

Cunninghame House,  
Irvine.

3 December 2015

### **Kilwinning Area Committee**

You are requested to attend a Meeting of the above mentioned Committee of North Ayrshire Council to be held in the Reference Room, Kilwinning Library, St. Winning's Lane, Kilwinning, KA13 6EP on **THURSDAY 10 DECEMBER 2015** at **2.00 p.m.** to consider the undernoted business.

Yours faithfully

Elma Murray

Chief Executive

**1. Declarations of Interest**

Members are requested to give notice of any declarations of interest in respect of items of business on the Agenda.

**2. Minutes (Page 5)**

The accuracy of the Minutes of the meeting of the Committee held on 29 October 2015 will be confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973 (copy enclosed).

**3. Community Planning**

**3.1 Police Scotland (Page 11)**

Submit report by Police Scotland on activity within the Kilwinning area (copy enclosed).

**3.2 Scottish Fire and Rescue Service (Page 15)**

Submit report by the Scottish Fire and Rescue Service on activity within the Kilwinning area during the period 16 October to 21 November 2015 (copy enclosed).

**4. Ayrshire College - Smoke Free Campus (Page 17)**

Submit report by the Executive Director (Place) on the estimated impact on the surrounding area of the implementation of a smoke free campus at Ayrshire College, Kilwinning and receive a verbal update by Donna Vallance, Vice Principal College Estate and New Campus Development, Ayrshire College (copy enclosed).

**5. Winter Service and Weather Emergencies Plan 2015 (Page 21)**

Submit report by the Executive Director (Place) on the Roads Winter Service and Weather Emergencies Plan 2015, in support of the Council's statutory duties under the Roads (Scotland) Act 1984 (copy enclosed).

**6. Community Development Grants Scheme Award and Local Youth Action Fund: Applications for Financial Assistance 2015/16 (Page 61)**

Submit report by the Executive Director (Economy and Communities) on the applications received in respect of the Community Development Grants Scheme and the Local Youth Action Fund (copy enclosed).

**7. Date and Venue of Next Meeting**

The next meeting of the Kilwinning Area Committee will be held on 14 January 2016 in Kilwinning Library.

**8. Urgent Items**

Any other items which the Chair considers to be urgent.

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## Kilwinning Area Committee

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Sederunt:

John Ferguson (Chair)  
Joe Cullinane  
Donald Reid  
Robert Steel

Chair:

Attending:

Apologies:

Meeting Ended:



Kilwinning Area Committee  
29 October 2015

**KILWINNING, 29 October 2015** - At a Meeting of the Kilwinning Area Committee of North Ayrshire Council at 2.00 p.m.

**Present**

John Ferguson, Joe Cullinane, Donald Reid and Robert Steel.

**In Attendance**

C. Haining, Streetscene Officer Three Towns and Kilwinning (Place); B. Anderson, Performance/Grants Information Officer (Education and Youth Employment); H. Clancy, Committee Services Support Officer and D. McCaw, Committee Services Officer (Chief Executive's Service).

**Also In Attendance**

Inspector J. McMillan and Sergeant T. Harkins (Police Scotland) and Station Manager L. Elliot (Scottish Fire and Rescue Service).

**Chair**

Councillor Ferguson in the Chair.

**1. Declarations of Interest**

In terms of Standing Order 10 and Section 5 of the Code of Conduct for Councillors, Councillor Reid, as a member of Promoting Kilwinning declared an indirect financial interest in Agenda Item 7.1 (Kilwinning Charitable Trust), left the meeting and took no part in the discussion thereon.

**2. Minutes**

The accuracy of the Minutes of the meeting of the Committee held on 3 September 2015 was confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

**3. Community Planning**

**3.1 North Ayrshire Community Planning Partnership (CPP) Board: Minutes of Meeting held on 10 September 2015**

Submitted report by the Chief Executive on the Minutes of the Community Planning Partnership Board held on 10 September 2015.

Noted.

### **3.2 Police Scotland**

Submitted report by Police Scotland on activity within the Kilwinning area. Inspector McMillan also provided up-to-date information on crimes reported and detected in the Committee's area and in relation to:-

- ongoing parking issues at St. Luke's Primary School;
- speeding on Stevenston Road, Kilwinning, especially around the speed camera area;
- joint efforts involving Police Scotland and Scottish Fire and Rescue Service to tackle fly tipping at Longford Avenue;
- action to tackle youth disorder in and around Main Street and at Kilwinning Abbey; and
- forthcoming events in Kilwinning including the BB Parade and the Kilwinning Firework Display.

Members asked questions and were provided with information in relation to:-

- the interpretation of figures provided by Police Scotland;
- the incidents of detected housebreaking for the month of August;
- damage to property in the Brodick Avenue area;
- action which is taken against persons who carry knives;
- the fencing proposed by the Council's Roads Section at St. Luke's Primary School and the possibility of utilising yellow road markings; and
- the potential for Police Scotland to issue press releases to provide re-assurance to members of the public regarding certain areas of crime.

Noted.

### **3.3 Scottish Fire and Rescue Service**

Submitted report by the Scottish Fire and Rescue Service (SFRS) on activity within the Kilwinning area during the period 1 August 2015 to 15 October 2015, including fires of note, special services and community safety. Station Manager Elliot also provided information in relation to:-

- the ongoing high number of anti social fire settings and the partnership working between SFRS and Police Scotland to tackle this issue;
- bollards in place in Longford Avenue but that the refuse is still in situ and the need for assistance from the Council in this regard; and
- fire crews being encouraged to report rubbish fires to the Streetscene hotline for clear up.

Members asked questions and were provided with further information in relation to:-

- key hotspots for fire raising in the Pennyburn and Blacklands areas;
- improvements that are required to the communication arrangements with Streetscene for Bonfire night on 5 November, including that SRFS would prefer contact arrangements to be in place with the service until 10pm; and
- the legislation in place to tackle the safety risk of abandoned vehicles in open private lock ups in a residential area of Pennyburn.

Members were advised that if details of the lock ups could be provided to Police Scotland and SFRS then this matter would be taken to a meeting of Prevention First.

The Committee agreed that the Executive Director (Place) be requested to give consideration to Streetscene Officers being available until 10pm on Bonfire night on 5 November in order to work together with Scottish Fire and Rescue Service to address any issues raised.

#### **4. Kilwinning: Longford Avenue: Fly Tipping**

Submitted report by the Executive Director (Place) on progress with the removal of fly tipped material at the industrial site at Longford Avenue, Kilwinning.

Bollards have been placed on the road to the side of Porter's Garage which was the main access route to the land being used for fly tipping. An initial notice was served on the affected landowner on 8 July 2015 who, despite being given time to clear the site, has not undertaken the necessary remedial work. Consequently, a second notice was served on 14 October advising that if the site is not cleared by 31 October the Council will remove the debris and seek to receive costs from the landowner.

A second landowner also verbally agreed to clear dumped items from the side of their property. This work was not undertaken and an initial notice was served on 14 October giving the owner 21 days to clear the site. The third site to the side of 1 Blacklands Crescent has recently changed ownership and Council Officers are attempting to identify the new owner. Legislation relating to the prevention and removal of fly tipping was also discussed.

Members asked questions and were provided with further information in relation to:-

- issues around the type of materials which have been dumped on the Blacklands Crescent site; and
- Police Scotland having made enquiries about the installation of a CCTV camera on a lamppost in the area as a deterrent but that this matter is slow to progress.

The Committee agreed that the Clerk contact the CCTV Manager on behalf of the Committee to (a) convey the urgency in relation to installation of a CCTV camera in the Longford Avenue area, as has been requested by Police Scotland; and (b) request that an update from the CCTV Manager be provided for Members.

## **5. Community Development Grants Scheme Award and Local Youth Action Fund: Applications for Financial Assistance 2015/16**

Submitted report by the Executive Director (Economy and Communities) on applications received in respect of the Community Development Grants Scheme Award and Local Youth Action Fund.

The Committee agreed to make the following awards:-

### **Community Development Grants**

#### **Organisation**

#### **Award**

Church of the Nazarene -

North Ayrshire Foodbank Project

Kidzone

Kilwinning Community Sports Club

£ 656

£1,350

Nil

### **Local Youth Action Fund**

#### **Organisation**

#### **Award**

Pennyburn Regeneration Youth

Development Enterprise (PRYDE)

£1,800, and that the Group be encouraged to showcase their talents at a local community event

## **6. Date and Venue of Next Meeting**

The next meeting of the Kilwinning Area Committee will be held on 10 December 2015 in Kilwinning Library.

## **7. Urgent Items**

The Chair agreed that the following items be considered as a matter of urgency to allow timely consideration of the grant application and for up-to-date information to be presented to Members.

### **7.1 North Ayrshire Council (Kilwinning) Charitable Trust**

The Committee agreed to (a) make an award of £703 to Promoting Kilwinning from the North Ayrshire Council (Kilwinning) Charitable Trust; and (b) note that the Kilwinning Charitable Trust budget for 2015/16 is now fully expended.



## **7.2 Scottish Water: Works at Eglinton Country Park**

There was discussion on the forthcoming Scottish Water works within Eglinton Country Park and that Local Members had not been advised of the proposed works which would mean closure of the park for a period of time. Concern was expressed regarding the requirement to close the park and the knock on effect this would have on the events schedule and that any disruption to the Park should be minimised.

The Committee agreed (a) that the Clerk make arrangements for separate private briefing sessions for Members from (i) Scottish Water representatives; and (ii) the Eglinton Country Parks Manager on the implications of the forthcoming works within Eglinton Country Park; and (b) that this item be placed on the Agenda for the next meeting with representatives from Scottish Water being invited to attend and Eglinton Country Park being asked to provide an update report on progress with the masterplan.

## **7.3 Ayrshire College: Smoke Free Campuses**

There was discussion on the move to a smoke free working and learning environment at the Ayrshire College Campus, Kilwinning and on the potential negative impact on the surrounding area of Kilwinning.

The Committee agreed (a) that a representative of Ayrshire College be invited to give a verbal update to the next meeting of the Committee on the move to a smoke free environment; and (b) to request a report from the Head of Service (Physical Environment) on any impact on the surrounding area of Kilwinning arising from the implementation of the smoke free campus.

The meeting ended at 3.35 p.m.



RESTRICTED



**Irvine and Kilwinning Area Committees  
October 2015**

North Ayrshire Policing Priorities for 2014-2017 are -

1. Drug Dealing and Drug Misuse
2. Violence and Antisocial Behaviour
3. Dishonesty
4. Road Safety

This report includes information relating to the Multi Member Ward Area's for **Irvine West (Ward 1), Irvine East (Ward 2) and Kilwinning (Ward 3)** for the period of October 2015

The Local Community Policing Plan priorities for 2014/2015 form the main focus of our proactivity and support for public reassurance continues. The priorities as formulated from the public consultation exercise for 2014/15 are -

**Irvine West – Ward 1**

1. Violent Crime
2. Drug Dealing and Drug Misuse
3. Antisocial Behaviour
4. Youth Causing

**Irvine East – Ward 2**

1. Violent Crime
2. Drug Dealing and Drug Misuse
3. Youth Causing
4. Antisocial Behaviour
5. Housebreakings

**Kilwinning – Ward 3**

1. Violent Crime
2. Drug Dealing and Drug Misuse
3. Youth Causing
4. Antisocial Behaviour
5. Housebreakings

RESTRICTED

## RESTRICTED

### Ward 3 - Kilwinning

A breakdown of the crime/offence statistics and incidents for the Multi Member Ward Area for **Kilwinning** (Ward 3) are detailed below.

