



**Clackmannanshire
Council**

www.clacksweb.org.uk

Kilncraigs, Alloa, Scotland, FK10 1EB (Tel.01259-450000)

Enterprise and Environment Committee

Thursday 6 November 2014 at 10.00 am

**Venue: Council Chamber, Patons Building,
Kilncraigs, Alloa, FK10 1EB**

For further information contact Finance and Corporate Services, Clackmannanshire Council, Kilncraigs, Alloa, FK10 1EB
Phone: 01259 452106 Fax: 01259 452230 E-mail: customerservice@clacks.gov.uk www.clacksweb.org.uk

Date	Time
------	------

ENTERPRISE AND ENVIRONMENT COMMITTEE

To determine policies for the promotion of regeneration and enterprise in Clackmannanshire within the strategic policy framework approved by the Council in relation to the following:

- roads and transportation
- regulatory services
- development planning
- facilities management
- economic development

To develop strategies, plans and projects in those areas and work with officers and partners to implement them.

With the exception of those matters reserved to Council or delegated to a Committee or an officer, the functions, powers and duties of the Council as planning authority including the preparation of a Development Plan

To set standards for service delivery.

To secure best value in the provision of services.

To consider valid petitions submitted which relate to the areas covered by the Committee

To monitor performance in the delivery of services including consideration of:

- quarterly service performance reports
- inspection or other similar reports
- financial performance

To keep under review the impact of the Committee's policies on Clackmannanshire

To hear representations on petitions which have been accepted by the Director of Finance and Corporate Services as valid in accordance with the council policy and criteria. The Committee shall report on every petition in respect of which it has heard representations to Council with its recommendations on how the petition should be disposed of, which may include a recommendation that no action be taken.

29 October 2014

A MEETING of the ENTERPRISE AND ENVIRONMENT COMMITTEE will be held within the Council Chamber, Patons Building, Kilncraigs, Alloa, FK10 1EB, on THURSDAY 6 NOVEMBER 2014 at 10.00 am.

GARRY DALLAS
Executive Director

B U S I N E S S

	Page No
1. Apologies	--
2. Declaration of Interests Elected Members are reminded of their obligation to declare any financial or non-financial interest which they may have in any item on this agenda in accordance with the Councillors' Code of Conduct. A Declaration of Interest form should be completed and passed to the Committee Officer.	--
3. Confirm Minutes of Meeting held on 4 September 2014 (Copy herewith)	05
4. Environmental Projects and Partnership Working Update - report by the Head of Development and Environment (Copy herewith)	09
5. Climate Change Update - report by the Head of Development and Environment (Copy herewith)	27
6. Single Use Carrier Bags Charge - report by the Head of Development and Environment (Copy herewith)	63
7. SEStran Regional Transport Strategy Refreshed - report by the Head of Development and Environment (Copy herewith)	69
8. District Heating Feasibility Study: Owens-Illinois Glassworks, Alloa and surrounding area of Alloa - report by the Head of Development and Environment (Copy herewith)	91

ENTERPRISE AND ENVIRONMENT COMMITTEE – MEMBERS

Councillors

Wards

Councillor	Donald Balsillie	(Convenor)	2	Clackmannanshire North	SNP
Councillor	Irene Hamilton	(Vice Convenor)	5	Clackmannanshire East	SNP
Councillor	Les Sharp		1	Clackmannanshire West	SNP
Councillor	Derek Stewart		3	Clackmannanshire Central	LAB
Councillor	Graham Watt		3	Clackmannanshire Central	LAB
Councillor	Kenneth Earle		4	Clackmannanshire South	LAB
Councillor	Ellen Forson		4	Clackmannanshire South	SNP
Councillor	Alastair Campbell		5	Clackmannanshire East	CONS

Co-opted Members

Mr Mike Mulraney	Representing Clackmannanshire Business
Mr Malcolm McArdle	Representing Clackmannanshire Business
Mr Robert Marshall	Representing Clackmannanshire Business
Mr Graham Struthers	Representing the Federation of Small Businesses



**MINUTES OF MEETING of the ENTERPRISE AND ENVIRONMENT COMMITTEE held
within the Council Chamber, Patons Building, Kilncraigs, ALLOA, FK10 1EB, on
THURSDAY 4 SEPTEMBER 2014 at 10.00 am.**

PRESENT

Councillor Donald Balsillie, Convenor (In the Chair)
Councillor Alastair Campbell
Councillor Kenneth Earle
Councillor Ellen Forson
Councillor Irene Hamilton
Councillor Tina Murphy (S)
Councillor Derek Stewart
Councillor Graham Watt
Councillor Gary Womersley (Ex officio)

Mr Mike Mulraney, Co-opted Representative
Mr Graham Struthers, Co-opted Representative

IN ATTENDANCE

Garry Dallas, Executive Director
Gordon McNeil, Head of Development and Environment
Ian Doctor, Regulatory Services Manager
Julie Hamilton, Development Services Manager
Mac West, Roads and Transportation Manager
Jane Adamson, Policy Officer
Andy Wyse, Solicitor, Legal Services (Clerk to the Committee)

At the start of the meeting the Convenor welcomed Gordon McNeil, the new Head of Development and Environment, along to his first meeting of the Enterprise and the Environment Committee.

