816	Soroba Road	£50,000	Structural Patching
U43	Lochavullin Road	£50,000	Inlay
B844	Kilninver - Lochseil	£40,000	Overlay
B845	Blarcreen - Glensallach	£40,000	Overlay
U56	Pulpit Rock - Surfacing	£40,000	After £85k Street lighting scheme

**MULL**

Route	Scheme Name	Estimated Value	Proposed Scheme Details
A849	Torrans Bridge to Fionnphort	£380,000	Surface Dressing
U71, U72, U77 U78, U21	Ross of Mull , Spur Roads	£140,000	Surface Dressing
C50	All Roads Iona	£80,000	Pre SD & Surface Dressing
U20 & U73	Ross of Mull , Spur Roads	£130,000	Pre SD & Surface Dressing
U16	Croggan	£75,000	Regulate & overlay
B8073	Burg	£30,000	Regulate & overlay
C45	Hill Rd - Ph2 Dervaig - Torloisk	£71,000	Regulate & overlay

B8072	Coll , Cranaig Junction-Sorisdale	£60,000	Regulate & overlay
A849	Lochdon South	£50,000	Carriageway Widening
B8073	Killiechronan to Ulva ferry Ph2	£104,000	Regulate & overlay
C46	Glenbellart	£100,000	Regulate & overlay
C54	Lochbuie	£50,000	Regulate & overlay

## Appendix 3 – B&amp;C Roads Reconstruction Programme 2021/22

**BUTE AND COWAL****BUTE**

Route	Scheme Name	Estimated Value	Proposed Scheme Details
A844	Craigmore - Bogany Point	£60,000	Surface Dressing
B878	Barone Road	£60,000	Surface Dressing
B875	Colmac - Drumachloy	£60,000	Surface Dressing
B881	Castle St Rothesay	£18,000	Inlay
C1	Bruchag Point	£20,000	Overlay
C3	Lubas Farm	£20,000	Overlay
U5	Glecknabae	£20,000	Overlay
U28	Eastlands Road	£40,000	Inlay
U47	McKinley St Rothesay	£18,000	Inlay
U001	Mid Ascog	£25,000	Overlay
A844	High Road - Pier Lane to Ardbeg	£55,000	Pre SD & Surface Dressing
B881	Kilchatten Village	£40,000	Pre SD & Surface Dressing
C2	Pointhouse & Shore Street	£60,000	Pre SD & Surface Dressing
U16	Bannatyne Mains - Golf Course	£20,000	Pre SD & Surface Dressing
C1	Bruchag Point	£20,000	Overlay
U3	Ardencraig Road	£24,000	Inlay
A844	Kingarth Junction	£50,000	Overlay
B881	Kilchatten Bay	£75,000	Overlay / Inlay
U82	Flexitec Factory Road	£26,000	Inlay

**COWAL**

Route	Scheme Name	Estimated Value	Proposed Scheme Details
A880	Strone - Blairmore	£45,000	Surface Dressing
A815	Strachurmore - Inveroaden	£95,000	Surface Dressing
A815	Dalinlogart - Sandbank	£40,000	Surface Dressing
C10	Port Lamont - Toward	£100,000	Surface Dressing
A815	Coylet - Whistlefield	£120,000	Pre SD & Surface Dressing
A8003	View Point - Tighnabruich	£100,000	Edge strengthening & overlay
B839	A815 Jct - Cioch Mhor	£50,000	Regulate & Overlay
B828	Glenmore	£50,000	Regulate & Overlay
U15	Glen Massan	£37,000	Regulate & Overlay
C9	South Ardentinnny	£50,000	Overlay & Passing Place Imp
C9	Gairletter to Glen Finart Bus turning area	£100,000	Overlay & Passing Places due to winter deterioration
U22	West Glendaruel Creachan Beag	£35,000	Overlay
A815	Cluniter Straight Innellan	£80,000	Inlay / Overlay
A815	Croft Kennels - Tom Dubh	£116,000	Reprofile / Drainage - Ruts
A886	Kinlochruel	£75,000	Regulate and overlay
B8000	Kames - Millhouse	£100,000	Overlay

## Appendix 4 – H&amp;L Proposed Roads Reconstruction Programme 2021/22

**HELENSBURGH AND LOMOND****Lomond**

Route	Scheme Name	Estimated Value	Proposed Scheme Details
A817	Haul road centre section	£110,000	Surface Dressing ( PreS/D prog. - March 2021)
A814	Cats Castle - Cardross	£125,000	100mm patching and High Friction Surfacing
A814	Sinclair St to Grant St	£45,000	Inlay
C70	Glen Fruin Hairpin Bends	£30,000	Overlay
U197	Machrie Drive	£15,000	Inlay
U167	Kennedy Drive	£25,000	Inlay
U317	West Princes St junc	£15,000	Inlay
Cove	All Unclassified Roads Cove	£30,000	Pre SD & Surface Dressing
Kilcreggan	All Unclassified Roads Kilcreggan	£85,000	Pre SD & Surface Dressing
Rosneath	All Unclassified Roads Rosneath	£40,000	Pre SD & Surface Dressing
Clynder	All Unclassified Roads Clynder	£20,000	Pre SD & Surface Dressing
U229 / U22	Old Luss Rd / Athole St	£40,000	Inlay
A814	Rhu Inn - School Road	£50,000	Inlay
C74	Carman Road Ph2	£120,000	Overlay & Drainage
U188	Lever Road	£73,000	Inlay
A814	Portincaple Junction	£20,000	Vehicle Safety Fencing
A814	Faslane Roundabout Northgate	£55,000	Inlay - Drainage - Kerbing
A814	South of Morelaggan ( slip area)	£50,000	Regulate and overlay
A814	Faslane R/About South approach	£35,000	Re surface
A814	Westerhill Farm - Ardoch	£60,000	Re surface
U295	Upland Road Patching	£40,000	Structural Patching
U296	Upland Wynd Patching	£15,000	Structural Patching
A818	Sinclair St-Luss Rd (Blackhill)	£15,000	Inlay
B838	Church Road Arrochar	£40,000	Overlay
U212	MacFarlane Drive Arrochar	£10,000	Inlay
U253	School Road Luss	£20,000	Inlay
U97	East Abercromby St Helensburgh	£80,000	Inlay



## Appendix 5 - Treatment Overview

Treatment	Use	Advantage	Disadvantage
Surface Dressing	Suitable for almost all road conditions. High strength modified bitumen binders can be used in high stress areas (bends, junctions etc). Various specifications available from basis binder and chip to high tech site specific binder with double layer chippings. Specialist high friction chips an option for high risk areas to improve friction	<p>Good carbon footprint</p> <p>Cost effective, achieves a lot with limited budgets</p> <p>Prolongs asset life</p> <p>Seals roads from the ingress of water</p> <p>Improves skid resistance</p> <p>Preserves existing structural strength</p> <p>Particularly suited to a rural road network</p>	<p>Does little to improve ride quality</p> <p>Can be subject to chipping loss (generally contracts have a 2 year guarantee period)</p> <p>Adds limited structural strength</p>
Overlay	New surfacing laid over existing. Used where underlying conditions allow and where there are no kerb lines or building thresholds to tie into	<p>Good ride quality through re-profiling</p> <p>Adds structural strength</p> <p>Improves skid resistance with right aggregate choice</p>	Poor carbon footprint due to use of virgin aggregates, bitumen and transport
Inlay	Existing surfacing excavated/planned out and new material laid to old levels. Generally used where kerbs and/or building thresholds and bridges (head clearance and dead load limits) determine levels. Generally used in urban areas	<p>Good ride quality through re-profiling</p> <p>Adds structural strength</p> <p>Improves skid resistance with right aggregate choice</p>	Very poor carbon footprint due to use of virgin aggregates, bitumen and transport
Retread	Recycles existing road make up with limited additional aggregate and bitumen. Generally surfaced dressed within 2 – 3 years of recycling process being carried out. Various processes available, in theory	<p>Very good carbon footprint</p> <p>Ride quality can be improved as a result of treatment</p> <p>Can add structural strength</p>	Requires a reasonable amount of existing road material to be present in order to achieve results without requiring new materials to be imported

	suitable in any location but urban locations with multiple sub ground services are not ideal		
Reconstruction	Excavate and rebuild not only the bituminous layers but also the stone sub-base. Generally required where heavy traffic loads and weak ground conditions have caused failure	<p>Good ride quality through re-profiling</p> <p>Adds structural strength which can be fully designed based on known traffic volumes and ground strength – basically a new road</p> <p>Improves skid resistance with right aggregate choice</p>	<p>Very poor carbon footprint due to use of virgin aggregates, bitumen and transport – the least environmentally sound road repair</p> <p>High cost</p>
Structural Patching	Localised inlay work. Can be applied anywhere. Often used as preparation work for subsequent surfacing to be overlaid or surfaced dressed.	<p>Adds structural strength</p> <p>Cost effective solution</p>	<p>Does little for ride quality but will address localised unevenness</p> <p>Medium to poor carbon footprint.</p>
Edge Strengthening	Linear edge repairs to provide resilience for errant vehicles who overrun the edge of the carriageway. Can be a combination of bitmac layers, stone subgrade and kerbs or similar edge restraint to add strength	Provides a stitch in time solution to edge deterioration which left unchecked could result in much greater failure.	<p>Medium to poor carbon footprint.</p> <p>Only deals with the edge – may need to be used as part of a wider package of measures</p>

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**ARGYLL AND BUTE COUNCIL**
**ENVIRONMENT, DEVELOPMENT AND  
INFRASTRUCTURE**
**ROADS AND INFRASTRUCTURE  
SERVICES**
**3<sup>rd</sup> JUNE 2021**


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**ELECTRIC VEHICLE CHARGING STRATEGY**


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**1.0 INTRODUCTION**

- 1.1 This report provides members with a further update on the development of a medium to long-term future strategy for electric vehicle charging infrastructure across Argyll and Bute following on from the December update.
- 1.2 Following the Council's budget meeting in February this year, fees for use of electric chargers have been introduced as below. These came into effect on 9<sup>th</sup> April 2021. The attached strategy document at Appendix One provides far more detail on the cost recovery methodology. In summary, the fees include a fixed rate plus a rolling cost; a rate is charged to use the charge point and customers are also charged per unit of electricity consumed - this model provides certainty for the Council over coverage of fixed and variable costs and transparency for users. The fees are:

	Net	VAT	Gross
kWh and Maintenance - charge based on 20p to cover Council's electricity costs and 1p to contribute to future maintenance costs	£0.21p	£0.04	£0.25
Minimum Charge - covers management costs e.g. admin, banking fees, merchant fees etc	£1.50	£0.30	£1.80

- 1.3 Now that the cost recovery model is in place income and feedback will be monitored over the course of the next year, and any implications/proposed variations will be reported to Members as required.
- 1.4 Attention now turns to the future development of the network, with a view to ultimately agreeing a consolidated long list of potential future sites based on an agreed set of criteria. The outline development methodology is appended to this report at Appendix Two. The intention is to agree this high-level methodology with a view to having more detailed discussions with Members about potential sites in their areas at a Member Development Day prior to reporting back to EDI on the consolidated long list then seeking public feedback via consultation on the methodology and long list of sites. Ultimately the

exercise should produce an approved list of sites for future installs which can be worked through as external funding arises. The expectation is that national government will provide significant levels of funding for this area of work in future years, therefore it is important that the Council has a development plan which is logical, detailed and has benefitted from public feedback/ buy in.

## **2.0 RECOMMENDATION**

Members are asked to:

- 2.1 Consider the detail of EVC Strategy Part 1 Introduction and Cost Recovery Model at Appendix One of this report; and
- 2.2 Agree the outline development methodology at Appendix Two of this report;
- 2.3 Note that more detailed discussions with members regarding potential sites in their areas at a Member Development Day will be had prior to a further report being considered at Committee before a consultation exercise.

## **3.0 DETAIL**

- 3.1 With the benefit of over £700,000 of funding provided by Transport Scotland on behalf of the Scottish Government, Argyll and Bute Council has to date installed a reasonable network of chargers across the area. These are located in towns including Campbeltown, Dunoon, Helensburgh, Lochgilphead, Oban, as well as on Islay, Mull and Coll,
- 3.2 As of April 2021 there were a total of 39800 sessions and total consumption of 428776.97 kWh, with the Council previously having absorbed those electricity costs prior to the new policy of cost recovery coming into effect.
- 3.3 The cost recovery model has been advertised for users via various methods:
  - On site signage with details of a specific [EV webpage](#) including FAQs
  - Members of Charge Place Scotland (CPS), within our postcode catchment areas, were notified via email directly from CPS
  - Press releases and social media
- 3.4 A strategy around future installation and management of EV chargers is required to ensure that they are complementary to other transport links and enhance the overall transport infrastructure as it relates to the public road network in Argyll and Bute.
- 3.5 To assist in developing a suitable methodology we have been working with HiTRANS who have attracted EU funding of £1.5 million to deliver the installation of a network of 24 rapid charging points on the west coast of the Highlands and Islands; EV chargers will be installed in Lochaber, Skye and Lochalsh, Argyll and Bute and the Western Isles.

- 3.6 HiTRANS will deliver the FASTER Project - Facilitating a Sustainable Transition to Electric Vehicles in the Regions. A project which is supported by the European Union’s INTERREG VA Programme, managed by the Special EU Programmes Body (SEUPB). The project will, among other things, assist with analysis of the planning and procurement requirements needed to “kick start” a commercial charging service, which will be of future interest and value.
- 3.7 Working with Strathclyde University we assisted HiTRANS with mapping future locations based on their methodology: 1) a geo spatial analysis that looks at maximising charging network coverage i.e. minimising distance between existing and proposed chargers; and 2) demand driven analysis that looks at charging demand based upon a number of inputs, including: population density, tourist demand, and national/local EV uptake forecasts.
- 3.8 Through this process we have been able to identify, where appropriate, sites that are in Council ownership for further consideration and provide invaluable local knowledge, and gain valuable insight into the development of our own site selection methodology. The current status is that the project team are now giving consideration to the technical requirements and associated costs for suggested sites with a view to providing further feedback in due course. At this point it is unclear how this project will be taken forward and we require further clarity from HiTRANS on decision making and delivery. It would be preferable if sites were agreed and funding allocated that that funding be provided to the Council to deliver. Further details on this scheme will be the subject of future committee reports.
- 3.9 We are also working with Energy Saving Trust on their Switched on Towns and Cities feasibility study; in 2012 the Scottish Government set a target to deliver 20 electric towns and cities across Scotland by 2025. This target was renewed in 2019 and the Switched on Towns and Cities Challenge Fund was set up in order to support delivery of this target and is administered by Transport Scotland. Similarly to the HiTRANS scheme, this work has informed our own methodology.
- 3.10 As a result of the above work, and other research, and the application of existing asset hierarchies, we have developed our own methodology for future EV developments, and this is appended to the report at Appendix Two. The focus of the methodology is to address gaps initially, ensuring a suitable spread of provision in the first case, with a view to considering expansion of existing sites to create ‘hubs’ in the future.
- 3.11 The development methodology should be split into three distinct themes, considering transport patterns/usage behaviours, with a default charger type per theme:

Theme 1	Theme 2	Theme 3
charging on the move	destination charging	residential charging
rapid (50kw)	fast (22kw)	slow (7kw)
Charge 90mins - 2 hrs	Charge in 4 hours	Charge in 7+ hours

3.12 **Theme 1 – charging on the move:** to address any gaps in the existing network and provide for one rapid charger every 25 – 35 minutes driving time [as an aspiration, while acknowledging that this may not be appropriate for every setting]:

- Sites should be at/on/near existing settlements with local amenities, with a view that the network development should bring consequential economic development gains e.g. EV users utilise local shops, cafes etc. while their car charges.
- Sites should be in public ownership/control
- Consideration of grid capacity and associated cost barriers.
- Sites should have the potential for future expansion.
- Delivery prioritised in tranches according to the existing road and pier hierarchy

3.13 **Theme 2 – destination charging:** this theme should provide for charging infrastructure where users are likely to leave their cars for an extended period of time. Sites should be in Council ownership as part of existing off-street parking provision

3.14 **Theme 3 – residential charging.** This theme will need to be explored further to see if there are any residential areas with a lack of on-street parking which are within Council ownership. At present it is anticipated that the Council will have little if any involvement in providing residential charging infrastructure as the requirement for this is likely to be on RSL owned sites. Future planning policy should reflect the need for residential EV provision.

3.15 The previous update report provided a list of actions which required to be completed in order to progress with the initial stage of the strategy, with a particular focus on the cost recovery aspect, to allow implementation in this financial year. These actions have all been substantially progressed.

3.16 It is anticipated that progress will be made with the infrastructure development plan, should the methodology be agreed, such that a consolidated long list of potential sites can be reported back to a future EDI meeting with a view to then having a public consultation on that list, with the remainder of the strategy being developed as follows:

Intro, options appraisal and cost recovery	On track. Cost recovery in place on or about 1 <sup>st</sup> April. Draft strategy [part 1] to EDI June. Previous report EDI Dec.  See budget savings template
Future asset development criteria	Data gathering complete, various methodologies assessed. Aspects included such as geospatial recommendations. Other aspects such as SIMD factors rejected.

	<p>Working with SoTC, Strath Uni, HiTRANS etc</p> <p>Aim to create consolidated long list for member engagement and public consultation prior to formal approval of site list Dec EDI</p> <p>Long lists required for:</p> <ol style="list-style-type: none"> <li>1. Public network</li> <li>2. Council hub offices</li> <li>3. Depots</li> <li>4. Schools estate [NPDO priority]</li> </ol> <p>Internal long lists linked to vehicle replacement programme</p>
Future funding – mapping, application, management	Matching sites to funding streams etc
Management and maintenance of the network	External contract or internal? Options appraisal considering costs and capacity.
Installation plans and project management	<p>Procurement methodology [single supplier?]</p> <p>Electricity tariff applications, supplier monitoring etc.</p>

3.17 We will require to review the income levels achieved from our charging model to ensure that the Council's current and potential future costs can be covered. We will receive returns from CPS quarterly and will track income against expenditure in each quarterly period, and report on any particular variances as required. Should the charging model need to be amended for future years, this will be the subject of a future report prior to fees and charges being proposed in the normal Council budget process.

#### 4.0 CONCLUSION

4.1 The Council has successfully rolled out the charging tariff across Argyll and Bute. Our fee falls broadly into line with other local authorities i.e. Aberdeenshire Council charging 21p and Dumfries and Galloway Council charging 25p. As the cost recovery model is in place and fully operational the next stage of the strategy will focus on the infrastructure methodology as outlined at Appendix Two.

## 5.0 IMPLICATIONS

- 5.1 Policy – the Council has a policy of cost recovery in place as of 9<sup>th</sup> April 2021; this report and appendices would see the development methodology and Part One of the EVC Strategy become Council policy for this area of work
- 5.2 Financial – the cost recovery model should make the provision of EV cost neutral – future developments will be funded via external funding as and when it arises
- 5.3 Legal – none
- 5.4 HR – none
- 5.5 Fairer Scotland Duty:
  - 5.5.1 Equalities - protected characteristics - none
  - 5.5.2 Socio-economic Duty - none
  - 5.5.3 Islands - none
- 5.6 Risk – no further risks
- 5.7 Customer Service – a comprehensive exercise has been undertaken to advise customers of the new arrangements regarding cost recovery.

**Executive Director with responsibility for Roads and Infrastructure Services,  
Kirsty Flanagan**

**Head of Roads and Infrastructure Services, Jim Smith**

**Policy Lead for Roads and Infrastructure Services, Cllr Rory Colville**

13/4/21

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Appendices:

Appendix 1: EVC Strategy Part One

Appendix 2: DRAFT infrastructure development methodology





**ROADS AND INFRASTRUCTURE  
SERVICES**

**Electric Vehicle Charging Strategy  
Part 1: Introduction and Cost  
Recovery Model**

<b>Author</b>	Project Officer
<b>Owner</b>	Head of Infrastructure
<b>Date</b>	April 2021
<b>Version</b>	1

This document provides **Part One** of Argyll and Bute Council's Electric Vehicle Charger Strategy, this provides the background as to why the Council are setting out a long term plan for Electric Vehicle Chargers, why it is the correct time to do so and how it will tie into wider National Policies.

A brief explanation on the workings of electric vehicles and electric chargers is also provided.

The cost recovery model is set out with explanations for the costs set and what, if any, surpluses will be used for. To ensure there is confidence for electric vehicle users on the availability of charging spaces the Council is also implementing enforcement penalties; section four sets out the penalties and the work the Council will do to update traffic regulation orders across all areas of the Council to ensure consistency.

As the cost model has been newly implemented Part One of the strategy concludes with how and why periodic reviews of charges will be required.

Ultimately the strategy will comprise various parts. It is essential to have a cost recovery model for the current asset group in place initially, prior to consideration of various future aspects of the development of the network.

**Part Two** will focus on future asset development criteria, with an aim to create various consolidated long lists of potential sites and mid-range cost estimates.

**Part Three** will give consideration to future funding requirements and options – mapping, application, management – to deliver on the outline programme developed through Part Two.

**Part Four** will cover management and maintenance of the developing network over time, with a focus on sustainable asset management.

**Part Five** will provide a procurement and installation strategy, with a focus on best value in the delivery process, including electricity tariff applications and ongoing monitoring etc.

## Part 1: Introduction and Cost Recovery Model Table of Contents

<b>1. Introduction</b>	
• <b>Background</b>	<b>page 4</b>
• <b>Purpose of Strategy</b>	<b>page 5</b>
• <b>Links to National Priorities and Strategic Framework</b>	<b>page 6</b>
<b>2. Understanding electric vehicles and chargers</b>	<b>page 9</b>
<b>3. Charging Regime</b>	<b>page 12</b>
• <b>Cost Breakdown</b>	<b>page 13</b>
<b>4. Enforcement Penalties</b>	<b>page 16</b>
• <b>Traffic Regulation Orders</b>	<b>page 17</b>
<b>5. Potential Future Costs</b>	<b>page 18</b>
• <b>Charging Review</b>	<b>page 19</b>

## 1. Introduction

This is part one of the Councils Electric Vehicle Charging Strategy; the Charging Regime. The following details why the Council are providing publically accessible charging points and why a charging strategy is now required.

Subsequent stages to follow will focus on the future asset development criteria, future funding opportunities, management and maintenance of network, installation planning and project management and the ongoing review of income

The expectation is that the National Government will provide significant levels of funding for this area of work in future years, therefore it is important that the Council has a thorough strategic development plan.

### 1.1 Background

In 2017 the Scottish Government set out an ambition to reduce Scotland's emissions of greenhouse gasses and to phase out the need for new petrol and diesel cars and vans by 2032. This strategy sets out how Argyll and Bute Council will provide a sustainable network of publicly available Electric Vehicle (EV) chargers and assist with meeting the national target of reducing the impact of climate change.

The Scottish Government via Transport Scotland allocated capital funding for local authorities to invest in the Electric Vehicle (EV) Charger infrastructure with the initial expectation that revenue costs would be absorbed by councils. Through this EV users have been able to charge their vehicles free of charge, despite this incurring a number of fixed and variable costs for the Council. Free to charge was a policy decision by Scottish Government to encourage the uptake of the technology to support targets for the reduction of carbon emissions and combat climate change; it has also been a condition of the grants from Transport Scotland to make charging sites free and publicly accessible. While this approach may have been suitable in the short-term, with the increasing popularity of electric cars, and the continued reduction in local government funding, the Council agreed at its budget meeting of February 2020: *Reflecting Transport Scotland advice, agrees that a charging regime should be developed for all Electric Vehicle Charging Points with charging for 2020/21 to be on the basis of electricity consumption cost recovery and a report on the long-term approach to come to the September 2020 meeting of the Environment, Development and Infrastructure Committee.*

With popularity of EVs on the rise and as more charging units are being installed it is not feasible to continue to provide free electricity, to date there have been over 35,000 charging sessions on the Councils network. Wider strategic commitments to decarbonise the transport network in line with climate change targets will also add to ongoing expansion of the EV charging network therefore continuing to cover the costs of electricity and ongoing maintenance will lead to increased pressure on already stretched Council budgets.

To reduce the financial pressure on the Council of providing free electricity to EV users a fair, robust and equitable charging regime for the publically accessible Electric

Vehicle Charging Points is required; with charging being based on electricity consumption and future maintenance cost recovery. The financial sustainability of the existing network is the focus of the first part of this strategy, with the second part focussing on the management of the current network e.g. advertising and enforcement of the cost recovery model. Latter parts to focus on a future implementation programme, the process around future funding models, a long-term plan for reinvesting in the network and how communities/community groups will be supported in taking forward their own schemes.

EVA (Electric Vehicle Association) Scotland has proposed tariff guidance for private and publicly accessible charging units however as there is currently no standardisation across Scotland. We have benchmarked where possible against other local authorities who have implemented an EV charge in line with EVA guidance.

## 1.2 The main purposes of the strategy are:

- To determine how the asset group becomes self-funding in terms of future revenue costs. To achieve this we utilize information from the Energy Savings Trust and benchmark, where possible, against other local authorities to understand their charging regimes and any sliding scale of charges applied. Factoring in the need to generate a surplus over and above pure energy costs to reinvest in maintenance and associated infrastructure.
- To support practices that encourage appropriate behaviours that maximise utilisation and availability of charge points; whether it is reasonable to charge for use of a parking space over and above the use of the charger and how this will be enforced.
- To identify potential locations for new installations and a set of agreed criteria to assess each site, determining the feasibility and how many in any given location.
- To explore future funding opportunities and the possibility of community ownership and to establish the process for public and Council installations

This strategy must

- Contribute to national priorities
- Provide clear links to local strategic plans, particularly the Council's decarbonisation plan
- Reflect the views, contributions and needs of stakeholders
- Determine the best price to apply for accessing electric vehicle charge points throughout Argyll and Bute

### 1.3 Links to National Priorities Strategic Framework

#### National and Local Priorities

There is a wide range of strategies and policy agendas which will influence the direction of this strategy. This includes (among many others) the Outcome Improvement Plan; HITRANS Electrical Vehicle Strategy; Climate Change Plan the Third Report on Proposals and Policies 2018-2032; Argyll and Bute Corporate Plan and The Community Planning Partnership's (CPP) 2012-2023 and the Decarbonisation Plan 2021.

The Climate Change (Emissions Reduction Targets) (Scotland) Act 2019, which amends the Climate Change (Scotland) Act 2009, sets targets to reduce Scotland's emissions of all greenhouse gases to net-zero by 2045 at the latest, with interim targets for reductions of at least 56% by 2020, 75% by 2030, 90% by 2040<sup>1</sup>

Argyll and Bute relies heavily on vehicle transport therefore it is vital that greener solutions are developed in order to work towards Climate Change targets as well as ensuring we are delivering social, economic and environmental benefits to communities across the area. This strategy sets out the vision that Argyll and Bute Council has to help the Scottish Government meet their ambitious target for Scotland to phase out the need for new petrol and diesel cars and vans, initially by 2032 however the update to the 2018-2032 Climate Change Plan published in December 2020 updated this to 2030 bringing this ambition forward from the 2018 Plan by 2 years, in line with the Climate Change Committee's recommendations in its 2020 Progress Report to the Scottish Parliament.

It is important that the strategy should be closely aligned with the Outcome Improvement Plan (previously the SOA) and Community Plan for Argyll and Bute, as well as supporting a range of other local plans and strategies.

The Outcome Improvement Plan sets the vision for achieving long term outcomes for communities in Argyll and Bute. Sustainability and Infrastructure are sighted s a challenges for the area; ensuring a sustainable future by protecting the natural environment and mitigating climate change and improving and making better use of infrastructure in order to promote the conditions for economic growth including enhancing the built environment and our town centres. This in turn links into national policy priorities for community planning; outcome 2 *infrastructure that supports sustainable growth*. Within the next 10 years the vision is that the development of the electrical transmission and distribution grid has been strengthened to support the continued development of renewable technology and to provide additional community resilience<sup>2</sup>.

Climate Change Plan Policy Outcome 2 *the proportion of ultra-low emission new cars and vans registered in Scotland annually to reach 100% by 2032* will be achieved through 8 different policies and four proposals, which are shown in the table below:

<sup>1</sup> <https://www.gov.scot/policies/climate-change/reducing-emissions/>

<sup>2</sup> [https://www.argyll-bute.gov.uk/sites/default/files/aboip\\_v1\\_2018.pdf](https://www.argyll-bute.gov.uk/sites/default/files/aboip_v1_2018.pdf)

Policies which contribute to the delivery of policy outcome 2	Policy proposals which contribute to the delivery of policy outcome 2
1) With the EU and UK, negotiate stretching emission standards for new cars (and vans) beyond 2020	1) Consider draft proposals in the Energy Performance of Buildings Directive (EPBD), relating to the provision of EV charge points/wiring in new residential and commercial developments. Investigate how such measures could potentially be trialled in Scotland and consider developing guidance on charge point provision to support planning authorities.
2) With the UK, negotiate Vehicle Excise Duty differentials between ultra-low emission vehicles (ULEVs) and diesel/petrol vehicles to support and encourage the uptake of ULEVs	2) In advance of a decision as to whether charging points will be a feature of building standards, Transport Scotland will consider developing guidance on charge points to support planning authorities
3) Enhance the capacity of the electric vehicle charging network (ChargePlace Scotland)	3) Continue to investigate the role that other alternative fuels, such as hydrogen, gas and biofuel can play in the transition to a decarbonised road transport sector. Consider the scope for market testing approaches to alternative fuels infrastructure and supply.
4) Provide interest-free loans through the Energy Saving Trust to enable the purchase of EVs by both consumers and businesses until at least March 2020.	4) Work with Scottish Enterprise, the UK Government, and other bodies to investigate the potential to undertake trials of connected and autonomous vehicles in Scotland.
5) With local authorities, review licensing regulations and consider introducing incentives to promote the uptake of ULEVs in the taxi and private hire sector, with loan funding for vehicle purchase until at least March 2020	
6) Promote the benefits of EVs to individuals and fleet operators (exact nature of promotion to be decided annually).	
7) We will support the public sector to lead the way in transitioning to EVs, putting in place procurement practices that encourage EVs.	
8) We will establish by 2019 an innovation fund to support innovation in business, academia and industry around EV adoption.	