Crimes – Ward 3	Comparison between October 2015 and October 2014			
	October 2015		October 2014	
	Reports	Detected	Reports	Detected
All Crimes	149	90	132	80
Serious Assault	0	0	1	1
Common Assault	22	9	12	5
Robbery	2	2	0	0
Housebreaking	6	1	5	0
Damage to Property	17	3	11	0
Drugs misuse	4	2	14	10
Motor Vehicle Offences	33	35	27	27

### Latest Performance Data

Comparison between 30/03/15 to 30/11/2015 and 31/03/14 to 30/11/2014

Overall crime down by 7%  
Serious assaults down by 11% (8 v 9)  
Robbery up (2 v 0)  
Assaults up by 6% (125 v 118)  
Knives/Offensive weapons up by 233% (10 v 3)  
Antisocial Behaviour down by 4%  
Domestic Abuse up by 7%  
Hate Crime down by 17%

### Directed Patrol Plans

Community Policing officers continue to be actively involved in public reassurance through high visibility policing, engagement with community groups and social media.

Due to reported/identified incident patterns, officers have been tasked with addressing the following issues in the ward -

1. Main Street / Abbey - Youth Disorder

## RESTRICTED

### Forthcoming Events

10 <sup>th</sup> December 2015	Reclaim the Night Parade (Violence against Women)
12 <sup>th</sup> December 2015	Kilwinning Walker Club Apprentice Boys Parade
19 <sup>th</sup> December 2015	Lodge Mother Kilwinning No.0 (Masonic Lodge) Parade

Inspector Jim McMillan U47  
Community Policing  
Irvine West/ Irvine East & Kilwinning  
  
jim.mcmillan@scotland.pnn.police.uk



**Kilwinning Committee Meeting: 16<sup>th</sup> October 2015 – 21<sup>st</sup> November 2015.**

**1. Incidents Overview :**

- **25 x** Incidents over the reporting period.
  
- **16 x** Incidents involving Unwanted Automatic Fire Alarm (UFAS) – New SFRS Policy implemented 1<sup>st</sup> December to identify root causes and reduce UFAS in the future. UFAS split into Domestic and relevant premises. Domestic premises will receive a Post Domestic Incident Response (PDIR). Relevant premises will receive SFRS intervention to prevent reoccurrence.
- **1 x** Fires attended.
- **3 x** Special Services attended.
- **5 x** Refuse fires attended. Action Plan now in place with Police Scotland to address the high occurrence of anti-social fire setting.
- **0 x** Grass fires attended.
- **0 x** Malicious calls.
  
- **0 x** Fire Fatalities or Casualties in the ward area during this reporting period.
- **0 x** RTC Fatalities or Casualties in the ward area during this reporting period.

**Analysis:**

**2. Fires of note as follows:**

- Kilwinning – West College of Scotland Campus / youth set fire to paper.

**3. Special Services:**

- Person trapped within property / vulnerable adult.
- Dwelling – Flooding.
- Dwelling – Open locked door for Paramedics.

**4. Pennyburn Action Plan:**

- No bonfires or reports of anti-social behaviour on the 5<sup>th</sup> November.
- 8 incidents of anti-social fire setting reported in October.
- 3 incidents of anti-social fire setting reported in November so far.

**5. Community Safety:**

- PDIR – During this reporting period a total of 11 PDIR have been carried out which has resulted in a further 7 HFSV being carried out.
- HFSV - During this reporting period a total of 50 HFSV have been carried out.
- Winter Season Thematic Action Plan (TAP) will run from 7<sup>th</sup> December 2015 – 17<sup>th</sup> January 2016. An action plan will be developed to deal with Primary Fires within our local communities working with partner agencies to reduce particularly kitchen fires. An action plan will be developed to deal with grass, woodland, moorland, derelict buildings and rubbish fires.
- Prevention First Meeting takes place at Irvine Police Office every 2 weeks to discuss anti-social events within the Community with our Partners.



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## **NORTH AYRSHIRE COUNCIL**

### **Agenda Item 4**

**10 December 2015**

#### **Kilwinning Area Committee**

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**Title:** **Ayrshire College: Smoke Free Campus**

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**Purpose:** To update the Committee on the estimated impact on the surrounding area of the implementation of a smoke free campus at Ayrshire College, Kilwinning.

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**Recommendation:** The Committee is requested to note the estimated impact of the policy on the Kilwinning and wider North Ayrshire area and the measures being taken by Streetscene to help improve the environment.

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#### **1. Executive Summary**

- 1.1 At the Area Committee on 29 October 2015, discussion took place on the creation of a smoke free working and learning environment at the Ayrshire College Campus, Kilwinning.
- 1.2 The Committee requested that a report be presented to the next meeting on any impact on the surrounding area of Kilwinning arising from the implementation of the smoke free campus.
- 1.3 This report updates the Committee on the actions taken to date to prevent any negative impact on the local environment.

#### **2. Background**

- 2.1 With effect from 17 August 2015, Ayrshire College implemented a smoke free environment. Those wishing to smoke tobacco and/or other smoking products, including e-cigarettes, are no longer permitted to do so in college campuses, car parks or college/ private vehicles. In an effort to reduce the number of people smoking, help is being offered by utilising the services of NHS Fresh Air-Shire who provide weekly cessation clinics on main campuses.
- 2.2 It is recognised that a reduction in the number of people smoking will bring positive benefits to their health and wellbeing and will lead to less demand on health and Council services.

- 2.3 However, there will remain to be a number of people who will continue to smoke. If they are not permitted to smoke on the Campus it is likely they will smoke in the close vicinity of the Campus. This may potentially create issues with additional litter and street cleanliness.
- 2.4 To counter this, two litter bins have been placed in the area immediately outside the Campus boundary which will help prevent litter from the people smoking immediately out-with the Campus boundary. The litter bins will be strategically placed to ensure they can be easily accessed by smokers and litter collectors alike and to prevent any Health and Safety issues.
- 2.5 In order to minimise the burden of this policy change upon the Streetscene Service a request has been made that the Ayrshire College empty the litter bins and clean the surrounding area. This request is currently being considered by the Ayrshire College. This will ensure the area immediately out-with the smoke free zone is kept clean and free of litter.

### **3. Proposals**

- 3.1 The Committee is requested to note the estimated impact of the policy on the Kilwinning and wider North Ayrshire area and the measures being taken by Streetscene to prevent any negative impact on the local environment.

### **4. Implications**

<b>Financial:</b>	The cost of purchasing the two litter bins has been met from existing Streetscene budgets.
<b>Human Resources:</b>	None.
<b>Legal:</b>	None.
<b>Equality:</b>	None.
<b>Environmental &amp; Sustainability:</b>	Ensuring the area surrounding the smoke free zone has adequate litter bins and a cleaning schedule in force will help maintain the standard of cleanliness of the area.
<b>Key Priorities:</b>	The approach outlined in the report will contribute to the Council's key priority of 'protecting and enhancing the environment for future generations.'
<b>Community Benefits:</b>	None.

## **5. Consultation**

5.1 Consultation has taken place with the Ayrshire College.

A handwritten signature in black ink, appearing to be 'CH', written over a horizontal line.

**CRAIG HATTON**  
Executive Director (Place)

Reference : TH/LB

For further information please contact Thomas Reaney, Senior Manager  
(Streetscene) on 01294 324097

### **Background Papers**

None



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## **NORTH AYRSHIRE COUNCIL**

### **Agenda Item 5**

**10 December 2015**

#### **Kilwinning Area Committee**

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**Title:** **Winter Service and Weather Emergencies Plan 2015**

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**Purpose:** To advise the Area Committee of the Roads Winter Service and Weather Emergencies Plan 2015, in support of the Council's statutory duties under the Roads (Scotland) Act 1984.

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**Recommendation:** That the Area Committee notes (a) the Roads Winter Services and Weather Emergencies Plan 2015; and (b) the continued development and improvement in the winter service.

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#### **1. Executive Summary**

1.1 North Ayrshire Council has a statutory obligation, under Section 34 of the Roads (Scotland) Act 1984, to take such steps as it considers reasonable to prevent snow and ice endangering the safe passage of pedestrians and vehicles over public roads, which by definition includes carriageways, footways, footpaths, pedestrian precincts, etc.

1.2 In its statutory role as the local Roads Authority, the aim of North Ayrshire Council in respect of its winter service and weather emergencies is to:-

- provide a standard of service on public roads which will permit safe movement of vehicular and pedestrian traffic appropriate to the prevailing weather conditions;
- establish a pattern of working which will keep delays, diversions or road closures to a minimum during adverse weather conditions; and
- conduct operations having regard to the requirements of the Health & Safety at Work Act 1974 and any other relevant enactments.

- 1.3 The Council has no responsibility for the treatment of the following trunk roads:
- A78 full length from Meadowhead roundabout, Dundonald to Inverclyde boundary at Skelmorlie;
  - A737 Dalry Road, Kilwinning to Renfrewshire boundary; and
  - A738 Byres Road, Kilwinning to Pennyburn roundabout.
- 1.4 All winter gritting and snow clearing operations on trunk roads are the responsibility of Scotland Transerv. The Council's Roads Service liaises on a regular basis with the trunk road operator during periods of adverse weather in order to provide the best possible seamless service to the travelling public.
- 1.5 The Council is also responsible for the management and operation of the coastal flood prevention schemes at Largs and Saltcoats. The Council will close the flood gates on the promenades and erect the flood barriers at Largs Pier in advance of predicted severe weather, with minimum disruption to promenade users and the Largs to Cumbrae ferry. Coastal flooding can occur at any time and, accordingly, the Council provides this service throughout the year.
- 1.6 A review of the Council's Winter & Weather Emergencies Service is undertaken annually over the summer months with any service improvements recorded on the Winter Action Plan (Appendix 1). Any service improvements are also incorporated into the revised Roads Winter Service and Weather Emergencies Plan 2015 for approval (Appendix 2).

## **2. Background**

- 2.1 The updated Winter Action Plan highlights a number of key areas where change and/or improvement is ongoing or planned:-
- route prioritisation/levels of service (including footways);
  - salt supply resilience, storage and capacity;
  - fleet and equipment requirements;
  - grit bins/community resilience;
  - communications;
  - operational controls; and
  - performance management.

- 2.2 Whilst the Council's primary focus is on our Priority Network, our communities have an expectation of wider assistance during extreme weather, for example in and around schools, in residential streets, car parking areas, etc. There are over 400 grit bins provided on the road network. Salt is also available from a number of supply points throughout the Council area. An information leaflet has been published and has been distributed throughout the Council area. Weather forecast information and details of planned winter treatments are posted on the Council's website. In addition details of disruption to the road network caused by adverse weather is also posted on the website.
- 2.3 Priority 1 and Priority 2 routes - covering 66% of the total network - were reviewed and rationalised prior to the 2013/14 winter season and remain unchanged for 2015/16.
- 2.4 The remaining 34% of the road network, comprising of minor rural and residential roads, is covered by Priority 3 routes. Details of our priority gritting routes are available on the Council's website at:-
- <http://www.north-ayrshire.gov.uk/resident/roads-and-travel/winter-gritting.aspx>
- 2.5 Priority 1 routes will be treated on receipt of an adverse weather forecast, as detailed in the decision making matrix contained in Appendix C of the Winter Service and Weather Emergencies Plan 2015.
- 2.6 Priority 2 routes will be treated in addition to Priority 1 routes when sub-zero temperatures are forecast to extend beyond midday and will be treated following completion of Priority 1 routes. Generally the treatment of Priority 2 routes will commence at 8.00 am, however appropriate treatment may be instructed at any time depending on conditions.
- 2.7 Priority 3 routes will generally only be treated following severe weather or when sub-zero conditions are forecast to continue over an extended period. They will be treated as resources permit only after all Priority 1 and Priority 2 routes are clear unless it is identified as an emergency.
- 2.8 Brine spraying will be carried out in Irvine and Kilwinning town centres' public realm. Priority footway routes have been reviewed and arrangements have been made with Streetscene to assist with the treatment of priority footways over the winter season. Stand-by arrangements are also in place with Streetscene to cover at weekends from 28 November 2015 through to 7 February 2016 and over the festive holiday period.