The Convenor expressed his sympathy to the family and friends of local architect Colin Machin who had passed away recently. His funeral is due to take place at St Mungo's RC Church in Alloa on Wednesday, 10 September at 12pm and then Alva Cemetery.

EEC.84 APOLOGIES

Apologies for absence were received from Councillor Les Sharp and Mr Robert Marshall (Co-opted Representative). Councillor Tina Murphy attended as substitute for Councillor Sharp.

EEC.85 DECLARATIONS OF INTEREST

None

EEC.86 MINUTE OF MEETING HELD ON 5 JUNE 2014

The minutes of the meeting of the Enterprise and Environment Committee held on Thursday 5 June 2014 were submitted for approval.

Moved by Councillor Donald Balsillie. Seconded by Councillor Derek Stewart.

Decision

The minutes of the meeting of the Enterprise and Environment Committee held on Thursday 5 June 2014 were agreed as a correct record of proceedings and signed by the Convenor.

EEC.87 DEVELOPMENT AND ENVIRONMENT SERVICE PERFORMANCE - FIRST QUARTER REPORT

A report which updated the Committee on performance for Development and Environment Services during the period April - June 2014 was submitted by the Head of Development and Environment. Performance reported related to the service's Business Plan for 2014/15.

Motion

That the Committee agrees the recommendations set out in the report.

Moved by Councillor Donald Balsillie. Seconded by Councillor Irene Hamilton.

Decision

Having commented on and challenged performance for Development and Environment Services during the period April - June 2014, the Committee agreed to note the information set out in the report.

EEC.88 ECONOMIC DEVELOPMENT UPDATE

A report, submitted by the Head of Development and Environment, updated the Committee on the range of activities undertaken by the Council's Economic Development Team both directly and in partnership with other Council Services, external agencies and the local business community to bring investment and jobs to the area and to link these to unemployed residents. The report included an interim review of the Clackmannanshire Apprenticeship Initiative and highlighted an issue in relation to the future funding of employer recruitment incentives.

Motion

That Committee agrees the recommendations set out in the report.

Moved by Councillor Donald Balsillie. Seconded by Councillor Irene Hamilton.

Decision

The Committee agreed to note the progress on the work being undertaken.

Ends 1105 hrs

Report to Enterprise and Environment Committee

Date of Meeting: 6 November 2014

Subject: Environmental Projects and Partnership Working Update

Report by: Head of Development and Environment

1.0 Purpose

- 1.1. This report is a follow up to the report on 'Environmental Projects and Partnership Working Update' considered by this Committee at its meeting on 5th June 2014. The report updates the Committee on further progress with approved environmental projects, initiatives and partnership working, covering in detail the Ochils Landscape Partnership, and projects supported by the Community Environmental Improvement Fund.

2.0 Recommendations

- 2.1. It is recommended that the Committee note the progress being made on environmental projects, initiatives and partnership working.

3.0 Considerations

- 3.1. Work to progress environmental projects and initiatives in Clackmannanshire includes the delivery of statutory duties, with some discretionary elements which support other Council duties and commitments. Projects are delivered both directly and in partnership with other organisations. The Council also progresses a number of mechanisms to support environmental projects, including the Local Development Plan, Biodiversity Action Plan, and the Sustainability and Climate Change Strategy.

3.2. Development Planning

Development planning is a statutory function of the Council, and supports and promotes environmental projects in the area.

3.2.1. Local Development Plan

Following consideration at the Council Meeting of 26th June 2014, representations received during consultation on the Proposed Local Development Plan were submitted to the Directorate for Planning and Environmental Appeals on 25th August 2014. There were 454 representations from 96 parties and these were grouped into 59 Topic Areas for the purposes

of the Examination. It is expected that the Council will receive the Reporter's Report in Spring 2015, although it may be completed before this.

The Proposed Local Development Plan was produced in consultation with Scottish Natural Heritage, the Scottish Environment Protection Agency and Historic Scotland, among other stakeholders. It includes significant policies on the water environment, green networks, flooding and biodiversity; it also contains supplementary guidance on energy efficiency and low carbon development; onshore wind; water; and green infrastructure. These will contribute significantly to the protection and enhancement of the environment in Clackmannanshire, while supporting sustainable development.