3

<sup>3</sup> Scottish Government Climate Change Plan; the third report on proposals and policies 2018-2032

Specifically of interest is Policy No 3: *Enhance the capacity of the electric vehicle charging network (Charge Place Scotland)* via:

- continuing to grow the network up to 2022 (plans cover a 10-15 year period from publication)
- providing support for home charge points for consumers
- providing support for workplace charge points work with each of our delivery partners to create Scotland's 'Electric A9', including charging points along the route and demonstrating that electric vehicles offer important advantages to motorists in rural and urban Scotland
- providing funding for towns and cities to become 'Switched On' – working with partners, local authorities will get funding to meet local EV transition needs such as supporting charging initiatives for tenements and EV incentives

Working towards this, Argyll and Bute Council accessed capital funding for electric vehicle charging infrastructure of which over £700,000 was secured for the area. The funding paid for the acquisition and installation of 24 charging points and the extent of the current network, not only across Argyll and Bute but across Scotland can be viewed at <https://chargeplacescotland.org/>.

This strategy will also link directly into the Corporate Plan mission of *being a place that people choose to work and do business, corporate infrastructure that supports sustainable growth* and business outcomes BO113; *our infrastructure is safe and fit for the future* and BO114; *our communities are cleaner and greener which will assist the council to meet the mission of argyll and Bute being a place*<sup>4</sup>

In addition the HITRANS strategy which sets out a vision that the HITRANS region will be at the forefront of achieving national commitments for low emission transport, communities across the region<sup>5</sup>. HITRANS (Highlands and Islands Transport Partnership) is the regional transport partnership covering Western Isles, Orkney, Highland, Moray and most of the Argyll and Bute area; Helensburgh and Lomond is covered by SPT.

As vehicle ownership in the HITRANS region is 18% higher, and average distances travelled by road are estimated to be around 20% higher than the Scottish average investing in Electric Vehicle Chargers provides an opportunity to enhance the connectivity of people to each other and remove barriers to accessing employment, education, leisure activities and essential services. The low population densities in the area mean that private car use will remain a necessary mode of transport for many people and businesses.

The Councils Decarbonisation Plan is another document that this strategy must consider. The plan not only seeks to highlight work undertaken by the Council and promote planned activities but also to act as a route map for our journey towards net zero; the aim is to *achieve 75% carbon reduction by 2030 and net zero before 2045*; this aligns with national requirements. *Support low carbon economy* by assisting local communities and businesses to recover and build upon our low carbon economy.

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<sup>4</sup> [https://www.argyll-bute.gov.uk/sites/default/files/corporate\\_plan\\_2018\\_181119\\_v2\\_0.pdf](https://www.argyll-bute.gov.uk/sites/default/files/corporate_plan_2018_181119_v2_0.pdf)

<sup>5</sup> HITRANS Electric Vehicle Strategy



*Lead by example and develop practices and partnerships that inspire low carbon behaviours by seeking to be innovative, collaborative and ambitious with our climate change actions that inspire others and tackle impacts together. Make 'Climate Friendly Argyll and Bute' a recognised brand and underpin behaviours of our staff and customers by using the new branding to underpin messages of our Decarbonisation Plan<sup>6</sup>.*

With the Scottish Government ambition to phase out the need for new ICE (internal combustion engine) vehicles by 2032, it is expected that sales and use of electric vehicles (EVs) will grow rapidly over the next ten years. These rates of growth also have the potential to significantly increase the electricity consumed across the regions charging infrastructure therefore a key consideration of the future installation criteria must be to ensure electricity provisions are adequate in each area chargers are to be installed, while balancing considerations like capital investment to upgrade electricity supplies against the need to have an equitable provision across the council area. Providing a consistent experience for EV users will help simplify their use and support widespread adoption. The remote nature of the area also increases the cost to move goods so with lower operational costs, the use of EVs represents a significant opportunity to increase the competitiveness of local businesses. However, this will only be achieved if the infrastructure and services that facilitate this change reflect regional transport patterns. This will require coordinated planning and operation between local authority regions; this joint working will be co-ordinated by HITRANS and any relevant publications will be reflected in future updates of this strategy.

## **2. Understanding electric vehicles and chargers**

Before the charging regime is set out it may be helpful to understand the basic workings of electric vehicles, this section provides information and clarification on the workings of electric cars and examples of the different types of batteries and currently available.

An electric car charger is an appliance that charges an electric or hybrid plug-in car, as the industry is relatively new, EV car chargers are known by a few different names and commonly referred to as electric car charging stations, electric car charging points, EV wall chargers and wall boxes. Charging an electric vehicle is not that different from refuelling in the traditional way. There is a fuel cap however instead of petrol tank there is a charging socket where you plug in the connector. Once a vehicle charges to 80% the rate will slow down to reduce the battery heating, and will generally only reach 100% charge if left charging overnight. Rapid chargers begin to 'taper' i.e. to reduce the power they deliver as EVs have sophisticated battery management systems which protect the batteries from over-charging and from charging too rapidly, both of which can cause damage, here are the charges located in Dunoon and Lochgilphead as an example:

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<sup>6</sup> Argyll and Bute Council Decarbonisation Plan 2021

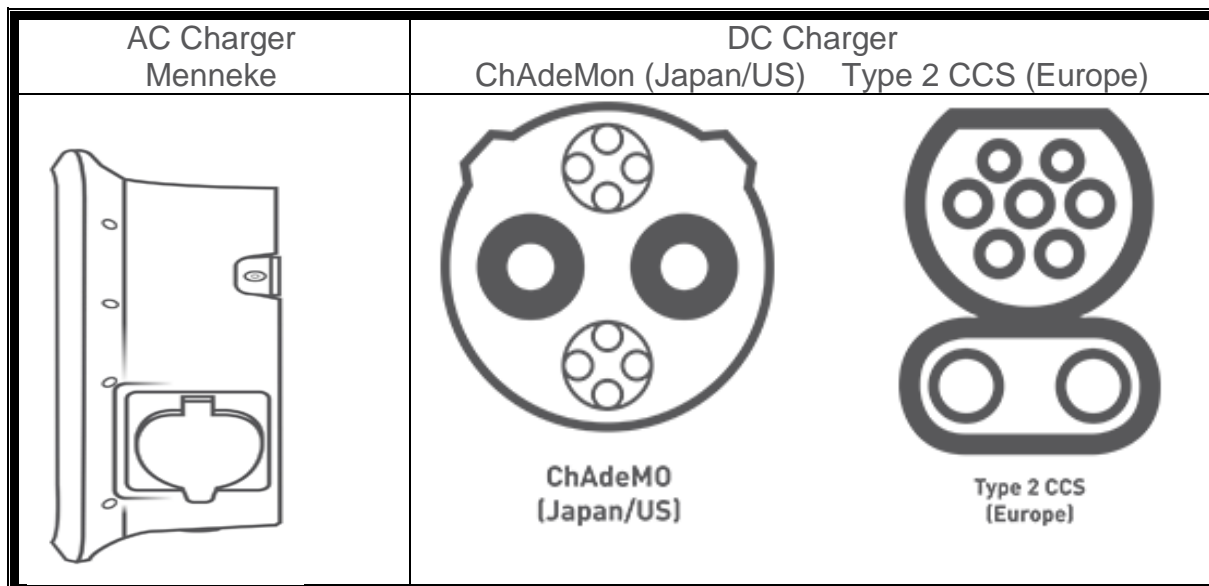


There are 3 different types of electric vehicles; the BEVs (Battery Electric Vehicle) are powered by electricity alone. They are zero-emission while driving. PHEVs (Plug-in Hybrid Electric Vehicles) combine the power of both a petrol engine and an electric motor. In MHEVs (Mild Hybrid Electric Vehicles) the petrol engine is supported by an electric motor. The electric motor allows the car's engine to switch off when coasting, braking or stopped, and quickly turns it back on when needed<sup>7</sup>.

There is yet to be a universal connector for electric vehicles and the various chargers, EV will be supplied with a cable that has the plug it requires, and at charger the cables are all compatible<sup>8</sup>. EV users can select between 2 connection types, either an AC or DC charger. AC chargers can be found in service stations, parking spaces, residential and commercial sites. The type 2 (Mennekes) socket is a European standard EV connection. While DC chargers are found in the same locations as the ACs with the exception of services stations, instead they are found in highway service areas. There are three DC plug types available on the market (not including Tesla) that car manufacturers have standardised on CCS2 or Combo 2 is a combination of a Type 2 (Mennekes) plug and 2 DC pins, CCS1 also is a combination of a Type 1 (J1772) plug and 2 DC pins, illustration of each shown below:

<sup>7</sup> SEAT UK - All about electric

<sup>8</sup> Electric car charging – how it works and how much it costs | RAC Drive



The difference between the two being the DC current directly charges the batteries in the electric vehicles, as opposed to AC chargers which utilise the rectifier in the vehicle to turn AC from the supply into DC to charge the battery. In most cases, the rectifier in the vehicle is limited to between 3 and 11 kW, using a single phase of AC power<sup>9</sup>.

There are different speeds of charger, slow, fast and rapid however the length of time it takes to charge an EV battery depends on the battery itself and the type of charger; which are powered by kilo watt (kW). Slow chargers empty to 100% and typically takes around 5-8 hours for most EVs rising to around 12 hours for longer range cars with larger batteries and tend to come in 3 – 6 kW. Fast chargers range in kW also, a 7kW fast charger can charge an EV in 3-5 hours, while a 22kW unit could complete the task in a couple of hours. Using a rapid charger typically takes around 45mins – 1 hour for an 80% charge, rising to around 1.5 hours for the longer range EVs with larger batteries, a 15 minute charge using a rapid charger typically gives a 30-40 mile range.<sup>10</sup> Rapid DC chargers usually provide up to 50kW of power, while rapid AC units are rated up to 43kW

'Range anxiety' is a big fear for people and maybe one of the reasons the move to electric vehicles has not been greater. Range anxiety is the fear that a pure electric vehicle has insufficient range on a fully-charged battery to safely reach your destination. As a typical EV range is between 100 – 300 miles this is becoming less of an issue as the UK's charging infrastructure catches up with demand. Zap-Map reports that there are 31,737 charging points at 11,377 different locations across the UK as of May 2020, this document sets out how Argyll and Bute Council will strive to contribute towards the growing network.

<sup>9</sup> Commercial Chargers ([rapidcharge.com](http://rapidcharge.com))

<sup>10</sup> Electric car charging – how it works and how much it costs | RAC Drive

### 3. Charging Regime

In relation to the charging regime there are various elements to consider in order to set the cost, for example Aberdeenshire City Council applied 3 criteria to ensure all costs are covered; cost of energy, cost of maintenance and cost of transaction which includes administrative and management fees.

A review of charging models used in other Local Authorities suggests there are three main options for charging for the use of EV charge points:

- a) Fixed Rate: A single rate is charged regardless of amount of energy drawn – a fixed rate is not equitable – customers would be likely to lose out as a result of this model which could leave the Council open to criticism.
- b) Fixed Rate Plus Costs: A fixed rate is charged to use the charge point and customers are also charged per unit of electricity consumed; - this model provides certainty over coverage of fixed and variable costs, and transparency for users.
- c) Costs Only: Customers are charged per unit of electricity used [which means a tiered system depending on the type of charger] used. – this option may expose the Council to financial risk inasmuch as it does not provide for coverage of fixed costs.

After considering the available cost recovery options, it is considered that Option B offers the most equitable charging model and best financial protection for the Council. Incorporating variable costs to the Council (energy, maintenance,) and a cost per kW unit of electricity consumed allows for full cost recovery to be borne equally by all customers based on actual usage.

For Argyll and Bute when setting the unit cost the price paid for energy must be taken into account as this differs depending on the voltage available in each area, which in practice means the cost to the Council of each individual charger is likely to vary somewhat from location to location and some sites will make a profit while others will not.

Clearly it would be both unreasonable and administratively burdensome to charge a different rate in each location, although it has to be acknowledged that a small number of sites may operate at a loss due to the standing electricity costs at the location vs the demand however as EV popularity grows over the coming years this may not always be the case but at this time it is unavoidable as the Council could not disadvantage smaller and more rural settlements by setting higher charges to avoid this situation.

As with many areas of the Council's business, it is expected that while the charging model may not stack up site per site, when considering the entire network as a single entity, then the model should allow us to 'break even'.

The Council is aware of a few other local authorities that have introduced charging but these regimes are variable, for example, Moray Council is charging a flat fee of £3.80 for each charging session irrespective of charge type while Orkney and Dumfries and

Galloway Councils are charging 25p per kWh as a flat rate. There is also a private developer in Edinburgh proposing to charge a flat rate of £10 *per hour* irrespective of the type of charger or how long the charging time<sup>11</sup>

Electric Vehicle Association (EVA) Scotland support a differential between Fast and Rapid chargers of a minimum of £0.03 per kWh used and recommend that the differential not exceed £0.10 while Transport Scotland recommended that a per kilowatt hour (kWh) charge is preferable. In addition to this some local authorities found there was another option of charging price per minute rather than kWh for rapid chargers. This is a useful tool to assist when calculating the cost to use publically accessible charging sites; Public charging calculator - how much does it cost to charge an electric car? (zap-map.com)

The average home electricity rate is about 14.4p per kWh, but depends on the specific energy tariff. Then, as a rough guide, you need to multiply this by the size of the vehicle’s battery. For example, Mii electric has a 36.8kWh battery so at 14.4p per kWh it could cost around £5.30 to fill up<sup>12</sup>.

Applying a connection fee is thought to be counter-productive by EVA Scotland they state such a fee encourages behaviour that is unlikely to support optimum utilisation and availability of charge points. Users tend to maximise their stays to minimise the unit cost. Instead they recommend a minimum fee for charger use being around £1, or at least cost neutral<sup>13</sup>. However Edinburgh City Council believe connection charges are required to enable the programme to become self-financing<sup>14</sup>.

It is thought, at this time it would be best not to implement a connection fee, EVC users will simply pay for electricity used, maintenance, administrative and management fee. It is important to acknowledge that should the model prove not to be financially viable after review we may have to revisit the application of a connection charge

### 3.1 Cost Breakdown

All options set out below will incur a cost that will be partially covered by the funds generated by EV chargers, the following table sets out what financial impact the Council has absorbed over the years for providing free EV charging:

Year	Financial Impact	Total kWh
2018/19	£15,605.80	62808.74
2019/20	£21,185.29	122188.1
2020/21	£32,875.46	253551
<b>Total</b>	<b>£69,666.55</b>	<b>474959.6</b>

Both aspects shown in graph format below:

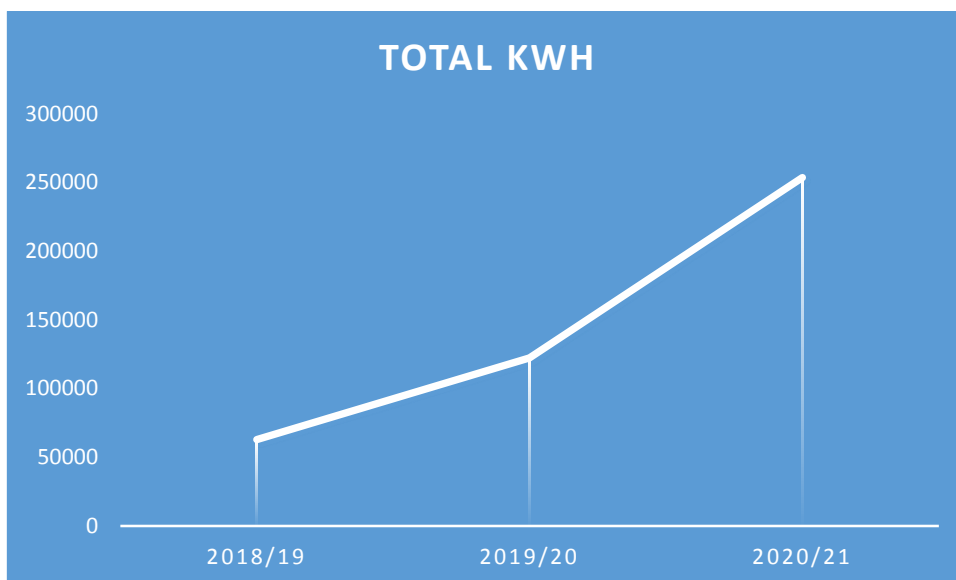
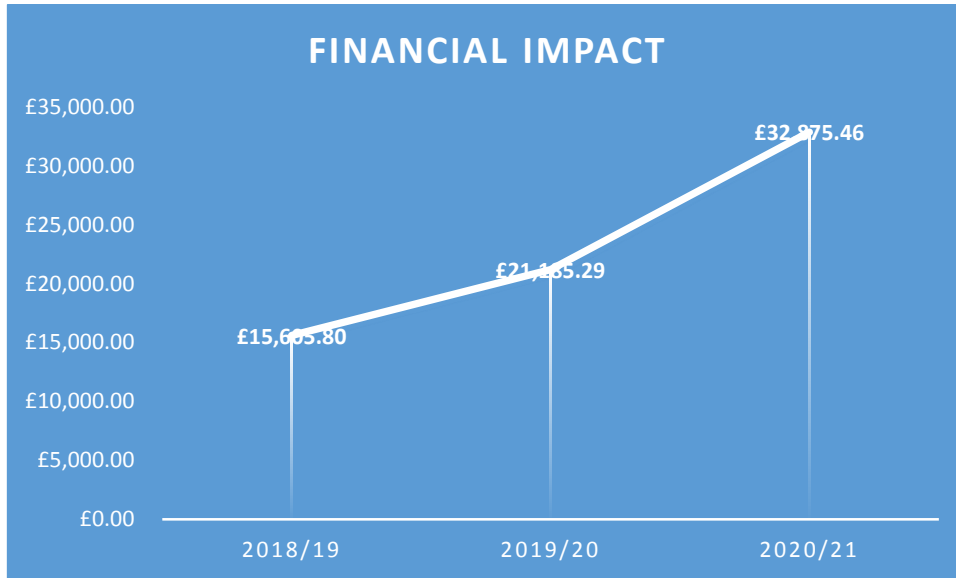
<sup>11</sup> [https://democracy.edinburgh.gov.uk/documents/s11552/Electric\\_Vehicle\\_Programme\\_-\\_Referral\\_to\\_TEC\\_Full.pdf](https://democracy.edinburgh.gov.uk/documents/s11552/Electric_Vehicle_Programme_-_Referral_to_TEC_Full.pdf)

<sup>12</sup> [Electric Cars - FAQs | SEAT UK](#)

<sup>13</sup> [EVA SCOTLAND TARIFF GUIDANCE Billing for Public and Private EV Charging](#)

<sup>14</sup> [Electric\\_Vehicle\\_Programme\\_-\\_Referral\\_to\\_TEC\\_Full.pdf \(edinburgh.gov.uk\)](#)





As a rough guide, an electric car charging overnight to full can cost as little as £5.30\* the electric Mii has a battery capacity of 36.8kWh. Therefore based on the UK average electricity price of 14.4p per kW it costs £5.30 to fully charge from empty, as of May 2020<sup>15</sup>

The following table illustrates various makes of EVs and the associated costs for each:

<sup>15</sup> SEAT UK - All about costs

Car Type	Range (miles)	Electric cost / mile
Audi A7	31	6.74p
BMW 330e iPerformance	37	6.29p
Citroen A5 Aircross	34	5.76p
Citroen C Zero	93	3.33p
Ford Focus Electric	139	4.67p
Mercedes B250e Electric	124	4.85p
Mercedes EQC	259	5.14p
Renault Zoe Q90 ZE40	174	4.57p <sup>16</sup>

The following table sets out the 2021/22 costs for an EV driver to access a charger in Argyll and Bute:

	Net	VAT	Gross
<b>kWh and Maintenance</b> - Charge based on 20p to cover Council's electricity costs and 1p to contribute to future maintenance costs	£0.21p	£0.04	£0.25
<b>Minimum Charge</b> - covers management costs e.g. admin, banking fees, merchant fees etc  - CPS recommend £1.50 minimum charge which would cover the transaction fees, please note this is a minimum charge, not a connection fee	£1.50	£0.30	£1.80

The following table sets out what charges, to the Council, will be covered from the costs to EVC user:

CPS Transaction Fee	0.36p inc VAT
CPS Banking Fee	2.95% of total cost of charging session (Including VAT)
Merchant Fee	1.50% of total cost of charging session (Including VAT)

<sup>16</sup> Electric Vehicle Guides | Pod Point ([pod-point.com](http://pod-point.com))

## 4. Enforcement Penalties

In order to give EV users confidence that parking bays will be available when required and that bays will be used correctly, only by electric vehicles, a new enforcement penalty is required which ideally would be based on current parking enforcement practices, and this would be payable directly to the Council in the current way that parking penalties are issued.

Separately any overstay fee occurred is added to the invoice of the Charge Place Scotland (CPS) account holder<sup>17</sup>; CPS is the current contractor appointed by Transport Scotland to provide a “back office” function including management of all software and administrative functions that enable reporting of faults, collection of payment and collation of data. A ten minute grace period will apply, any one user ending charging within the period would not be charged, but as soon as the overstay exceeds that ten-minute window a £30 penalty will be applied. The fees will be collected as part of the standard transaction through the Charge Place Scotland management system.

The enforcement regime will be a key element to enforce exclusivity, this will be carried out by the Council’s parking wardens who will ensure that only EV’s will be able to use the charging bays. Under the new regime, any non-electric vehicle parking in an EV bay will incur an immediate fixed penalty notice and any EV occupying a charging bay but not charging will also incur a fixed penalty. Parking attendants will know the locations of all Council owned chargers and be able to monitor their use as part of the normal course of their duties.

In line with other local authorities a new maximum stay and no return periods will also be introduced to ensure that charging bays are available as much as possible. Penalties will be applied to any EV user who stays in the charging bay past the maximum stay period. The table below summarises the new procedures:

Charger Type	Main Users	Max Stay Apply After
Slow (7kW)	Commuters	No max stay
Fast (22kW)	Residents / General Use	4 hrs
Rapid (50kW)	Residents / General Use	2hrs

Different criteria for different EV chargers is appropriate, at this time no overstay period will apply to slow chargers as these can take around 12 hours to fully charge. This potentially allows two cars to charge within a 24 hour period if required. In contrast, the much shorter maximum stay periods are applied to rapid chargers, where these vehicles can take around 90 minutes for a charge enabling a more “topping -up” approach. Quicker turn-around times can ensure maximum use of these charging bays throughout the day. Below is information on approximate charge time, bear in mind that regardless of the power of the charger itself, the car will only be able to charge at the maximum rate of its on board system:

<sup>17</sup> <https://chargeplacescotland.org/helpcentre/accounts-and-payments/>



Charge Type	Approximate Charge Time for a car with a 40kW battery
Slow (7kW)	12 hours
Fast (22kW)	4 hours
Rapid (50Kw)	90 mins - 2 hour

18

Charge Place Scotland have confirmed that they will be able to support aspects of the Council's enforcement policy by being able to monitor both maximum stay and no return periods. The charges will be recovered to the Council via a recharge arrangement with CPS.

#### 4.1 Traffic Regulation Orders

Another element of the enforcement regime is to include Traffic Regulation Orders (TROs) which allow the Council to designate part of the carriageway or off-street car park for use by a certain group of vehicles, TROs support the enforcement of issuing penalty notices to those who park in contravention of the regulations. Discussions with roads and amenity have confirmed there are currently separate TROs for all carparks in Argyll and Bute, in the near future it is hoped each admin area will have a standard TRO; when these are being updated the EV charging point enforcement section will be updated.

The table below details the future enforcement role of the Traffic Attendants and the penalties that will be applied, all vehicle users will be subject to these additional penalties if they fail to adhere to the new enforcement regime:

ROLE	ENFORCEMENT RESPONSIBILITY	PENALTY
Council Traffic Attendants	If non EV car parked in charging bays penalty applies	£60.00 fixed penalty reduced to £30 if paid within 14 days.  If paid after 28 days the fine increases to £90
Council Traffic Attendants	EVs must be plugged into charger and not just using bay for parking	SAME penalty as above.

<sup>18</sup> [How long does it take to charge an electric car? | Autocar](#)

## 5. Potential future costs

In addition to supply and installation; maintenance, software updates, bay markings, signage, protective barriers, connection to Charge Place Scotland and provision of sim and connectivity; warranty covering repairs and parts, software upgrades, feeder pillar, earth pit, switch fuse/RCD and connection to RCD unit are covered within the capital grant therefore there is no additional outlay for the Council for the provision of these until the warranty period ends. The manufacturer warranty reduces the true understanding of long term maintenance and replacement costs at this time.

There are a range of options to consider in order that we might mitigate the potential future costs such as utilising internal resources for servicing and repairs (subject to suitable training), extending warranty contracts with existing providers, or engaging existing Council term contractors to service machines routinely in each locality, or entering into a single maintenance contract.

Although potential future maintenance cost implications are not known at this time there will be a cost to the Council; for officer time of researching these costs and developing the most appropriate and cost effective future maintenance programme. It is therefore not unreasonable to include within the overall fee proposals an element to cover the officer time involved, suggest 1p / kWh. This charge would be implemented from date the charging model goes live to cover time spend to date developing the charging model.

HITRANS have highlighted the remote nature of the region presents challenges to manufacturers and suppliers in maintaining infrastructure. This has reduced the ability to quickly respond to faults; to address this Highland Council, working with charge point manufacturers, are training members of its electrical team to undertake common repairs to charging infrastructure<sup>19</sup>. Should Argyll and Bute Council explore this option and use internal resources we would be able to offer maintenance services to neighbouring authorities or external organisations i.e. NHS or Argyll College who have installed private chargers, thus resulting in potential additional Income to the Council and good coverage to the whole EV network.

In preparation for future proofing Council mechanics have already completed EV training course through Glasgow Training Group in order to be able to service the Council's EV fleet and the possibility of training either mechanics or street lighting team in order to have resources in house to service the EVC's will be further investigated over the course of 2021/22.

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<sup>19</sup> HITRANS ELECTRIC VEHICLE STRATEGY

## 5.1 Charging review

At this time fees have been calculated based on information gleaned from CPS and guestimates on future maintenance costs, these will have to be revived periodically to ensure the cost model applied is suitable.

We will require to review the income levels achieved from our charging model to ensure that the Council's current and potential future costs can be covered. We will receive returns from CPS quarterly and will track income against expenditure in each quarterly period, and report on any particular variances as required. Should the charging model need to be amended for future years, this will be the subject of a future report prior to fees and charges being proposed in the normal Council budget process.

**\*\*\*ENDS\*\*\***

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## **Appendix 2: EVC infrastructure development methodology**

**Aim:** to inform Part Two of the EVC strategy, with a view to arriving at a consolidated long list of future EVC sites across various asset groups. Focus on network coverage [addressing any gaps in the existing network], with network expansion [expansion of existing provision on existing sites] to follow. Focus on equity.

Infrastructure should be split into three distinct themes, with a default charger type/composition per theme:

### **Theme 1 – charging on the move [rapid [50kw] – 90mins to 2 hours to fully charge]**

This theme should provide rapid chargers at/on/near the public road network [and as that relates to car ferry routes].

The assumption is that users will utilise these chargers while ‘on the move’ for a ‘top up’, therefore these should be in the fastest charging category.

### **Theme 2 – destination charging [fast [22kw] – charge in 4 hours; slow [7kw] – charge in 7 hours]**

This theme should provide fast chargers at locations where users are likely to leave their cars for an extended period of time such as long stay off-street car parks, with the default charger in these locations being fast.

Slow chargers may be considered for transport hubs/park and ride facilities where users are likely to leave their vehicles overnight.

### **Theme 3 – residential charging [slow [7kw] – charge in 7 hours]**

This theme should provide overnight charging capability for residential housing which lacks on street parking, either retrospectively [likely responsibility of RSLs] or through planning gain.

### **Theme 1 – charging on the move**

Addressing any gaps in the existing network to provide for one rapid charger **every 25 – 35 mins** [HiTRANS/Strathclyde University methodology for the FASTER project recommend the figure of 30mins to ensure driver confidence], as an aspiration, while acknowledging that this may not be appropriate for every setting:

- Sites should be at/on/near existing settlements with local amenities, with a view that the network development should bring consequential economic development gains e.g. EV users utilise local shops, cafes etc. while their car charges.
- Sites should be in public ownership/control
- Consideration of grid capacity and associated cost barriers.
- Sites should have the potential for future expansion.
- Delivery prioritised in tranches according to the existing road and pier hierarchy

Therefore the strategic priorities for site identification and delivery should be as below:

Gaps every 25-35 minutes	
Hierarchy	Priority rating
A roads	1
Principal car ferry ports [mainland side]	
B roads	2
Principal car ferry ports [island side]	
Car ferry ports [mainland side]	
C roads	3
Car ferry ports [island side]	
U roads	4

**Note:** this is a theoretical methodology at this point – it is unlikely that significant gaps will exist further down the priority rating/hierarchy.