- 2.9 Last winter season approximately 8,500 tonnes of salt was used to treat the road network, compared to approximately 4,400 tonnes of salt during the winter of 2013/14. For winter 2015/16 7,000 tonnes of salt will be stored at our Goldcraigs depot and 1,600 tonnes at our Market Road depot on Arran, complying with the salt stock levels agreed with the West of Scotland Regional Resilience Partnership (WoSRRP). In addition salt will be distributed to Streetscene depots to assist with the treatment of footways. Salt usage will be monitored weekly and stocks will be augmented if necessary.
- 2.10 Grit bins will be replenished to allow communities to self-help during periods of adverse weather and these will be replenished when necessary over the winter period.
- 2.11 Similar to last winter information on weather forecasts, winter treatment decisions and any road closures due to adverse weather will be provided on the Council website.
- 2.12 A pre-winter planning meeting was held with Managers from across Council Services on 1 October 2015. This meeting was held to ensure Services are taking the necessary steps to prepare for the potential severities of winter weather.
- 2.13 A planning exercise known as the 'dry run' was carried out on 9 October 2015 (mainland) and 21 October 2015 (Arran) to check our preparedness for the forthcoming winter season.
- 2.14 The weather station on the A760 at Catburn, between Largs and Kilbirnie, has been upgraded for this winter season and a camera has been installed to assist Winter Controllers and Supervisors in monitoring weather conditions.

### **3. Proposals**

- 3.1 The the Area Committee is asked to note the Winter Service and Weather Emergencies Plan 2015 and to note the continued development and improvement in the winter service.



#### 4. Implications

<b>Financial:</b>	Budget provision is in place to deliver the plan.
<b>Human Resources:</b>	Training has been provided to appropriate staff to ensure they are prepared for the forthcoming winter season.
<b>Legal:</b>	The Council has a statutory obligation under Section 34 of the Roads (Scotland) Act 1984 "to take such steps as they consider reasonable to prevent snow and ice endangering the safe passage of pedestrians and vehicles over public roads".
<b>Equality:</b>	There are no equality implications.
<b>Environmental &amp; Sustainability:</b>	There are no environmental implications.
<b>Key Priorities:</b>	Delivery of the winter service supports a range of priorities in the Council Plan, particularly in 'helping all of our people to stay safe, healthy and active'.
<b>Community Benefits:</b>	Delivery of the winter service will directly benefit our communities by ensuring that the local road and footpath network is kept clear of snow and ice and thus enabling normal day to day activity to continue.

## **5. Consultation**

- 5.1 Consultation regarding preparations for the forthcoming winter season and the development of the Winter Action Plan has taken place with The Ayrshire Civil Contingencies Team, Transport, Streetscene, Waste Services, Communications, Customer Services, Social Services, Education, Housing, Criminal Justice, suppliers and external organisations.



**CRAIG HATTON**  
Executive Director (Place)

Reference : YB/JS/RH

For further information please contact Joe Smith, Senior Manager (Roads and Transportation), on Telephone 01294 324865

### **Background Papers**

None

## PHYSICAL ENVIRONMENT - 2015/16 WINTER ACTION PLAN

Service Improvement Action		Existing Operation	Proposed Action	Timescale	Progress
<b>1.0</b>	<b>Policies, Procedures &amp; Guidance</b>				
1.1	Review Existing Policy and Procedures document	Winter and Weather Emergencies Procedures and Resources Document reviewed on annual basis	Review annually after each Winter Period	October 2015	Complete
<b>2.0</b>	<b>Review of Existing Winter Maintenance Operations</b>				
2.1	Existing Priority Gritting Routes	Priority 1 route rationalised in 2013 to 49% of network, approximately 500km.	No changes proposed.	October 2015	Complete
2.2	Non-Priority Routes	The network is divided into 3 priorities with level of service being identified from the LTS. Priority 1 routes are treated as a precautionary measure. Priority 2 routes which cover an additional 17% of road network are treated when freezing conditions are forecast to extend beyond midday.	Develop Priority 3 routes for the remainder of road network.	October 2015	Complete
2.3	Footway Gritting	Formal arrangement with Streetscene for assisting with reactive delivery of the winter service.	Introduce record keeping for footway routes.	October 2015	Complete
2.4	Assistance from outside parties.	Formal arrangement in place with local contractors and farmers to assist in the event of extreme weather condition.	Review annually	October 2015	On target

Service Improvement Action	Existing Operation	Proposed Action	Timescale	Progress
2.5 Gritting of other Council and additional locations.	Education and Housing have arrangements in place with Streetscene and Community Justice for assistance with snow clearing.	Review arrangements annually. Provide Education with estimate for gritting school car parks.	October 2015	On target
2.6 Brine Spraying in town Centre locations	Irvine and Kilwinning Town centre public realm treated with brine proactively throughout winter period	Review annually	October 2015	Complete
<b>3.0 Winter Gritting Fleet</b>				
3.1 Winter Gritting Fleet	The gritting fleet comprise 11 No. 18 tonne Econ Uni-Bodies and 3 No 7.5 Tonne Econ Uni-Bodies.	Vehicles to be serviced and gritter units to be calibrated.	October 2015	Complete
<b>4.0 Operational Controls</b>				
4.1 Weather forecast provision	The Council's weather forecast service is currently procured by means of a collaborative contract with 12 other Local Authorities from 2010 – 2016	Current contract ends on 15 <sup>th</sup> May 2016. Working group now established to prepare future contract.	May 2016	On target
4.2 Ice Prediction methods	North Ayrshire Council has two weather stations installed on the road network and has access to a further two weather stations with the Council area, provided by Transport Scotland, on the trunk road network. We also have access to a number of additional weather stations on our neighbouring authorities road network.	Propose to upgrade weather station on A760 and introduce camera for improved monitoring. Propose to upgrade weather station and introduce camera on B880 String Road Arran for next winter season.	October 2015	On target

Service Improvement Action	Existing Operation	Proposed Action	Timescale	Progress
4.3 Winter Gritting Records	Records of winter instructions and operations recorded on Manager winter roads management system during 2014/15.	Continue to record roads winter actions on Manager - Winter Roads Management System. Introduce record keeping for footway treatments undertaken.	October 2015	On target
4.4 Business Continuity	The provision of Winter and Weather Emergencies Procedures and Resources document is included within the Business Continuity Plan.	Review Business Continuity Plan.	Review Annually	On target
<b>5.0 Salt</b>				
5.1 Salt Storage	Salt stock starting level 7500 tonnes on the mainland and 1600 tonnes on Arran providing 46 days heavy salting resilience.	Ensure salt stock complies with Scottish Government resilience levels prior to the onset of the winter season.	Review Annually	On target
5.2 Salt Distribution	Procedure implemented for salt distribution throughout Council Services in place at Depot.	Review and ensure all staff know procedures annually.	Review Annually	Complete
<b>6.0 Communication</b>				
6.1 Information available to Members, Council Services, general public and other stakeholders	Weather forecasts and winter decisions distributed across Services.	Present report to Area Committees.	Nov/Dec 2015	On target
	Roads winter gritting decision posted on Council Website.	Continue to provide information on the council website.	Review Annually	On target
	Details of any road closures due to adverse weather posted on Website.	Monitor effectiveness of information provided on the Council website.	Review Annually	On going
	Provide Winter Advice Leaflet at Council Offices	Promote Roads Winter Service during Customer Services Week and Ready for Winter campaign.	October 2015	On going

<b>Service Improvement Action</b>	<b>Existing Operation</b>	<b>Proposed Action</b>	<b>Timescale</b>	<b>Progress</b>
<b>7.0 Measuring Performance</b>				
7.1 Monitor performance of winter actions	Performance is currently measured using APSE Performance indicators which measure efficiency in relation to documented procedures. Winter Survey carried out in October 2013.	Review annually	October 2015	On target
7.2 Monitor performance on individual routes	Routes reviewed in 2013 to optimise efficiency.	Priority 3 routes developed for this winter.	October 2015	On target
<b>8.0 Training</b>				
8.1 Winter Service Training	Staff trained in delivery of winter service.	Identify training needs of personnel involved with the provision of the winter maintenance service. Arrange appropriate training.	Review Annually	On target
<b>9.0 Health &amp; Safety</b>				
9.1 Toolbox Talks	Toolbox talks are delivered to all personnel engaged in the delivery of the winter maintenance service.	Review toolbox talk at the start of each winter.	Annually	On target



# **Physical Environment**

## **Roads Winter Service and Weather Emergencies Plan**

### **2015 - 2016**

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## 1. INTRODUCTION

North Ayrshire Council has a statutory obligation, under Section 34 of the Roads (Scotland) Act 1984, to take such steps as it considers reasonable to prevent snow and ice endangering the safe passage of pedestrians and vehicles over public roads which by definition includes carriageways, footways, footpaths, pedestrian precincts, etc.

In its statutory role as the local Roads Authority, the aim of North Ayrshire Council in respect of its winter service and weather emergencies is to:-

- (i) provide a standard of service on public roads which will permit safe movement of vehicular and pedestrian traffic appropriate to the prevailing weather conditions;
- (ii) establish a pattern of working which will keep delays, diversions or road closures to a minimum during adverse weather conditions;
- (iii) conduct operations having regard to the requirements of the Health & Safety at Work Act 1974 and any other relevant enactments.

This Plan only relates to the Council's duties as Roads Authority and does not cover the wider response of the Council during winter and other weather emergencies.

North Ayrshire Council has no responsibility for the treatment of trunk roads. From 1<sup>st</sup> April 2001, the contract for management and maintenance of the trunk roads in Scotland has been awarded by the Scottish Government to the private sector. The successful contractor for the South West of Scotland is Scotland TranServ and the roads involved in North Ayrshire are as follows:-

A78 full length from Meadowhead roundabout, Dundonald to Inverclyde boundary at Skelmorlie;

A737 Dalry Road, Kilwinning to Renfrewshire boundary;

A738 Byres Road, Kilwinning to Pennyburn roundabout.

All winter gritting and snow clearing operations on these roads will be the responsibility of Scotland TranServ. North Ayrshire Council's Physical Environment (Roads & Transportation) and Scotland TranServ liaise on a regular basis during periods of adverse weather in order to provide the best possible service to the travelling public.

North Ayrshire Council is also responsible for the management and operation of the coastal flood prevention schemes at Largs and Saltcoats. The Council will close the flood gates on the promenade and erect the flood barriers at Largs Pier in advance of predicted severe weather with minimum disruption to promenade users and the Largs to Cumbrae ferry. Coastal flooding can occur at any time and, accordingly, the Council will provide this service throughout the year.

In the event of extreme weather similar to that which was experienced on Arran late March 2013 where major disruption affects large parts of the community, a coordinated response is adopted by the Council to ensure public safety. In dealing

with such emergencies, the Police initially lead the emergency or response stage of the emergency. Thereafter, the Council leads the recovery stage. Generally, there are 3 levels of Civil Contingencies response. There is a strategic group at National or Strathclyde wide level, a tactical group at North Ayrshire level and an operational group at local level.

The Ayrshire Civil Contingencies Team (ACCT) act as lead for the Council and implement the Civil Contingencies Plan liaising with all relevant Stakeholders identified within the Plan.

A key role of the Council as a Category 1 responder is to plan for such Civil Contingencies. In August 2014, the ACCT undertook Exercise Ayrshire Polar Storm to test the resilience within the relevant emergency plans.

## **2. PRIORITIES FOR WINTER TREATMENT**

North Ayrshire Council has defined the priorities for carriageway and footway/footpath treatment as follows:

### **2.1.1 Carriageway Priorities**

Where slush is formed, this shall be removed as soon as practicable to avoid the risk of rutting should there be a further significant fall in road temperatures which might result in freezing conditions.

### **2.1.2 Carriageway Routes for Proactive Treatment**

Priority 1 – Strategic, Main Distributor and Distributor routes, bus routes and certain pre-determined Secondary Distributor routes identified from the Local Transport Strategy (LTS) will be treated when it is forecast that snow or ice is likely to be present on road surfaces.

Due to the various climatic domains within North Ayrshire the Priority 1 routes may be adjusted to cover either the four pre-determined Inland Routes or two pre-determined High Routes which all currently form part of our existing Priority Network.

Priority 1 gritting routes are available on the Council website (See Appendix A).

### **2.1.3 Carriageway Routes for Reactive Treatment**

- a) **Priority 2** – Remaining Secondary Distributor, local access and residential distributor roads.