3.2.2. Open Space Strategy

The Draft Open Space Strategy was consulted on at the same time as the Proposed Local Development Plan. During consultation on the Open Space Strategy, representations were received from sportscotland and Scottish Natural Heritage and 5 minor text changes were agreed at the Council Meeting of 26th June 2014. These changes are being incorporated into the text and the approved Strategy will be published in Autumn 2014.

3.2.3. Built Heritage

Muckhart Conservation Area Appraisal (CAA) was adopted at the Council meeting on 26th June. A draft Dollar CAA has been completed by the Scottish Civic Trust and this will be subject to public consultation: the feedback from the consultation exercise will be considered prior to the finalised document being presented to Council. A draft CAA for Clackmannan is currently being developed, and should be completed in October; it will then be presented to Council for approval prior to public consultation.

Clackmannanshire Council is involved in the Forth Valley Traditional Building Forum which includes local authorities, Loch Lomond and the Trossachs National Park, Historic Scotland, Forth Valley College and the building industry. The Forum's objective is to support the use of traditional building techniques to retain and enhance the rich built heritage resource in the Forth valley.

Preliminary discussions are underway between the Council and Historic Scotland regarding conservation works in the Old Alloa Kirkyard.

3.3. Community Environmental Improvement Fund

As reported to Committee in June, seventeen projects were awarded funding under the 2013-14 Community Environmental Improvement Fund (CEIF) for completion by end of 2014. Some of these projects are complete and the remainder are progressing, as shown in Appendix 1.

The vast majority of CEIF projects have had significant support from Council staff on project planning and management, and often on procurement and delivery. This Council support has been vital to the success of the projects and the programme as a whole. Over time, as community groups develop project planning and management skills, this need for support by staff may diminish, but at this stage it is essential to ensure value for money and community benefit.

At its Special Meeting in February 2014, the Council agreed to establish a Community Development Fund rather than make a third allocation of funds for CEIF. Staff running the CEIF have provided Development Fund staff with examples of application forms, advice notes and terms and conditions; and offered advice on lessons learned. The community development fund as reported to the Resource and Audit committee in June 2014 established a capital grant fund for community improvements that aims to incentivise communities to work with the Council to improve the physical environment and community facilities. Three organisations have successfully met the grant criteria and awarded funding, Cambus and District Bowling Club, Alva Bowling Club and Hawkhill Community Group.

3.4. Partnership Activities

Clackmannanshire Council works with a number of partners on a range of environmental projects and issues. In some cases - such as working with SEPA to manage flood risk - it is because of a legal requirement to work in partnership. In other cases -such as the Central Scotland Green Network and the Inner Forth Landscape Initiative - it is to make the most of the skills and expertise offered by other organisations, as well as the opportunities for additional investment and funding support that they bring. In all cases the benefits to Clackmannanshire go beyond protecting and enhancing the natural environment: they include job creation, skills development, educational opportunities, developing social capital and improving local amenity.

3.4.1. *Inner Forth Landscape Initiative*

The Council is an active partner in the Inner Forth Landscape Initiative (IFLI) to deliver a programme of projects aimed at the conservation and enhancement of the landscape and heritage of the Inner Forth area. The Council approved a contribution of £20,000 per annum for 4 years to the initiative, and it is anticipated that Clackmannanshire will benefit from projects worth around £970,000.

The formal start was 1 May 2014. Year 1 projects in the county include improving woodland management along the River Black Devon and River Devon, wetland management at Cambus Pools, and wetland management and visitor improvements at the Black Devon Wetland where negotiations for a lease with Initiative partners are nearing completion. These projects will continue into years 2 to 4 of the programme with a range of path improvement projects also starting from year 2. These include path improvement works in the Black Devon and Cambus areas (year 2), Clackmannan and Alloa Park area (year 3) and Cambus and Alloa (year 4).

In addition to site-based work there are projects across the entire Inner Forth area. The Council has led in securing Coastal Communities funding for a range of projects to support skills development and employability in the area, detailed in 3.4.4, which contribute significant added value to the Initiative. These also support a range of key objectives in the Clackmannanshire Local Biodiversity Action Plan and support the Council in meeting its statutory Biodiversity Duty under the Nature Conservation (Scotland) Act 2004. Staff and Members attended a reception at the Scottish Parliament in late August, showcasing the contribution that the Council is making to the Initiative.