## Theme 2 – destination charging

This theme should provide for charging infrastructure where users are likely to leave their cars for an extended period of time.

- Sites should be in Council ownership as part of existing medium-long stay parking provision

At least one fast charger		
Hierarchy	Coverage	Priority rating
Towns of greater than 10,000	ALL off street car parks [largest to smallest]	1
Principal ferry ports [mainland side]	All	
Rail park and rides	All	
Airport [mainland]	All	
Towns 5,000 to 10,000	50% off street car parks [largest to smallest]	2
Principal ferry ports [island side]	All	
Ferry ports [mainland side]	All	
Towns 2,000 to 5,000	25% off street car parks [largest to smallest]	3
Ferry ports [island side]	All	
Towns 1,000 to 2,000	One car park	4

Island airports	All	
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### **Theme 3 – residential charging**

This theme will need to be explored further to see if there are any residential areas with a lack of on-street parking which are within Council ownership.

At present it is anticipated that the Council will have little if any involvement in providing residential charging infrastructure as the requirement for this is likely to be on RSL owned sites.

Future planning policy should reflect the need for residential EV provision.

**Note for all themes:** *in developing the consolidated long lists consideration will need to be given to suitable delegated infrastructure cost barriers relative to the particular location and likely future usage. These barriers or cost ranges are likely to become clear once sites are selected and cost estimates can be prepared.*

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ARGYLL AND BUTE COUNCIL

ENVIRONMENT, DEVELOPMENT AND  
INFRASTRUCTURE COMMITTEE

ROADS AND  
INFRASTRUCTURE SERVICES

3 JUNE 2021

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**LOCAL FLOOD RISK MANAGEMENT – DRAFT LOCAL FLOOD RISK  
MANAGEMENT PLANS FOR CYCLE 2.**

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**1.0 EXECUTIVE SUMMARY**

- 1.1 The Flood Risk Management (Scotland) Act 2009 sets out a process for delivering a plan-led, risk-based approach to flood risk management. The Act places duties on SEPA, Scottish Water, National Park Authorities, Forestry Commission and Local Authorities as Responsible Authorities to manage flood risk.
- 1.2 This report outlines the process that has been used to formulate the prioritised list of Actions as worked up with SEPA to address flood risk. These will be considered by the National Prioritisation Group and that the output therefrom will be incorporated into the Flood Management Strategies published by SEPA in December 2021 and the Local Flood Risk Management Plans published by the local authorities in June 2022.
- 1.3 The actions for Argyll and Bute for Cycle 2 are listed in paragraph 4.14 and include flood scheme works in Oban, Helensburgh, Dunoon, Kilcreggan, Tarbert, Lochgilphead and Clachan these are based on the schemes submitted for prioritisation at the end of cycle one. Studies and data collection will be undertaken in Rothesay, Cardross, Garelochhead, Campbeltown and Dunoon. Maintenance of existing flood protection schemes in Rothesay, Dunoon and Campbeltown will be required.
- 1.4 Members are asked to:
- **Agree** that the prioritised list of actions represents the Council's preferred order for dealing with flood risk, subject to funding being made available.
  - **Note** the work undertaken to date in partnership with SEPA to allow SEPA to publish draft Flood Risk Management Strategy information for joint consultation on 30 July 2021
  - **Agree** to the publication of the potential Actions for the Local Flood Risk Management Plan for Highland and Argyll Local Plan District and Local

Flood Risk Management Plan for Clyde and Loch Lomond Local Plan District on 30 July 2021, as shown in Appendix A.

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ARGYLL AND BUTE COUNCIL

ENVIRONMENT, DEVELOPMENT AND  
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3 JUNE 2021

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**LOCAL FLOOD RISK MANAGEMENT –DRAFT LOCAL FLOOD RISK  
MANAGEMENT PLANS FOR CYCLE 2.**

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**2.0 INTRODUCTION**

2.1 The paper outlines the process that has been used to formulate the draft list of actions as worked up with SEPA to address flood risk. These will be published for consultation on 30 July 2021 and will then be finalised prior to being incorporated in the Flood Management Strategies published by the Scottish Government in December 2021 and the Local Flood Risk Management Plans published by the local authorities in June 2022. The draft Cycle 2 actions for Argyll and Bute are listed paragraph 4.14.

**3.0 RECOMMENDATIONS**

Members are asked to:

- **Agree** that the prioritised list of actions represents the Council's preferred order for dealing with flood risk, subject to funding being made available.
- **Note** the work undertaken to date in partnership with SEPA to allow SEPA to publish draft Flood Risk Management Strategy information for joint consultation on 30 July 2021
- **Agree** to the publication of the potential Actions for the Local Flood Risk Management Plan for Highland and Argyll Local Plan District and Local Flood Risk Management Plan for Clyde and Loch Lomond Local Plan District on 30 July 2021, as shown in Appendix A.

**4.0 DETAIL**

- 4.1 The Flood Risk Management (Scotland) Act 2009 requires all Responsible Authorities to work collaboratively to produce and deliver Flood Risk Management (FRM) Strategies and Local FRM Plans. Both run on 6 year cycles.
- 4.2 Argyll and Bute Council are in partnership with two Local Plan Districts (LPDs). Highland and Argyll with the Highland Council as Lead Local Authority and Clyde and Loch Lomond with Glasgow City Council as Lead Local Authority and other Responsible Authorities.
- 4.3 SEPA have identified areas most vulnerable to flooding (PVAs) by undertaking flood mapping and assessment on a national scale. These have been called Objective Target Areas (OTA). The OTAs actions set which relate to Argyll and Bute Council area are detailed in the left hand side of the table in Appendix A and will be consulted on as part of SEPA's draft FRM Strategies.
- 4.4 For Cycle 2, the next 6 year cycle, the FRM Strategies are to be published by 22 December 2021, while the Local FRM Plans need to be published six months later. Cycle 2 will run from 2022-2028. Legislation requires SEPA to start consulting on the FRM Strategies one year before the publication date, which commenced on 21 December 2020.
- 4.5 The FRM Strategies set the national direction of future flood risk management, helping to target investment and coordinate actions across public bodies. The strategies detail causes of flooding as well as the impacts.

#### **Flood Risk Management Strategies**

- 4.6 SEPA have undertaken flood mapping and assessment on a national scale, which identified Potentially Vulnerable Areas (PVAs). This was completed, publicly consulted on and concluded on 31 July 2018.
- 4.7 SEPA propose to undertake the consultation on the FRM Strategies by having a two-stage consultation. The consultation published in December 2020 contains background details of OTAs only and the second stage published in July 2021 with details of the Objectives and Actions.

#### **Draft Local Flood Risk Management Plan Consultation**

- 4.8 Under the Act, The Highland Council and Glasgow City Council are required to publish the Local FRM Plan for Argyll and Bute Council. The plans demonstrate how the actions identified in the strategies will be delivered.
- 4.9 The Plans provide additional local detail including the funding and delivery timetable for Actions and how they should be delivered. These potential Actions identified in the Plans will be led by the appropriate responsible authority and will not necessarily impose a resource burden on the Council.
- 4.10 The Lead Local Authority will consult on the content of the draft Local FRM Plan before 22 June 2021.

- 4.11 Through the consultation, it will be made clear that inclusion of Actions which represent flood studies and works in the final Plan will be subject to necessary funding being available.
- 4.12 As part of the consultation process, a questionnaire will be available, providing the public with the opportunity to respond to comment on the accuracy of the historic flooding information or views on proposed actions to manage flooding.
- 4.13 After the consultation period, all representations will be considered, and any modifications required to the Strategies and Plans made. A detailed review of the action will take place in 2021, and another report to this Committee will be submitted to agree to the finalised risk of objectives for the FRM Strategies and Plans. Scottish Ministers will then finalise and approve in December 2021 and June 2022.

**Cycle 2 – Proposed Actions**

- 4.14 The tables below indicate the draft actions for Argyll and Bute for Cycle 2, they are split into two categories:
  - Improve understanding/ data collection
  - Flood scheme/ works based on submitted outline designs

The table below details the recommended actions required to improve understanding within Argyll and Bute.

*Table 1 - Argyll & Bute Actions to improve understanding*

<b>Location</b>	<b>Action</b>
Rothesay/ Port Bannatyne	Study for flood protection from coastal and pluvial sources
Cardross	Study for flood protection from pluvial and fluvial sources
Garelochhead	Study for flood protection from coastal sources
Dunoon	Study for flood protection from fluvial sources (Milton Burn) and performance of the existing FPS

The table below details the recommended actions required to reduce flood risk through detailed design and construction of flood schemes. These schemes have been submitted for 80% funding by the Scottish Government. Prioritisation and funding from the SG has not yet been confirmed, although the Council may choose to take forward certain schemes without SG funding. The table also notes the expected Council contribution if 80% SG funding was committed.

Table 2 - Argyll & Bute Actions to directly reduce the risk of flooding

<b>Location</b>	<b>Action</b>	<b>Total Cost Estimate</b>	<b>ABC Share Estimate</b>
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Oban	Reduce the risk of coastal, river and surface water flooding	£12.75 million	£2.6 million
Helensburgh	Reduce the risk of coastal flooding	£1,438k	£288k
Tarbert	Reduce the risk of coastal flooding	£4,283k	£857k
Dunoon	Reduce the risk of surface water flooding	£175k	£35k
Kilcreggan**	Reduce the risk of surface water flooding	Op1 – £175k Op2 – £215k	£35k £43k
Sandbank	Reduce the risk of surface water flooding	£130k	£26k
Clachan	Reduce the risk of river flooding	£237k	£48k
Lochgilphead	Reduce the risk of coastal flooding	£258k	£52k

\*\*Op1 for Kilcreggan is currently being progressed through detailed design by Infrastructure Design with existing revenue and capital funding. This may be fully progressed through to construction if estimates are within currently held budgets.

- 4.15 Subject to suitable funding being available, the Council would have responsibility for delivery of the above list in Cycle two (2022-2028). Funding for previous flood protection works has been 20% Local Authorities and 80% Scottish Government.
- 4.16 Non prioritised actions such as land use planning, inspection and maintenance of watercourses and emergency planning would also be delivered by the Council in an ongoing basis. The other prioritised actions around improving understanding and flood warning will be delivered by SEPA.

## 5.0 CONCLUSION

5.1 The draft list of flooding actions has been developed by SEPA and the other Responsible Authorities in accordance with the Flood Risk Management (Scotland) Act 2009 and represents a strategic basis for investment.

## 6.0 IMPLICATIONS

- 6.1 Policy Flood Risk Management Policy
- 6.2 Financial None at present. The Scottish Government has yet to announce the funding mechanism. It is expected that the Council will need to at least part fund any proposals. Funding for previous flood scheme works has been 20% from Local Authorities.
- 6.3 Legal Complies with the Flood Risk Management (Scotland) Act 2009

6.4	HR	None known
6.5	Fairer Scotland Duty:	None known
6.5.1	Equalities:	None known
6.5.2	Socio-economic Duty	None known
6.5.3	Islands	The Isle of Bute is currently the only island with actions associated with flood risk investigation or reduction.
6.6.	Risk	If this Committee does not approve the content of the draft Local FRM Plans, or recommend modifications to the plans, it will not be completed before the deadline for joint SEPA consultation of July 2021 and Argyll & Bute Council will have to undertake its own consultation process.
6.7	Customer Service	None known

**Executive Director Kirsty Flanagan with responsibility for Development and Infrastructure**

**Policy Lead Cllr** Rory Colville

10 May 2021

**For further information contact:**

Michael Jones and Elsa Simoes

Head of Service Jim Smith, [jim.smith@argyll-bute.gov.uk](mailto:jim.smith@argyll-bute.gov.uk)

**APPENDICES**

Appendix 1 – Draft Local FRM Plans Cycle 2 for Highland & Argyll, and Clyde and Loch Lomond Local Plan Districts.

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OTA information	OTA prioritisation		FRM Strategy information			Local FRM Plan information		
OTA	AAD	Social Score (combines % of community at risk and social flood disadvantage index)	Proposed Action	FRM Cycle	Lead	Coordination	Local Detail	Cycle 2 Year (Start)
Oban	£1,692,039	6	SWMP	Cycle 2	Argyll and Bute Council	Scottish Water	Implement the surface water management plan. The plan should be reviewed and updated regularly.	
Oban	£1,692,039	6	Flood scheme / works - procurement and construction	Cycle 2	Argyll and Bute Council	Scottish Water	Progress the Oban Flood Protection Scheme based on the detailed design. As built drawings should be made available to SEPA, for consideration in the Scottish Flood Defence Asset Database, flood map updates and flood warning scheme updates.	TBC

Oban	£1,692,039	6	Maintain flood warning	Cycle 2	SEPA		Maintain the Firth of Clyde coastal Flood Warning Scheme. The community benefits from the Loch Fyne flood warning area. Floodline is Scotland's free advance warning service. Find out more at <a href="http://www.floodlinescotland.org.uk">www.floodlinescotland.org.uk</a>	ongoing
Oban	£1,692,039	6	Property flood protection	Cycle 2	Argyll and Bute Council		As part of the Oban Flood Protection Scheme property flood resilience measures will be implemented to protect against coastal flooding.	TBC
Oban	£1,692,039	6	Flood scheme / works - detailed design	Cycle 2	Argyll and Bute Council	Scottish Water	Develop the detailed design of the Oban Flood Protection Scheme based on the preferred option from the flood study. The preferred option consists of a combined flood storage and direct defence solution to protect against fluvial flooding from the Black Lynn ad property level protection to protect against coastal flooding. Some more work is required on the surface water element. Further progress on the project will be dependent on securing additional funding from Scottish Government and on the outcome of national prioritisation of flood protection schemes.	TBC
Rothesay and Port Bannatyne	£1,001,042	5	Maintain defences	Cycle 2	Argyll and Bute Council		Maintenance to the Rothesay Flood Protection Scheme should continue and updates to the maintenance regime be made based on the findings of the flood study.	2022
Rothesay and Port Bannatyne	£1,001,042	5	Flood study				The study should establish the predicted standard of protection for a number of climate change scenarios. This information will underpin the development of an adaptation plan for the long term protection of the community	ongoing

Rothesay and Port Bannatyne	£1,001,042	5	Maintain flood warning	Cycle 2	SEPA		Requirements for updates to be assessed by SEPA based on availability of new data, change in risk and performance of scheme.	ongoing
Rothesay and Port Bannatyne	£1,001,042	5	Shoreline Management Plan				Progress the development of the shoreline management plan for the Argyll and Bute coastline.	ongoing
Rothesay and Port Bannatyne	£1,001,042	5	Flood study	Cycle 2	Argyll and Bute Council		A flood study should be carried out to address coastal and surface water flood risk in Rothesay and Port Bannatyne. Using the best understanding of current coastal processes and anticipated changes due to climate change, flood modelling should be undertaken to review the standard of protection by the coastal defences. Surface Water flood modelling should also be progressed including the Lade area. The impacts of climate change on flood risk should be evaluated. The interactivity between coastal flooding and surface water flooding should be assessed. If flood risk is confirmed, scoping of the next steps should be completed.	ongoing

Campbeltown	£480,812	6	Shoreline Management Plan	Cycle 2	Argyll and Bute Council		Implement the shoreline management plan. This should consider the impacts of sea level rise on future flood risk. The need for an adaptation plan should be assessed.	ongoing
Campbeltown	£480,812	6	Flood scheme / works - procurement and construction	Cycle 2	Argyll and Bute Council	Scottish Water	Progress the Campbeltown Flood Protection Scheme. As built drawings should be made available to SEPA, for consideration in the Scottish Flood Defence Asset Database, flood map improvements and flood warning scheme updates.	ongoing
Campbeltown	£480,812	6	Maintain flood warning	Cycle 2	SEPA		Maintain the Firth of Clyde Coastal Flood Warning Scheme. The community benefits from the Campbeltown flood warning area. Floodline is Scotland's free advance warning service. Find out more at <a href="http://www.floodlinescotland.org.uk">www.floodlinescotland.org.uk</a>	ongoing
Campbeltown	£480,812	6	SWMP	Cycle 2	Argyll and Bute Council	Scottish Water	Implement the Campbeltown surface water management plan which will help to manage residual surface water and sewer flood risk. In the Meadows and Burnside Square areas road gullies will be disconnected from the combined sewer network with drainage being held in above ground and below ground storage basins, for a controlled release back into the combined system. Additional properties are targeted for property level food resilience.	ongoing
Dunoon	£370,749	4	Maintain flood warning	Cycle 2	SEPA		Maintain the Firth of Clyde coastal Flood Warning Scheme. The community benefits from the Hunter's Quay to Dunoon coastal flood warning area. Floodline is Scotland's free advance warning service. Find out more at <a href="http://www.floodlinescotland.org.uk">www.floodlinescotland.org.uk</a>	ongoing
Dunoon	£370,749	4	Maintain defences	Cycle 2	Argyll and Bute Council		Continue to maintain the Milton Burn Flood Protection Scheme (2012), Kilbride Road, Dunoon Flood Prevention Scheme (2007) and other existing flood defences in Dunoon.	ongoing

Dunoon	£370,749	4	Flood scheme / works - procurement and construction	Cycle 2	Argyll and Bute Council	Scottish Water	Argyll and Bute Council to progress the flood works based on the detailed design.	TBC
Dunoon	£370,749	4	Flood study	Cycle 2	Argyll and Bute Council		Carry out a flood study to address flood risk from the Milton Burn in Dunoon. This includes a review of the Milton Burn Flood Protection Scheme (2012) and Kilbride Road, Dunoon Flood Prevention Scheme (2007). The impacts of climate change on flood risk should be evaluated. If flood risk is confirmed, scoping of the next steps should be completed.	2028
Dunoon	£370,749	4	SWMP	Cycle 2	Argyll and Bute Council	Scottish Water	Implement the surface water management plan. The plan should be reviewed and updated regularly.	
Dunoon	£370,749	4	SEPA flood map improvements				Flood map improvements: SEPA to assess if the flood maps can be improved based on the Dunoon Surface Water Management Plan (2019). The flood maps should also be updated to take account of the flood protection provided by the Milton Burn Flood Protection Scheme (2012) and the Kilbride Road, Dunoon Flood Prevention Scheme (2007).	

Dunoon	£370,749	4	Flood study		Argyll and Bute Council		Assess the performance of the Milton Burn Flood Protection Scheme (2012) and the Kilbride Road, Dunoon Flood Prevention Scheme (2007). The impacts of climate change on flood risk should also be considered. The need for an adaptation plan should be evaluated.	TBC
Dunoon	£370,749	4	Flood scheme / works - detailed design	Cycle 2	Argyll and Bute Council	Scottish Water	Further development of the preferred option may be required prior to commencing with the detailed design. Argyll and Bute Council to develop the detailed design of the flood protection works in Black Park (Ash Park), Dunoon based on the preferred option from the surface water management plan. The preferred option identified to mitigate flooding is a filtration trench discharging to the combined sewer. Further progress on the project may be dependent on securing additional funding from Scottish Government and on the outcome of national prioritisation of flood protection schemes.	TBC
Inveraray	£317,966	2	Shoreline Management Plan	Cycle 3 or 4	Argyll and Bute Council		Progress the shoreline management plan. This should consider the impacts of sea level rise on future flood risk. The need for an adaptation plan should be assessed.	ongoing
Inveraray	£317,966	2	Maintain defences		Transport Scotland	Transport Scotland	Maintenance to the flood protection works alleviating flooding to A83 should continue and updates to the maintenance regime be made based on the findings of the Flood Modelling.	

Lochgilphead	£224,362	2	Property flood protection	Cycle 2	Argyll and Bute Council		The Lochgilphead flood study (2019) identified property flood resilience as the preferred option for managing the risk of flooding. Argyll and Bute Council presented implementation of a property flood protection scheme on a grant basis with homeowner maintenance. Argyll and Bute Council to progress this in combination with community engagement and promotion of self help. Further progress on the project will be dependent on securing additional funding from Scottish Government and on the outcome of national prioritisation of flood protection schemes.	TBC
Lochgilphead	£224,362	2	Shoreline Management Plan	Cycle 3 or 4	Argyll and Bute Council			
Lochgilphead	£224,362	2	Maintain flood warning	Cycle 2	SEPA		TBC	ongoing

Cardross	£124,761	2	Monitoring and survey (data collection)	Cycle 2	Argyll and Bute Council		This may include data collection and monitoring to improve the confidence in flood sources, mechanisms and risk. A review may be required to assess the need for rain, river and/or tidal gauges. A&B currently looking at installing rain and river monitors on Kilmahew Burn. Post flood surveys may be required to collect data on flooding mechanisms, risk and damage caused.	2022
Cardross	£124,761	2	Flood study	Cycle 2	Argyll and Bute Council		A flood study should be carried out to improve understanding of coastal, river and surface water flood risk in Cardross. The interactivity between sources of flooding should be assessed. The impacts of climate change on flood risk should be evaluated. If flood risk is confirmed, scoping of the next steps should be completed.	TBC
Cardross	£124,761	2	Shoreline Management Plan	Cycle 2	Argyll and Bute Council	Network Rail Linked to Helensburgh and Garelochhead	Progress the development of the shoreline management plan for the Argyll and Bute coastline.	ongoing



Garelochhead	£110,102	1	Monitoring and survey (data collection)	Cycle 2	Argyll and Bute Council		This may include data collection and monitoring to improve the confidence in flood sources, mechanisms and risk. A review may be required to assess the need for rain, river and/or tidal gauges. Post flood surveys may be required to collect data on flooding mechanisms, risk and damage caused.	2022
Garelochhead	£110,102	1	Flood study	Cycle 2	Argyll and Bute Council		A flood study should be carried out to improve understanding of coastal flood risk in Garelochhead. The interactivity between sources coastal and other sources of flooding should be assessed. The impacts of climate change on flood risk should be evaluated. If flood risk is confirmed, scoping of the next steps should be completed.	TBC
Garelochhead	£110,102	1	Shoreline Management Plan	Cycle 2	Argyll and Bute Council	Linked to Helensburgh and Cardross	Progress the development of the shoreline management plan for the Argyll and Bute coastline.	ongoing
Helensburgh	£101,163	4	Maintain flood warning	Cycle 2	SEPA		Maintain the Firth of Clyde coastal Flood Warning Scheme. The community benefits from the Helensburgh flood warning area. Floodline is Scotland's free advance warning service. Find out more at <a href="http://www.floodlinescotland.org.uk">www.floodlinescotland.org.uk</a>	ongoing
Helensburgh			Shoreline Management Plan	Cycle 2	Argyll and Bute Council	Linked to Garelochhead and Cardross	Progress the development of the shoreline management plan for the Argyll and Bute coastline.	

Helensburgh	£101,163	4	Flood scheme / works - procurement and construction	Cycle 5+	Argyll and Bute Council		Progress the Helensburgh Flood Protection Scheme based on the detailed design. As built drawings should be made available to SEPA, for consideration in the Scottish Flood Defence Asset Database, flood map updates and flood warning scheme updates.	TBC
Helensburgh	£101,163	4	SWMP	Cycle 2	Argyll and Bute Council	Scottish Water	Develop and implement a surface water management plan to reduce the risk of flooding from surface water and small watercourses in Helensburgh. The impacts of climate change on flood risk should be assessed. The results of the sewer assessment should be considered. Opportunities to disconnect surface water from the sewerage system should be identified. This should be reviewed and updated regularly.	TBC
Helensburgh	£101,163	4	Maintain defences	Cycle 2	Argyll and Bute Council		Continue to maintain the existing flood defences in Helensburgh.	ongoing
Helensburgh	£101,163	4	Property flood protection	Cycle 2	Argyll and Bute Council		As part of the Helensburgh Flood Protection Scheme property flood resilience and resistance measures will be implemented.	TBC
Helensburgh	£101,163	4	SEPA flood map improvements				Flood map improvements: SEPA to assess if the flood maps can be improved based on the Helensburgh Flood Study (2019).	

Helensburgh	£101,163	4	Flood scheme / works - detailed design	Cycle 3 or 4	Argyll and Bute Council	Develop the detailed design of the flood protection Scheme in Helensburgh based on the preferred option from the flood study. The preferred option consists of an initial cycle of Property Flood Resistance and Resilience measures followed by construction of new revetments, as well as set-back walls. Further progress on the project may be dependent on securing additional funding from Scottish Government and on the outcome of national prioritisation of flood protection schemes.	TBC
Kilchattan Bay	£67,962	4	Monitoring and survey (data collection)			This may include data collection and monitoring to improve the confidence in flood sources, mechanisms and risk particularly with respect to sea level rise due to climate change. A review may be required to assess the need for tidal gauges/coastal monitoring. Post flood surveys may be required to collect data on flooding mechanisms, risk and damage caused.	TBC
Kilchattan Bay	£67,962	4	Flood study	Cycle 3 or 4	Argyll and Bute Council	A flood study should be carried out to improve understanding of coastal flood risk and the impacts of climate change in Kilchattan Bay. If flood risk is confirmed, scoping of the next steps should be completed.	TBC
Kilchattan Bay	£67,962	4	Shoreline Management Plan	Cycle 2	Argyll and Bute Council	Progress the development of the shoreline management plan for the Argyll and Bute coastline.	ongoing

Tarbert	£62,738	1	Flood scheme / works - procurement and construction	Cycle 2	Argyll and Bute Council		Progress the Tarbert Flood Protection Scheme based on the detailed design. As built drawings should be made available to SEPA, for consideration in the Scottish Flood Defence Asset Database, flood map updates and flood warning scheme updates.	TBC
Tarbert	£62,738	1	Maintain flood warning	Cycle 2	SEPA		Maintain the Firth of Clyde coastal Flood Warning Scheme. The community benefits from the Loch Fyne flood warning area. Floodline is Scotland's free advance warning service. Find out more at <a href="http://www.floodlinescotland.org.uk">www.floodlinescotland.org.uk</a>	ongoing
Tarbert	£62,738	1	SWMP	Cycle 2	Argyll and Bute Council	Scottish Water	Develop and implement a surface water management plan. This should be reviewed and updated regularly. The impacts of climate change on flood risk should be assessed. The results of the sewer assessment should be considered. Opportunities to disconnect surface water from the sewerage system should be identified. The plan should be reviewed and updated regularly.	TBC
Tarbert	£62,738	1	Flood scheme / works - detailed design	Cycle 2	Argyll and Bute Council		Develop the detailed design of the Tarbert Flood Protection Scheme based on the preferred option from the flood study. The preferred option consists of flood defence walls and demountable defences. Property flood protection is to be provided outwith the scheme extent. Further progress on the project may be dependent on securing additional funding from Scottish Government and on the outcome of national prioritisation of flood protection schemes.	TBC

Sandbank	£46,391	2	Flood scheme / works - procurement and construction	Cycle 2	Argyll and Bute Council		Progress the flood works based on the detailed design.	TBC
Sandbank	£46,391	2	Maintain flood warning	Cycle 2	SEPA		Maintain the Firth of Clyde Flood Warning Scheme. The community benefits from the Hunter's Quay to Dunoon coastal flood warning area. Floodline is Scotland's free advance warning service. Find out more at <a href="http://www.floodlinescotland.org.uk">www.floodlinescotland.org.uk</a>	ongoing
Sandbank	£46,391	2	SWMP	Cycle 2	Argyll and Bute Council	Scottish Water Linked to Dunoon SWMP	Implement the surface water management plan. The plan should be reviewed and updated regularly.	
Sandbank	£46,391	2	Flood scheme / works - detailed design	Cycle 2	Argyll and Bute Council	Scottish Water	Further development of the preferred option may be required prior to commencing with the detailed design. Argyll and Bute Council to develop the detailed design of the flood protection works in Sandhaven, Sandbank based on the preferred option from the surface water management plan. The preferred option identified to mitigate surface water flooding is a small embankment with discharge to open channel. Further progress on the project may be dependent on securing additional funding from Scottish Government and on the outcome of national prioritisation of flood protection schemes.	TBC

Taynuilt and Brochroy	£36,392	2	Shoreline Management Plan	Cycle 3 or 4	Argyll and Bute Council			
Taynuilt and Brochroy	£36,392	2	Flood study	Cycle 3 or 4	Argyll and Bute Council		The results of the shoreline management plan and revised flood maps should be reviewed. The influence of high tides and surge on flooding from the River Nant should be assessed. The impacts of sea level rise and climate change on flood risk should be considered.	TBC
Clachan	£18,707	3	Flood scheme / works - procurement and construction	Cycle 2	Argyll and Bute Council		Progress the flood protection works in Clachan based on the detailed design. As built drawings should be made available to SEPA, for consideration in the Scottish Flood Defence Asset Database, flood map updates and flood warning scheme updates.	TBC
Clachan	£18,707	3	Property flood protection	Cycle 2	Argyll and Bute Council		As part of the Clachan Flood Protection Scheme property flood resilience and resistance measures will be implemented.	TBC
Clachan	£18,707	3	Flood scheme / works - detailed design	Cycle 2	Argyll and Bute Council		Develop the detailed design of the flood protection works in Clachan based on the preferred option from the flood study. The preferred option includes removal of a weir structure from the Clachan Burn and property level flood protection. Further progress on the project may be dependent on securing additional funding from Scottish Government and on the outcome of national prioritisation of flood protection schemes.	TBC

Kilcreggan	£6,245	1	Flood scheme / works - procurement and construction	Cycle 2	Argyll and Bute Council	Scottish Water	Progress the flood works based on the detailed design.	ongoing
Kilcreggan	£6,245	1	SWMP	Cycle 2	Argyll and Bute Council	Scottish Water	Implement the surface water management plan. The plan should be reviewed and updated regularly.	ongoing
Kilcreggan	£6,245	1	Flood scheme / works - detailed design	Cycle 2	Argyll and Bute Council	Scottish Water	Further development of the preferred option may be required prior to commencing with the detailed design. Argyll and Bute Council to develop the detailed design of the flood protection works in Kilcreggan based on the preferred option from the surface water management plan. The preferred option involves a combination of refurbishment of an existing surface water channel and a new pipe network which discharges to a watercourse. Further progress on the project may be dependent on securing additional funding from Scottish Government and on the outcome of national prioritisation of flood protection schemes.	ongoing

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**ARGYLL AND BUTE COUNCIL****ENVIRONMENT, DEVELOPMENT AND  
INFRASTRUCTURE COMMITTEE****ROADS AND INFRASTRUCTURE****3 JUNE 2021**

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**CAMPBELTOWN FLOOD PROTECTION SCHEME**

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**1. EXECUTIVE SUMMARY**

- 1.1 This report provides an update on progress with the Campbeltown Flood Protection Scheme (CFPS), including the funding position and makes recommendations in order for the project to progress.
- 1.2 The report provides details on the strategic fit, options appraisal, commercial aspects, affordability, achievability and risks associated with the project.
- 1.3 The Committee is asked to:
- Approve the invitation to tender for the Construction of the main flood scheme and Supply and installation of property flood resilience measures.
  - Note a paper detailing the full Business Case will be brought back to EDI Committee in September 2021. Construction of the final scheme will be subject to approval of Full Business Case prior to tender award.