Given the presence of ice and snow Priority 2 routes may be treated during normal working hours as resources permit when sub-zero temperatures are forecast to continue beyond midday following completion of Priority 1 routes.

- b) **Priority 3** – The remaining road network including minor rural unclassified routes and remaining residential areas not already covered

Priority 3 routes will be treated as resources permit when sub-zero conditions are forecast to continue over an extended period only after all Priority 1 and Priority 2 routes are clear unless it is identified as an emergency.

#### 2.1.4 Carriageway Routes for Snow Clearance

On receipt of a weather warning predicting medium (25 - 100 mm deep) or heavy (over 100 mm deep) snowfalls, the Senior Manager (Roads & Transportation) where appropriate, will recall to depots such vehicles capable of being equipped with snowploughs.

While snow is still falling the Strategic and Main Distributor Network will be prioritised for ploughing and treatment in order to target resources and to keep these routes open for traffic.

After snow has stopped falling but is lying, the remaining Priority 1 precautionary routes will be ploughed and treated before commencing ploughing and treatment on Priority 2 and Priority 3 routes as resources and conditions permit.

#### 2.1.5 Cumbrae

The Senior Manager (Roads & Transportation) has no roads operatives based on the Isle of Cumbrae, however arrangements have been made with Streetscene to carry out gritting operations on the Island.

### 2.2 Footway/Footpath Priorities

With limited resources available footways and footpaths will only be treated when considered necessary (e.g. heavy snowfall or extensive icing). They will normally only be treated during normal working hours, but arrangements are in place to undertake emergency work out of normal working hours, weekends and public holidays in extreme circumstances.

Generally, treatment of footways and footpaths will be reactionary and not pre-planned, and where possible work will be undertaken during normal working hours.

When treatment is instructed the following priorities will apply:-

Priority 1 Routes will be considered for treatment if it is forecast that ice or snow is likely to be present or where surfaces are wet with temperatures forecast to remain below zero until 10:00am the next working day.

**Priority 1 Routes** - Urban shopping areas and precincts, footway access to schools, emergency facilities including fire and rescue, police and ambulance services, hospitals, sheltered housing, doctors surgeries and health centres etc;

Priority 2 routes will be treated if it is forecast that ice or snow is likely to be present with temperatures forecast to remain below zero for a prolonged period only after priority 1 routes are clear.

**Priority 2 Routes** - Steep hills on main distributor and residential distributor routes, routes to bus stops etc, only after all Priority 1 have been cleared;

Priority 3 routes will be treated if it is forecast that ice or snow is likely to be present with temperatures forecast to remain below zero for a prolonged period only after priority 1 and 2 routes are clear.

**Priority 3 Routes** - Other areas of high pedestrian concentration.

Streetscene staff will assist with the treatment of footways.

In order to maximise coverage on footways, generally only one side of a road will be initially treated.

It is not possible for the Council to treat all footways and footpaths within North Ayrshire. As such the Council encourages the community to participate in self help, through the use of grit bins which can be requested through the grit bin application process. Grit bins will only be allocated where it has been assessed and deemed as an appropriate location by the Council.

## **2.3 Cycle Routes**

With limited manpower resources no treatment will be carried out on off road cycle routes.

## **2.4 Response and Treatment Times**

Routine precautionary salting of priority 1 carriageway routes should be completed within 3 hours of the planned start time. For emergency or unplanned salting the start time from leaving the depot shall be no more than 1 hour.

## **3. ORGANISATION**

The Head of Physical Environment is responsible for specifying the level of winter service required based on approval from the Council. The Senior Manager (Roads & Transportation) is responsible for implementing this service.

A duty Winter Controller and Winter Supervisor will be appointed by the Senior Manager (Roads & Transportation) for the whole of the winter period covered by these procedures (mid-October to early April)

## **4. NORTH AYRSHIRE COUNCIL RESOURCES (ROADS)**

### **4.1 General**

Following approval from the Council, it is the responsibility of the Head of Physical Environment to define the level of service to be provided within their sphere of operations and to issue appropriate instructions to the Senior Manager (Roads & Transportation) to provide the necessary labour and plant for winter operations. This level of service will be based on the national Code of Practice for Well Maintained Highways (see Appendix B).

The level of winter treatment is established utilizing the weather forecasts provided by MeteoGroup UK Limited in accordance with the winter treatment matrix (Appendix C).

The Senior Manager (Roads & Transportation) shall thereafter be responsible for advising the Head of Service of any matters which may affect his ability to deal with adverse weather conditions e.g. labour disputes, extensive plant breakdowns etc.

Labour resources from Physical Environment (Roads & Transportation) will be provided for the Winter and Weather Emergencies Service. The stand-by period will be 22<sup>th</sup> October 2015 until 14<sup>th</sup> April 2016. This period may be extended beyond the given dates if conditions warrant such action. These arrangements include home stand-by which is activated by the designated Winter Supervisor when instructed by the Winter Controller or as the result of hazardous road conditions being reported.

### **4.2 Labour**

A proportion of the roads labour force will be on stand-by for winter service operations out of normal working hours, with the remainder on call out as necessary. This allows evening and early morning precautionary salting to be carried out on our priority carriageway network to treat dangerous roads before the morning rush hour.

In determining the labour resources required for the winter service, cognisance is taken of the key objective to treat all priority routes before the commencement of the morning peak period.

### **4.3 Vehicle Plant and Equipment**

Prior to commencement of winter service operations, the Senior Manager (Roads & Transportation) will ensure that all equipment for salting roads and snow clearing is in working order and, where appropriate, that ancillary items can be fitted to vehicles without difficulty, e.g. ploughs set up on blocks to facilitate assembly. The above procedure should also be applied to vehicles and plant available under contract for the winter service.

The Senior Manager (Roads & Transportation) will ensure that all vehicles engaged in the winter service are equipped with radios or other appropriate communication devices to allow contact to be maintained between the depot and operators. Superintendents have mobile telephones. There is also a gritting navigation and

vehicle tracking system fitted and operational in all vehicles to reduce the risk associated with gritting operations.

A summary of labour, vehicles, plant, and equipment available for the winter service work is detailed in Appendix D.

Once per year the Senior Manager (Roads and Transportation), will organise a trial closure of the flood gates and erection of the de-mountable barriers at the Largs and Saltcoats Flood Prevention Schemes. This is to ensure that the gates and barriers remain in full working order and that all staff are familiar with the process.

#### **4.4 Salt**

Salt is purchased through a Scotland Excel annual purchase contract. Mainland salt deliveries are stored in the salt barn within the Goldcraigs Depot. Salt on Arran is stored in the open at the Roads Depot in Market Road, Brodick.

During the season, the Senior Manager (Roads & Transportation) will arrange for a weekly check to be made on the amount of salt used and for stocks to be augmented as necessary. There is a procedure in place at the depot to strictly control salt distribution. All vehicles are tagged and must cross the weighbridge to accurately record salt usage. This includes salt distributed to Streetscene and contractors assisting with winter service delivery.

Small quantities of salt are available for issue free of charge to the public, subject to residents supplying a suitable container. Details of locations of community grit bins where small quantities of salt are available are given in Appendix E

The planned salt stock level at commencement of winter is given in Appendix F.

In the event of prolonged severe weather the Council has a salt resilience plan (Appendix G), which will be implemented if conditions require.

### **5. OTHER RESOURCES**

During adverse weather conditions, the Senior Manager (Roads & Transportation), (after consultation with the Head of Physical Environment), shall, if necessary, augment his resources by the use of personnel from Streetscene and external contractors at rates agreed prior to engagement through a framework contract. The Head of Physical Environment should be advised, as soon as practicable, of external resources engaged as a result of decisions made outwith normal working hours.

The Senior Manager (Roads & Transportation) will provide a supply of salt to Streetscene and external contractors where appropriate to permit the treatment of agreed footways/footpaths. This will be managed through a salt management system based at Goldcraigs Roads Depot.

## **6. WEATHER FORECASTING**

North Ayrshire Council, through a collaborative contract lead by South Lanarkshire Council, has appointed MeteoGroup UK Limited, as their weather forecast provider. During the winter service period MeteoGroup UK Limited will provide a weather forecasting service and monitor road and weather conditions.

MeteoGroup UK Limited receive, monitor and interpret, climatic, ice prediction and weather radar information on a continuous basis and provide detailed weather forecasts on a daily basis during the whole winter period.

SEPA operate a coastal flood warning system for the Firth of Clyde. If storm surges and coastal flooding are predicted, SEPA provide advance warning to the Council by e-mail and also through their Floodline service which is available on their website or by phone. This service is available all year round.

## **7. DECISION MAKING**

The Senior Manager (Roads & Transportation) will appoint suitably trained and experienced personnel as Winter Controller.

During the winter season the Winter Controller will receive the weather forecast around 12.00 hours and decide on the treatment to be carried out. The Winter Controller will check the treatment decision of neighbouring authorities for consistency and reconsider if necessary. The weather forecast provider will provide an evening forecast around 19.00 hours and if this update indicates any change in the forecast the Winter Controller will amend the decision accordingly and advise the Winter Supervisor.

For out of office hours, Saturdays, Sundays and public holidays the Senior Manager (Roads & Transportation) shall provide the weather forecast provider with contact telephone numbers of the on duty Winter Controller. If the forecast conditions change from good to adverse at any time, then the weather forecast provider will phone the Winter Controller either at work or at home as appropriate. Thereafter, it is the responsibility of the Winter Controller to take action including the calling out of stand-by squads to undertake salting/snow clearing.

Winter Controllers have the facility at any time to contact the weather forecast provider for advice or clarification of forecasts. These arrangements will be in place from 15 October 2015 until 14 April 2016 and these dates can be extended if required.

The decision making process is illustrated in Appendices B & C.

The Head of Physical Environment will appoint suitably trained staff and experienced personnel to manage the coastal flood prevention schemes at Largs and Saltcoats. During the winter season, this will be the Winter Controller.

## **8. ICE PREDICTION**

In addition to the weather forecast information, the Council has available further information from sensors which have been installed at the locations listed below:-

- A78 Ardrossan
- A737 Highfield
- A760 Catburn
- A735 Near Dunlop
- B880 Arran, summit of The String

The sensors provide current details of road and air temperatures and indicate the presence of moisture, thereby identifying locations that icing has occurred or where there is a risk that icing will occur.

By utilising the data from these sensors the weather forecast provider is able to supplement their forecast by producing site specific forecasts. The above information is available to the Winter Controller via computer link 24 hours a day throughout the winter period.

## **9. ROAD CONDITION REPORTS**

During periods of adverse weather, the Senior Manager (Roads & Transportation) shall receive reports on road conditions from the Winter Supervisor by 09.45 hours. These reports should be updated as necessary depending on changing circumstances.

## **10. COMMUNICATIONS**

The Head of Physical Environment or nominated senior manager will deal with statements to the Press, Radio and Television regarding road conditions throughout the area. The Council's Communication team will assist, and may take the lead role depending on the nature of any significant event.

General advice and information, along with timeous service updates, will be placed on the Council's website.

The Head of Physical Environment (or nominated senior officer) will ensure that all staff involved in communication with members of the public are fully briefed with consistent and accurate information.

The Senior (Roads & Transportation) will produce and distribute the Winter Maintenance Advice leaflet that will contain general information for members of the public on the Winter Service. The advice leaflets will be available to the public at selected locations throughout North Ayrshire, such as libraries etc.

A formal protocol has been agreed by the former Strathclyde Emergency Co-ordination Group (SECG) now known as West of Scotland Regional Resilience Partnership (WoS RRP) and Ayrshire Civil Contingencies Team (ACCT) for the transfer of information in relation to Winter and Weather Emergencies.



The Council's daily winter decisions are available for the public and can be accessed via the Council's website. Any winter and weather emergencies can be reported to North Ayrshire Council and the Trunk Road Operators using the contact information contained within Appendix H.

The distribution list for winter weather emergencies can be found under Appendix I.