3.4.2. Ochils Landscape Partnership

The Ochils Landscape Partnership (OLP) is coming to the end of a successful 3-year, £2m Landscape Partnership Scheme delivery programme which includes 22 projects across 3 programmes- "Your Wee Bit Hill and Glen", "By the Banks of the Devon" and "The Hills of Time". These projects range from path improvements, new footbridges, interpretation boards, control of invasive non-native species, Online Virtual Landscape, Mobile App, Geo-cache trails, The Ochils Festival, Historic Kirkyards Trail, Hillfoots Diamond Jubilee Way and The Devon Trail. Central to the scheme's success has been the level of volunteer input. In June 2014 an additional 208 volunteers registered, taking the total number to over 560. The 3rd annual Ochils Festival in June 2014 saw in excess of 2000 attendees over 47 events, continuing the trend of increased participation year on year. Appendix 2 gives details of progress on all the Ochils Landscape Partnership projects.

Awareness of the work of the OLP has risen continually since 2001, with typically between a third and a half of respondents aware of specific activities of the partnership. This peaks at 56% for conservation of the natural environment. The survey indicated significant interest in seeing an improved visitor information centre (67%) and improved communications; and 97% of respondents in the 2014 *Clacks 1000* survey said that the Ochil Hills were important to them, with 70% describing them as "very important".

The OLP has begun the process to form a legacy organisation in the form of a Scottish Charitable Incorporated Organisation (SCIO) and is developing a business plan to maintain the current projects for at least the next 10 years and to potentially cover the whole of the county beyond the Hillfoots. The plan is to underpin future activities with a number of social enterprises, including proposals for a visitor centre, community growing and orchards. A further report will be brought to Committee detailing progress.

The Ochil's Landscape Partnership won the Fintry Development Trust's 2014 Award for Inspirational "All Round Good Egg" and a Certificate of Merit from the recent 2014 Clacks Business Awards.

3.4.3. Central Scotland Green Network

The Central Scotland Green Network (CSGN) is a national development which aims to transform Central Scotland into a place 'where the environment adds value to the economy and where people's lives are enriched by its quality'. This year the organisation of the project has changed, with the setting up of the Central Scotland Green Network Trust, a charity which exists to support public bodies as well as environmental and community groups in the development of the network.

The importance that Clackmannanshire's residents place on the area's natural environment can be seen in the 2014 *Clacks 1000* survey results, which show that 91% of respondents agreed that it is a good place to live; 94% agreed that it has good access to nature and open space; and 89% agreed that it has good walking networks. 95% of respondents would recommend the Ochil Hills to tourists; 89% would recommend Gartmorn Dam; and 79% would recommend the area's cycle networks.

Clackmannanshire Council's commitment to the CSGN is reflected in the draft Local Development Plan, its signing of the CSGN Concordat, and support for active travel and environmental improvement projects. Clackmannanshire Council and external partners are considering how the feasibility study for the Heritage and Climate Change Park for the area between Kilncraigs and the Forth, funded by CSGN Development Fund, can be implemented.

3.4.4. *Clackmannanshire Forth Coastal Project*

The Forth Coastal Project has passed the half way mark with the conclusion of year one in June 2014. The first year of the project saw four trainees successfully appointed to two different host organisations. In these roles they have delivered a programme of community engagement activities, supported partnership working in the local area and used a training budget to gain skills, experience and qualifications relevant to a future career in related environmental sector employment. A project coordinator has also been employed to manage day-to-day operations relating to the trainees and the main funders.

Results from year one have been positive with the project already attaining several outcomes agreed with funders: These include the successful completion by ABPmer of an options appraisal for a potential managed realignment at Inch of Ferryton; meeting the target for engagement with hard-to-reach audiences within the IFLI community boundary; and work with local schools.

Year two officially began on the 16th June 2014. A further nine trainees have been employed by the project through its funding partnership with the Inner Forth Landscape Initiative. These individuals are hosted across a total of 6 different organisations. Year 2 trainees will continue the work started in year one, receiving industry sector training and experience while carrying out a range of community engagement activities.

The project steering group is currently in discussion with its funders to employ additional local people during year two of the project.

3.4.5. *Forestry and Woodlands*

The Stirling and Clackmannanshire Forestry and Woodlands Strategy has now been approved by both Councils. The strategy was developed with the support of Forestry Commission Scotland and the Central Scotland Green Network Trust, and aligns the Councils' approach to Forestry Commission consultations (on woodland creation and felling proposals) to the environmental, social and economic drivers in the Scottish Forestry Strategy, Scottish Planning Policy and Central Scotland Green Network.

Clackmannanshire Council is supporting the Central Scotland Green Network Trust on the IFLI-funded Coastal Clackmannanshire Woodland Network Project, which aims to enhance the riparian habitat of the lower reaches of the Devon and Black Devon rivers. Survey work will inform a management plan for the woodland, with volunteering and community engagement as key objectives of the project.