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**CAMPBELTOWN FLOOD PROTECTION SCHEME**

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**2. INTRODUCTION**

- 2.1 This report provides an update on progress with the Campbeltown Flood Protection Scheme (CFPS), including the funding position and makes recommendations in order for the project to progress.

**3. RECOMMENDATIONS**

- 3.1 The Committee is asked to:
- Approve the invitation to tender for the Construction of the main flood scheme and Supply and installation of property flood resilience measures.
  - Note a paper detailing the full Business Case will be brought back to EDI Committee in September 2021. Construction of the final scheme will be subject to approval of Full Business Case prior to tender award.

**4. DETAIL****Background**

- 4.1 The Environment, Development and Infrastructure (EDI) Committee on 5 December 2019 confirmed the Campbeltown Flood Protection Scheme with modification and recommended to Council to approve additional budget to take the project to tender readiness.
- 4.2 On 28 January 2020 the Council submitted, in accordance with Regulation 14 (2) of the Flood Risk Management (Flood Protection Schemes, Potentially Vulnerable Areas and Local Plan Districts (Scotland)) Regulations 2010, a request for Scottish Ministers to direct that deemed planning permission be granted to Campbeltown Flood Protection Scheme (CFPS). In line with Section 65 of the Flood Risk Management (Scotland) Act 2009, Scottish Ministers directed, under Section 57 of the Town and Country Planning (Scotland) Act 1998, that planning permission for the development is deemed to be granted, subject to conditions.
- 4.3 Confirmation Notice was issued from 15 May 2020 to 26 June 2020 inclusive, in accordance with paragraph 11 of Schedule 2 of the Flood Risk Management (Scotland) Act 2009. CFPS became operative six weeks after Notice of its confirmation was first published in a locally circulating newspaper, as is required under paragraph 10(2)(d) of Schedule 2 of the above Act, as no appeals in accordance with paragraph 12 of Schedule 2 of

the above Act were made against the Scheme in the period of the Confirmation Notice.

- 4.4 CFPS is the first scheme being promoted in Argyll and Bute under the Act and has received £3.972m of Scottish Government funding to date. The scheme is estimated to cost £9.330m and this would be 80% funded by the Scottish Government (£7.464m) and 20% by Argyll and Bute Council (£1.866m).
- 4.5 Full details of the proposed scheme are available at <https://www.argyll-bute.gov.uk/consultations/campbeltown-flood-prevention-scheme>. In outline the CFPS scheme comprises formation of a flood storage area in existing farmland south of the Snipefield Industrial Estate which would temporarily store water in extreme flood events. The flood storage area will be formed by construction of a combination of flood walls and bunds. In combination with this flood storage area, the existing culvert from the reservoir up to the Balgreggan intake would be upsized to improve flow capacity. Coupled with these major flood alleviation elements the scheme includes for localised urban drainage improvements in the Burnside and Meadows areas to reduce pressure on existing combined network, and some local property flood resilience measures.
- 4.6 Significant consultation has been undertaken during development of the scheme with stakeholders. This has included statutory stakeholder workshops with Scottish Water, SEPA and Scottish Natural Heritage to discuss section of the preferred scheme. We have also had significant consultation with the local community during the scheme development. The level of engagement has been successful with only three objections to the scheme from affected land owners. These were resolved successfully with minor amendments to the design and the scheme noticed again as modified. We will continue to engage with the local community as the scheme progresses particularly when planning construction work.

### Strategic Fit

- 4.7 The scope of this project is to fulfil objectives agreed and endorsed by Argyll and Bute Council, SEPA and Scottish Ministers in the Highland and Argyll Local Flood Risk Management Plan 2016-2022 (LFRMP). The objectives include but are not limited to those shown in the table below.

Objective	Indicator
Avoid an overall increase in flood risk	350 residential properties *£0.483m annual average damages
Reduce overall flood risk	350 residential properties *£0.483m annual average damages
Reduce flood risk in Campbeltown from river flooding and Reduce risk from surface water flooding in Campbeltown	560 people *£0.104m annual average damages from residential properties *£0.353 annual average damages from non-residential properties 2 emergency services

*\*Annual average damages are expected to increase with climate change.*

## **Options Appraisal**

- 4.8 The EDI Committee on 5 December 2019 confirmed the recommended option to be taken forward and 9 options were taken forward to full options appraisal.
- 4.9 Efforts have been made to develop an integrated scheme for Campbeltown, combining flood study and surface water management methodologies so that flooding from different sources can be addressed in a cohesive scheme compared to a traditional solve of one source at a time. This was encouraged with strong support from SEPA and Scottish Water. The short listed options were then developed and appraised.
- 4.10 The appraisal has allowed AECOM to assess the options against each other so that decisions about the most sustainable options were made on the basis of the appraisal of economic, social and environmental impacts, whole life costs and consideration of risk and uncertainty, both present and future.
- 4.11 Flood protection solutions on the Balegreggan and Witchburn catchments, and other measures such as property flood protection for purely fluvial flooding have been ruled out largely on the basis of potential to reduce cost damages relative to capital cost of these solutions.

## **Commercial Aspects**

- 4.12 The economic appraisal has been used to assess the monetised benefits of each option, with regards to damages avoided. This was carried out in accordance with Scottish Government guidance and over a 100 year period. This reflects the standard physical life (with maintenance) of a conventional flood scheme and allows benefits to be assessed over the lifetime of the scheme.
- 4.13 The damages avoided represent the next 100 years if no intervention takes place to reduce the risk of flooding. The monetised damages consider direct damage to residential and non-residential properties, vehicles, evacuation, distributional impacts relation to account for the social vulnerability of the area, indirect impacts on non-residential properties, emergency costs and health and well-being. The non-monetised impacts include flooding of roads and associated disruption, risk to life, damage to key community assets and pollution of watercourses.
- 4.14 The table below summarises the economic benefits.

<b>Description</b>	<b>Millknowe Storage and Dalaruan Upsize</b>	<b>SuDS REtorfit with storage at Meadows and Burnside</b>	<b>PFP Saddell Street/John Street/Lochend Street</b>
Damages Avoided	£4.887m	£3.354m	£0.291m
Whole Life Costs (Construction and Maintenance)	£4.753m	£3.316m	£0.285m
No, of Properties with flood risk betterment	163	75	21
Benefit-Cost Ratio	1.03	1.01	1.02
Non-monetised economic benefits	Reduction of flood depths on carriageways including Millknowe Road, Lady Mary Row, John Street and Saddell Street. Reduced costs of road repair and reduced costs associated with disrupted access Reduced flooding at amenity space at Kinloch Park – reduced maintenance costs	Reduced extent and depth of flooding on Longrow carriageway – reduced costs of road repair, costs associated with disrupted access particularly in this key business hub	Reduced cost of emergency recovery grants during flood events

### **Affordability**

4.15 The Scottish Government is expected to fund 80% of scheme costs up to a total project cost of £9.330m, resulting in Scottish Government funding £7.464m and the Council funding £1.866m. Funding of £3.972m has already been received from Scottish Government and the Council has approved funding of £0.460m which is built into the current capital plan. The Council have also set aside the remainder of its 20% funding share (£1.406m) from the loans fund review gain which can be released subject to full business case.

4.16 The table below summarises the funding:

	As at end of 2020-21	2021-22	Future Years	Total
<b><i>Funding in capital plan</i></b>				
SG received	603	125	0	728
ABC approved funding	460	0	0	460
<b>Total Funding in Capital Plan</b>	<b>1,063</b>	<b>125</b>	<b>0</b>	<b>1,188</b>
<b><i>Funding still to be allocated or received</i></b>				
SG received but not allocated yet	3,244			3,244
SG funding still to be received			3,492	3,492
ABC Funding still to be released from loans fund review gain			1,406	1,406
<b>Total Funding still to be allocated or received</b>				<b>8,142</b>
<b>Total Funding</b>				<b>9,330</b>

- 4.17 Flood risk management measures require ongoing maintenance to ensure the system remains in good working order and the design life of the system is extended as long as possible. Maintenance costs will be fully borne by existing flooding revenue budgets and have been considered as part of the whole life business case.

### **Achievability**

- 4.18 The project will continue to be delivered by Infrastructure Design together with the previously appointed Principal Designer (AECOM). The team has been in place since 2017 and is not only well experienced in work of this nature but has significant understanding of the needs of the scheme. AECOM will continue to work with the Council to supervise and manage construction contracts until project completion.
- 4.19 For the scheme to reach completion a further two externally sourced contracts are required to be awarded for:
- Construction of the main flood scheme
  - Supply and installation of property flood resilience measures.
- 4.20 A Route 3 Restricted Tender process was selected to recommend a works contractor with proven experience in this type of construction. The Single Procurement Document (SPD) was published to Public Contract Scotland (PCS) in April 2021, with evaluation and selection of tenders being completed in May 2021. This is being completed in preparation of approval

to issue the Invitation to Tender (ITT), with evaluation stages to be completed prior to the Full Business Case (FBC) approval.

- 4.21 A Route 3 Open Tender process was selected to recommend a services contractor with proven experience in the supply and installation of property flood resilience measures. The SPD and ITT will be published to the PCS in June 2021, with selection and evaluation stages being completed prior to the FBC approval.
- 4.22 An application will be made to SEPA for a Controlled Activities Regulations (CAR) license in May 2021 for the construction of the impounding structure and associated flood walls. It is anticipated that this will be in place prior to tender award.

### **Risk**

- 4.23 If the scheme is not progressed as per the LFRMP, the Council will forfeit potential for 80% funding from the Scottish Government and may require to reimburse SG those funds already provided expressly for this purpose.
- 4.24 If we do not proceed, this would potentially negatively and financially impact all other current LFRMP actions from future execution.
- 4.25 Granted Planning Permission will expire on 30 April 2023, unless the development has been started.
- 4.26 Land Compensation – Consultation has been completed with affected landowners. Estates are currently negotiating compensation arrangements for acquisition and rights of access.
- 4.27 Abortive Fees – If the scheme is not progressed the Council will be liable for legal fees incurred by land owners to date. This is currently estimated to be £75k.
- 4.28 Property Flood Resilience (PFR) – Property owners in receipt of funding for PFR measures will be required to sign a legal agreement, which sets out procedures for the works and acceptable obligations for the Council.
- 4.29 SEPA Controlled Activities Regulations – SEPA notified the Council on 4<sup>th</sup> May 2021 that CAR applications are now being accepted. There are possibility of delays in the application process due to the backlog since their December 2020 cyber-attack.

## **5. CONCLUSION**

- 5.1 The work to progress CFPS has been going well and the project has been assessed based on strategic fit, affordability, achievability and risk and subject to all necessary licences being granted, can move forward to issue the invitation to tender.

## **6. IMPLICATIONS**

- 6.1 Policy – Works are in accordance with the Local Flood Risk Management Plan 2016-2022 as endorsed by Council. Local Authorities have powers under Flood Risk Management (Scotland) Act 2009 “to manage flood risk and to take forward a flood protection scheme.” The Campbeltown Flood Protection Scheme would enable Argyll and Bute Council to enact this power under the Flood Risk Management Policy.
- 6.2 Financial – The Scottish Government will fund 80% of the project cost with 20% required from the Council up to a maximum contract value of £9.330m. Some of the Council’s 20% share is included within the current capital plan, with the remainder set aside from the loans fund review gain reported to Council in February 2020. .
- 6.3 Legal – Please see section 4.26 – 4.28.
- 6.4 HR – None
- 6.5 Fairer Scotland Duty:
- 6.5.1 Equalities – None
- 6.5.2 Socio-Economic Duty – The key areas in Campbeltown at risk of flooding (Millknowe Road, Saddell Street, Longrow etc.) are in areas of average and relatively high social vulnerability. This, paired with the risk of flooding, results in relatively high and acute flood disadvantage respectively. Wider benefits are therefore an important consideration of the scheme. The scheme will achieve multiple benefits which have not been explicitly costed but will add significant value to the scheme from a socio-economic and environmental perspective. These were considered qualitatively as part of the options appraisal process to select a fully sustainable scheme. The wider benefits associated works are as follows:
- Reduction of flooding would reduce social disadvantage
  - Improved local resident’s health and wellbeing by reducing stress associated with flooding
  - Reduced risk of flooding at the police and fire stations.
  - Reduced flooding within the Campbeltown Conservation Area which is home to a number of Listed Buildings maintain cultural heritage of the area for future.
  - Reduced risk to community assets including Tesco Metro, Kinloch Bar, Kinloch Park, Kinloch Park football pitches
  - Reduced risk to key roads within Campbeltown improving accessibility for residents and emergency services during storms
  - Greater community engagement in understanding flood risk
  - Reduced load on the sewer network therefore reduced risk of manhole flooding and associated health impacts
  - Reduced load on sewer network therefore reduced risk of pollution to waterbodies associated with the combined sewer network



- Reduce load on the combined sewer network and associated health risk from this flooding
- Reduced risk of damage to sewer assets through overloading
- Improved landscape character in the Meadows through addition of detention basins and landscape scheme
- Improved water quality in the Witch Burn associated with treatment of surface water at filter drains and detention basins in the Meadows
- Improved water quality in Campbeltown Loch through reduced likelihood of Combined Sewer Overflow spills
- Improved habitat for wildlife through construction of detention basins

6.5.3 Islands Duty – None.

6.6 Please see section 4.23 to 4.29,

6.7 Customer Service – None

**Kirsty Flanagan**  
**Executive Director with Responsibility for Roads and Infrastructure**  
**10 May 2021**

**Policy Lead: Councillor Rory Colville**

For any further information, please contact either Jim Smith (Head of Service, Elsa Simoes (Infrastructure Design Manager) or Michael Jones (Graduate Engineer)

## **APPENDICES**

Appendix 1 – Project Programme  
Appendix 2 – Project Risk Register

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# Project Risk Register

Project Number and Name : 60593530 Campbelltown FPS - Detailed Design and Procurement

Last update 28/01/2021

No.	Risk Title	Risk Description (actual or potential)	Date Created	Before Mitigation			Mitigation	Actionee	Action Update	Date of Update	After Mitigation			Date Closed
				Likelihood	Consequence	Risk Level					Likelihood	Consequence	Risk Level	
<b>EXAMPLES (delete, edit or add risk items as applicable to the project, including this row):</b>														
1	Government Restrictions	COVID19 travel/work restrictions impact on programme and cost. Remote working requirements have been extended beyond what was originally anticipated increasing time associated with preparation of drawings, models etc. based on remote IT constraints and requirement for network licences . May impact critical path.	10-Apr-2020	Probable	Moderate	High	Monitor updates on guidance from government and other organisations proactively try and prepare and reorganise other activities to bring forward tasks that are not restricted. Work on local discs where possible and back up to network at regular intervals. Try and maintain schedule of software updates. Where issues are identified raise early to client and review programme/risk register more regularly now COVID impacts are becoming more tangible.	ABC/AECOM	Ongoing	18-Jan-2021	Likely	Moderate	Medium	
2	Scheme confirmation	FPS rejected during formal process of getting scheme confirmation	10-Apr-2020	Unlikely	Moderate	Medium	Scheme has now progressed to through SG approval for deemed planning, and notice of confirmation is to be issued shortly. 6 week period for appeal, via sheriff, technical grounds. Confirmation that scheme is now operative through legal process	ABC/AECOM	Closed	18-Jan-2021	Rare	Moderate	Low	01-Nov-2020
3	Landowners	Access	10-Apr-2020	Possible	Moderate	Medium	Early dialogue to pick up any issues, manage the process.	ABC	Ongoing		Possible	Minor	Low	
4	Landowners	Mitigation agreement relating to individual property - challenge to delivery	10-Apr-2020	Possible	Moderate	Medium	Continue with dialogue and early identification of any issues to allow for resolution to be worked through	ABC	Ongoing		Unlikely	Minor	Low	
5	Landowners	Compensation - Not reaching agreement/Costs	10-Apr-2020	Possible	Moderate	Medium	Process to be followed with statutory fall back position. Agreement likely but cost is uncertain?	ABC	Ongoing		Unlikely	Moderate	Medium	
6	Ground Investigation	Uncertainty around ground conditions (final design and cost)	10-Apr-2020	Likely	Major	High	Ground investigation being carried out to understand ground conditions and inform design/cost estimate. Some degree of residual risk associated with ground works.	AECOM/Causeway	Closed - Site work was able to recommence following relaxing of COVID-19 restrictions and completed	18-Jan-2021	Unlikely	Moderate	Medium	22-Sep-2020
7	Ground Investigation	Delay due to COVID restriction, impact on programme	10-Apr-2020	Probable	Moderate	High	GI work being carried out to understand ground conditions and inform design. Completion required to confirm and mitigate risks. Communication to get contractor on site as soon as restrictions allowed.	AECOM/ABC/Causeway	Closed - Site work was able to recommence following relaxing of COVID-19 restrictions and completed. First draft Factual GI report received from Causeway 18th Sept. Limited information received prior to this limiting ability to progress design. Has affected critical path on programme	18-Jan-2021	Possible	Moderate	Medium	22-Sep-2020
8	Scheme cost	Cost estimate beyond above current estimates and potentially above available funding	10-Apr-2020	Possible	Major	High	Cost review will be prepared after after detailed design and business case updated to increase confidence. Current estimate is based on outline design with optimism bias.	AECOM	Ongoing		Possible	Moderate	Medium	
9	Topographical Survey + MH Survey	Delay due to COVID restriction, impact on programme	10-Apr-2020	Probable	Moderate	High	Monitor and update programme and identify specific risks - Identify opportunity to utilise package of info when available	AECOM	Closed - topo survey was able to commence	18-Jan-2021	Probable	Minor	Medium	08-Dec-2020
10	Ecology	Survey calendar and COVID restriction	10-Apr-2020	Possible	Moderate	Medium	Monitor and seek advice from appropriate authorities - some indication that there may be relaxations based on travel restrictions and risk. Careful Health and Safety planning to allow staff to carry out fieldwork.	AECOM	Closed - ecological surveys were able to be carried out within season.	18-Jan-2021	Possible	Minor	Low	01-Aug-2020
11	Ecology	Protected species (additional requirements). Findings of EclA indicated requirement some bat boxes, surveys of trees prior to construction and Japanese Knotweed was highlighted as a key risk.	10-Apr-2020	Possible	Moderate	Medium	Biosecurity management plan to be drafted by ecologists for Japanese Knotweed management. Recommendation from EclA around timing of works etc. Awareness of requirements for further bat survey/bat boxes	AECOM	Ongoing	18-Jan-2021	Possible	Minor	Low	
12	CAR Licence	Obtaining CAR licencing within timeframes required	10-Apr-2020	Possible	Major	High	Early preparation and dialogue with SEPA	AECOM	Ongoing		Possible	Moderate	Medium	

# Project Risk Register

Project Number and Name : 60593530 Campbelltown FPS - Detailed Design and Procurement

Last update 28/01/2021

No.	Risk Title	Risk Description (actual or potential)	Date Created	Before Mitigation			Mitigation	Actionee	Action Update	Date of Update	After Mitigation			Date Closed
				Likelihood	Consequence	Risk Level					Likelihood	Consequence	Risk Level	
13	Utilities	Utilities clashes (General) and diversion works required - additional scope/cost	10-Apr-2020	Possible	Major	High	Early dialogue with Utilities, review of information, slit trenching, manhole survey and topo survey to locate/ verify as much as possible (Utilities schedule being prepared for tracking and management). Further engagement with utilities to try and gain more detailed plans.	AECOM	Ongoing - investigations carried out so far have not given suitable degree of certainty on location of services around SuDS pipework. Currently having targetted conversations with utility providers. GPR Survey in targeted places would help derisk .	18-Jan-2021	Likely	Moderate	Medium	
14	Utilities	Delays due to lengthy discussions	10-Apr-2020	Possible	Moderate	Medium	Early and appropriate dialogue with Utilities. AECOM communications have pushed for formal C3/C4 quotes	AECOM	Ongoing	18-Jan-2021	Possible	Minor	Low	
15	Utilities	Unknown route of historic culvert along Witchburn road	10-Apr-2020	Likely	Moderate	Medium	Still some uncertainty. Location picked up in slit trenching and can now review to avoid this route. Likely to require flagging in contractor procurement to be highlighted as a risk item. Mark on new drawing to highlight risk.	AECOM/ABC	Ongoing	18-Jan-2021	Possible	Moderate	Medium	
16	Utilities	Significant SSE and SW services around Glebe Street and Dell Road - may be significant work to divert which impacts cost benefit ratio	10-Apr-2020	Likely	Moderate	Medium	Early dialogue with Utilities, review of information, slit trenching, manhole survey and topo survey to locate/ verify as much as possible (Utilities schedule being prepared for tracking and management). Further engagement with utilities to try and gain more detailed plans.	AECOM	Ongoing - investigations carried out so far have not given suitable degree of certainty on location of services around SuDS pipework. Currently having targetted conversations with utility providers. GPR Survey in targeted places would help derisk .	18-Jan-2021	Possible	Moderate	Medium	
17	Utilities	Utilities within Millknowe storage area (protection/relocation likely to be required) - Cost	10-Apr-2020	Likely	Moderate	Medium	Slit trenching, manhole survey and topo survey has helped to verify main services.	AECOM	Ongoing. Some uncertainty around SW assets - no response through formal channel so will engage asset planner with options for sewer diversion and to verify watermain locations. Power cable to be considered in line with seepage analysis to determine way forward	18-Jan-2021	Likely	Moderate	Medium	
18	Burnside Carpark	SuDS proposals versus councils plans for Burnside car park area - risk is that one or the other is compromised. If scope expands risk to programme and cost.	10-Apr-2020	Possible	Moderate	Medium	Early dialogue with council officers to understand their requirements and constraints upon delivery of SuDS element (set objectives early). Initial landscape concept for discussion prepared to enable ABC to provide steer on objectives moving forward i.e. at present work is like for like and would require significant additional time and cost to develop a public realm focused design in this area	ABC	Ongoing	28-Jan-2021	Possible	Minor	Low	
19	Changes to a scheme post-approval (Planning)	Requirement to change an aspect of the scheme (e.g service clash or change in built environment)	10-Apr-2020	Possible	Moderate	Medium	No provision within FRM (Scotland) Act 2009 or its 2010 Regulations that dela with changes post-post approval. Need to consider nature of the change. Change management to be considered, identified and documented by Local Authority - Local Authority can advance change by agreement within a FPS. Where change affects multiple parties this would become more complex. Where agreement is not reached it is considered unreasonable that a LA cannot proceed with that change if it has followed a reasonable approach to consulting with affected parties and mitigating any adverse effects on them and the environment.	AECOM/ABC	Ongoing - spoken to ABC Planner and understand process for material and non-material changes	28-Jan-2021	Possible	Minor	Low	
20	SuDS Elements	Less dialogue and consultation on this (potential impact on overall scheme cost benefit if scaled back)	10-Apr-2020	Possible	Moderate	Medium	SuDS restricted to council land to mitigate impacts on residents		Ongoing		Possible	Minor	Low	

# Project Risk Register

Project Number and Name : 60593530 Campbelltown FPS - Detailed Design and Procurement

Last update 28/01/2021

No.	Risk Title	Risk Description (actual or potential)	Date Created	Before Mitigation			Mitigation	Actionee	Action Update	Date of Update	After Mitigation			Date Closed
				Likelihood	Consequence	Risk Level					Likelihood	Consequence	Risk Level	
21	PFR	Ability to deliver this successfully, resident uptake ( potential impact on overall scheme cost benefit if scaled back)	10-Apr-2020	Possible	Moderate	Medium	Engagement with homeowners. Discuss in further detail requirements and establish mechanism for delivery and maintenance (checking reputational and legal implications)	AECOM/ABC	Ongoing	12-Jan-2021	Possible	Minor	Low	
22	SuDS Elements	Working in narrow streets - may require streets to be closed of during construction phase, disruption to local traffic and residents (potential negative feedback)	08-Aug-2020	Possible	Moderate	Medium	Keep ABC roading team involved in design development phase, communicate intentions early and seek advice for any issues identified	AECOM/ABC	Ongoing		Possible	Minor	Low	
23	CAR licencing	SEPA Costs for licencing fees	08-Aug-2020	Probable	Minor	Medium	Dialogue with SEPA indicate that the cost will be between £6,500 - £9,500 (Should be included in overall summary of project costs)	AECOM	Closed - Once costs are allowed for, this does not constitute a risk		Probable	Insignificant	Medium	01-Sep-2020
24	Council Committee Meetings (dates)	If meeting dates are missed or project cannot be brought before committee for other reasons this will impact upon programme. 2no. Key milestones for updating council with business case	08-Aug-2020	Possible	Moderate	Medium	Keep track of programme, through monthly meetings. Liaise with ABC officers to identify issues early to understand implications. If necessary have risk reduction meetings	AECOM/ABC	Ongoing - monitor and communicate any issues identified		Possible	Minor	Low	
25	Wall finish (Industrial estate)	Potential wall finishes to be considered and communicated to affected parties, in good time, as this has potential to raise concerns and differing opinions	01-Sep-2020	Possible	Moderate	Medium	Consider early in detailed design process, utilise council to articulate views - engage with affected/interested parties and ABC planning team. Keep discussions informal until construction stage as this condition of planning is inflexible	AECOM/ABC	Ongoing - keep dialogue informal until construction stage	28-Jan-2021	Unlikely	Minor	Low	
26	Topographical Survey + MH Survey	Delays in receiving topo and MH survey from subcontractor	26-Jul-2021	Probable	Major	High	Communication with contractor led by ABC to push on receipt of info. AECOM to review information when received for suitability.	ABC	Closed - Original date for receipt was 15th May . Final data not received until 8th December. MH needed to be redone also given insufficient information provided	08-Dec-2020	Possible	Moderate	Medium	18-Jan-2021
26	Ecology	If programme is pushed out and 18 months have passed in EcIA surveys (July 2020) surveys need to be redone	28-Jan-2021	Possible	Moderate	Medium	Continue dialogue with in house ecologists around timing for any re-survey works and if this can be captured as pre-commencement surveys. Highlight a milestone date in programme. EeCOW required as part of construction to monitor.	AECOM	Ongoing	18-Jan-2021	Possible	Moderate	Medium	
29	Tree presevation	Risk to ineffective discharging planning condition 6 - Requirement of planning condition to produce tree preservation plan and how we mitigate against tree loss	28-Jan-2021	Likely	Moderate	Medium	Tree survey to be carried out to understand root protection surveys and what trees can be saved. Plans for compensatory planting to be developed	AECOM	Ongoing	28-Jan-2021	Unlikely	Minor	Low	
30	No returns to construction tender	Increase to programme if there are no returns to original tender which may be increased by pushing ground risks to contractor. Potential 3-6 months on to programme	02-Feb-2021	Likely	Major	High	Option A contract provides best balance to prevent full risk of variation in groundworks on client whilst not pushing fully onto contractors and detracting from bids	AECOM/ABC	Ongoing	02-Feb-2021	Unlikely	Major	Medium	
31	SEPA commutations/approvals	SEPA subject to cyber attack on Christmas Eve 2020 significantly impacting their systems and communications. Indication this may require 6 month period to return to operation not including backlog. This may result in programme delay or cost particularly if hard copy application is required.	28-Jan-2021	Probable	Major	High	We have carried out early engagement around CAR licencing and generally around the scheme itself. ABC to use role in flood risk stakeholder groups to gain an understanding of interim processes for different approvals. Mainly CAR licence that will be affected as deemed planning has been granted	AECOM/ABC	Ongoing	28-Jan-2021	Unlikely	Moderate	Medium	
32	Deemend Planning	Time out of deemed planning consent in effect for 5 years from 27th April 2020	28-Jan-2021	Unlikely	Major	Medium	Review timeframe and programme at regular intervals and highlight potential for any significant delays	AECOM/ABC	Ongoing	08-Dec-2020	Rare	Moderate	Low	
33	BT cables where Dalaruan culvert is crossing at A83 service entire town.	High penalty associated with damage of £300K	28-Jan-2021	Possible	Major	High	Having early dialogue with Open Reach and engaged them to carry C3 design. Highlight as risk to contractor to be considered in pricing	Contractor/ABC	Ongoing	28-Jan-2021	Possible	Major	High	
34	PFR contacts	Added difficulty in PFR engagment with having to consult remotely and obtain contact details reducing update in scheme	28-Jan-2021	Likely	Moderate	Medium	Utilise land searches to identify home owners. Engage with local councillors to encourage engagement. Utilise comms channels with known owners to identify others.	ABC	Ongoing	12/01/2021	Possible	Moderate	Medium	
35	Resourcing	Challenges in resourcing associated with emergency works or home schooling/child care commitments during COVID-19 lockdown.	28-Jan-2021	Likely	Moderate	Medium	Raise issues with client at early stage and review programme	AECOM	Ongoing	20-Jan-2021	Possible	Moderate	Medium	
36	Materials	Risk of increased material costs associated with more remote location and Brexit impacting business case	28-Jan-2021	Likely	Moderate	Medium	Cost review will be prepared after after detailed design and business case updated to increase confidence. Current estimate is based on outline design with optimism bias.	AECOM	Ongoing	20-Jan-2021	Possible	Moderate	Medium	





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**ARGYLL AND BUTE COUNCIL**
**ENVIRONMENT, DEVELOPMENT  
AND INFRASTRUCTURE COMMITTEE**
**ROADS AND  
INFRASTRUCTURE SERVICES**
**3 JUNE 2021**


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**TACKLING DOG FOULING**


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**1.0 INTRODUCTION**

- 1.1 Following a request from the Environment, Development and Infrastructure Committee in March 2021, this report provides an update on the matter of dog fouling, the Council's available resource to manage this issue and also promotes a social media campaign to educate irresponsible individuals who don't clean up after their dogs.
- 1.2 The request from the Environment, Development and Infrastructure committee followed discussions around complaints and anecdotal reports around dog fouling and the perception of dog fouling. Whilst there clearly are areas of dog fouling it is important to remember that Argyll and Bute is a beautiful location and has consistently scored above the national average in terms of the LEAMS for street cleanliness. However, increased dog ownership through the lockdown months and a small number of inconsiderate dog owners who don't take personal responsibility to clean up after their pets does cause an issue in some locations.
- 1.3 The Council has received very limited reports of dog fouling issues over the past two years. We need people to report issues to us in order that we can take steps to deal with them:

Dog fouling reports	
2019/20	194
2020/21	151

**2.0 RECOMMENDATIONS**

- 2.1 It is recommended that Members endorse the ongoing work to help reduce dog fouling and the proposal to introduce a campaign around dog fouling.
- 2.2 It is recommended that Members consider the content of the dog fouling briefing and posters in Appendix 1.