## **11. ROAD CLOSURES**

Where it is considered that a road is rendered unsafe due to adverse winter conditions then the Police or persons acting on behalf of the Chief Constable will arrange to have the road closed and advise the on-duty Winter Supervisor as soon as possible of their actions. The Winter Supervisor will advise the Winter Controller/Senior Manager (Roads and Transportation) of any road closures. Appropriate measures will also be taken to re-direct traffic and to ensure that the necessary signs are put in place. When the road affected is a through route the adjoining Councils will be kept informed. Police will advise the other emergency services (Ambulance & Fire) of the closures.

Prior to signing diversionary routes, the capacity of the roads and the headroom and weight restrictions of structures should be checked with the Winter Controller to ensure that they are adequate (see Appendix J).

## **12. LIAISON WITH THE POLICE**

Physical Environment (Roads & Transportation) will ensure close liaison with the Police, particularly during periods of severe weather.

Where practicable, the Police will be informed in advance of North Ayrshire Council's proposed operations. Similarly arrangements have been made for exchanging information on proposed actions with neighbouring authorities and the trunk road operating company.

Where necessary the service will request appropriate assistance from the Police when moving equipment, arranging road closures and dealing with abandoned vehicles.

Reports from the Police regarding dangerous road conditions should be acted upon by the Winter Supervisor as soon as practicable, having regard to priorities in this document and the conditions pertaining throughout the area.

## **13. CROSS BOUNDARY ARRANGEMENTS**

Because the Council boundaries do not always coincide with convenient turning points at the end of gritting routes, arrangements have been drawn up with all adjacent authorities for the gritting routes to be continued short distances to appropriate turning points. See (Appendix K).

## **14. VEHICLE ROUTES**

From local knowledge and the resources available, routes are drawn up by Roads and Transportation on the basis of the priorities listed in Paragraph 2.1. However, in order to minimise unproductive mileage, some roads in a lower category may be treated out of sequence. This may also occur when conditions vary throughout the area.

A complete set of route cards will be kept in the Physical Environment (Roads & Transportation) offices, with a duplicate set being held in Goldcraigs Depot.

Treatment of precautionary carriageway salting routes should be completed within three hours of planned start time under routine conditions. When the Winter Controller instructs immediate winter service operations, the response time to start treatment should be within one hour.

It should be noted that gritting routes are either at or close to capacity and it is unlikely that any additions to routes could be considered without additional finance and human resources.

## **15. PRECAUTIONARY SALTING**

On receipt, within normal working hours, of a forecast from the weather forecast provider warning of frost, freezing or snow conditions, the Winter Controller in consultation with the Senior Manager (Roads & Transportation), shall give consideration to precautionary salting of main roads.

Where such a warning is received out with normal working hours, the Winter Controller has delegated authority to activate call-out procedures as indicated in section 7.

Extensive and accurate records of weather forecasts, winter treatment decisions and actions taken will be kept to demonstrate our compliance to our Winter and Weather Emergencies Procedures and Resources document.

## **16. GRIT BINS**

There are approximately 400 grit bins distributed across North Ayrshire. These are located at areas of particular difficulty e.g. dangerous bends, steep gradients etc. The policy and procedures for siting of grit bins, and requests for additional bins is shown in Appendix L.

Grit bins will be refilled prior to the start of winter and as considered necessary during the winter season and following periods of severe weather when resources are available.

The locations of Community Grit Bins are listed in Appendix E.

## **17. LARGS AND SALTCOATS FLOOD PREVENTION SCHEMES**

On receipt of a severe weather warning predicting a combination of strong winds, high tides or tidal surges the Winter Controller will, when necessary, instruct the closure of the flood gates on the promenade at Largs and/or the erection of the flood barriers at the Largs Pier and/or Saltcoats promenade.

## **18. SANDBAG PROCEDURES**

The deployment of sandbags to prevent or contain floodwaters can be an effective way of mitigating the effect of a flood, however the lead time for filling and deployment can be lengthy, as a large number of bags cannot be filled in advance due to storage problems. Therefore, an early decision must be taken to sandbag, to avoid a subsequent waste of time and effort. The deployment of sandbags will be decided with regard to the following priorities:

1. To prevent loss of life or serious injury
2. Maintenance of access for the emergency services
3. Protection of vital facilities within the community
4. Protection of transportation routes
5. Protection of NAC property
6. Protection of private dwelling houses

The decision to deploy sandbags will be made by the Winter Controller / Supervisor or appropriate officers in Building Services, Cleansing or the Island Officer on Arran in accordance with the Services' callout/emergency procedures.

Notes:

1. Sandbags will not normally be deployed to protect commercial property;
2. Appropriate stocks of empty and filled sandbags will be held by the Services mentioned above, based on previous usage and experience.

The above procedure mainly relates to tidal, fluvial and watercourse flooding. Where flooding occurs as a result of a blocked, damaged or ineffective Council owned drainage systems, sandbags will be deployed as required to mitigate the effects of flooding (and reduce the likelihood of claims against the Council) including the protection of commercial property.



***Priority 1 Carriageway Gritting Routes  
Policy & Procedure***

Priority 1 Gritting Routes can be viewed on the Councils website using the following address:-

<http://www.north-ayrshire.gov.uk/resident/roads-and-travel/winter-gritting.aspx>

## LEVEL OF SERVICE

Road Surface Temperature	Precipitation	Predicted Road Conditions		
		Wet	Wet Patches	Dry
Temperature Forecast between +1.5°C And +0.5°C	No Rain No Hoar Frost No Fog	High Route Patrols		No action likely
Temperature Forecast below +0.5°C	No Rain No Hoar Frost No Fog	(Priority 1 Routes)		
	Expected Hoar Frost Expected Fog	Salt before frost		
	Expected rain BEFORE freezing	(Priority 1 Routes)  Salt after rain stops		
	Expected rain DURING freezing	(Priority 1 Routes)  Salt before frost, as required during rain and after rain stops		
	Possible rain Possible hoar frost Possible fog	(Priority 1 Routes)  Salt before frost	Monitor weather conditions	
Expected Snow Fall		(Priority 1 Routes and footways)  Salt before snow fall		
The decision to undertake precautionary treatments should be adjusted, where appropriate, to take account of residual salt.				
All decisions should be evidence based, recorded and continuously monitored and reviewed.				

**DECISION MAKING**

**WINTER TREATMENT SPREAD RATE MATRIX SCOTS WINTER SERVICE SUBGROUP ADVICE - AUGUST 2015**

Salt Type	Precautionary Treatment for frost / ice	Variation of Well Maintained Highways Appendix H - September 2013					
		Column C	Column D	Column G	Column H	Column K	Column L
		Poor Cover Medium Traffic Normal Loss	Poor Cover Medium Traffic High Loss	Fair Cover Medium Traffic Normal Loss	Fair Cover Medium Traffic High Loss	Good Cover Medium Traffic Normal Loss	Good Cover Medium Traffic High Loss
Dry Salt	RST at or above -2 Degrees and dry or damp road conditions (Table H9 of Code - where the road surface is dry no action is needed even when conditions are below zero)	10 (8)	10 (8)	10 (8)	10 (8)	10 (8)	10 (8)
Pre-wet Salt		10 (8)	10 (8)	10 (8)	10 (8)	10 (8)	10 (8)
Treated Salt		10 (7)	10 (7)	10 (7)	10 (7)	10 (7)	10 (7)
Dry Salt	RST at or above -2 Degrees and wet road conditions	15 (13)	20 (16)	10 or 15 (11)	15 (13)	10 (8)	10
Pre-wet Salt		15 (12)	15 (14)	10 (10)	15 (12)	10 (8)	10 (9)
Treated Salt		10 (10)	10 or 15 (11)	10 (8)	10 (10)	10 (7)	10 (7)
Dry Salt	RST below -2 deg C and above -5 deg C and damp road conditions	15 or 20 (17)	20	10 or 15 (14)	20 (17)	10 or 15 (11)	15 (13)
Pre-wet Salt		15 or 20 (16)	20 (18)	15 (14)	15 (16)	15 (11)	15 (12)
Treated Salt		15 (12)	15 (14)	10 or 15 (11)	15 (12)	10 (8)	10 (10)
Dry Salt	RST below -2 deg C and above -5 deg C and wet road conditions	1 x 20 then monitor & treat as required (2x17)	1 x 20 then monitor & treat as required (2x20)	1 x 20 then monitor & treat as required (2x28)	1 x 20 then monitor & treat as required (2x17)	20(20)	1 x 20 then monitor & treat as required (25)
Pre-wet Salt		1 x 20 then monitor & treat as required (2x16)	1 x 20 then monitor & treat as required (2x18)	1 x 20 then monitor & treat as required (27)	1 x 20 then monitor & treat as required (31)	1 x 20 then monitor & treat as required (21)	1 x 20 then monitor & treat as required (24)
Treated Salt		1 x 20 then monitor & treat as required (24)	1 x 20 then monitor & treat as required (28)	1 x 20 then monitor & treat as required (21)	1 x 20 then monitor & treat as required (24)	1 x 20 then monitor & treat as required (16)	1 x 20 then monitor & treat as required (19)
Dry Salt	RST at or below -5 deg C and above -10 deg C and damp road conditions	1 x 20 then monitor & treat as required (2x16)	1 x 20 then monitor & treat as required (2x19)	1 x 20 then monitor & treat as required (27)	1 x 20 then monitor & treat as required (2x16)	20	1 x 20 then monitor & treat as required (24)
Pre-wet Salt		1 x 20 then monitor & treat as required (2x16)	1 x 20 then monitor & treat as required (2x18)	1 x 20 then monitor & treat as required (27)	1 x 20 then monitor & treat as required (31)	1 x 20 then monitor & treat as required (21)	1 x 20 then monitor & treat as required (24)
Treated Salt		1 x 20 then monitor & treat as required (23)	1 x 20 then monitor & treat as required (27)	1 x 20 then monitor & treat as required (20)	1 x 20 then monitor & treat as required (23)	1 x 20 then monitor & treat as required (15)	1 x 20 then monitor & treat as required (18)
Dry Salt	RST below -5 deg C and above -10 deg C and wet road conditions	1 x 20 then monitor & treat as required (2x32)	1 x 20 then monitor & treat as required (2x39)	1 x 20 then monitor & treat as required (2x27)	1 x 20 then monitor & treat as required (2x32)	1 x 20 then monitor & treat as required (2x20)	1 x 20 then monitor & treat as required (2x24)
Pre-wet Salt		1 x 20* then monitor & treat as required (2x31)	1 x 20 then monitor & treat as required (2x36)	1 x 20 then monitor & treat as required (2x27)	1 x 20 then monitor & treat as required (2x31)	1 x 20 then monitor & treat as required (2x21)	1 x 20 then monitor & treat as required (2x24)
Treated Salt		1 x 20 then monitor & treat as required (2x23)	1 x 20 then monitor & treat as required (2x27)	1 x 20 then monitor & treat as required (2x20)	1 x 20 then monitor & treat as required (2x23)	1 x 20 then monitor & treat as required (30)	1 x 20 then monitor & treat as required (2x18)

( ) = Appendix H rates in brackets

Please see H10.25 regarding effectiveness of sodium chloride at low temperatures.

Salt Type	Precautionary Treatments Before Snow or Freezing rain		
		Ligh or Medium Traffic	Heavy Traffic
Dry Salt	Light Snow Foirecast	20g/m <sup>2</sup>	20g/m <sup>2</sup>
Pre-wet Salt		20g/m <sup>2</sup>	20g/m <sup>2</sup>
Treated Salt		15g/m <sup>2</sup>	15g/m <sup>2</sup>
Dry Salt	Moderate/Heavy Snow Forecast	20g/m <sup>2</sup>	40g/m <sup>2</sup>
Pre-wet Salt		20g/m <sup>2</sup>	40g/m <sup>2</sup>
Treated Salt		15g/m <sup>2</sup>	30g/m <sup>2</sup>
Dry Salt	Freezing rain Forecast	1 x20g/m <sup>2</sup> then monitor	
Pre-wet Salt		1 x20g/m <sup>2</sup> then monitor	
Treated Salt		1 x15g/m <sup>2</sup> then monitor	

**Note:**

- Rate of spread for precautionary treatments may be adjusted to take account of local variations along the routes such as residual salt, temperature variations, surface moisture (air or road surface) road alignment and traffic density.
- All decisions should be evidence based, recorded and require continuous monitoring and review.
- Ice refers to all ice on the road surface, including black ice.