3.4.6. Biodiversity

Members of the Clackmannanshire Biodiversity Partnership have been focussing on three key strands of activity in support of the overall Clackmannanshire Local Biodiversity Action Plan: tackling invasive species, community engagement, and reviewing local nature conservation sites.

Staff are currently in the early stages of exploring options to build on initial steps taken with the Forth Fisheries Trust's Invasive Non Native Species project team to develop a more co-ordinated approach to tackling invasive species, including the potential for taking elements of this forward under the Forth Coastal Project. Staff have also engaged with the Community Health and Wellbeing Partnership in order to make links between the health and wellbeing agenda and the impacts of invasive species on wellbeing. Reactive work also continues, such as when members of the public report sightings of invasive species to staff.

The Countryside Ranger Service's community engagement work is ongoing and detailed elsewhere in this report. The two Trainee Rangers funded through the Forth Coastal Project have completed their employment. A significant element of community engagement is taking place under the Inner Forth Landscape Initiative, where a wildlife recording assistant and a communications assistant have been recruited.

The review of local nature sites is also under way supporting the Council in meeting its statutory Biodiversity Duty, as well as supporting policies within the Local Development Plan.

3.4.7. Outdoor Access and Cycling

Clackmannanshire Council's work to uphold outdoor access rights and protect and maintain paths is complemented by the work of the Local Access Forum, which advises the Council on matters relating to the exercise of access rights and on the use of core paths. The Access Forum met in July when, amongst other things, it provided the Council with advice on diverting a core path to the west of Dollar.

Work is ongoing to signpost the core path network and remove obstructions and obstacles from the network which prevent use by some legitimate user groups. Access-friendly gates have recently been installed on a core path to the east of Tillicoultry; encroaching vegetation has been controlled by Community Payback personnel, who also installed waymarkers near Dollar. Barriers which prevented wheelchair access have also been removed from paths west of Alloa, with ongoing liaison taking place with the Disability Awareness Group.

Landscape management apprenticeship projects have been developed in partnership with The Conservation Volunteers which will make core path 6 at Hawkhill Wood and core path 26 at Marshalling Yard Wood more inviting and easier for access takers to use. Both of these projects are due to be delivered in November 2014.

The path network continues to be used for a wide range of organised events, including a duathlon series at Gartmorn Dam, sponsored cycle rides on the National Cycle Network, and equestrian events using the core paths. The Council liaises with event organisers to provide advice on the suitability of the

routes they intend to use and to ensure that conflict with other users is minimised.

The Council continues to fulfil its duty to publicise the Scottish Outdoor Access Code and, to this end, has posted a range of signs covering such things as closing gates where there are fields containing livestock and encouraging horse riders not to let their horses foul on paths.

The Council also continues to work closely with contractors who are working on, or close to, paths: this includes ensuring that advisory signage is posted to inform access takers on the scope and duration of any works, and making checks that the path is re-instated to its original condition. Negotiations took place to ensure that access takers could use paths outwith working hours, that they had an alternative to use while works were taking place, and that path surfaces were improved afterwards.

3.4.8. *Events*

The Ranger service has developed an events programme for 2014, which is currently being delivered by the rangers with some support from the Ochils Landscape Partnership and Inner Forth Landscape Initiative.

The Rangers based the programme on a select number of events that are known to work well: family events, children's holiday events and a few specific walks form the basis of the programme. The two summer children's weeks were very popular and both were fully booked. These events allow children to have a full 4 days out in the woods, learning about nature, developing practical skills and having lots of fun. The "Woodland magic" event" at Muckhart, attracted just short of 30 participants, despite poor weather. This event was aimed at pre-schoolers, which seems to be a market worth exploring.

As well as organising the actual paper programme, the Rangers have been much more proactive with advertising the events, contacting local schools and groups as well as producing and displaying posters and flyers. As a result the numbers have been good this year: both the four-day children's events were fully booked and the Woodland Magic event had 27 participants.

The 2014 volunteer programme is also underway. Most tasks average around 10 participants, many of whom have links with the Scottish Autism Centre. This autumn will see the group carrying out woodland and wetland work, and some core path maintenance.

3.4.9. *Clackmannanshire Heritage Trust*

Clackmannanshire Council supports the Clackmannanshire Heritage Trust by providing guidance and advice in relation to the development of projects. The Trust has continued its focus on Sauchie Tower, Tullibody Old Church and Alloa Tower. In addition, the Trust has supported the Ochils Landscape Partnership project to restore the Alva House Ice House, and is involved in the Heritage and Climate Change Park project.