**3.0 DETAIL**

- 3.1 Argyll and Bute Council Environmental Wardens currently enforce legislation that allows

officers to issue £80 fixed charge notices to people who fail to lift their dog's mess as long as they are observed doing so. The monetary penalty was increased from £40 to £80 in April 2016 by Scottish Government. The fixed charge notices penalty charges are fixed by Government, the Council does not have the ability to vary these charges.

- 3.2 Enforcement activity is carried out by multifunctional wardens who are also involved in commercial waste, fly tipping, parking, control of dog notices, litter enforcement and education, pest control etc. Our wardens' presence in dog walking areas usually results in owners picking up after their dogs and very few penalty notices being issued and is therefore a highly effective deterrent. Our enforcement warden service has been reduced from 9 to 4 FTEs due to reductions in the funding available to the Council. This means that warden coverage across the area is limited. No dog fouling signage is in place across many parts of Argyll and Bute.
- 3.3 There are 4 seasonal additional wardens who are being recruited to deal with issues arising from staycation. These wardens will focus on litter, parking and other issues associated with staycation demands as opposed to dog fouling per se. Depending on the demands received there may be scope for the wardens to be involved in some dog fouling enforcement if there are significant concerns in particular locations. The council also employs 6 parking attendants who are fully engaged working on parking enforcement to both on and off street parking. There is no capacity for the parking attendants to deal with other duties alongside parking activities.
- 3.4 Limited information is received from members of the public regarding offending individuals. Where information is received and where individuals are prepared to give evidence we are able to pursue the individual responsible for allowing their dog to mess by issuing a fixed penalty providing a written statement is provided by the witness and where the council have reason to believe an offence has been committed. Unfortunately few individuals are prepared to provide written evidence which would be required for the council to progress any dog fouling matter through the courts.
- 3.5 An initiative was previously considered in 2017 regarding 'naming and shaming' those owners responsible for dog fouling, however, legal advice at the time confirmed that we cannot name and shame individuals when fixed penalty notices are issued. It would only be possible to name an individual if the fixed penalty charge is not paid within the allotted time, the council send a report to the Procurator Fiscal and the case is then heard with the person potentially being convicted of an offence. The council does look to pursue non-payments through the procurator fiscal where this situation arises but these incidences are few and far between. These cases are likely to be reported in the local media negating the need for a specific policy of naming and shaming offenders. The council does not currently have a policy of naming and shaming those committed of other offences it enforces and introducing it only for this offence may raise questions as to why this issue is being dealt with differently.
- 3.6 Officers have successfully deployed CCTV at known locations where dog fouling is an issue. This acts as a deterrent and encourages dog owners to pick up their dog mess and behave responsibly.

### **Toxocariasis**

- 3.7 Toxocariasis is a disease which can lead to blindness. The disease is caused by parasites which live in a dog's digestive system meaning that dog mess can be a host for the parasite. *Toxocara canis* is a roundworm parasite of dogs and foxes. The eggs of these parasites can survive in the environment for many years. More information

can be found on the Public Health Scotland website here: [HPS Website - Zoonoses \(scot.nhs.uk\)](https://www.hps.scot.nhs.uk)

### **Social Media and communications**

- 3.8 In this era of ever increasing social media use, awareness, information and possibility of cost effective campaigns there is an opportunity to promote a campaign around responsible dog ownership, both via the Council's established platforms and the new RIS Twitter account. These messages should complement the 'take your litter home' campaign which the council are currently broadcasting as part of the staycation initiative.
- 3.9 Appendix 1 includes a briefing and posters from the Council's Communications team showing research carried out and what the team can offer in terms of a campaign. This appendix details posters which are available to purchase for use in areas of focus, based on complaints and actual evidence of dog fouling, and typical images which could be used via a social media campaign. The posters have a modest cost which would require a budget allocation.

## **4.0 CONCLUSION**

- 4.1 This report provides an update on how the council deals with dog fouling, the resource available within the warden service and a proposal to develop a communications campaign.

## **5.0 IMPLICATIONS**

- 5.1 Policy – the 1990 Environmental Protection Act details the requirement for keeping streets and public spaces clean and tidy.
- 5.2 Financial – Budget would need to be identified should the poster campaign be progressed.
- 5.3 Legal – None.
- 5.4 HR – None.
- 5.5 Fairer Scotland Duty: (please refer to guidance on Hub)
- 5.5.1 Equalities - protected characteristics – none known
- 5.5.2 Socio-economic Duty – none known
- 5.5.3 Islands – none known
- 5.6 Risk – none known
- 5.7 Customer Service – This report highlights a campaign to help reduce dog fouling in the area.

**Executive Director with responsibility for Roads and Infrastructure Services, Kirsty Flanagan**

**Head of Roads and Infrastructure Services, Jim Smith**

**Policy Lead for Roads and Infrastructure Services, Cllr Rory Colville**

April 2021

**For further information contact:** Jim Smith, Tel: 01546 604324

Appendix 1 – Dog Fouling Briefing and Posters

## Dog fouling campaigns – briefing for members and Head of Service

Dog fouling is a persistent issue that faces local authorities, not just in Scotland and UK but throughout Europe.

Many councils, organisations and community groups have tried different approaches and communications agencies have provided studies on how to change public behaviours.

We have researched what has worked elsewhere and provide recommendations below on what would be of value to Argyll and Bute, at this time and within the resources we currently have available.

### Keep Britain Tidy

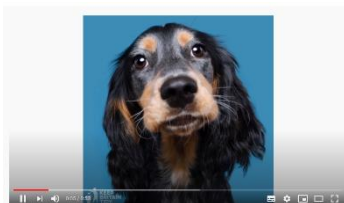
[Keep Britain Tidy](#) offers three packaged campaign solutions that can be used ‘off the shelf’.



The *We're watching you* campaign trial led to a 46% reduction across the 17 local authorities involved and a 75% reduction in the areas where it was trialled in Portsmouth. The posters feature glow in the dark eyes and messages that focus on enforcement, peer pressure or positive reinforcement.

Cost to buy the campaign: £2,250. This is for 40 signs, which would not be enough to provide one to every community council.

*Do it for the dog* is a social media campaign and features dogs saying why they are proud



their owners clean up after them. Or why they are disappointed when they don't!

Cost to buy the campaign: £945. None of the videos have Scottish voice overs and would no doubt cost more to have this done.



*There's no such thing as the Poo Fairy* is a poster and bin sticker campaign.

Cost to buy the campaign: £305 for 50 A3 posters and 50 bin stickers

## Approaches taken elsewhere

Below are examples of action taken elsewhere to good effect:

- Councils:
  - issued flyers to homes, had wardens patrolling the area, visited schools, and provided free poo bags to the public,
  - put stencils on the pavement where there had been high levels of dog fouling, and details on their website about reporting incidents.



- Local communities:
  - local residents, supported by a council, took matters into their own hands. In the first two weeks' volunteers cleaned up the area and picked up over 900 deposits, taking 135 hours. The objective of the big clean-up was to get everyone regularly using the area to appreciate the difference and to join in the commitment to keep it looking good.
  - Volunteers continue to patrol designated areas daily but have stopped picking up the dog mess. Instead, they are now using temporary spray paint to highlight new deposits and will be closely monitoring the situation. The idea of using spray paint is to show that new deposits have been noticed so owners get the message that it is disgusting

### **Also pertinent to Argyll and Bute – agricultural land**

Another thing to consider is dogs fouling on agricultural land – which is important in this area. [NFU have campaigned](#) on this in the past. Recommendation: we include this messaging as part of any campaign we run.

### **Recommendations**

R&IS has flagged up that there is limited resource for enforcement. Therefore the aim should be to raise awareness of the issue and use peer pressure and pride in the community/local area to remind people of their responsibilities and change the behaviour dog owners behaving in a thoughtless manner.

The council's Communications Team can deliver a social media campaign and support local community groups/community councils who may wish to get involved campaigning, as outlined below.

### **What we can offer**

**Information campaign:** invite local groups to join the fight against dog fouling, providing them with some resources to remind people to look after their communities by cleaning up after their pets.

**Direct invites:** write to community councils

**Provide posters to local groups** - based on We're watching you, which taps into peer pressure. We would also provide information on how to hang them safely.

**Social media campaign** - based on Do it for the dog: use photos of dogs, which can be provided by staff, saying how they feel about their owners not picking up after them.

### **The ask**

Ask community groups to help us fight dog fouling and we will help with providing the tools:

- Draft press releases
- Posters
- Social media assets

### **Costs**

- 1000 A3 posters on PVC– £960 + VAT
- 1000 A3 posters on 4mm Corex - £1,820 +VAT
- Postage
- Social media assets – staff time
- Draft press releases – staff time

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**ARGYLL AND BUTE COUNCIL****ENVIRONMENT, DEVELOPMENT AND  
INFRASTRUCTURE COMMITTEE****DEVELOPMENT AND  
ECONOMIC GROWTH****3 JUNE 2021**

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**TOWN CENTRE FUND UPDATE**

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**1.0 EXECUTIVE SUMMARY**

- 1.1 At their meetings of 27<sup>th</sup> June 2019 and 22<sup>nd</sup> October 2020, the Council agreed to allocate two tranches of Town Centre Capital Funding (TCF) from Scottish Government to twenty-eight region-wide projects. The Fund is subject to specific criteria, and has therefore been allocated to capital regeneration projects with a town centre focus that meet with programme guidance.
- 1.2 The combined funding of £1,686,000 is now fully committed, with projects either having a signed contract in place or having been started on site. Of the 28 projects, 17 will create new or improved infrastructure or public realm, 2 will support charitable organisations improve assets for the community, and 9 are being delivered as shopfront improvement grant schemes. In regard to the 9 shop front improvement grant schemes, over 120 individual shopfront improvement grants have been awarded to business owners with the aim of enhancing the trading environment and supporting the economic recovery of each town.
- 1.3 The TCF projects have a total value of over £9m and are currently at different stages of delivery. Seven projects are complete.
- 1.4 Current programme expenditure amounts to £913,331. To avoid having to return any unspent funds to Scottish Government, all projects must be complete by 30<sup>th</sup> September 2021. The purpose of this report is to provide members with an update on each of the Town Centre Funded projects, including the reallocation of funds, as described in Appendix A.

**RECOMMENDATION**

- 1.5 Members of the Environment, Development and Infrastructure Committee are invited to consider the contents of this report and to note that £1.685m has been fully committed to twenty-eight Town Centre projects.

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**ARGYLL AND BUTE COUNCIL**

**ENVIRONMENT, DEVELOPMENT AND  
INFRASTRUCTURE COMMITTEE**

**DEVELOPMENT AND  
ECONOMIC GROWTH**

**3 JUNE 2021**

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**TOWN CENTRE FUND UPDATE**

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**2.0 INTRODUCTION**

- 2.1 The purpose of this report is to provide members with an update on Town Centre Capital Funding from Scottish Government.
- 2.2 The 2019 and 2020 combined funding of £1,686,000 has been fully committed to twenty-eight projects, as agreed by Council. The status of each and its respective funding allocation is provided as Appendix A.
- 2.3 The scope of each project meets the criteria and guidance established for the Fund by Scottish Government. In order to comply with timescales, all projects must be completed by 30<sup>th</sup> September 2021. The uncertainty created as a result of the covid-19 pandemic creates an element of risk, which will require continued monitoring and mitigation measures to ensure every effort is made to meet relevant timescales.

**3.0 RECOMMENDATIONS**

- 3.1 Members of the Environment, Development and Infrastructure Committee are invited to consider the contents of this report and to note that £1.685m has been fully committed to twenty-eight Town Centre projects.

**4.0 DETAIL**

- 4.1 As part of the 2019-20 budget settlement to Argyll and Bute Council, and as part of Scottish Government's 2020-21 economic recovery stimulus package, which is



particularly aimed at supporting construction activity across Scotland, Scottish Government has provided Argyll and Bute Council with two tranches of Town Centre Capital Funding. The Funding has a cumulative value of £1,686,000 and is allocated to 28 specific projects that are spread across our Main and Key town centres. The overall total value of the TCF projects is in excess of £9m.

- 4.2 The region-wide projects were agreed by Council at their meetings of 27<sup>th</sup> June 2019 and 22<sup>nd</sup> October 2020. The funding is subject to specific criteria, and is therefore allocated to capital regeneration projects with a town centre focus that meet with programme guidance. Funds were required to be fully committed by the end of financial year 2020/21, and projects must be completed by 30<sup>th</sup> September 2021 to comply with the terms of the funding.
- 4.3 All 28 projects have either a signed contract in place, have started on site, or are complete. The programme encompasses 17 new or improved infrastructure or public realm projects, and in a further 2 projects is supporting charitable organisations enhance their assets for the community. The programme also includes 9 shopfront improvement grant schemes, within which over 120 local businesses are being supported in making improvements to their shopfronts in an effort to enhance the trading environment of Argyll and Bute's towns and support the economic recovery of our High Streets.
- 4.4 The position with regard to each project is being continually reviewed. Whilst a number of the projects are being delivered via third parties the majority are projects being delivered by the Council. The programme is currently on track to deliver the projects by the September deadline, but timelines are subject to the impact from the pandemic and the relative restrictions.
- 4.5 Appendix A provides an overview of each project, and includes detail of respective funding allocations. In cases of project underspend, as per council agreement in October any residual has been reallocated to another Town Centre Funded project within the same town. Current programme expenditure amounts to £913,331.

## **5.0 CONCLUSION**

- 5.1 The purpose of the Town Centre Fund is to support town centre focussed regeneration that can aid in efforts to stimulate economic recovery, particularly through support to the construction sector and town centre retailers. Projects have been chosen for their ability to support the vitality of our town centres, and where possible are linked to a town centre action plan that has been taken forward through a place making initiative.
- 5.2 A key constraint of the Fund are the tight timescales. The latest lockdown therefore creates a significant risk, the impact of which will be closely monitored and every effort made to mitigate against budget or time overruns as a consequence.

5.3 The Town Centre Fund programme is already making a meaningful difference to our area through the projects completed to date. The ongoing projects will also serve to help with economic recovery, and in making our places more attractive in which to live, work, visit and invest.

## **6.0 IMPLICATIONS**

6.1 Policy – The projects support, Town Centre Action Plan and Town Centre First Principles. The place-based regeneration activity supports the ambitions of the, Outcome Improvement Plan and the Local development Plan, as well as the Council's, Economic Strategy and Economic Recovery Plan.

6.2 Financial - Of a total budget of £1,686,000, £913,331 has been spent to date. All funds were required to be committed by 31<sup>st</sup> march 2021 and as such any residual has been reallocated to another project within the same town, as described in Appendix A. Please note any unspent grant will be earmarked at year end.

6.3 Legal – Where third party grant is offered, it will be offered via a contract.

6.4 HR - None

6.5 Fairer Scotland Duty: (please refer to guidance on Hub)

6.5.1 Equalities - protected characteristics - None

6.5.2 Socio-economic Duty - None

6.5.3 Islands – Projects have been identified for the main towns of Islay, Mull and Bute.

6.6. Risk – The restrictions currently in place in an effort to control the spread of coronavirus covid-19 poses a risk to the projects. The inability to fully plan for such unforeseen events, and the impacts of such, is likely to be reflected somewhat negatively within the deliverability of projects, particularly in terms of timescales. The completion deadline for all projects is 30<sup>th</sup> September 2021. Any unused grant is to be repaid to the Scottish Government, unless otherwise agreed in writing by Scottish Ministers.

6.7 Customer Service - None

**Executive Director with responsibility for Development and Infrastructure Services, Kirsty Flanagan**

**Policy Lead, Alastair Redman**

20<sup>th</sup> April 2021



**For further information contact:**

Lorna Pearce, Senior Development Officer, Transformation Projects and Regeneration Team

Fergus Murray, Head of Development and Economic Growth

**APPENDICES**

Appendix A – Town Centre Fund Project Overview

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Town Centre Fund Project Overview

Project	Agreed Allocation at either 27/06/19 or 22/10/20	Committed Allocation at 31/03/21	TCF Effect on Agreed Cost	Reason for Change	Project Status	Timeline
<b>Rothesay</b>						
1 Replacement pontoons, Rothesay Harbour	£ 150,000.00	£ 213,000.00	£ 63,000.00	Programme contingency of £63,000 included in order to reduce the borrowing requirements of the council.	On Site	Apr – Aug 21
2 Bute public art welcome sign	£ 25,500.00	£ 25,000.00	-£ 500.00	Cost based on tender return. Residual allocated to canopy project.	Concept Design	Apr – Sep 21
3 Montague Street Gardens all weather canopy	£ 30,000.00	£ 30,500.00	£ 500.00	Funds reallocated from welcome sign.	Contract Awarded	Apr – Aug 21
Sub Total	£ 205,500.00	£ 268,500.00				
<b>Dunoon</b>						
4 Illumination of Argyll Gardens and Castle Gardens, and enhanced sound capability of bandstand area	£ 200,000.00	£ 200,000.00	£ -	No change	Complete	Complete
5 Additional illumination works to Castle Gardens and Castle House, and remedial work to bandstand	£ 45,500.00	£ 45,500.00	£ -	No change	Contracts Awarded	Apr – Sep 21
6 Dunoon Shopfront Improvement Scheme (8 projects)	£ 10,000.00	£ 10,000.00	£ -	No change	8 Awards made	Apr - Aug 21
Sub Total	£ 255,500.00	£ 255,500.00				
<b>Helensburgh</b>						
7 Helensburgh Wooden Pier: (1) enhanced pedestrian access and new benches; and, (2) new Clyde Sea Loch's Trail plinth and plaque, and children's art work banners	£ 85,000.00	£ 85,000.00	£ -	No change	(1) Complete, (2) Contracts Awarded	Apr - Aug 21

8	Hermitage Park refurbished community garden glasshouse, new potting shed and mobile staging equipment	£ 35,000.00	£ 35,000.00	£ -	No change	Complete	Complete
9	Third Party Grant to Helensburgh Community Hall Ltd to help the organisation: (1) purchase; and, (2) make repairs to a building to be run as a Community Hub and Wellbeing Centre	£ 41,000.00	£ 45,768.45	£ 4,768.45	Funds reallocated from Helensburgh Shopfront Grant scheme.	(1) Complete, (2) Contract Awarded	Apr – Aug 21
10	Helensburgh Shopfront Improvement Scheme (14 projects)	£ 35,000.00	£ 30,231.55	-£ 4,768.45	Costs based on applications. Residual allocated to Community Hub and Wellbeing Centre project to meet tender return shortfall.	14 Awards made	Apr - Aug 21
	Sub Total	£ 196,000.00	£ 196,000.00				
	<b>Lomond settlements (with 1000+ population)</b>						
11	Howie Park, Rosneath (1) new MUGA and additional items of play equipment; and, (2) additional car parking	£ 90,000.00	£ 114,536.00	£ 24,536.00	Funds reallocated from Lomond Shopfront Grant scheme.	(1) Design, (2) Included within spring works programme	(1) Apr - Sep
12	Lomond Shopfront Improvement Scheme (3 projects)	£ 35,000.00	£ 10,464.00	-£ 24,536.00	Costs based on applications. Residual allocated to Howie Park MUGA and play equipment to meet tender return shortfall.	3 Awards made	
	Sub Total	£ 125,000.00	£ 125,000.00				
	<b>Tobermory</b>						
13	Tobermory Harbour wall enhancements	£ 150,000.00	£ 150,000.00	£ -	No change	Complete	Complete
14	Tobermory Harbour Floodgate	£ 20,000.00	£ 20,000.00	£ -	No change	On site	Apr –May 21
15	Tobermory Shopfront Improvement Scheme (17 projects)	£ 28,000.00	£ 28,000.00	£ -	No change, although residual of £5k awarded to Tobermory Harbour Association towards works that improve the trading environment of Tobermory.	17 Awards made	Apr - Sep 21
	Sub Total	£ 198,000.00	£ 198,000.00				

	<b>Oban</b>						
16	Oban town centre wayfinding enhancements	£ 44,000.00	£ 44,000.00	£ -	No change	Planning	Mar – Apr 21
17	Oban welcome signs	£ 10,000.00	£ 10,000.00	£ -	No change	Third party grant contract awarded	Jul – Sep 21
18	Oban wi-fi capital equipment	£ 15,000.00	£ 15,000.00	£ -	No change	Third party grant contract awarded	Mar – Apr 21
19	McCaig's Tower, Oban, public realm enhancement	£ 7,000.00	£ 7,000.00	£ -	No change	Specifying works	Jan – Mar 21
20	Oban motorhome mitigation measures	£ 10,000.00	£ 10,000.00	£ -	No change	Location considerations	Apr- Sep 21
21	Rockfield Centre, Oban	£ 90,000.00	£ 90,000.00	£ -	No change	Complete	Complete
22	Oban Shopfront Improvement Scheme (4+ projects)	£ 21,000.00	£ 21,000.00	£ -	No change	4+ Awards made	Jan – Jul 21
	Sub Total	£ 197,000.00	£ 197,000.00				
	<b>Campbeltown</b>						
23	Campbeltown Shopfront Improvement Scheme (32 shops)	£ 60,500.00	£ 60,500.00	£ -	No change	Complete	Jan – Jul 21
	Sub Total	£ 60,500.00	£ 60,500.00				
	<b>Tarbert</b>						
24	Tarbert Shopfront Improvement Scheme (17 projects)	£ 33,500.00	£ 33,500.00	£ -	No change, although residual of £3k awarded to Tarbert Harbour Authority towards works that improve the trading environment of Tarbert.	17 Awards made	Jan – Jul 21
	Sub Total	£ 33,500.00	£ 33,500.00				
	<b>Lochgilphead</b>						
25	Lochgilphead/Ardrihaig Shopfront Improvement Scheme (16 projects)	£ 33,500.00	£ 33,500.00	£ -	No change	16 Awards made	Jan – Jul 21
26	Lochgilphead Front Green	£ 200,000.00	£ 200,000.00	£ -	No change	Contract Awarded	Apr - Sep 21
	Sub Total	£ 233,500.00	£ 233,500.00				

<b>Bowmore</b>						
27 Bowmore Shopfront Improvement Scheme (10 projects)	£ 33,500.00	£ 20,358.48	-£ 13,141.52	Costs based on applications. Residual allocated to Bowmore public realm enhancements.	10 Awards made	Jan – Jul 21
28 Bowmore public realm enhancements	£ 85,000.00	£ 98,141.52	£ 13,141.52	Funds reallocated from Bowmore Shopfront Grant scheme.	Included within the summer works programme	Jun – Aug 21
Sub Total	£ 118,500.00	£ 118,500.00				
TCF Programme Contingency	63,000	0		-63,000 Funds allocated to Rothesay pontoons		
<b>Town Centre Fund Total</b>	<b>£ 1,686,000.00</b>	<b>£ 1,686,000.00</b>				

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**ARGYLL AND BUTE COUNCIL**

**ENVIRONMENT, DEVELOPMENT  
AND INFRASTRUCTURE  
COMMITTEE**

**DEVELOPMENT AND  
ECONOMIC GROWTH**

**3<sup>RD</sup> JUNE 2021**

---

**DIGITAL UPDATE**

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**1.0 EXECUTIVE SUMMARY**

- 1.1 The original purpose of this report was to bring, to the members of the Environment Development and Infrastructure Committee, a set of options and criteria for the administering of the £250K Tackling Digital Exclusion Fund that the council approved at its budget meeting in February 2021. However due to the current complexity of the Scottish Government's R100 contract, that will see significant investment in Argyll and Bute, it is proposed that these options be delayed. A paper will instead be brought to the September ED&I meeting, as at this point the full R100 intervention area will have been published. This will enable officers to present a clear direction, ensuring that the fund targets those premises that require further assistance to provide the much needed connectivity.
- 1.2 This report will provide an overview of the current position of the ongoing Scottish Government Reaching 100% (R100) programme and explain the reasons behind the delays to the implementation to this national initiative.
- 1.3 The report also provides an update on the proposed bid to the UK Govt.'s Rural Gigabit Fund as Scottish Govt. officials have given an early indication that these remote sites are now covered within the forthcoming R100 programme.
- 1.4 Finally, the report provides a brief summary of the current position for the ongoing plans for the implementation of the Gigabit Jura proposals that is part funded through Crown Estate funding previously agreed by the council at its February 2021 budget meeting.

**2.0 RECOMMENDATIONS**

- 2.1 The recommendations are:-.

- (i) To note the progress of the R100 programme and delays that have hindered its progress and the measures Scottish Government have taken to mitigate these delays.
  
- (ii) For members to agree to pause further development of a bid to the Rural Gigabit Fund (renamed "Place") until the full intervention area of the R100 is released, with the recommendation that these sites have been given early indication by Scottish Government officials that they are covered within the R100 Programme.



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**ARGYLL AND BUTE COUNCIL**

**ENVIRONMENT, DEVELOPMENT  
AND INFRASTRUCTURE  
COMMITTEE**

**DEVELOPMENT AND  
ECONOMIC GROWTH**

**3<sup>RD</sup> JUNE 2021**

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**DIGITAL UPDATE**

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**3.0 INTRODUCTION**

- 3.1 The original purpose of this report was to bring, to the members of the Environment Development and Infrastructure Committee, a set of options and criteria for the administering of the £250K Tackling Digital Exclusion Fund that the council approved at its budget meeting in February 2021. However due to the current complexity of the Scottish Government's R100 contract, that will see significant investment in Argyll and Bute, it is proposed that these options be delayed. A paper will instead be brought to the September ED&I meeting, as at this point the full R100 intervention area will have been published. This will enable officers to present a clear direction, ensuring that the fund targets those premises that require further assistance to provide the much needed connectivity.
- 3.2 The report provides an overview regarding the progress of the Scottish Government's Reaching 100% (R100) initiative.
- 3.3 This is a very complex and costly programme that if not done correctly could have significant impact of rural communities across the area. It is essential that there is cross departmental cooperation to ensure any issues are mitigated at the earliest opportunity.