- The level of service generally complies with the recommendations laid down in “Well Maintained Highways” the UK Code of Practice for Highway Management and is summarised above.
- Appendix H of “Well Maintained Highways” which covers winter maintenance operations and treatments underwent a complete revision in November 2013. The SCOTS winter Subgroup has been in consultation with the National Winter Service Research Group (NWSRG) concerning the implementation of Appendix H of Well Maintained Highways. The Subgroup made a number of suggestions to implement Appendix H that have been commented on by the NWSRG. Having considered the comments from the NWSRG on the review of Appendix H the SCOTS Winter Service Subgroup provided advice that Scottish Local Roads Authorities adopt variations to Appendix H of Well Maintained Highways that North Ayrshire Council are following.

**SUMMARY OF AVAILABLE LABOUR & PLANT**

<b>TYPE OF PLANT</b>	<b>GOLDCRAIGS</b>	<b>ARRAN</b>	<b>OTHER NAC</b>	<b>TOTAL</b>
<b>Gritters</b>				
18 Tonne Uni-body	11	3		14
7.5 Tonne Uni-body	3	0		3
Trailer Gritter	0	0	2	2
Footway Gritter	4	1	4	9
<b>Lorries</b>				
18 Tonne Uni-body	11	3		14
7.5 Tonne Uni-body	3	0		3
Loading Shovel	1	0		1
JCB 2CX	0	1		1
Telehandler	0	1		1
<b>Ploughs</b>				
Fixed V	3	2		5
Small Blade	3	0		3
Large Blade	11	3		14
<b>LABOUR</b>				
Drivers	27	6	7	40
Operatives	7	3	36	46
<b>Other Equipment</b>				
Muck Truck + plough (For footways)			2	2

**Note**

When necessary labour, vehicles, plant and equipment from other Council Departments, farmers, plant hirers and contractors will be used to supplement above resources.

This also applies for non-winter related emergency responses.

**COMMUNITY GRIT BINS**

Small quantities of salt are available for issue free of charge to members of the public, subject to their supplying a suitable container from the Community Grit Bins sited at the following locations.

<b>Town</b>	<b>Location</b>
Irvine	Bartonholm Civic Amenity, Site.
Dreghorn	Civic Amenity Site, Station Brae.
Kilwinning	Goldcraigs Roads Depot.
Dalry	Car Park, Kirk Close.
Kilbirnie	Civic Amenity Site, Paddockholm Road.
Beith	Community Centre, Kings Road.
West Kilbride	Corse Street.
Fairlie	Car Park, Pier Road.
Largs	Cleansing Depot, Alexander Avenue.
Skelmorlie	Toward View (opposite Fire Station).
Stevenston	Car Park, Garnock Road.
Saltcoats	Cleansing Depot, Sorbie Road.
Ardrossan	APC Carpark, North Crescent Road.

**SUMMARY OF AVAILABLE MATERIALS**

The following salt, grit and sand stocks will be in place at commencement of winter:-

<b>DEPOT</b>	<b>TONNAGE SALT</b>	<b>TONNAGE SAND (for Sandbags)</b>
Goldcraigs (salt barn)	7000	100
Arran	2000	300
Cumbræ	20	(500 filled sandbags)

Approximately 4000 sandbags are located at Goldcraigs, and 500 on Arran.

## **Salt Resilience Plan (Mainland)**

### **Level 1 (Green) Service – Stock Levels 2500 Tonnes and above**

- Service levels as detailed in NAC Winter and Weather Emergencies Plan.
- Typical daily salt usage (snow conditions) 470T – **resilience 5 days**  
or
- Typical daily salt usage (frost & ice only) 235T – **resilience 10 days**

### **Level 2 (Amber 1) Service – Stock Levels 1800 Tonnes – 2500Tonnes**

- Only Priority 1 carriageway routes treated with pure salt, remaining priority carriageway routes reduced to half the normal spread rate or salt/grit mix at 50/50
- All footway routes reduced to salt/sand mix at 50/50
- Grit bins replenished with salt/sand mix at 50/50.
- Typical daily salt usage (snow conditions) 330T – **resilience 2 days.**  
or
- Typical daily salt usage (frost & ice only) 165T – **resilience 4 days**

### **Level 3 (Amber 2) Service – Stock Levels 1000 Tonnes – 1800 Tonnes**

- All carriageway routes reduced to half the normal spread rate or salt/grit mix at 50/50
- Priority 1 footway routes treated with salt/sand mix at 50/50
- Remaining footway routes treated with sand/grit mix at 50/50
- Grit bins replenished with sand/grit mix at 50/50
- Typical daily salt usage (snow conditions) 150T – **resilience 5 days.**  
or
- Typical daily salt usage (frost & ice only) 75T – **resilience 10 days**

### **Level 4 (Red) Service – Stock Levels less than 1000Tonnes**

- Priority 1 carriageways reduced to half the normal spread rate or salt/grit mix at 50/50
- Treat remaining carriageway routes with sand/grit mix at 50/50
- All footway routes treated with sand/grit mix at 50/50
- Grit bins replenished with sand/grit mix.
- Typical daily salt usage (snow conditions) 100T – **resilience 10 days**  
or
- Typical daily salt usage (frost & ice only) 50T – **resilience 20 days**

Assuming 4,500 tonnes in stock at start of winter our total resilience would be either

- **Total Resilience during periods of heavy snow - 22 days**  
or
- **Total Resilience during periods of frost & ice conditions - 44 days**

## **Salt Resilience Plan (Arran)**

### **Level 1 (Green) Service – Stock Levels 1000 Tonnes and above**

- Service levels as detailed in NAC Winter and Weather Emergencies Plan.
- Typical daily salt usage (snow conditions) 52T – **resilience 10 days**  
or
- Typical daily salt usage (frost & ice only) 26T – **resilience 20 days**

### **Level 2 (Amber 1) Service – Stock Levels 550 Tonnes – 1000Tonnes**

- Only Priority 1 carriageway routes treated with pure salt, remaining priority carriageway routes reduced to half the normal spread rate or salt/grit mix at 50/50
- All footway routes reduced to salt/sand mix at 50/50
- Grit bins replenished with salt/sand mix at 50/50.
- Typical daily salt usage (snow conditions) 44T – **resilience 10 days.**  
or
- Typical daily salt usage (frost & ice only) 22T – **resilience 20 days**

### **Level 3 (Amber 2) Service – Stock Levels 250 Tonnes – 550 Tonnes**

- All carriageway routes reduced to half the normal spread rate or salt/grit mix at 50/50
- Priority 1 footway routes treated with salt/sand mix at 50/50
- Remaining footway routes treated with sand/grit mix at 50/50
- Grit bins replenished with salt/sand mix at 50/50
- Typical daily salt usage (snow conditions) 30T – **resilience 10 days.**  
or
- Typical daily salt usage (frost & ice only) 15T – **resilience 20 days**

### **Level 4 (Red) Service – Stock Levels less than 250 Tonnes**

- Priority 1 carriageways reduced to half the normal spread rate or salt/grit mix at 50/50
- Treat remaining carriageway routes with sand/grit mix at 50/50
- All footway routes treated with sand/grit mix at 50/50
- Grit bins replenished with sand/grit mix.
- Typical daily salt usage (snow conditions) 20T – **resilience 12 days**  
or
- Typical daily salt usage (frost & ice only) 10T – **resilience 25 days**

Assuming 1,500 tonnes in stock at start of winter our total resilience would be either

- **Total Resilience during periods of heavy snow - 42 days**  
or  
**Total Resilience during periods of frost & ice conditions - 85 days**

# **NORTH AYRSHIRE COUNCIL**

## **CONTACT ADDRESS & TELEPHONE NUMBERS**

<b>During Normal Working Hours</b>	<b>Outwith Normal Working Hours</b>
<p><b>MAINLAND</b></p> <p>Physical Environment Roads and Transportation Perceton House IRVINE KA11 2AL</p> <p>Tel: 01294-310000</p>	<p><b>NORTH AYRSHIRE COUNCIL CALL CENTRE</b></p> <p>Road &amp; Lighting Faults</p> <p>24 hours, 7 days per week</p> <p>Tel: 01294 310000</p>
<p><b>ARRAN</b></p> <p>Arran Local Office Lamlash Isle of Arran KA27 8JY</p> <p>Tel: 01770-600338 Fax: 01770-600028</p>	
<p><b>TRUNK ROADS A78, A737 &amp; A738</b></p> <p>Scotland Transerv <b>Network Control Centre</b> 150 Polmadie Road Glasgow G5 0HD <b>Tel 0141 218 3999</b> <b>Email</b> <a href="mailto:southwestcontrol@scotlandtranserv.co.uk">southwestcontrol@scotlandtranserv.co.uk</a></p>	

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<b>Contact Centre, Bridgegate House, Irvine</b>	1



**BRIDGES WITH WEIGHT OR HEIGHT RESTRICTIONS**

**HEIGHT RESTRICTIONS**

Bridge Location	Grid Reference	Signed Height	
		Metric	Imperial
A737/110 : Dalry, Railway Bridge	229960 649702	3.8	12' – 6"
B706/40 : Barrmill	236834 651392	4.0	13' – 0"
B7047/10 : Meadowfoot Road, West Kilbride	220791 647032	4.7	15' – 3"
C6/10 : West Balgray	235333 642491	3.8	12' – 9"
C26/10 : South Kilruskin	220541 650473	4.4	14' – 6"
C26/20 : North Kilruskin	220423 650868	5.1	16' – 6"
C55/10 : Dubbs	228508 642006	3.0	9' – 9"
C55(A78 280) : Todhill (Dubbs Road, under A78, Kilwinning Bypass)	229175 642250	4.0	13' – 0"
C55/30 : Nethermaines	230059 642199	3.6	12' – 0"
C56/30 : Moor Road	220639 652980	4.5	15' – 0"
C67/20 : Tandelhill	238174 651683	4.3	14' – 3"
C99/20 : Cockenzie	230694 646241	3.0	10' – 0"
Unc.TG/230 : Garnock View, Glengarnock	231875 653191	3.8	12' – 6"
Unc.TI/70 : Old Church Street, Irvine	213571 638800	4.1	13' – 3"

**WEIGHT RESTRICTIONS**

Bridge Location	Grid Reference	Signed Weight
B781/30 : West Kilbride, Dalry Road	221015 649062	7.5T
C5/30 : Drumbuie near Barrmill	235571 650404	7.5T
C129/20 : Floors, north of Kilmaurs	240866 641921	13T
C99/30 : Dusk Bridge, near Dalry	230599 646882	7.5T
Unc.TA/10 : Ardrossan, North Crescent	223140 642764	7.5T
Unc.TL/30 : Largs, May Street	220711 658602	7.5T
U16/10 : Dalgarnan Mill Bridge, north of Kilwinning, (formerly Unc.NC/30)	229571 645847	18T
Unc.NT/10 : Barrmill	236472 650997	3T

## ARRANGEMENTS WITH OTHER AUTHORITIES

ROADS TO BE TREATED BY ADJACENT AUTHORITIES	ROADS TO BE TREATED BY NORTH AYRSHIRE COUNCIL
<p style="text-align: center;"><b>Ayrshire Roads Alliance (East Ayrshire)</b></p> <p>A71 – from boundary westwards to Corsehill roundabout.</p> <p>A735 – that section within North Ayrshire boundary.</p> <p>B769 – from boundary south westwards to Chapelton junction.</p> <p>C129 – that section within North Ayrshire boundary.</p> <p>C20 – that section within North Ayrshire boundary.</p> <p>B706 - from boundary to A736</p> <p>C117 From Chapelton Bridge to Wheatrig Bridge</p>	<p style="text-align: center;"><b>South Ayrshire</b></p> <p>U107 from the South Ayrshire Council boundary at the railway bridge to A759 Auchengate Interchange.</p>
	<p style="text-align: center;"><b>East Ayrshire</b></p> <p>A736 – from Caldwell Bridge southwards to Lugton.</p> <p>A736 – from B778 junction south eastwards to Torranyard.</p> <p>C24 - from Greenhill Terrace, Knockentiber to boundary at Plann Bridge.</p> <p>C126 From Montgreenan Bridge to North Lodge.</p> <p>Knockentiber Road from boundary near Springside to junction with C24</p>
	<p style="text-align: center;"><b>Renfrewshire Council</b></p> <p>A760 – from boundary to Kerse Road junction,</p> <p>Kerse Road – from boundary to A760 junction</p>