3.5 Community Development Fund

The community development fund as reported to the Resource and Audit committee in June 2014 established a capital grant fund for community improvements that aims to incentivise communities to work with the Council to improve the physical environment and community facilities. Three organisations have successfully met the grant criteria and awarded funding, Cambus and District Bowling Club to carry out structure repair to facilities, Alva Bowling Club to provide disabled access and artificial bankings and Hawkhill Community Association to improve lighting.

4.0 Sustainability Implications

- 4.1. This report demonstrates how Clackmannanshire Council acts sustainably; there are no direct sustainability implications arising from the recommendations of the report.

5.0 Resource Implications

5.1. Financial Details

- 5.2. There are no new financial implications arising from the recommendations of this report. Yes ☒

- 5.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes ☒

5.4. Staffing

- 5.5. There are no staffing implications arising from this report.

6.0 Exempt Reports

- 6.1. Is this report exempt? Yes ☐ (please detail the reasons for exemption below) No ☒

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

- (1) **Our Priorities** (Please double click on the check box ☒)

The area has a positive image and attracts people and businesses	<input checked="" type="checkbox"/>
Our communities are more cohesive and inclusive	<input checked="" type="checkbox"/>
People are better skilled, trained and ready for learning and employment	<input checked="" type="checkbox"/>
Our communities are safer	<input checked="" type="checkbox"/>
Vulnerable people and families are supported	<input type="checkbox"/>
Substance misuse and its effects are reduced	<input type="checkbox"/>

Health is improving and health inequalities are reducing	<input checked="" type="checkbox"/>
The environment is protected and enhanced for all	<input checked="" type="checkbox"/>
The Council is effective, efficient and recognised for excellence	<input checked="" type="checkbox"/>

(2) **Council Policies** (Please detail)

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?
 Yes ☐ No ☒

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes ☒

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

*Appendix 1 - Progress of Projects Supported by the Community
 Environmental Improvement Fund*

Appendix 2 - Ochils Landscape Summary

11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)
 Yes ☐ (please list the documents below) No ☒

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Rebecca Bell	Sustainability Officer	2582

Approved by

NAME	DESIGNATION	SIGNATURE
Gordon McNeil	Head of Development & Environment	Signed: G McNeil
Garry Dallas	Executive Director	Signed: G Dallas

APPENDIX 1: PROGRESS OF PROJECTS SUPPORTED BY THE COMMUNITY ENVIRONMENTAL IMPROVEMENT FUND

Organisation	Project	Progress
Alloa Town Centre Business Improvement District	Removal of chewing gum from town centre paths. Additional floral displays in Alloa town centre.	Mostly complete as at August 2014, apart from the floral welcome sign
Rotary Club of Alloa	Landscape improvement to open space adjacent to the roundabout.	Stone delivered, landscaping due to start in October/November.
Banchory Primary School:	Natural play project within school grounds.	Sandpit, stepping stones and willow sculpture in place. Completion in November/December.
Clackmannan Community Council	Floral displays in Clackmannan.	Ongoing
Clacksfirst	Provision of additional litter/recycling bins, and landscape improvements to the entrances of the BID areas.	Recycling bins in place, landscape aspect of the project under way. Alva, Alloa West and Broad Street sites are prepared with Kelliebank and raised bed at O-I to follow.
Coalsnaughton Primary School	School grounds improvements.	In progress.
St Mungo's Primary	School grounds improvements.	Sandpit in place, stepping stones and boardwalk being installed w/c 18th August, landscaping due in December.
Delph Pond Forum	Landscape Improvements at Tron Court and access improvements at Delphwood.	Work around Tron Court complete. Seeking SWT/TCV guidance on trees, pathwork due to start in October.
Menstrie Community Council	Community garden project.	Complete. Successful harvest of vegetables, mostly distributed within local community, and winter crops planted. Open day held 28 September.
Tullibody Healthy Living Initiative .	Community garden.	Planning permission secured and now working on building warrant, fencing work complete
Menstrie Primary School Parent Council	Installation of a running / access path, and a multi-use games area.	Seeking lottery funding for sports facilities. Pathwork earmarked for October school break.
Muckhart Golf Club	Repair to the Back Burn Bridge.	Complete.

Organisation	Project	Progress
Ochils Landscape Partnership	Two sets of footpath improvements, in Alva Glen and Ochils Woodland Park.	Alva Glen: Path repairs, improvements and associated works (installation of benches and signage) has been awarded and will start shortly. The framework contract for the supply of 2 interpretation boards has been awarded, and one has been installed. Woodland Park: The stepped pathway providing access to the Ice House is now complete. Tree removal / pruning, path clearance and rhododendron removal is about to commence on site. Other path improvements will be agreed once this work is complete.
Sauchie Community Group	Fencing at Sauchie Resource Centre, and floral displays.	Fencing ordered and work programmed with Grounds Maintenance.
Sauchie Nursery School	Improving access to the Beechgrove garden area and natural play project within the garden.	Complete.
St Serf's Primary	Construction of a playground amphitheatre and growing garden.	Amphitheatre installed, surface for seating area still due. Growing area design in place and work programmed with Grounds Maintenance for next school holidays.