**4.0 RECOMMENDATIONS**

- 4.1 The recommendations are:-

- (i) To note the progress of the R100 programme and delays that have hindered its progress and the measures Scottish Government have taken to mitigate these delays;
- (ii) For members to agree to pause further development of a bid to the Rural Gigabit Fund (renamed "Place") with the recommendation that these sites have been given early indication by Scottish Government officials that they are covered within the R100 Programme.

## **5.0 DETAIL**

### **Update on Scottish Government's R100 Digital Programme**

- 5.1 The roll out of digital infrastructure in rural areas of the country across the UK has proven to be problematic despite the funding provided by national Governments. The situation has been complicated further on account of changing political commitments and objectives together with a significant delay in the delivery of the North R100 intervention area. The R100 is a £600M Scottish Government investment to reach premises that were not reached in the original Digital Scotland Superfast Broadband (DSSB) programme. These premises are located in some of the remotest and geographically challenging parts of our area, including our island communities, resulting in very high implementation costs.
- 5.2 As part of this programme Scotland was split into 3 Lots North, South and Central. Most of Argyll and Bute is in the North Lot apart from Helensburgh and Lomond Area which are in the Central Lot. South and Central Lots had contracts signed in December 2019 but the North Lot had its preferred bidder status challenged. This challenge was finally settled out of court and the contract with BT was signed December 2020.
- 5.3 As a result of this challenge Building Digital UK (BDUK) requested that an Open Market Review (OMR) had to be undertaken to ensure that public money was not being spent on areas that had already seen investment or was going to in the next 3 years. This resulted in the remodelling on the intervention area that saw around 20,000 premises removed and 10,000 added into the programme resulting in a net reduction of 10,000 premises across the whole North Lot. This remodelling is still ongoing and the full intervention for the North Lot is expected in the next few months. Due to the delays it is anticipated that the contract will extend now to 2026.
- 5.4 To ensure that the Scottish Governments commitment, to meet 100% Superfast Broadband coverage across Scotland by 2021 was met, the Scottish Broadband Voucher Scheme (SBVS) was established. The SBVS was a £5,000 voucher to every premise that was not in an R100 intervention area. An interim voucher (IVS) of £400 is available to every premise that is in an intervention area but will not see a connection until after 2021.

- 5.5 Officers have been given early sight of some of the premises that are in the R100 programme and these premises are eligible for the Interim Voucher Scheme. Appendix 1 of this report details some screenshots showing some of these locations.

### **Argyll and Bute Council's Tackling Digital Exclusion Top Up Fund**

- 5.6 The purpose of the Tackling Digital Exclusion fund, as outlined in the budget proposal, was to assist Argyll and Bute communities that were out with current Government programmes or out with delivery scope through commercial providers such as BT.
- 5.7 After lengthy discussions with Government Officials from both the UK and Scottish Governments, together with the private sector infrastructure providers, it has been established that due to numerous factors, identifying delivery options for the fund, is at the moment not possible.
- 5.8 Due to the complex nature of the R100 contract and partial release of the intervention area it is proposed that officers delay the options appraisal until the September ED&I. This will avoid spending funds where it is not required.

### **Update on bid to UK Govt.'s bid to the Rural Gigabit Fund**

- 5.9 Members are also asked to consider whether officers should continue their current work with Capita and the DCMS on the development of a bid for full fibre to the premise at a number of rural remote sites. This initiative was examining the securing of DCMS funding to a number of our remote schools and other key sites to provide a public service in areas on the Ross of Mull, Glendaruel, Tayinloan and Easdale. Early indications from the Scottish Government suggests that these locations are included in the R100 premises although this is not confirmed. It should be noted that there is currently no definitive timescales associated with the R100 build yet. However Scottish Government officials consider that these premises will be in the early stages of the programme build.
- 5.10 If officers continue with the bid, and the timeline for R100 build is excessive then this would allow the option to de-scope these premises from the contract and progress with an earlier build date. However there is a risk that de-scoping will result in further remodelling of the R100 contract which could result in further delays.

### **Update on Gigabit Jura Programme**

- 5.11 The work on the **Gigabit Jura programme** is continuing to progress. Contractors have been appointed and are on site. This programme joined up two objectives to provide a better solution for all. This was achieved through utilising the Scottish Government's investment in the Scottish 4G Infill (S4GI) programme and the

Openreach Community Fibre Partnership (CFP) to future proof two 4G mast sites on Jura (Craighouse and Ardlussa). This investment would effectively install a full fibre network across the whole inhabited part of this remote island community. That said the project remains reliant on the Scottish Government paying for the fibre backhaul instead of being radio linked. The Government appears to have agreed to pay for the backhaul and the full fibre network is funded utilising community pledged vouchers. These vouchers came from the DCMS Gigabit Vouchers and SBVS. Members are aware that the council agreed to utilise an element of Crown Estate funding to help assist the delivery of this important project with significant economic and social benefits for the community if it can be delivered.

- 5.12 A site visit with Roads Officers, Openreach and Contractors went very well with the contactors even agreeing that the original survey was not accurate and did not highlight a number of the issues that were outlined by Council Officers during a conference call undertaken before going on site. Officers are still waiting on a wayleave clarification for one section and work plan for another section.

## **6.0 CONCLUSION**

- 6.1 The rollout of digital infrastructure continues across Argyll and Bute. Modern digital connectivity promises a number of direct economic and social benefits to our communities. The Scottish Government has always maintained however that the initial R100 programme will not reach every premises in Scotland and that additional funding, or alternatively, innovative technological solutions will be required to ensure delivery. Given the increasing importance of digital connectivity to our communities it is now imperative that every premise across Argyll and Bute receives equitable coverage notwithstanding our geographical and dispersed population challenges in Argyll and Bute. The new digital fund created by the Council can assist with this objective of digital coverage with accurately targeting assistance where it is most needed.

## **7.0 IMPLICATIONS**

- 7.1 **Policy** – the Single Outcome Agreement (SOA) and Economic Development Strategy and its associated Action Plan support improvements in the digital infrastructure across the whole of Argyll and Bute.
- 7.2 **Financial** – Across Scotland funding of £600M has been committed to the R100 programme across Scotland and the council has committed £250k of capital funding to tackle digital exclusion. There are no direct financial implications to the Council at this time arising from the contents of this report.
- 7.3 **Legal** – None albeit there may be a need to enter into legal negotiations with third parties depending on which option is taken forward.

7.4 **HR – None.**

7.5 **Fairer Scotland Duty:**

7.5.1 **Equalities** – the differing nature of the deployment of new digital technology has the potential to lead to inequalities in terms of access to digital services including those which support business and personal development.

7.5.2 **Socio-economic Duty** - there is an overall risk that the economic and social benefits rising from modern digital infrastructure are not fully realised if there is not equitable access across Argyll and Bute.

7.5.3 **Islands** - There are risks that islands which do not benefit from digital infrastructure could become less attractive locations within which to live and work which could have implications in relation to the SOA objective of growing the population.

7.6. **Risk** - The various programmes are reliant on new technology and innovation which is developing rapidly. Some projects are reliant on commercial operator decisions to invest whilst grant funding is necessary for many aspects of digital infrastructure improvement in Argyll. These aspects all create a level of uncertainty around the extent of infrastructure improvements.

7.7 **Customer Service** - improvements in broadband and mobile technology helps deliver additional opportunities for digital based customer services.

**Kirsty Flanagan, Executive Director with responsibility for Development and Economic Growth**

**Councillor Alasdair Redman, Policy Lead**

28/04/21

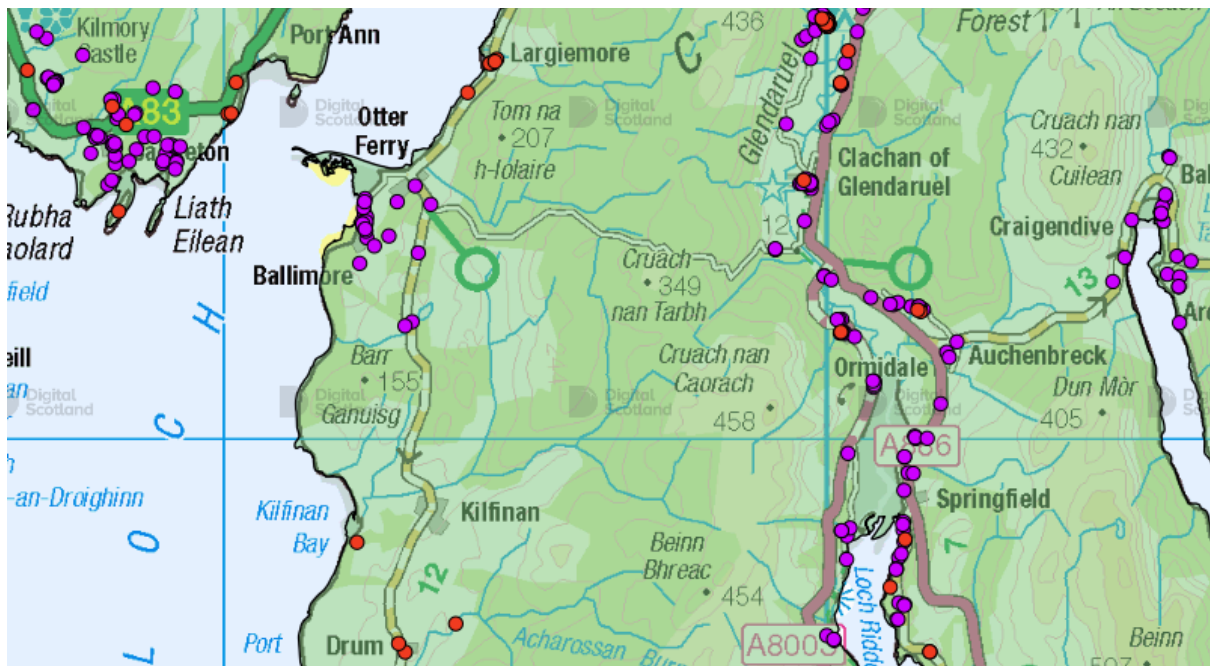
**For further information contact:**

Iain MacInnes Tel. 01546604647 Mob. 07775551873

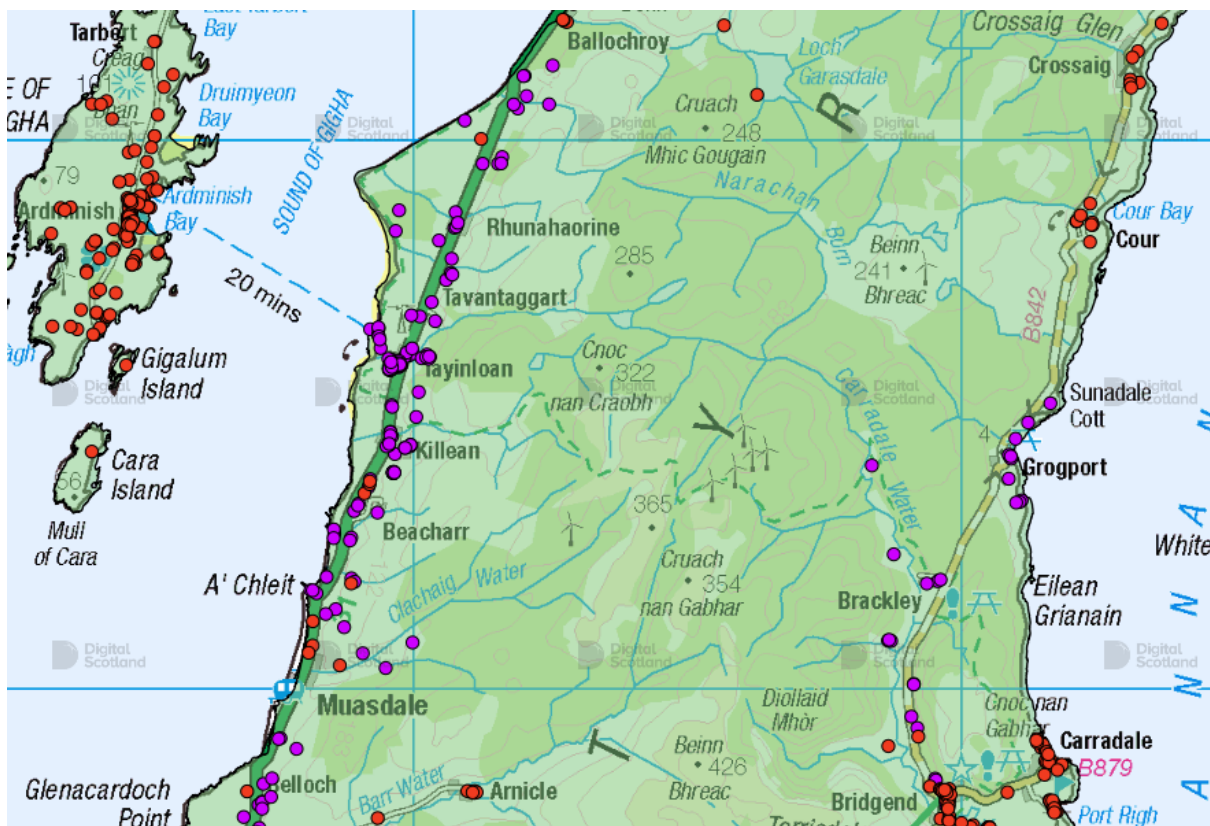
Digital Liaison Officer

[iain.macinnes@argyll-bute.gov.uk](mailto:iain.macinnes@argyll-bute.gov.uk)

Appendix 1 Sample of the premises that are in the R100 programme.

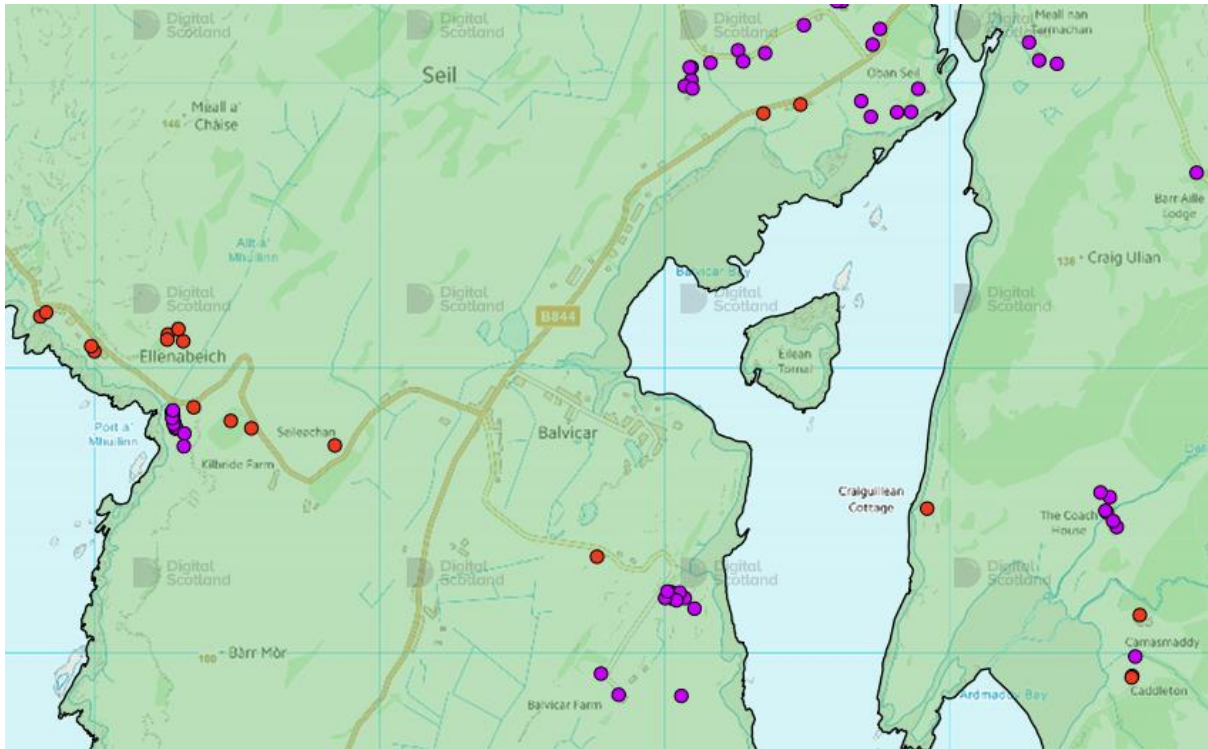


Glendaruel (Map 1)

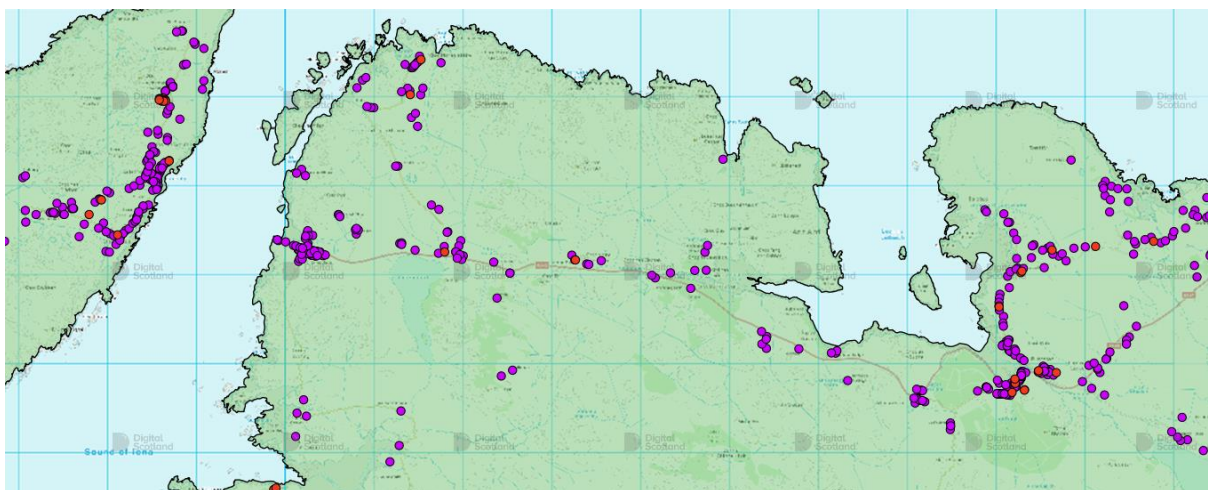


Tayinloan (Map 2)





Easdale (Map 3)



Bunessan (Map 4)

For reference the purple dots are the premises that have been released to date that are in the R100 North Lot intervention area (with more to follow on full release). The orange dots are currently not yet in scope or is not a habitable premise but has a UPRN associated.

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**ARGYLL AND BUTE COUNCIL****ENVIRONMENT DEVELOPMENT AND  
INFRASTRUCTURE COMMITTEE****ROADS AND INFRASTRUCTURE  
SERVICES****3 JUNE 2021**

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**WASTE STRATEGY UPDATE**

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**1.0 EXECUTIVE SUMMARY**

- 1.1 The purpose of this report is to provide Members with an update on the Waste Strategy Project. The report includes:
- Information that relates to recent Officer Engagement with Scottish Government Officials seeking support to enable Landfill ban compliance.
  - Details of the Scottish Government Recycling Infrastructure Fund.
  - Details of the successful joint procurement of an interim residual waste solution for Helensburgh and Lomond with West Dunbartonshire Council.
  - A high level indicative timeline for the Waste Strategy project.
- 1.2 The Scottish Government has in the past acknowledged the unique challenges faced by Argyll and Bute Council in complying with the Landfill ban. Scottish Government Officials have met with Council Officers to discuss how best to assist in the development of a compliant solution in the form of a transition from Landfill to Recovery via Energy from Waste.
- 1.3 Officers and Scottish Government Officials along with other authorities (West Dunbartonshire, Inverclyde, South Ayrshire and East Ayrshire) have taken part in a Positive Procurement Workshop to identify opportunities for collaboration that will support compliance. The output of this workshop is a Gap report that will identify and highlight the needs and issues of the respective authorities to the Scottish Government.
- 1.4 The Recycling Infrastructure Fund is a £70m fund announced by the Scottish Government to support Local Authority investment in recycling infrastructure. The fund is split over a 5 year period and will be administered by Zero Waste Scotland on behalf of the Scottish Government. Officers have registered an interest for the funding on 3 projects; including the development of a joint Waste Transfer Station with West Dunbartonshire Council.

- 1.5 The report also provides details on the successful joint procurement of a residual waste solution for Helensburgh and Lomond with West Dunbartonshire Council. The new contract will run from June 2021 up until the Landfill Ban date of December 2025. The procurement of the new contract has secured a saving to the council of around £98k this financial year and some additional community benefits.
- 1.6 The report also provides members with an up to date high level indicative Waste Strategy project Timeline (Appendix 3). The Timeline gives details on the key workstreams and actions needed to achieve landfill ban compliance.

## **RECOMMENDATIONS**

- 1.7 It is recommended that Members:
- Note and consider the content of the report and the progress made with the Scottish Government.
  - Note and consider the shortlist of projects for the Recycling Infrastructure Fund prepared by Officers.
  - Note and consider the successful joint procurement of a Residual and Bulky Waste Contract and further note the new community benefits that have been secured as part of the successful joint procurement.
  - Note and consider the details of the high level Waste Strategy project timeline.

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**ARGYLL AND BUTE COUNCIL**

**ENVIRONMENT DEVELOPMENT AND  
INFRASTRUCTURE COMMITTEE**

**ROADS AND INFRASTRUCTURE  
SERVICES**

**3 JUNE 2021**

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**WASTE STRATEGY UPDATE**

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**2.0 INTRODUCTION**

- 2.1 The ban on the disposal of Biodegradable Municipal Waste ban to Landfill is a measure brought in under the Waste Regulations (Scotland) 2012. The ban will effectively end Landfill as the primary means of Waste disposal. The alternative to Landfill is to transition from Waste Disposal to Waste recovery via Energy from Waste.
- 2.2 The ban was planned to come into force covering all of Scotland from January 2021. However, the deadline for compliance with the ban has now been delayed until December 2025. Non-compliance with the Landfill ban is not an option. Ministers expect local authorities and private sector suppliers to be working towards a solution at pace and that non-compliance may be subject to sanctions. Non-compliance with landfill compliance requirements may become a criminal matter.
- 2.3 Officers have been working to develop options for the transition to a Landfill ban compliant system of Waste Recovery. Changing the council waste disposal methodology is extremely challenging for every local authority. However, Argyll and Bute faces a unique set of circumstances that disproportionately increase this cost challenge of landfill ban compliance due to the Waste PPP contract with Renewi which is in place until September 2026 and the island and rural geography including distance from Energy from Waste Recovery plants.
- 2.4 The capital costs of compliance are understood by Officers to be between £2m and £4m. The ongoing revenue cost implications of compliance are variable depending on the solution chosen but range from around £800k to £3.5m per year. This cost model was detailed and presented to members in the December 2020 report to the Environment Development and Infrastructure committee titled "Waste Strategy Update - Landfill Ban".
- 2.5 This report also delivers an update to members on the result of recent Landfill Ban support negotiations with Scottish Government Officials. The critical ask made to the Officials during negotiations highlights the need for the Scottish Government to commit to providing additional financial support

to the council that would enable timeous compliance with the Landfill ban- including potential withdrawal or renegotiation/variance of the PPP contract.

### **3.0 RECOMMENDATIONS**

3.1 It is recommended that Members:

- Note and consider the content of the report and the progress made with the Scottish Government.
- Note and consider the shortlist of projects for the Recycling Infrastructure Fund prepared by Officers.
- Note and consider the successful joint procurement of a Residual and Bulky Waste Contract and further note the new community benefits that have been secured as part of the successful joint procurement.
- Note and consider the details of the high level Waste Strategy project timeline.

### **4.0 DETAIL**

#### **4.1 PAST SCOTTISH GOVERNMENT ENGAGEMENT**

4.1.1 Officers met with Scottish Government Officials in September 2020 seeking support to enable the council's transition to Landfill ban compliance.

4.1.2 At the meeting in September 2020 Officers covered the following topics with Officials:

- The disproportionate impact of the Landfill ban on waste disposal in Argyll and Bute as a result of our rural/Island Geography and poor access to the Energy from Waste market.
- Argyll and Bute Council is the only authority with a Waste PPP agreement. Moving to compliance with the ban while the PPP agreement is still in place (2026) will add significant legal costs from contract variation and will prevent the council exploring opportunities to take part in larger strategic waste partnerships with adjacent authorities. Officers presented the Scottish government Officials with the details from the solutions options appraisal, including the financial impact assessments as in the December report to the Environment Development and Infrastructure Committee.

- The need for clarity from the Scottish Government on their intentions regarding the review of the rural food waste derogation. Removal of the derogation would result in a costly variation of the PPP and would have a significant impact on the BMW ban solutions we are considering due to changes in composition and volume of the waste we would process.
- As per the agreement in principle reached in September 2019, the Minister and her team are willing to work with Officers in concert with other Local Authority partners to develop joint solutions that provide significant economies of scale.

4.1.3 Officers framed the discussion with Officials around the critical ask of the Scottish Government committing them to providing additional financial support to the council thereby enabling timeous compliance with the Landfill ban- including potential withdrawal or renegotiation/variance of the PPP contract.

4.1.4 At the September 2020 meeting the Scottish Government Officials acknowledged that the council was faced with a unique set of challenges in the form of rurality and the Waste PPP. Furthermore, they reiterated the commitment to work with the council to support progress to a lasting Landfill ban solution.

4.1.5 The Officials noted that a Landfill Ban Programme Board has been set up that will have an oversight of Local Authority progress towards compliance. In addition, they confirmed that Argyll and Bute Council would have representation on this board but would also continue to engage separately on matters relating to the Waste PPP and its future.

4.1.6 The Officials noted that the Scottish Governments offer to Support Collaborative Procurement Intervention workshops before the pandemic were put on hold. These workshops will assist Local Authorities to outline thoughts, challenges, opportunities and technical capacity at a regional level. The Joint Steering Group between the Scottish Government and Local Government representatives endorsed the plan to re-implement workshops.

4.1.7 Officials were also able to confirm that the Rural Food Waste Derogation and Household Charter Review will not take place until later in 2021 after the Holyrood election.

## **4.2 RECENT SCOTTISH GOVERNMENT ENGAGEMENT**

4.2.1 After successful engagement in September a follow up meeting with Officials was arranged for December. However. The meeting was postponed at the request of Scottish Government Officials until the 22<sup>nd</sup> January 2021.

4.2.2 At the January meeting Officers brought updates on the progress of Joint

Procurement and Waste partnership developments with adjacent authorities. In addition to this update, Officers also proposed a shared Council/Scottish Government Project Initiation Document (PID). The purpose of this PID was to agree a framework for continuing negotiations on support for Landfill ban compliance and to define roles and responsibilities for all parties.

- 4.2.3 The draft PID also outlined proposals for a timetable of meetings and future engagements.
- 4.2.4 Scottish Government Officials gave feedback on the PID; noting its intent and accepting the need for a clear programme of future engagement and defined roles. However, Officials felt that they could not agree to the PID in its current form and suggested instead that a Terms of Reference be drafted jointly using the PID as a starting point.
- 4.2.5 Officers agreed to the suggestion of a jointly drafted terms of reference and that a draft would be sent to all parties for comment prior to the next engagement meeting.
- 4.2.6 A programme of Council/Scottish Government Meetings about landfill ban compliance was agreed at the meeting. Meetings will take place on a Quarterly basis starting after the Holyrood elections with the outputs from the engagements being reported through the Scottish Government Landfill Ban Programme Board, Highlands and Islands work stream.

### **4.3 POSITIVE PROCUREMENT WORKSHOP**

- 4.3.1 The Scottish Government committed to a joint authority workshop, this was however delayed due to Covid-19 and other circumstances. Officials hosted a Positive Procurement Workshop with Officers from the five authorities (Argyll and Bute, West Dunbartonshire, Inverclyde, South and East Ayrshire Councils).
- 4.3.2 The Workshop gave further details on the current and prospective EfW in Scotland. Officers from all authorities provided information at the workshop detailing unique issues and individual/collective requirements. Copies of the presentation given by the Scottish Government can be found in Appendix 1.
- 4.3.3 The output from the workshop will be a Gap report that will be drafted by both Scottish Government and Zero Waste Scotland Officials. The gap report will then be used as the basis for seeking further support and development of the joint proposals. The Gap report is due to be published in June.

#### **4.4 RECYCLING INFRASTRUCTURE FUND**

4.4.1 The Government's Programme for Scotland 2020-2021 included a commitment to launch a £70 million Recycling Improvement Fund, as part of our transition to a fully circular economy. This fund has been established to accelerate progress towards 2025 waste and recycling targets and Scotland's net-zero carbon commitment, by strengthening and improving local authority recycling infrastructure resulting in increased consistency of collection, improvements to the quality and quantity of material collected, and wider environmental and carbon benefits. The Fund was launched on the 19<sup>th</sup> March with Expressions of Interest for the first funding tranche required by the 17<sup>th</sup> of May.

4.4.2 The Fund is being developed and delivered in partnership between the Scottish Government and Local Government, with oversight from the Scottish Government/Local Government Strategic Steering Group on Circular Economy and Waste (which includes representation from COSLA, SOLACE, Zero Waste Scotland, Director of the Finance group and the Local Authority Waste Managers Officer's network).