**Note:** There are no cross boundary arrangements with East Renfrewshire Council.

**GRIT BIN POLICY & PROCEDURE**

1. North Ayrshire Council shall provide grit bins for self-help by members of the public. These shall be sited locally in accordance with this policy.
2. Grit bins shall only be located where the following criteria are met: -
  - The location is not on a precautionary carriageway route;
  - The gradient is greater than 1 in 10, or at a junction with a known history of accidents;
  - The location shall not obstruct the passage of pedestrians, a minimum of 1.5m clearance on the footway is required;
  - The location shall not obstruct sight lines;
  - The location is not within 200m of another grit bin location;
  - The location is within an urban area;
  - The location is within the boundary of the public road. Infrastructure and Design will not provide grit bins in private areas or car parks for internal use by either the Council or any other public or private property such as schools, parks, hospitals, old people's homes, etc unless a service level agreement is in place.
3. Grit bins will only be located where they can be filled from a lorry. The grit bins shall be replenished at the start of the winter period and on a monthly cycle during the winter period, as resources permit.
4. Grit bins will generally be left in place during the summer months, unless there is a history of vandalism at a particular location.
5. The location of grit bins will be recorded in an electronic database, which will be made available on the North Ayrshire Council website.
6. Only written requests on the Council's Grit Bin Application Form will be considered, these are available from the Head of Physical Environment, Cunninghame House, Irvine, KA12 8EE, and on the Council's website.
7. A request will not be accepted unless a location to site the grit bin has been agreed. Therefore, even if the criterion for locating a grit bin is met, a grit bin will not be provided if the adjacent residents cannot agree a position. The signed agreement of adjacent residents must be included on the submitted application form, otherwise the application will not be considered.
8. Grit Bin Application forms are available on the Council's website at <http://www.north-ayrshire.gov.uk/resident/roads-and-travel/winter-gritting.aspx>



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## **NORTH AYRSHIRE COUNCIL**

### **Agenda Item 6**

**10 December 2015**

#### **Kilwinning Area Committee**

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**Title:** **Community Development Grant Scheme Award and Local Youth Action Fund: Applications for Financial Assistance 2015/16**

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**Purpose:** To advise the Committee of applications received in respect of the Community Development Grants Scheme Award and Local Youth Action Fund.

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**Recommendation:** Agree that the Committee considers and determines the applications as outlined in Appendix 2 of this report.

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### **1. Executive Summary**

- 1.1 The Community Development Grant Scheme Award for the Kilwinning Area Committee has a balance of £6,993.47 available for disbursement.
- 1.2 The Local Youth Action Fund has a balance of £1,250 available for disbursement.

### **2. Background**

- 2.1 Applications have been received within a number of categories of the Community Development Grants Scheme Award and the Local Youth Action Fund. Details of these applications are summarised in Appendix 2 to this report.

### **3. Proposals**

- 3.1 It is proposed that the Committee considers the applications as outlined in Appendix 2 of this report.

#### 4. Implications

<b>Financial:</b>	Awards will be met from the available balances.
<b>Human Resources:</b>	There are no human resources implications arising from this report.
<b>Legal:</b>	There are no legal implications arising from this report.
<b>Equality:</b>	There are no equality implications arising from this report.
<b>Environmental &amp; Sustainability:</b>	There are no environmental and sustainability implications arising from this report.
<b>Key Priorities:</b>	<p>By supporting the applications listed in Appendix 3 of this report will assist in achieving outcomes:</p> <p><b>Children's health and wellbeing is improved through breaking the cycle of poverty, inequality and poor outcomes:</b></p> <ul style="list-style-type: none"> <li>● The life chances of vulnerable children and young people are improved.</li> </ul> <p><b>Adults and older people in North Ayrshire live healthier and more active lives:</b></p> <ul style="list-style-type: none"> <li>● People are more active more often</li> </ul> <p><b>North Ayrshire residents feel safer and communities are empowered:</b></p> <ul style="list-style-type: none"> <li>● More residents engage in community activities and volunteering.</li> </ul>
<b>Community Benefits:</b>	

## **5. Consultation**

- 5.1 Consultation has taken place between the applicant bodies and the appropriate officers of the Council.



**KAREN YEOMANS**  
Executive Director (Economy and Communities)

Reference : JMcH/BA

For further information please contact Jim McHarg, Senior Manager,  
Participation and Empowerment Team on 01294 324424.

### **Background Papers**

None





## Kilwinning

Amount Allocated 2014/15: £12,582

Amount Allocated 2015/16: £12,764

[illegible]

## Local Youth Action Fund 2015/16

## Kilwinning

Amount Allocated 2013/14: £7,146

Amount Allocated 2014/15: £7,146

Amount Allocated 2015/16: £6,550

[illegible]

Community Development Grants Scheme 2015/16				
Applications from Organisations seeking Financial Assistance - Kilwinning Area Committee - 10 December 2015				
Organisation	Purpose of Grant	Amount Requested	Amount Recommended	Comments
<p>Pennyburn Regeneration Youth Development Enterprise (PRYDE)</p> <p>Meeting place: The Playz, Kilwinning</p> <p>Established: 2002</p> <p>Numbers attending: 12</p> <p>Balance in bank: £25,148.30 (restricted funding towards salaries and revenue costs)</p> <p>Past awards:  <b>CDGS</b>            2010/11 awarded £3,000 towards activities.            2011/12 awarded £1,665.63 towards general running costs.  <b>LYAF</b>            2015/16 awarded £1,800 towards tehcnical and music production.</p>	<p>Celebration of Year's Achievement event and training costs:</p> <ul style="list-style-type: none"> <li>• Celebration and event including entertainment - £700</li> <li>• 12 x steps packs - £792</li> <li>• Soft seating - £500</li> </ul> <p>Total cost of project - £1,992</p>	£1,992	£1,492	<p>PRYDE aims to provide facilities, services and/or organise activities and events which support regeneration, employment and also improve the quality of life of the local community.</p> <p>The recommended amount will go towards:</p> <ul style="list-style-type: none"> <li>• Celebration event including entertainment - £700</li> <li>• 12 x Steps packs - £792</li> </ul> <p>The officer discussed the remaining £500 and agreed that PRYDE would look at fundraising/external funding for the soft seating.</p>
<p>Model X Media</p> <p>Meeting place: PRYDE, The Playz, Kilwinning</p> <p>Established: July 2013</p> <p>Numbers attending: 15 - 20</p> <p>Balance in bank: £8,227.75 (restricted funds towards committed projects and activities)</p> <p>Past awards: 0</p>	<p>Alternative Arts and Photography Project:</p> <ul style="list-style-type: none"> <li>• Hall lets/hire - £510</li> <li>• 2 staff members - £1,020</li> <li>• Frames - £147.50</li> <li>• Arts materials - £315.20</li> </ul> <p>Total cost of project - £1,992.70</p>	£1,992.70	£1,494.70	<p>This group have proposed an alternative arts project (graphic design, street art and graffiti, Indian ink tattoo and analogue photography) for young people and show a real understanding of how this project will be carried out and the benefits and interests that it will have on the individual participants.</p> <p>The recommended amount will cover the cost of the hall hire and staffing costs.</p>

Local Youth Action Fund 2015/16				
Applications from Organisations seeking Financial Assistance - Kilwinning Area Committee - 10 December 2015				
Organisation	Purpose of Grant	Amount Requested	Amount Recommended	Comments
<p>Model X Media</p> <p>Meeting place: PRYDE, The Playz, Kilwinning</p> <p>Established: July 2013</p> <p>Numbers attending: 15 - 20</p> <p>Balance in bank: £8,227.75 (restricted funds towards committed projects and activities)</p> <p>Past awards: 0</p>	<p>Costs towards the Shock Rock Horror House in PRYDE, The Playz:</p> <ul style="list-style-type: none"> <li>• Hall/hire and lets - £720</li> <li>• Advertising and marketing - £600</li> <li>• Strategic Development Officer - £675</li> </ul> <p>Total cost of project - £1,995</p>	£1,995	£1,885	<p>The Shock Rock Horror House is an alcohol free alternative club night which takes place the last Friday of every month. It showcases 5 young North Ayrshire bands/artists and is facilitated by 3 Model X team members who volunteer their services on the night. They have a bank of young volunteers who provide live sound, lighting and social media coverage on the night and hope to expand this for PR and marketing in the future.</p> <p>The recommended amount will go towards:</p> <ul style="list-style-type: none"> <li>• Hall hire and lets - £720</li> <li>• Strategic Development Officer - £675</li> <li>• Some costs towards marketing - £490.</li> </ul>
<p>Ayrshire Communities Education and Sport (ACES)</p> <p>Meeting place: Woodwynd Community Centre, Kilwinning</p> <p>Numbers attending: 65+</p> <p>Balance in bank: £4,141.49 (restricted funds from The Robertson Trust and Children in Need for employee wages).</p>	<p>Costs towards Tekkers (slang or street word for technique in football):</p> <ul style="list-style-type: none"> <li>• Urban Flickers x 2 - £179.98</li> <li>• Fast feet hexagon trainers pack - £529.99</li> <li>• Freestyle footballs x 15 - £374.85</li> <li>• Maniquins x 3 - £240</li> <li>• Touch equipment x 2 - £139.98</li> <li>• Rebound nets x 2 - £99.90</li> </ul> <p>Total cost of project - £1,781.20</p>	£1,564.70	£0	<p>ACES has attracted considerable resources for a small Charity, which they use to employ 2 full time staff members. The group charges for activities: £1.50 for youth clubs and £3.50 for older peoples' lunches. They currently have reserves which are ring fenced for staff wages.</p> <p>Further information required prior to a decision being taken, recommend the application be continued.</p>



# Community Development Grant Scheme Assessment Form

1. Reporting Officer: Mary Scott
2. Department: Connected Communities - Participation and Empowerment Team  
Telephone No.: 01294 475192

## SECTION 1 - Details of Group/Organisation

3. Name of Group/Organisation: Pennyburn Regeneration Youth Development Enterprise (PRYDE)

4. Date of Officer's Visit: 4 November 2015

5. Are you satisfied that the details contained in the Grant Application are accurate? - Yes

If NO give reasons

6. Is the proposal a realistic undertaking of the group? - Yes

If NO explain why

7. Does the group carry appropriate insurance for the project? - Yes

8. Does group attendance concur with the application? - Yes

9. Does your organisation cater for children under the age of 16 years for more than 2 hours and more than 6 times per year? - No

If YES, is it registered with the Care Commission under the Regulation of Care (Scotland) Act 2001? -

If NO explain why

10. Does the expenditure meet the Community Development Grant Funding Criteria? - Yes

## SECTION 2 - Criteria for Assessment

11. In which way does this application address Council priorities?

**Children's health and wellbeing is improved through breaking the cycle of poverty, inequality and poor outcomes:**

- The life chances of vulnerable children and young people are improved.

**Adults and older people in North Ayrshire live healthier and more active lives:**

- People are more active more often.

**North Ayrshire residents feel safer and communities are empowered:**

- More residents engage in community activities and volunteering.

12. How will the expenditure develop the group/organisation and benefit the local community?

The grant will help offset the cost of the following: delivery and purchase of Steps Training Packs (12 x £66 = £792). Host and arrange a combined celebration and consultation/planning event for 100 participants - £700.