APPENDIX 2: OCHILS LANDSCAPE PARTNERSHIP - SUMMARY

The Project

The Ochils Landscape Partnership (OLP) is made up of 22 separate projects to be delivered over three years. These focus on the four key themes of the lead funder the Heritage Lottery Fund:

1. Conservation and/or restore the built and natural features that create the historic landscape character
2. Increase community participation in local heritage
3. Increase access to and learning about the landscape area and its heritage
4. Increase training opportunities in local heritage skills.

The projects aim to protect and enhance the built, cultural and natural heritage of the Ochil Hills and nearby Hillfoots villages. It provides opportunities for both local people and visitors to learn about this rich heritage and participate in its protection and development, at events, through interpretation, both actual and virtual, and through volunteering.

The Projects

The OLP will deliver a wide range of projects including path development and access improvements, riverbank stabilisation, control of invasive non-native species, restoration and research into historic structures such as kirkyards and the Alva Ice House, and interpretation, including the use of innovative social media technologies. A number of events, including the month-long Ochils Festival each June, will be run as part of the project. Below is a brief description of each project, which are organised under three headings: Your Wee Bit Hill and Glen; By The Banks of the Devon; and The Hills of Time.

Project Code	Project title	Project description	Status
Programme A: Your Wee Bit Hill and Glen			
A1	The Hillfoots Way	<p>Establishing a walking route that follows much of the old King's Highway from Logie Old Kirk in the west to Muckhart in the east along the foot of the Ochils. This project links into many of the other OLP projects.</p> <p>This involves: access improvements, path works and self-closing gates; provision of interpretation (actual and virtual) on the route; installation of signage; promotion of the route including route maps.</p>	Almost completed

Project Code	Project title	Project description	Status
A2	Bonnie Blairlogie	Improvements to the car park and access from it to Blairlogie; enhancement of biodiversity including planting, and eradication of non native invasive species.	Completed
A3	Dumyat Paths	Improvements to the paths leading to Dumyat summit from Cocksburn reservoir and Sheriffmuir Road including self-closing gates.	Almost completed
A4	Menstrie Glen	This will improve access through path improvements; the opening of view points by clearing non native species; constructing a viewing platform; repairing walls and a bridge; and providing interpretation panels and a leaflet promoting the area's historical and natural heritage.	Almost completed
A5	Alva Glen	<p>Conservation work to restore areas of high biodiversity value, providing additional habitat, planting native species, improving access, and promoting the Glen.</p> <p>Research and survey the lade. Installation of lighting in the lower glen as part of the annual 'Alva Glen Illuminations' event.</p> <p>Access improvements; creation of a 'sensory' garden for children and visually impaired users; provision of artworks around the lower Glen; Interpretation panels and a leaflet.</p>	On site
A6	Ochils Woodland Park	To encourage the exploration of the Ochils Woodland Park and enhancement of key natural features: improved access at the car park; a boardwalk within the lower park; other pathwork improvements; improve biodiversity of the woodland by clearance and planting.	On site
A7	Tillicoultry Glen	To encourage the exploration of the Tillicoultry's industrial and natural heritage by visitors and residents. Access improvements including steps, gates, bridges, railings, path repairs; restoration of the fountain in the upper glen; and scrub clearance.	Almost completed

Project Code	Project title	Project description	Status
A8	Dollar Glen	To carry out an archaeological survey and dig on the settlement site above Castle Campbell making findings available by website and signage and involving local people and groups. Bracken removal will be required prior to any works on site.	Almost completed
A9	Restoration of Mill Green	Return the Mill Green to its pre-1980 state by: clearing brambles, broom, gorse; some tree pruning and clearance; interpretation; access improvements.	Completed
A10	Dollar Burn Education and Interpretation	Design and installation of interpretation on the wildlife of Dollar Burn. The construction and installation of dipping platform and associated educational materials for use by the local primary schools.	Completed
A11	Dollar Burn Water Race Course Restoration	Restoration/conservation of the historic stepped water race on Dollar Burn including a fish pass and interpretation.	Under review. Estimated completion in Spring 2015
A12	Muckhart Nature Park	Enhance the habitats within the Nature Park through planting of native species of trees, shrubs and wildflowers. Creation of a wetland area to compliment habitat enhancements. Creation of a waymarked wildlife trail that will include the production and installation of artwork, benches, signage, interpretation, leaflets.	Almost completed
A13	Control of Bracken	Systematic control of bracken within selected locations in the Ochils, through the chemical spraying of the affected areas, by approved contractors to improve access to the Glen.	Completed
Programme B: By the Banks of the Devon			
B1	Devon Trail	The River Devon Trail is a waymarked route through the River Devon corridor from Glenfoot to Vicar's Bridge. It will provide a link between and give access to most of the OLP projects upon the River Devon. It includes: upgrading the car park, tree planting, path improvements, installing signs, waymarkers, and other structures, e.g. gates, benches, and path counters; various	On site