4.4.3 The objectives of the fund are to:

- Develop infrastructure projects at a scale which will improve the quality of recycling at both collection and treatment level;
- Work with Local Authorities to identify and explore the projects that have the greatest potential to increase recycling performance through infrastructure changes and adopt innovative new approaches and low carbon technologies.
- Support initiatives that tackle our throwaway culture and encourage a circular economy; providing the enhanced opportunities to reduce, reuse and recycle as vital to our green recovery and tackling Scotland's contribution to climate change.
- Support Local Authorities with aligning collections to the revised Code of Practice under the Household Recycling Charter (once complete), funding service design changes that maximise yield and delivery of high quality materials.
- Support strategic projects that prepare Local Authorities longer-term for the introduction of the Food Waste Action Plan, Circular Economy Action Plan and changes resulting from the implementation of Extended Producer Responsibility and Deposit Return Scheme.
- Promote the collection of problematic materials in addition to identified high carbon impact materials including garden waste, food waste, plastics, and textiles etc.

- Support projects which generate further progress either in terms of replicating best practice or innovation within existing systems;
- Maximise the value of awards by working with local authorities and other stakeholders to ensure projects are coordinated across all available and relevant funding streams.

4.4.4 To be eligible to apply for a grant, applicants must:

- Request capital investment for equipment/assets and clearly demonstrates how it will meet at least one of the fund objectives.
- Outline the broad financial implications of proposals in the medium to longer term.
- Additional desirable criteria include: -
  - Facilitate alignment with other Scottish Government & Local Government Policies
  - Creation of jobs and/or enhancing skills
  - Innovative solutions in addressing household waste, including collaborative partnerships
  - Maximise value of funding awards by working across stakeholders to ensure projects are funded appropriately from all available sources.
- Have incurred expenditure on/ or after 1<sup>st</sup> April 2021 up to the closing date of the fund.
- It is important to note that Landfill ban compliance measures will not be considered for evaluation for this fund.

4.4.5 A total of £70m of grant funding has been made available over a 5 year period from 2021, there is currently no limit to the amount which can be applied for and grants may be awarded to cover all or a proportion of the proposed costs. The grant will be budgeted annually with the initial allocation noted below, this will be subject to regular review:

- Year 1 - £16m
- Year 2 - £16m
- Year 3 - £18m
- Year 4 - £10m
- Year 5 - £10m



4.4.6 The Waste Strategy board have approved a short list of projects proposed to be put forward for consideration in the first two years of the fund. The shortlist has been ranked by need, deliverability, cost and benefit. The short list can be found in Table 1 below:

Table 1.

RiF Funding Shortlist							
Priority	Deliverability RAG	Partner Council	Project	Outline info	Cost	Benefit	Fund Year
1		West Dun	Shared Waste Transfer Facilities	Joint bid to develop a shared multi-waste Waste Transfer Station in west Dunbartonshire	£5m+	High	Years 1-3
2		N/A	Island Civic Amenity Sites	Improve hardstanding and waste bays and site infrastructure to encourage recycling	£500k	High	Year 1
3		N/A	Blackhill CA site improvements	Improve the condition of the site and develop new facilities for recycle material.	£1m	Moderate	Years 1 and 2

4.4.7 Depending on the outcome of both the Rural Food Waste Derogation Review and the implementation of the Scottish Deposit Return Scheme, the council will prepare further applications for support and improve our recycling rates.

4.4.8 At the end of the Stage 1 review period, Zero Waste Scotland having scored the Expressions of Interest will notify the authorities on the success or failure of their applications.

4.4.9 At Stage 2, projects that have been successful will then be expected to submit full business cases and detailed plans for evaluation. Once evaluated, projects that have been successful will have their funding confirmed.

4.5.10 A future report will be brought to the Environment Development & Infrastructure Committee on the progress of the funding application process.

## 4.5 JOINT WASTE PROCUREMENT

4.5.1 Argyll and Bute Council have been working to develop a strategic Waste partnership with West Dunbartonshire council that will jointly procure a long term Landfill ban compliant Energy from Waste solution for residual waste. This partnership would also involve Inverclyde Council and potentially South and East Ayrshire Councils.

4.5.2 The procurement of a long term residual waste solution will take around eighteen months to complete. To support the development of the long term

joint procurement, an interim procurement with West Dunbartonshire covering residual/bulky waste from Helensburgh and Lomond and waste from the Islands was proposed.

- 4.5.3 Operating under the authority of a pre-existing Minute of Agreement, Officers prepared a procurement strategy and tender pack. The tender was released to the market for a 6 week period in February 2021. Evaluations of the responses took place in March. A consensus relating to the technical and commercial results of the evaluation were agreed between Officers from both local authorities on the 9<sup>th</sup> April 2021.
- 4.5.4 The tender for both residual and bulky waste when released in February 2021 attracted significant attention from the market with 12 suppliers noting interest.
- 4.5.5 When the tender phase concluded there were two submissions for both the residual and bulky elements of the procurement which were received. The companies that bid for the contracts were:
- Barr Environmental Ltd;
  - ENVA Ltd.
- 4.5.6 Both Argyll and Bute Council and West Dunbartonshire have current contracts with both tenderers. The incumbent residual and bulky waste disposal provider for both authorities is Barr Environmental Ltd (Barr). The incumbent Co-mingled recycle provider for both authorities is ENVA Ltd.
- 4.5.7 The technical evaluation of both bids highlighted a key difference in disposal methodology from each provider. Barr environmental proposed a conventional mechanical treatment and landfill system. The ENVA bid used a different methodology to deal with the material based on the export of the waste material as Refuse Derived Fuel to be used in Energy from Waste plants in the UK and Europe.
- 4.5.8 Both bids passed the technical evaluation stage for both residual and bulky waste. In both residual and bulky, the ENVA submission scored higher than Barr; in part this is because of the difference in disposal methodology but also the overall quality of the submission.
- 4.5.9 The contract will run from June 2021 till December 2025, providing a service until the Landfill Ban is implemented. The cost of the contracts are fixed for the 4 year duration and have a proportional increase in line with inflation and Landfill tax at a rate of 0.75%
- 4.5.10 The Barr bid was successful at the commercial evaluation stage. Their bid offered overall best value to both authorities.
- 4.5.11 The new contract with Barr generates a saving to the council of around £98k this year and around £397k over the term of the contract (adjusting for inflation and Landfill tax).

4.5.12 A key part of this procurement process was the community benefit evaluation. Any company wishing to be considered had to complete a community benefit questionnaire that was scored out of a 100 with any score above 70 being a passing mark. Barr scored a total of 80 exceeding the passing mark. As the Barr bid has been successful these community benefit commitments (as detailed in Appendix 2) will be written into the contract as a key contract deliverable.

#### **4.6 WASTE STRATEGY PROJECT TIMELINE**

4.6.1 The project Work stream of each objective and decision point are summarised in the indicative Timeline presented in Appendix 3.

4.6.2 The indicative Timeline provides members with a high level summary of the projects Work streams and the key aspects that require resolution for the council to achieve a ban compliant Waste Disposal service.

4.6.3 The Timeline highlights the complex nature of the project and its various interconnected work streams and crosscutting dependencies that officers are working to resolve. This is an indicative timeline elements within the timeline may change. At this stage the Ban start date, the DRS introduction date and the end of the PPP contract remain fixed dates.

### **5.0 CONCLUSION**

5.1 In conclusion, compliance with the Landfill ban represents a significant and enduring cost challenge to the council. Engagement with the Scottish Government has created an agreement in principle between both parties to work together to support the transition to a compliant solution.

5.2 The council's expression of interest in the Scottish Government Recycling Infrastructure Fund is the first stage in the application process to receive capital funding to develop critical infrastructure that will support the transition away from Landfill to Energy from Waste and improve the quality of our recycling.

5.3 The joint interim procurement has been a worthwhile exercise, securing certainty in cost and achieving a saving for the council through fair and open competition. Importantly the procurement exercise demonstrates to the Scottish Government and the market place that both the council and its partners are committed to developing a joint residual waste solution. Barr was recommended by Officers to be awarded both the residual and bulky contract. The contract will begin on the 1<sup>st</sup> of June 2021.

## **6.0 IMPLICATIONS**

- 6.1 Policy – This work stream is predicated in the Waste Strategy which details the council's policy relating to Waste.
- 6.2 Financial – Compliance with the 2025 the Landfill ban represents a significant financial risk to the Council that will require practical and financial support from the Scottish Government to provide a long term financially sustainable solution.
- 6.3 Legal - The council is required to comply with the national ban on Biodegradable Municipal Waste.
- 6.4 HR – None
- 6.5 Fairer Scotland Duty:
  - 6.5.1 Equalities - protected characteristics - None
  - 6.5.2 Socio-economic Duty – None
  - 6.5.3 Islands – None
- 6.6 Risk- None
- 6.7 Customer Service - None

**Executive Director with responsibility for Roads and Infrastructure - Kirsty Flanagan**  
**Head of Roads and Infrastructure – Jim Smith**  
**Policy Lead- Cllr Rory Colville and Cllr Gary Mulvaney**

**For further information contact:** Jim Smith or John Blake

## **APPENDICES**

### **Appendix 1**

Positive Procurement Workshop slides (Separate Presentation Document)

### **Appendix 2**

Community Benefits Barr (Separate Spreadsheet)

### **Appendix 3**

Waste Strategy Project Timeline

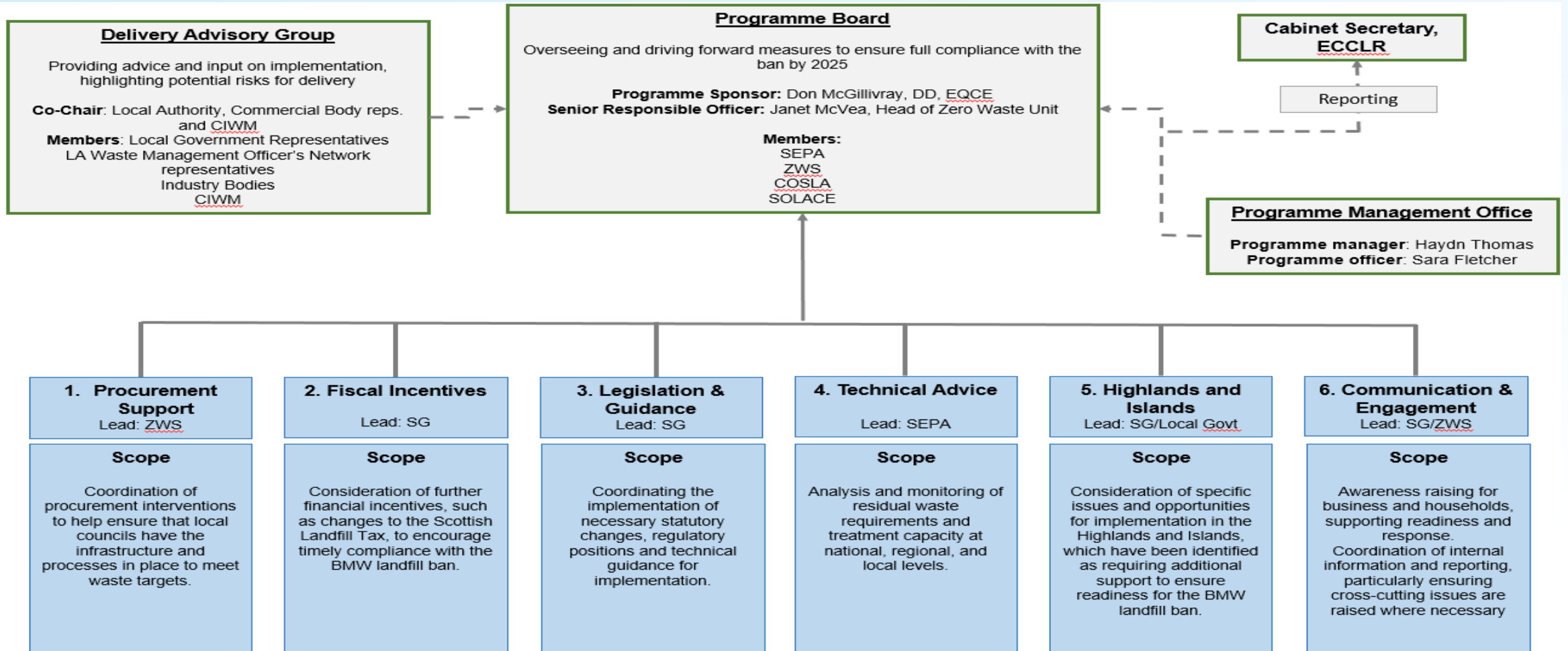
# Positive Procurement

## Initial Meeting – 9<sup>th</sup> March 2021



# Scottish Government Update

# BMW Landfill Programme Structure



# Purpose of this Session

- To understand the current position across Councils
- To identify knowledge/time/data gaps in the Business Case
- To consider synergies and potential joint working opportunities
- Output = a Gap report for the group & structure for future sessions.



# Council Update

# Background Info

# Lessons Learned

- Every waste contract is bespoke. Understand your potential bidders and their likely needs.
- Spend the time fully defining requirements before going to market. Be clear on what you need and what you don't.
- The more flexible, the higher the cost.
- Consider dedicated team (secondment or external). Too much work for Officers with day jobs.
- The goalposts will change over time. Be prepared.

# Current EfW Landscape

- Eunomia Report – Around 2.4 million tonnes required (2024/25)
- As of February 2021
  - 738,000 Operational
  - 105,000 In Commissioning
  - 496,000 Under Construction
  - 1,351,900 with Planning Permission
  - 530,000 Planning apps being determined
  - 250,000 Prospect pre planning
- Potential Total = 3,470,900 million tonnes

# Potential Timeline



Most of this could be built by end of 2025  
but likely to depend on contracts won



# Procurement Timescales

- Preparation Time
  - 3 to 6 Months (depending on current status)
  - More preparation will reduce time in Tender
- Tender Period
  - Open Tender or Framework – approx. 6 to 9 months
  - Competitive Dialogue (single stage) –18 to 24 months

# Workshop Sessions



# Defining your Requirements

- EfW really only suitable for carbon based wastes.
- Waste Acceptance Criteria will exclude some large or inorganic wastes
  - Tighter requirements for non-mass burn plants
- A shredder may be required
- Thermal Treatment Guidelines mean pretreatment or Council exemption

# Defining your Requirements

- Which waste streams do you need to divert from landfill?
  - Residual household/trade rounds
  - HWRC residual
  - Bulky Uplifts
  - Litter & Fly Tipping
- What is the maximum/minimum projected quantity?

# Maximising Competition

- >10 year supply contract typically required to support investment in new plant
- Ideally up to 60% of capacity but any guaranteed waste is valuable to investment decision making
- Existing EfW's may need smaller volumes of “top up” waste
- How well do you know your Bidders?
  - Soft Market Test/RFI?

# Maximising Competition

- How long do you want a contract to last?
- When should it start?
  - What are your current arrangements and when do they end?
- Deliveries/Location
  - Should the Contractor collect from transfer stations?
  - Can you transport in bulk?
  - Do you want to direct deliver?
  - How far can you travel? Haulage costs can be significant.

# Ownership and Risk

- Do you want to own or operate an asset?
  - Transfer Station or Treatment solution?
- Do you want to make a capital contribution to lower gate fees?
- Do you want to benefit from heat/electricity from a plant?
- Do you want an income stream from selling metals, heat, electricity?

# Financial Mechanisms

- Straight Price per Tonne indexed?
- Should Contractor provide Contingency when main facility closed for maintenance?
- Performance Deductions?
  - Turnaround times?
- Security Package?
- Contractor Default?

# The Contract

- Council Standing Orders rarely contain level of liability acceptable to waste market.
- Develop contract through discussion?
  - Leads to use of Dialogue
- Utilise previous waste contract?
  - Make sure fit for purpose as will have been bespoke.
- Different procurement structures have different timescales
  - 6 months to 2 years

# Capabilities and Governance

- Typical Waste Procurement Team Structure





# Capabilities and Governance

- Who has the necessary skills and capacity?
- Who will lead the procurement?
  - Dedicated resource/Project Manager
  - Officer
  - Scotland Excel
- Who will sign the Contract?
  - Lead Authority
  - Joint Committee
  - Scotland Excel
- Who will manage the Contract?

# Inter Authority Working

- Are your requirements aligned?
- Do you want to have a joint budget for procurement support?
- Does a Council have particular skills available?
  
- Inter Authority Agreement/Memorandum of Understanding can be formal or informal
- Secures commitment from those involved

# Positive Procurement

## Initial Meeting – 9<sup>th</sup> March 2021



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### Social Benefits in Procurement Questionnaire

Suppliers have the flexibility to offer a mix of social benefits that suit their organisational size and operational capacity.  
 Use the table below to record the social benefit outcomes you are offering SPECIFIC TO THIS CONTRACT.  
 Please ensure you enter figures in the Quantity column, this will automatically calculate the social benefits.  
 Please upload this questionnaire within section 1.2 f the technical envelope on PCS-Tender

Tender for: ABC Treatment and Disposal of Residual Waste

Reference: 1920-91

Contractor Name: Barr Environmental Ltd.

Social Benefit Expectation for this Contract:

4year value est of £2.5M / 70points

70

Social Benefits Classification	Description	Description of benefit to achieve points	Social Issue Points per commitment	Quantity	Total Social Benefits Points per commitment
Employment, Skills and Training	Recruit member of staff from within the Argyll & Bute geographical area.	The minimum requirement is to provide a full or part time post that is salaried for duration of at least 12 months. The post must not be a zero hours contract, and have defined and contracted hours and be offered to someone that is a resident of West Dunbartonshire and is either currently unemployed / underemployed, or is a development position.	25	0	0
	Use of Argyll & Bute based organisations for sub-contracting opportunities.	The sub-contract must be as a result of this contract, and can't be a pre-existing arrangement. The sub-contract can be for works, goods and/or services.	20	1	20
	Offer a new registered apprenticeship to a resident of the Argyll & Bute geographical area.	The apprenticeship must be recognised by <a href="http://www.apprenticeships.scot">www.apprenticeships.scot</a> and be coordinated through Working4U.	10	0	0
	Deliver quarterly workshops, covering career skills, mock interviews etc., within a school or community learning environment	The minimum requirement is to deliver 1 workshop of a minimum of 3 hour duration per quarter for the contract duration. The workshops should be delivered in coordination with the Education, Learning & Attainment and Working4U.	10	0	0

	Facilitate quarterly work experience opportunities covering a range of work based skills.	The minimum requirement is to deliver 1 work experience episode of work experience per quarter for the contract duration. The work experience must be for at least 1 student or unemployed person, lasting for at least one 35 hour week.	5	1	5
	Any other measurable and committed support for local small and medium sized enterprises as part of this contract.	The support must be measurable in that the SME agrees that the support is useful and can be confirmed by the SME when received. For example, quicker payment terms where they SME are an existing supplier.	5	1	5
	Any other measurable and committed support for local Third Sector organisation(s) as part of this contract.	The support must be measurable in that the organisation agrees that the support is useful and can be confirmed by the Third Sector organisation when received. For example, mentoring training for all supplier staff involved in the contract.	5	1	5
	Any other measurable and committed support for local Supported Businesses as part of this contract.	The support must be measurable in that the Supported Business agrees that the support is useful and can be confirmed by the supported Business when received. For example, ordering supplies from a Supported Business.	5	1	5
	Any other measurable and committed support for local community benefits as part of this contract.	The support must be measurable in that the organisation agrees that the support is useful and can be confirmed by the community organisation when received.	5	1	5
Health & Wellbeing	Donation of goods to local food-share scheme.	A minimum of £300 per £100,000 annual contract value for each year of the contract.	5	0	0
	Donation of money to a community group or charity that supports health and wellbeing within the community.	A minimum of £300 per £100,000 annual contract value for each year of the contract.	5	2	10
Communities	Donations of materials to support a local community project.	A minimum of £300 per £100,000 annual contract value for each year of the contract.	5	1	5
	Donation of labour to support a local community project.	A minimum of 2 persons for 1 day or 1 person for 2 days, per £100,000 annual contract value for each year for the duration of the contract.	5	0	0
	Provision of volunteers to support a local community project.	A minimum of 2 persons for 1 day or 1 person for 2 days, per £100,000 annual contract value for each year for the duration of the contract.	5	0	0
	Donation of money to support a local community project	A minimum of £300 per £100,000 annual contract value for each year of the contract.	5	1	5

	Sponsorship of a local sports team.	A minimum of 1 year of sponsorship is required, thereafter continual sponsorship of the team for the duration of the contract.	5	0	0
Security and Crime	Deliver quarterly mentoring sessions to Argyll & Bute residents to remove barriers to work of those most likely to reoffend.	The minimum requirement is to deliver 1 mentoring session per quarter for the contract duration. The sessions should be delivered in coordination with Council services such as Working4U or Health & Social Care Partnership or Police Scotland.	5	0	0
Fair and Ethically traded	Any measurable and committed support for fair and ethically traded Goods / Services / Works as part of this contract.	As a minimum, demonstrate that there has been committed and measurable support. This could include use of Fairtrade products, eliminating low cost exploitatively sourced products in the supply chain, use of sustainably sourced materials such as wood.	5	0	0
Equality	Any measurable and committed support to the equality agenda as part of this contract.	As a minimum, demonstrate that there has been committed and measurable support to promoting equalities in the supply chain involved with this contract.	5	0	0
Fair Work	Any measurable and committed support to the fair work practices for workers (including any agency or sub-contractor workers) engaged in the delivery of this contract.	Demonstrate that Scottish Living Wage is paid as a minimum, and that agency and permanent staff are treated equally.	5	1	5
Environment	Supporting environmental regeneration, such as re-development of old quarry or brown belt areas.	This will be contract specific. Buyer to contract relevant service to determine the specific initiatives for the tender.	10	0	0
	Supporting environmental educational projects in schools such as tree or woodland planting or educational packs.	This will be contract specific. Buyer to contract relevant service to determine the specific initiatives for the tender.	10	0	0
	Community operated transport which helps reduce CO2 emissions or carbon footprint.	As a minimum this should be the provision of 1 minibus hire for a community or school event, and a subsequent 1 per year for the duration of the contract.	10	1	10
	Supporting the reduction of non-recyclable materials throughout the Argyll & Bute area.	This will be contract specific. Buyer to contract relevant service to determine the specific initiatives for the tender.	10	0	0
	Uplifting the same amount of plastic from the Council as you have delivered and recycle the plastic in a sustainable way.	This will be contract specific. Buyer to contract relevant service to determine the specific initiatives for the tender.	5	0	0





Workstream	Aspect	Action	Target Date	Approving body
<b>Landfill Ban</b>	Scottish Government Transition support	Develop/Approve Transition Action plan	Aug-21	N/A
		Prepare Business Case for transition support funding (including PPP status and haulage/gate fee cost increase)	Dec-21	P&R + Council
		Scottish Government Approval of Transition support funding	Jan to Mar-22	SG
	Waste PPP ban compliance (Remaining in PPP)	Negotiate Variation to PPP, including : New table of Rates, Haulage costs, Capital Works Cost, and Landfill Void Space Requirements	Apr-23	P&R + Council + RENEWI
		Convert Sites to Transfer Stations	Dec-25	N/A
	Waste PPP ban compliance (Early withdrawal in PPP)	Agree withdrawal plan	Jun-22	P&R + Council + RENEWI
		Negotiate early withdrawal of the PPP	Jun-23	P&R + Council + RENEWI
		Convert Sites to Transfer Stations	Dec-25	N/A
	Joint Transfer Station	Approve Joint Transfer Station MOA	Jul-21	Exec Director
		Approve Joint Transfer Station Stage 1 Recycling Infrastructure Fund Application	Sep-21	Exec Director
		Complete Feasibility assessment	Mar-22	N/A
		Complete Outline Design	May-22	N/A
		Seek Approval from Council to Construct transfer station	Jun-22	P&R + Council
		Construct Facilities	Jun-24	N/A
	Strategic Waste Partnership	Refresh existing MOA	Jul-21	Exec Director
		Agree Joint Procurement Action plan	Jul-21	Exec Director, EDI
		Complete joint pre-treatment exemption application	Jul/Aug-21	N/A
		Draft procurement strategy and spec	Nov-21	Exec Director
		Approve procurement strategy and spec	Dec-21	Exec Director, EDI, West Dun
		Launch Tender	Mar-22	N/A
		Appoint Contract	Dec-22	Exec Director
	Island Sites	Complete Waste Transfer Works on Islay	Aug-21	Approved
	<b>Below will be informed by Landfill Ban solution and Food Waste Review Outcome</b>			
Rural Food Waste Derogation	Internal Approval of Food Waste Cost Model	Jul-21	Exec Director	
	Approve Food Waste Review Consultation response	Sep-21	EDI	
	Develop post review implementation plan	Dec-21	Exec Director	
	Prepare Business Case for food waste support funding (including PPP status)	Dec-21	Exec Director	
	Approval of Food Waste implementation plan and Support business case	Jan-22	EDI	
	SG approval of funding support	Mar-22	SG	
Waste PPP Handback	Prepare Asset management plan in line with Landfill Ban solution	Apr-22	Exec Director	
	Prepare post PPP Options appraisal	May-22	Exec Director	
	Approve Future PPP option appraisal	Sep-22	P&R + Council + RENEWI	
	Agree Staff and Asset transfer plan	Dec-22	Exec Director + Renewi	

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**ARGYLL AND BUTE COUNCIL****ENVIRONMENT, DEVELOPMENT &  
INFRASTRUCTURE COMMITTEE****DEVELOPMENT AND ECONOMIC  
GROWTH****3 JUNE 2021**

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**UPDATE ON STAYCATION PROPOSALS**

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**1.0 INTRODUCTION**

- 1.1 Tourism and hospitality is a very important industry for Argyll and Bute and has been badly impacted by the onset of the pandemic given the need to introduce a series of restrictions including two extended periods of lockdown where movement of people and the ability of many businesses to open were curtailed by requirements of the Scottish Government.
- 1.2 To assist with the recovery of the tourism industry and in anticipation of additional staycation visitor pressures on local communities the Council allocated two funding pots at the February budget. A sum of £500,000 was allocated to support the delivery of a range of facilities across Argyll and Bute necessary to support camping and caravan staycations. This will include provision of additional waste disposal facilities to be available prior to the summer of 2021 and other facilities that will be informed by the Motorhome and Informal Camping Survey. Additional wardens to be employed over the period April to October 2021 to raise awareness in respect of camping responsibly. A further £300,000 of investment was allocated to marketing Argyll and Bute as Scotland's premier staycation destination.
- 1.3 On Tuesday 13 April 2021 the First Minister announced an update to the route map out of lockdown and this meant free movement within Scotland (including our islands) from 16 April 2021 (no overnight stays allowed) and tourism fully opening for business on 26 April 2021 including UK wide visitors being allowed to visit.
- 1.4 The delivery of new infrastructure on the ground is challenging given the willingness, or ability of people to assist us and our initial focus has been on making best use of existing facilities such as our public toilets, council car parks, existing private and community sites. The roll out of new infrastructure (temporary and permanent) will continue over the next few months and we will also be taking forward a series of larger scale interventions to be put in place for the following summer. For example, we have secured all funding for a new Tobermory carpark facility on the edge of the village centre. We are also continuing to encourage the private sector to invest in catering for the new trends of tourism through creating new facilities and/or through further investments with the Rural Tourism Infrastructure Fund
- 1.5 A number of actions across council services have been identified to help to

mitigate any potential negative effects on our rural environment and the perception of the tourism industry with our local communities. These actions will continue to grow as we respond to new pressures and can take advantage of Government funding that is being distributed by third parties through highly competitive processes which we have to prepare bids for. These actions are noted in **Appendix 1**.

## **2.0 RECOMMENDATIONS**

- 2.1 It is recommended that Members consider the progress to date and note that this is an evolving process with milestones throughout the year and beyond.

## **3.0 DETAIL**

- 3.1 When restrictions were lifted in late July 2020 there was a significant influx of staycation visitors into Argyll and Bute, particularly in and around Loch Lomond and a number of key hot spots. The Council worked closely with a number of agencies including the National Park, Police Scotland, Transport Scotland to help mitigate against the surge in numbers at a point in time when many facilities that visitors would normally expect to see and make use of remained closed. Actions included putting in place new Temporary Traffic Regulation Orders, opening up car parks that had been closed due to Covid-19 requirements and providing additional collections of refuse at known key locations where this could be accommodated. Numerous measures that were put in place during 2020 remain in place and these arrangements will form a sound foundation for this coming season.
- 3.2 It is worth pointing out that whilst there were literally hundreds of campervans and campers across Argyll and Bute last year, the vast majority of these were responsible and respectful of our communities and outstanding environment. Unfortunately, there were a minority of individuals who were not responsible in their behaviour and this resulted in a number of contacts to both Elected Members and officers regarding instances at numerous locations.
- 3.3 Members should also note that in July 2020 when travel restrictions were lifted and an influx of campers and caravans visited Argyll and Bute there were very few publically available facilities open – most public toilets, pubs, restaurants, cafes etc remained closed. From 26 April 2021 all these facilities are able to open albeit some may have restricted hours. This is a fundamental difference to July last year and as a result it is anticipated that the impact of people travelling into the area for a staycation experience will be less than last year and more similar to a normal holiday season with a likely increase in numbers and social distancing. In our rural and coastal communities there should be sufficient space to successfully ‘accommodate’ the staycation visitors.