The delivery of the 4-day personal development and critical thinking training (Steps to Excellence) to 19 volunteers will increase not only confidence but will also build a skills set which will assist the volunteers to continue to develop their own roles within the centre. The centre relies very heavily on volunteers and it is important that they are given opportunities not only to take part in training but that they also feel valued and recognised for the vital role that they continue to have within the running of the centre and delivery of the programme.

The centre offers a range of activities, support and events to residents within Kilwinning and surrounding areas. For example, during the summer, the play scheme (which is for families) and supported by volunteers culminated in 3,000 places being taken up during this period.

The centre operates through a voluntary board of directors and has an integrated youth 'shadow' board, which participates fully in the decision making processes within the centre.

PRYDE is an established part of the local community. It encourages people of all ages to continue to be active and healthy through their participation in a range of services, the running of the centre, interest groups, events and social opportunities.

13. How does the application show innovation or development?

PRYDE has been successfully running since taking over in 2002 after it was started by a group of local parents. The volunteers supported by a member of staff have worked hard to develop both the building and the programme and have attracted external funding from a range of sources.

They are regular hosts for a range of community events, services and support and are an established part of the local community life. There is a great deal of evidence of partnerships within the voluntary sector, one example being their anti-sectarian work.

PRYDE aims to provide facilities, services and/or organise activities and events which support regeneration, employment and also improve the quality of life of the local community. The services it provides are of benefit to the whole community in respect to community cohesion, mental health and wellbeing, encouraging participatory democracy and increasing life chances. Clearly this links with Council priorities and should continue to be supported by North Ayrshire Council.

14. Overall assessment?

The total cost of both proposals is £3,951. In discussion with the applicant and in view of the very limited resources of the Community Development Grant Scheme award it was agreed that the group would look towards securing the additional shortfall from external funding sources.

### SECTION 3 - Details of Proposed Expenditure

15. Amount Requested: £3,951

16. Group Contribution: £2,459

### SECTION 4 - Recommendation

17. Support Application: Yes

18. Defer Application?

19. Amount recommended: **£1,492**

Give reasons

The applicant is confident that provided they receive some funding from the Community Development Grant Scheme Award that the group would be able to make up the shortfall through a range of grants and fundraising events.

Signature: Mary Scott

Date: 24 November 2015





# Community Development Grant Scheme Assessment Form

1. Reporting Officer: Alison Riggans
2. Department: Connected Communities - Arts Service  
Telephone No.: 01294 315508

## SECTION 1 - Details of Group/Organisation

3. Name of Group/Organisation: Model X Media
4. Date of Officer's Visit: 11 November 2015
5. Are you satisfied that the details contained in the Grant Application are accurate? - Yes

If NO give reasons

6. Is the proposal a realistic undertaking of the group? - Yes

If NO explain why

7. Does the group carry appropriate insurance for the project? - Yes
8. Does group attendance concur with the application? - Yes
9. Does your organisation cater for children under the age of 16 years for more than 2 hours and more than 6 times per year? - No

If YES, is it registered with the Care Commission under the Regulation of Care (Scotland) Act 2001? -

If NO explain why

10. Does the expenditure meet the Community Development Grant Funding Criteria? - Yes

## SECTION 2 - Criteria for Assessment

11. In which way does this application address Council priorities?

**Children's health and wellbeing is improved through breaking the cycle of poverty, inequality and poor outcomes:**

- Children and young people are nurtured and parents are supported.
- Children and young people are safe, healthy, active, aspiring and achieving.
- The life chances of vulnerable children and young people are improved.

**North Ayrshire residents feel safer and communities are empowered:**

- More residents engage in community activities and volunteering.

12. How will the expenditure develop the group/organisation and benefit the local community?

This application offers young people the opportunity to take part in a unique art experience. There are 15-20 participants all aged between 11 and 17 years.

By engaging in the arts young people can gain skills in confidence, communication and problem solving, along with self-discipline and self-expression, all of which can equip young people with skills and empower them to make choices for their future.

By the end of the project the work will be exhibited in several venues around North Ayrshire and participants will have a portfolio of work for those who may want to pursue careers in the creative industries or attend art school.

As a result, this project will go a long way to assist in improving community capacity and an improvement in wellbeing and providing the young people with the means to express themselves and gain the confidence to be responsible individuals.

13. How does the application show innovation or development?

The pilot art project will run over a ten-week period and will include alternative arts and photography including graphic design, street art and graffiti, Indian ink tattoo and analogue photography. These art styles show innovation as there are currently no other provision for the teaching of these art forms and they are not as accessible as other forms of art such as painting and drawing.

Once this project has been completed, Model X Media will actively look at additional funding from the Ayrshire Youth Arts Network for this group for future projects.

There is also a potential for employment for participants within Model X Media and throughout Ayrshire.

Benefits to the participants include a reduction of social isolation, the ability to work alongside their peers, mental wellbeing all while ensuring that the participants gain the right skills for learning, life and work.

14. Overall assessment?

This is a pilot art project which will run over a ten week period and will include alternative arts and photography as mentioned above.

Participants will benefit and could lead to employment in the future.

**SECTION 3 - Details of Proposed Expenditure**

15. Amount Requested: £1,992.70

16. Group Contribution: £0

**SECTION 4 - Recommendation**

17. Support Application: Yes

18. Defer Application?

19. Amount recommended: **£1,494.70**

Give reasons

The group has proposed an alternative arts project for young people and show a real understanding of how this project will be carried out and the benefits and interests that it will have on the individual participants.

The recommended amount will cover the cost of the hall hire and staffing costs.

Signature: Alison Riggans

Date: 24 November 2015



# Local Youth Action Fund Assessment Form

1. Reporting Officer: Gordon Cowan
2. Department: Youth Participation and Empowerment Team  
Telephone No.: 01294 602027

## SECTION 1 - Details of Group/Organisation

3. Name of Group/Organisation: Model X Media
4. Date of Officer's Visit: 17 November 2015
5. Are you satisfied that the details contained in the Grant Application are accurate? - Yes

If NO give reasons

6. Is the proposal a realistic undertaking of the group? - Yes

If NO explain why

7. Does the group carry appropriate insurance for the project? - Yes
8. Does group attendance concur with the application? - Yes  
Is the award sought for a new youth activity, facility or service? - Yes
9. Does your organisation cater for children under the age of 16 years for more than 2 hours and more than 6 times per year? - No

If YES, is it registered with the Care Commission under the Regulation of Care (Scotland) Act 2001? -

If NO explain why

10. Does the expenditure meet North Ayrshire Council's Single Outcome Agreement

Priorities? - Yes

If YES, which Single Outcome Agreement Priorities are being addressed?

**Children's health and wellbeing is improved through breaking the cycle of poverty, inequality and poor outcomes.**

- Children and young people are nurtured and parents supported.
- Children and young people are safe, healthy, active, aspiring and achieving.
- The life chances of vulnerable children and young people are improved.

## SECTION 2 - Criteria for Assessment

11. In which way does this application address Local Youth Action Fund Objectives?

- Increase the number of services and facilities available that provide constructive and relevant activities.
- Increase in numbers of young people accessing facilities.
- Young people to have a sustained interest and involvement in the activities provided.
- A reduction in youth related call outs to police in areas where new facilities are located.
- A reduction in community perception/concerns about youth crime.
- An increase in satisfaction of young people.

12. What youth engagement/consultation has been undertaken regarding the proposed activity, service or facility?

Model X Media has consulted with young people who access PRYDE Playz facility and speaking to young people through youth based activity undertaken by Model X Media.

13. What community engagement/consultation has been undertaken regarding the proposed activity, service or facility?

By the nature of the proposed activity and their current work, parents and schools are aware of the project.

14. Are Partnership links in place? Yes

PRYDE The Playz.

15. Overall Assessment

A good project that will involve young people at all levels of its intended activity. Providing a venue and showcase for young music talent. It also has an enterprise element that is achievable and educational for the young people involved. Over all a good, well thought out project with the involvement of young people at its heart.

## SECTION 3 - Details of Proposed Expenditure

16. Amount Requested: £1,995

17. Group Contribution: £0

#### **SECTION 4 - Recommendation**

18. Support Application: Yes

19. Defer Application? No

20. Amount recommended: **£1,885**

Give reasons

Model X Media can contribute to the publicity element of the project - £100. The other elements covered by the remaining £1,885 will directly benefit the young people.

Signature: Gordon Cowan

Date: 24 November 2015





# Local Youth Action Fund Assessment Form

1. Reporting Officer: Bobby McGhee
2. Department: Economy and Communities - Active Schools  
Telephone No.: 01294 465900

## SECTION 1 - Details of Group/Organisation

3. Name of Group/Organisation: Ayrshire Communities Education and Sports (ACES)
4. Date of Officer's Visit: 24 November 2015
5. Are you satisfied that the details contained in the Grant Application are accurate? - Yes

If NO give reasons

6. Is the proposal a realistic undertaking of the group? - Yes

If NO explain why

7. Does the group carry appropriate insurance for the project? - Yes
8. Does group attendance concur with the application? - Yes  
Is the award sought for a new youth activity, facility or service? - Yes
9. Does your organisation cater for children under the age of 16 years for more than 2 hours and more than 6 times per year? - No

If YES, is it registered with the Care Commission under the Regulation of Care (Scotland) Act 2001? -

If NO explain why

10. Does the expenditure meet North Ayrshire Council's Single Outcome Agreement

Priorities? - Yes

If YES, which Single Outcome Agreement Priorities are being addressed?

**Children's health and wellbeing is improved through breaking the cycle of poverty, inequality and poor outcomes.**

- Children and young people are nurtured and parents supported.
- Children and young people are safe, healthy, active, aspiring and achieving.
- The life chances of vulnerable children and young people are improved.

## SECTION 2 - Criteria for Assessment

11. In which way does this application address Local Youth Action Fund Objectives?

- Increase the number of services and facilities available that provide constructive and relevant activities.
- Increase in numbers of young people accessing facilities.
- Young people to have a sustained interest and involvement in the activities provided.
- A reduction in youth related call outs to police in areas where new facilities are located.
- A reduction in community perception/concerns about youth crime.
- An increase in satisfaction of young people.

12. What youth engagement/consultation has been undertaken regarding the proposed activity, service or facility?

This application is to develop "Tekkers". Tekkers refers to football skills such as keepie uppie and other ball juggling skills. This application is to support the costs of specialist equipment for this activity. The group has started already and attracts some 20 participants at each session.

13. What community engagement/consultation has been undertaken regarding the proposed activity, service or facility?

Woodwynd Community Association

14. Are Partnership links in place? Yes

Police Scotland  
Schools

15. Overall Assessment

ACES has 2 full time members of staff - a Development Officer and a Youth Worker. In 2014 - 2015 the cost for these staff was in excess of £66,000. This money is generated from 2 main sources:

- The Robertson Trust
- Children in Need

The club have not done any other fundraising for more than 2 years according to their accounts.

The other activities run by ACES are:

- A 2006 age group football team.
- an older people's lunch club (cost £3.50 per day)
- a Primary Schools issue based programme based on the "no knives better lives campaign". (Although this has been delivered in up to 30 North Ayrshire Primary Schools over the past few years, ACES are currently working with East Ayrshire Council and North Lanarkshire Council to deliver the programmes their in 2016.
- School holiday programmes (all age groups).
- Pensioners Games Club.

None of these groups meets the criteria for the Local Youth Action Fund which is young people aged 12 - 16.

**SECTION 3 - Details of Proposed Expenditure**

16. Amount Requested: £1,564.70

17. Group Contribution: £216.50

**SECTION 4 - Recommendation**

18. Support Application: Yes

19. Defer Application? No

20. Amount recommended: **£0**

Give reasons

ACES has attracted considerable resources for a small Charity, which they use to employ 2 full time members of staff. The group charges for activities - £1.50 for youth clubs and £3.50 for older peoples' lunches. They currently have £14,239 in reserves which is ring-fenced for staff wages.

ACES needs to examine their cash flow and make decisions about how funds are raised and allocated.

Signature: Bobby McGhee

Date: 24 November 2015