## **3.4 Proposed activities**

- 3.4.1 **Waste disposal facilities for camping/campervans.** We are investigating options for a third party to take responsibility for the new facilities and providers across Argyll and Bute have been engaged with a mixed response. Where there is no third party provider, then the Council will step in to provide the facility. Options will vary depending on what infrastructure exists in each location but is likely to be either a direct connection to a Scottish Water sewer where this can be secured and Officers are investigating other options for leasing tanks that will be emptied and cleaned on a regular basis by the leasing company. Work has also been underway to identify within the regulatory environment and operationally, how additional chemical waste disposal points might be provided as efficiently as possible.
- 3.4.2 **Public Toilets.** The majority of Council run Public Toilets were opened on 1st April 2021, with the remainder to open following repair works which were well advanced at the time of writing this report.
- 3.4.3 **Car Parking for Campervans Overnight.** A number of sites have been identified and will be publicised as available for potential parking sites during the day with potential for overnight stays as part of a pilot project which will be monitored. This will only be available for campervans who are self-sufficient and have a toilet due to there being no waste facilities available in most identified council locations. There will be a requirement, to comply with fire safety, for any campervan to keep a minimum of 6 metres from any other vehicle, spacings will be marked on the car parks and these markings will be displayed on the website for ease of identification. The sites will have appropriate signage identifying the maximum number of campervans that can stay at the site. Further signage will be provided identifying where the nearest waste disposal site can be found (this signage only to be provided in situations where there is a disposal facility nearby).

The main method of communication will be via the council website where sites will be identified together with advice and information relevant to campervans appropriate spacing. Sites are detailed at **Appendix 2**. It should be noted that no public consultation has taken place regarding these proposals, rather it is proposed that the pilot project will monitor any feedback from communities which will be considered for future years staycation planning. It should also be noted that all efforts will be made to direct staycation visitors to existing commercial facilities. The council pilot provision is being offered as an addition to help plug any gaps in the market and also to help to minimise inappropriate parking.

- 3.4.4 **General Waste.** Visitors will be directed that the main place to dispose of general waste is the Civic Amenity Sites that are situated across Argyll and Bute. Experience has shown that additional bins, particularly in laybys, leads to fly tipping and abuse. It is the intention of the service to monitor the use of the various sites and the number of

staycation visitors with a view to adjusting waste capacity and potentially providing additional sites depending on demand. The council is also looking to enter a partnership with the GRAB Trust and Live Argyll to promote a general anti-littering campaign across Argyll and Bute including interacting with local businesses, new anti-littering hubs and additional temporary staff to encourage community and visitor litter pickups. The message is leave no trace and take your litter home wherever possible, or make use of established recycling or waste sites that are located throughout Argyll and Bute.

Roads and Infrastructure will monitor the use of various sites and, where necessary, may provide additional bin capacity. The message will continue to be broadcast via social media for people to take their rubbish home with them.

- 3.4.5 **Additional Warden Posts and Staycation Officer.** Recruitment is underway for the additional warden posts with any gap being made up through overtime payments. Out of hours cover is part of the focus with all available wardens being included in the pool of possible available assets to deploy. We are continuing to look at community comments received through the survey we carried out earlier this year which helped identify hotspots. We have also taken into account the views of local councillors who speak to communities on a regular basis.

The four additional wardens working with existing council staff will cover the 120 car parks the council is responsible for along with on-street parking together with a number of other sites that may be subject to additional littering pressures. This means that the wardens cannot be in every location every day but by rotating the new wardens alongside the existing wardens, we will endeavour to provide as much cover as we can. It is also proposed that the wardens will work with police officers to carry out enforcement work as appropriate particularly where damage or littering has taken place. An agreement has been made on additional hours for enforcement activity with police.

To provide additional capacity in the economic growth team a temporary Staycation Officer post has been through job evaluation and is now in post.

- 3.4.6 **Web pages and Social media posts.** To help visitors holiday responsibly in Argyll and Bute, we have developed a new space on our website that brings together information about visiting safely, looking after our countryside, and leaving no trace. The link to the pages can be found here: [Have a great time. Be a great visitor. \(argyll-bute.gov.uk\)](https://www.argyll-bute.gov.uk) Additional information is continued to be sourced and added to the pages as appropriate and we have produced an initial communications plan. There is a big focus on national information and education working alongside the National Park together with other partner agencies such as VisitScotland, CalMac and NatureScot. In addition to digital communication including regular social media posts,

we will also display information posters on FACTS, being Covid safe and being a responsible visitor in key locations. More localised detail has also been provided by a limited print run of leaflets, for example, on Mull.

- 3.4.7 We have submitted our own bid for additional funding to Naturescot are also working in supporting community bids for additional funding from the likes of HIE, Naturescot and other organisations as appropriate.

### **3.5 Expenditure on Staycation**

- 3.5.1 At the February 2021 budget meeting, the Council approved an additional £500,000 to support staycation and a further £300,000 to support marketing Argyll and Bute. The Council agreed the following:

“Additional funds to be spent across 2021/22 and 2022/23 to support the delivery of a range of facilities across Argyll and Bute necessary to support camping and caravan staycations. This will include provision of additional waste disposal facilities to be available prior to the summer of 2021 and other facilities that will be information by the Motorhome and Information Camping Survey. Additional wardens to be employed over the period April to October 2021 to raise awareness in respect of camping responsibly. A further £300,000 of investment was allocated to marketing Argyll and Bute as Scotland’s premier staycation destination. These staycation investments to be progressed as early as possible by the Executive Director with responsibility for Development and Infrastructure in consultation with the Council Leader, Depute Leader and Leader of the largest Opposition Group, who comprise the COVID-19 Leadership Group.”

- 3.5.2 As can be seen from this report, officers have been working at pace to get new facilities and infrastructure in place as soon as possible. In order to avoid any delays in progressing, the Executive Director has received delegated authority from the Leader, the Depute Leader and the Leader of the Main opposition to be able to make decisions on the investments/infrastructure/facilities up to £20,000 that would clearly be within the scope of staycation measures. Anything above this limit would require individual approval from the Leader, the Depute Leader and the Leader of the Main opposition. It was further agreed that any expenditure either already spent or committed would be reported to the EDI Committee.

- 3.5.3 The expenditure already spend or committed at the time of writing this report is detailed within **Appendix 3**.

## **4.0 CONCLUSION**

- 4.1 Tourism is an extremely important industry for Argyll and Bute employing thousands of local people and supporting hundreds of businesses and key

community facilities such as our leisure centres. The council is working with numerous partners to implement a series of interventions to deal with the onset of staycation pressures following the re-opening of tourism on 26 April 2021.

- 4.2 A number of key interventions have been put in place and staff are working to take forward new infrastructure as quickly as regulations will allow us to do so. **Appendix 1** attached to this report includes current actions being taken forward and this will be added to as and when new initiatives are identified.
- 4.3 Members are asked to note the progress made and recognise that it will take time for some actions to be put in place due to the need to comply with regulations. Wherever possible we are working with partners including CPP partners, national public bodies, community groups and the private sector.
- 4.4 It needs to be remembered the vast majority of our visitors are responsible people who respect our outstanding environment. Some people however need further help to understand what is required to behave responsibly and this is the focus of our interventions going forward together with additional measures to address known hotspots. Have a great time and be a great visitor.

## **5.0 IMPLICATIONS**

- 5.1 Policy - The Council supports a strong economy with tourism identified as a priority sector.
- 5.2 Financial - A budget of £500k has been made available to deal with staycation pressures for this financial year.
- 5.3 Legal - None.
- 5.4 HR - The council has approved the temporary employment of 4 additional wardens and 1 staycation officer
- 5.5 Fairer Scotland Duty:
  - 5.5.1 Equalities - None.
  - 5.5.2 Socio-economic Duty - This intervention will assist the local economy.
  - 5.5.3 Islands - Staycation interventions will also apply to our island communities.
- 5.6 Risk - Littering and Health and Safety issues arising from informal toilet waste disposal.
- 5.7 Customer Service - Information is being communicated in difference formats to our customers.

**Executive Director with responsibility for Development and Economic Growth:  
Kirsty Flanagan**

**Councillor Robin Currie, Council Leader**



11 May 2021

**For further information contact:**

Fergus Murray  
Head of Development and Economic Growth  
01546 604293

**APPENDICES**

Appendix 1 – List of actions being taken forward.

Appendix 2 – List of car parks to be publicised via the council web site as sites that can be used to overnight for self-contained campervans with toilet facilities.

Appendix 3 – Expenditure on Staycation

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## APPENDIX 1 – STAYCATION ACTION PLAN

### ACTION AS AT 28 APRIL 2021

Theme	Action Point	Date of Implementation	Responsible Officer	Action to Date
Communications	Web pages; social media posts	Draft content now available intent of having up and running before the 26 April.	Jane Jarvie	<p>Web pages and social media posts up and running.</p> <p>Links to national responsible camping established.</p> <p>Distributing web link to tourism businesses, community councils and partners.</p> <p>Purchased Be a Great Visitor posters for distribution across Argyll and Bute with a link to our web pages.</p>
Communications	Communication Plan	Draft plan available	Jane Jarvie	Available - Ongoing updates as appropriate
Communications	Mobile App			No need to progress as website will be available across all platforms (app friendly) and considered as good as a dedicated app.
Communications	Weekly communication each Monday (Tuesday at holiday weekends) to Elected Members	Commenced Monday 19 April 2021	Jim Smith / Mark Calder	At the time of writing edition 3 of a weekly member briefing has been issued to all members summarising staycation issues and other key events for the week past together with any known points of interest for the upcoming week. Currently low incidence but could change rapidly.

<b>Theme</b>	<b>Action Point</b>	<b>Date of Implementation</b>	<b>Responsible Officer</b>	<b>Action to Date</b>
Communications	Advice of Staycation behaviour	Looking at working on posters and web agreement on wording mid-April	Jolyon Gritten	Street posters arrived on Covid FACTS and have been distributed by Environmental Health Officers and Roads and Infrastructure prior to the 26 <sup>th</sup> of April.  Linking to national campaigns on responsible camping presentations through our web site and our partners.
Communications	External	tbc	James Fraser Friends of Loch Lomond / Fergus Murray/ LLTNP	This bid has been successful with a total £90k investment in Staycation infrastructure.  17 lay by bins along A82 Additional portaloos at Duck Bay, Arrochar and information panels, 2 additional wardens and
Communications	Staycation information at all ferry Terminals; airports and bus transport	26 <sup>th</sup> April	Alan Morrison	Hugh and Alan to take forward 500 FACTS and 50 Lampost signs are in place – locations to be identified. Looking to get more.
Communications	Covid 19 Safety advice	Implemented now new Covid 19 officers and signage	Alan Morrison	Officers working with tourism businesses on safe reopening.
Interventions/ Facilities	Identification of suitable council carparks for	List of available sites included at Appendix 2	Jim Smith	A limited amount of sites being looked as part of a pilot - Sites to be promoted via the Council website. See Appendix 2.

Theme	Action Point	Date of Implementation	Responsible Officer	Action to Date
	possible use by Motorhomes			
Interventions/ Facilities	Identification of private waste water sites	Sites identified in Appin; Tarbet; Holy Loch Marina; MACC base; Lochgilphead Caravan Site; Portavadie; Scottish Water Ganavan Road Oban; Sites being contacted.	Craig Wilson/Fergus Murray	Mixed response– progress being made but not ready on site(s) by 26 <sup>th</sup> April Most problematic area; Ganavan Road rejected by Scottish Water looking at site at Corran Halls location being identified with Andy Spence and ex Scottish Water employee. Looking to have a site set up at Oban Airport; Appin proceeding on their own; new application for motor home site at Benderloch with waste water disposal point. Looking at a site at Duck Bay/Arrochar car park. Potential to supply capital funding to assist third party providers and grant offers have been made in Mull, Cowal and Kintyre.
Interventions/ Facilities	Identification of Portaloo site (confirmed not needing planning consent).	Sites already identified Duck Bay; Arrochar car park; Ardentiny; Possible Oban Airport; Ganavan, West Port – still to be discussed. Looking at other locations; they will all be	Jim Smith/Fergus Murray	Duck Bay portaloo in place. Arrochar portaloo on grassed area To be confirmed when made available – Funding secured

Theme	Action Point	Date of Implementation	Responsible Officer	Action to Date
		<p>serviced by a private contractor.</p> <p>It should be noted we have received planning and environmental health advice some will be able to be implemented before 26<sup>th</sup> others before Summer 21.</p>		
Intervention/ Facilities	Toilets - External	tbc	James Fraser Friends of Loch Lomond / Fergus Murray/ LLTNP	<p>External</p> <p><b>1. Duck Bay Toilets-</b> Temporary toilets for 6 months between 26th April and end of October. Permissions and funding package already in place but funding is being used as leverage to draw down the NatureScot funding.</p> <p><b>2. Arrochar Bay Toilets-</b>Temporary toilets for 6 months from May-October. Permissions in principle in place from Luss Estates and Argyll &amp; Bute Council. Site on grass area to be identified and prepared with type 1 bottoming-possibly more level area near the cluster of recycling bins and to minimise visual impact.</p>

<b>Theme</b>	<b>Action Point</b>	<b>Date of Implementation</b>	<b>Responsible Officer</b>	<b>Action to Date</b>
Intervention/ Facilities	Community Hotspots identified via community councils/individuals and members	Survey completed	Craig Wilson	Continuing to look at hotspot issues which are being addressed as far as practicable with implementation phased until the Summer.  Main Action so far – council run public toilets reopened on the 1 <sup>st</sup> of April.
Intervention/ Facilities	Luss new 260 space carpark	Open 30 <sup>th</sup> April and temporary toilets	Luss Estates	External – No overnight motorhome parking allowed. Car park open on a 24 hour/7 day basis
Interventions/ Facilities	External – A82 Lay-By Litter Bin Pilot Scheme	Tbc	James Fraser Friends of Loch Lomond / Fergus Murray/ LLTNP	A82 Lay-By Litter Bin Pilot Scheme- A proposal worked up by the Friends and currently with various bodies for approval. Purchase and siting of 20 bins at busier laybys between Arden and Tarbet with frequent collection during the period May-October. A possible forerunner to an adopt a bin/layby scheme in future years. Funding secured.
Interventions/ Facilities	External – Litter Bags	Tbc	James Fraser Friends of Loch Lomond / Fergus Murray/ LLTNP	Litter Bags - Production of a quantity of recyclable litter carrier bags with appropriate messaging for use by businesses to hand out to walkers/campers etc. based on pilots run by Jayne and Stuart last season. Jayne to obtain quotes and JF to check out if this would be eligible as part of bid with NatureScot contact.  Looking to extend this across Argyll and Bute – pilot also being tried out on Islay.

Theme	Action Point	Date of Implementation	Responsible Officer	Action to Date
Interventions/ Facilities	Arrochar Carpark 1	Luss Estates to open	Luss estates	External operator
Interventions/ Facilities	Arrochar Carpark 2	Looking to purchase	Jim Smith/Hugh O'Neil	Bid being prepared closing date 30 <sup>th</sup> April; no update as yet.
Interventions/ Facilities	Ganavan Carpark, Oban	June	Jim Smith	Design being progressed for a height control barrier at carpark as a pilot project. Restricting night time access. Still enables higher vehicles to leave at all times.
Interventions/ Facilities	Future Facilities	Completed for 2022	Fergus Murray, Craig Wilson, Hugh O'Neill	There are a number of larger scale interventions planned at Tobermory, Arrochar Car Park; Duck Bay etc.  Bidding for additional funds RTIF for more permanent facilities; We have been successful for Tobermory with £375k; Naturescot staycation funding short term measures bid submitted 12 <sup>th</sup> May.
Interventions/ Facilities	GRAB Trust Litter mitigation intervention and reduction	14 May 2021	Fergus Murray/	Intending to Bid to Naturescot fund to cover majority of costs.  Coverage across Argyll and Bute  May to August (This may be extended depending on funding and demand)
Resources	Recruitment of wardens	Underway and advertised hoping to get in post asap.	Jim Smith/Tom Murphy	Adverts out internally now going external and appointments will be made asap probably late May at earliest due to difficulty in recruiting staff.





Theme	Action Point	Date of Implementation	Responsible Officer	Action to Date
		Operational plans being pulled together to ensure supervision and support is in place for out of hours and weekends. In addition we will look to carry out joint patrols with Police Scotland and council wardens where it is considered necessary and police have available resource to commit to this.		
Resources	Appoint Staycation Officer	Currently approved looking to get in post May	Jim Paterson	Officer in post <a href="mailto:Zalina.dzhatieva@argyll-bute.gov.uk">Zalina.dzhatieva@argyll-bute.gov.uk</a>
Resources	Community Warden Luss	Now in operation 4 days per week	Luss Estates	External
Resources	Visitor Services Warden	tbc	James Fraser Friends of Loch Lomond / Fergus Murray/ LLTNP	<b>Visitor Services Warden-</b> Recruitment of 2 full-time seasonal wardens to undertake a range of duties at the head of Loch Long including litter clearance, site maintenance, cleaning the temporary toilets, liaising with visitors and monitoring site/toilet useage. Job description to be based on one being


Theme	Action Point	Date of Implementation	Responsible Officer	Action to Date
				prepared by Simon and Sir Malcolm Colquhoun as they have recently recruited a Community Warden in Luss.
Resources	Additional Police Officer Time	Implemented for the National Park looking at proposal for the rest of Argyll and Bute	Fergus Murray	The Police have presented a proposal for additional officer time to assist enforcement /information assistance in hotspots – Cost £23k. Bid accepted. Additional 416 hours of police time over 13 weeks plus extra capacity to call on as and when required.

## APPENDIX 2 – OVERNIGHT CAR PARKS FOR SELF CONTAINED CAMPERVANS

TOWN	NAME	ADDRESS	POSTCODE	FREE_PAY	TOILET	CAG_NAME	Area	Map Link
Ardentinny	Ardentinny Village	Ardentinny	PA23 8TR	Free	YES	Car Park	B&C	<a href="#"><u>Ardentinny Village next to the Church</u></a>
Dunoon	Stadium Concourse	Argyll Street	PA23 7RL	Free			B&C	<a href="#"><u>Dunoon Stadium Concourse Area</u></a>
Innellan	Sandy Beach	Shore Road	PA23 7SS	Free	YES	Car Park Sandy Beach	B&C	<a href="#"><u>Shore Rd near to Bellwopod Lane, Innellan Dunoon</u></a>

TOWN	NAME	ADDRESS	POSTCODE	FREE_PAY	TOILET	CAG_NAME	Area	Map Link
Kames	Blairs Ferry	Kames	PA21 2AH	Free	NO	Blairs Ferry Car Park	B&C	<a href="#">Kames Ferry Tighnabruaich</a> 
Rothesay	Chapelhill Road	Chapelhill Road	PA20 0BJ	Free	NO	Car Park	B&C	<a href="#">Chapelhill Rd Rothesay PA200BJ</a>
Garelochhead	Whistlefield	A814	G84 0EB	Free	NO	Car Park	H&L	<a href="#">Whistlefield Car Park Garelochhead</a>
Helensburgh	Kidston Park	Rhu Road Lower	G84 8QB	Free	YES	Kidston Park	H&L	<a href="#">Kidston Park Helensburgh</a>

TOWN	NAME	ADDRESS	POSTCODE	FREE_PAY	TOILET	CAG_NAME	Area	Map Link
Kilcreggan	Opposite Post Office	Shore Road	G84 0JH	Free	YES	Kilcreggan Pier Car Park	H&L	<a href="#">Kilcreggan Pier Car park</a>
Carradale	Shore Road	Shore Road	PA28 6SQ	Free	NO	Car Park	MAK&I	<a href="#">Carradale Harbour - Google Maps</a>
Carskiefy	Keil Point	Keil Point	PA28 6RW	Free	NO	Keil Car Park	MAK&I	<a href="#">Keil Point Campbeltown PA28 6RW</a>
Clachan	A83 Seil Point	Clachan	PA29 6XW	Free	NO	Seal Point Car Park	MAK&I	A83 Seil point layby near Ronochan 
Kilkenzie	Westport Beach	A83	PA28 6QD	Free	NO	Westport Car Park	MAK&I	<a href="#">A83 Westport Beach Car park near Kilchenzie</a>

TOWN	NAME	ADDRESS	POSTCODE	FREE_PAY	TOILET	CAG_NAME	Area	Map Link
Kilmichael	Achnashelloch Lay-By	Achnashelloch	PA31 8RE	Free	NO	Achnashelloch Lay-By Car Park	MAK&I	<a href="#">Achnashelloch Lay by near Kilmichael</a> 
Mull	Craignure Pier	Craignure	PA65 6AX	Free	NO	Car Park And Lorry Park	OL&I	<a href="#">Craignure Car Park near the Ferry Terminal</a> 
Mull	Fionnphort	The Columbu Centre	PA66 6BL	Free	NO	Car Park	OL&I	<a href="#">Car Park at the Columba Centre</a>

TOWN	NAME	ADDRESS	POSTCODE	FREE_PAY	TOILET	CAG_NAME	Area	Map Link
Kilmore	A816 layby at Loch Feochan	Loch Feochan		Free	No	Lay By	OLI	<a href="#"><u>A816 Lay By Loch Feochan near Lagganbuie</u></a>
Connell	Archattan	Near Ardchattan Church		Free	No	Lay By	OLI	<a href="#"><u>C25 near Ardchattan Church</u></a>

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## Appendix 3 – Staycation Expenditure

Headline	Detail	Spent or Committed	Expenditure/ Estimated Expenditure £
Staycation Officer	Temporary post for 1 year to progress Staycation proposals. Internal recruitment underway.	Committed	£35,000
Additional Wardens	Four additional wardens for a period of 5/6 months to October	Committed	£56,000
Anti-Littering Campaign with GRAB Trust	Across all Argyll and would include three part-time seasonal workers for key summer months May to August.	Committed – approved with Leader, Depute Leader and Leader of the main opposition.	£36,580
Additional Police	To provide additional Police Services to assist in promoting responsible camping – across Argyll and Bute, for a 12 week period.	Committed – approved with Leader, Depute Leader and Leader of the main opposition.	£23,040
Publicity	Information on be a great visitor/localised information	Spent	£1,000
Oban Infrastructure Ganavan Car Park Barrier	Barrier to restrict night time access for high vehicles	Committed	£10,000
Staycation Carparks improvements (17 location)	Lining and information improvements across the 17 identified carparks	Committed	£20,000
Lomond Villages Infrastructure works		Spent	£3,500 (It should be noted that this contribution forms part of a £90k investment)
Waste Water disposal points Grants	Numerous sites in discussion with communities/businesses	Spent/committed	£40,000

	including Islay, Mull, Gigha, Machrihanish, Sandbank, Tarbert		
Portaloos	Installing additional toilet facilities in places such as West Port, Glen Orchy etc.	Committed	£15,000
Temporary campsite	Colonsay - contribution to overall project costs	Committed	£4,779
<b>Total</b>			<b>£244,899</b>

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**ARGYLL AND BUTE COUNCIL**
**ENVIRONMENT, DEVELOPMENT &  
INFRASTRUCTURE COMMITTEE**
**LEGAL AND REGULATORY  
SUPPORT**
**03 June 2021**


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**Community Empowerment (Scotland) Act 2015 - Allotments Waiting List Register**


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**1.0 INTRODUCTION**

- 1.1 The purpose of this paper is to update the Environment, Development and Infrastructure Committee on the actions that have been taken in response to duties placed on the Council under Part 9 of the Community Empowerment (Scotland) Act 2015 which provides a legal framework that promotes and encourages community empowerment and participation in growing food.

**2.0 RECOMMENDATIONS**

- 2.1 Members asked to note the Allotments Waiting List Register update which reflects the duties placed on local authorities arising from Part 9– Allotments of the Community Empowerment (Scotland) Act 2015.

**3.0 DETAIL**

- 3.1 The council's Business Continuity Committee on 16 April 2020 adopted Argyll and Bute's first Community Food Growing Strategy. The Strategy's vision is to encourage and enable people in our community, who wish to grow their own food, by providing information on potential community food growing spaces, advice and guidance.
- 3.2 Developing the strategy was a duty placed on the council by the Community Empowerment (Scotland) Act 2015, which requires each local authority to produce a food growing strategy. It also places a duty on the council to establish and maintain an allotments waiting list register and to produce an allotments report for the area each year.
- 3.4 At the time of preparing this report 68 individuals had requested to be included on the Register.

<b>Area</b>	<b>Number of Individuals on the waiting list</b>
Bute and Cowal	24
Helensburgh & Lomond	36
Mid Argyll, Kintyre & the Islands	10

Area	Number of Individuals on the waiting list
Oban Lorn & The Isles Area	8

- 3.5 Argyll and Bute Council has three allotment sites (as defined by the Act which are those on Local Authority land) one in Helensburgh and two in Rothesay. They are each managed by allotment associations. Other Community Food Growing Spaces such as community gardens and schools exist within a number of mainland and island sites which are managed by local dedicated community members and school groups.
- 3.6 As the Council does not currently directly manage allotments, Legal and Regulatory Support Officers have established relationships with allotment sites and other land owners. With agreement from those that have submitted their details these are then passed to these independently managed sites in anticipation of securing land for the purposes of growing food.
- 3.7 In order to complement the Community Food Growing Strategy Legal and Regulatory Support have also created a dedicated Community growing spaces website, which can be accessed by following this [LINK](https://www.argyll-bute.gov.uk/community-growing-spaces) (https://www.argyll-bute.gov.uk/community-growing-spaces). The website holds useful information relating to Community Empowerment, including allotment legislation and guidance for community groups who are interested in growing their own food.

#### 4.0 CONCLUSION

- 4.1 The adoption of the Argyll and Bute Council Community Food Growing Strategy met the councils duty under Part 9 of the Community Empowerment (Scotland) Act 2015, officers continue to provide information to support individuals and community groups who wish to grow their own food.

#### 5.0 IMPLICATIONS

- 5.1 Policy - None
- 5.2 Financial – None
- 5.3 Legal - Meeting our duty to produce a Food Growing Strategy, Allotment Waiting List and Rules and Regulations under Part 9 of the Community Empowerment (Scotland) Act 2015
- 5.4 HR - None
- 5.5 Fairer Scotland Duty – None
- 5.5.1 Equalities – None

5.5.2 Socio-Economic Duty – None

5.5.3 Islands Duty – None

5.6 Risk - Failure to report the Allotments Waiting List Register means we do not fulfil our duties placed on local authorities arising from Part 9 – Allotments of the Community Empowerment (Scotland) Act 2015.

5.7 Customer Service - None

**Executive Director with responsibility for Legal and Regulatory Support**

**23 April 2021**

For further information contact: Stuart McLean, Committee Manager

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## Environment, Development and Infrastructure Committee Work Plan 2021/22

This is an outline plan to facilitate forward planning of reports to the Environment, Development and Infrastructure Committee.				
Date	Title	Service/Officer	Date Due	Comments
3 June 2021	Performance Report FQ4	Director	11 May 2021	
	Roads Capital reconstruction full programme 2021-22	Roads and Infrastructure		
	EV Charging Network	Roads and Infrastructure		
	Local Flood Risk Management – Draft Local Flood Risk Management Plans for Cycle 2	Roads and Infrastructure		
	Campbeltown Flood Protection Scheme	Roads and Infrastructure		
	Tackling Dog Fouling	Roads and Infrastructure		Requested by Committee at meeting on 4 March 2021
	Town Centre Fund Update	Development and Economic Growth		
	Digital Update	Development and Economic Growth		
	Waste Strategy Update	Roads and Infrastructure		
	Update of Staycation Proposals	Roads and Infrastructure		
	‘Community Empowerment (Scotland) Act 2015 - Allotments Waiting List Register’	Legal and Regulatory Support – Stuart McLean		
Date	Title	Service/Officer	Date Due	Comments

## Environment, Development and Infrastructure Committee Work Plan 2021/22

2 September 2021	Update on Capital Roads Reconstruction Programme	Roads and Infrastructure	10 August 2021	
	Winter Service Policy 2021/22	Roads and Infrastructure		
	Tacking Digital Exclusion Top-Up Fund.	Development and Economic Growth		
	Campbeltown Flood Protection Scheme	Roads and Infrastructure		
<b>Date</b>	<b>Title</b>	<b>Service/Officer</b>	<b>Date Due</b>	<b>Comments</b>
2 December 2021	Annual Status and Options Report	Hugh O'Neill	9 November 2021	
	FQ2 Performance Report			
	Draft Service Plans	Sonya Thomas		
	Housing Annual Assurance	Douglas Whyte		
<b>Date</b>	<b>Title</b>	<b>Service/Officer</b>	<b>Date Due</b>	<b>Comments</b>
3 March 2022	FQ3 Performance Report	Sonya Thomas	8 February 2022	
	Roads Capital Reconstruction Programme	Roads and Infrastructure – Jim Smith		
<b>Future Items</b>				
	Shared Prosperity Fund: Argyll And Bute Regional Policy Position	Development and Economic Growth		March 2019 - Agreed that officers come back to a future Environment, Development and Infrastructure Committee meeting to present and seek



## Environment, Development and Infrastructure Committee Work Plan 2021/22

				approval on appropriate criteria and indicators.
	Roads Resurfacing Scrutiny Review	Roads and Infrastructure Services		December 2019 – Agreed that a report containing an Action Plan would come forward to a future meeting of the Committee
	LED Project Update	Kevin McIntosh		Moved from March 2020 to June 2020. June meeting cancelled due to Covid-19. Removed from September Agenda by Department

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