Project Code	Project title	Project description	Status
		interpretation materials and leaflets.	
B2	Reinstatement of Natural Wetlands	To reinstate and enhance wetlands to benefit biodiversity, and to contribute towards flood alleviation: lower and move back the floodplain; create backwater channels; create scrapes on the floodplain; tree planting, planting reeds.	Under review. Unlikely to be carried out due to prohibitive costs.
B3	Riverbank Stabilisation	To stabilise the banks of the River Devon in specific locations where a small woodland is being undercut: cut a new channel; removal of a gravel bar and tree debris; construction of a berm; bank stabilisation and reprofiling (willow spiling); and tree planting.	Under review. Unlikely to be carried out due to prohibitive costs.
B4	Control of Invasive non-native Species	To undertake the systematic control of invasive non-native plant species along the River Devon corridor: Japanese Knotweed, Himalayan Balsam, Giant Hogweed; American mink; grey squirrel.	Almost completed
Programme C: The Hills of Time			
C1	Ochils Orientation	<p>The Ochils Orientation works across the whole OLP project.</p> <p>Develop a Volunteer Strategy for engagement with local people.</p> <p>Interpretation strategy and design: signage, leaflets, way markers, etc</p> <p>Historic research strategy including training in oral history and palaeography (historic handwriting) techniques for volunteers.</p> <p>Investigate the use of virtual 3D landscape that can be navigated on-line so that people can see the landscape without leaving their homes and podcasts. Also the use of other new and social media technologies, e.g. bluetooth, QR codes, Facebook, Flickr.</p>	Almost completed
C2	Ochils Festival	A four week-long annual Festival in celebration of the area's landscape heritage around June each year which will include a series of events, walks, workshops, talks, etc to encourage engagement with the project by locals and visitors alike.	Completed. Outline programme being developed for 2015.

Project Code	Project title	Project description	Status
C3	Historic Kirkyards	The project will raise awareness of the Kirkyards of the OLP area and actively contribute to their repair and conservation. Data recording of stones and research into their origins; improve access by path and vegetation clearance; biodiversity survey; interpretative materials (both on site and on line); promotion of the findings, e.g. a leaflet to promote the Kirkyards trail, guided walks, talks, etc.	On site
C4	Mining and Minerals	<p>To promote the importance of the Ochils industrial heritage linked to its geology by focusing on minerals and mining. It will focus on Silver Glen, Alva using this to highlight and interpret the mining features of the whole area.</p> <p>Silver Glen: make safe the entrance to former silver mines to be more accessible for guided walks: path clearance and a way marked route from the Ochils Woodland Park; a burn crossing; promotion via lectures, workshops, volunteer research, interpretation materials actual and virtual.</p>	Almost completed
C5	Alva Ice House	The project aims to prevent further decline in the state of the unusual octagonal ice house in the Woodland Park: pathworks; excavation of the lower half of the icehouse by an archaeologist; community archaeology project; lectures, guided walks, etc. Sensitive interpretation of Ice House both actual and virtual.	On site

Report to Enterprise and Environment Committee

Date of Meeting: 6 November 2014

Subject: Climate Change Update

Report by: Head of Development and Environment

1.0 Purpose

- 1.1. This report updates Committee on the progress being made on climate change mitigation and adaptation in the Council.

2.0 Recommendations

- 2.1. It is recommended that the Committee approves the Council's annual report on Scotland's Climate Change Declaration (Appendix 1) for submission to the Sustainable Scotland Network whilst noting the progress being made on addressing climate change.

3.0 Considerations

- 3.1. Clackmannanshire Council has duties under the Climate Change Scotland Act to contribute to reducing Scotland's greenhouse gas emissions; adapting to the impacts of climate change; and acting sustainably.
- 3.2. As a signatory to Scotland's Climate Change Declaration (SCCD), Clackmannanshire Council reports annually on its progress in delivering these duties. The report for 2013-14 is presented as Appendix 1, and describes achievements including new cycle routes and improved energy efficiency in housing stock, and planned projects including upgrades to street lighting and more work with businesses to improve their resource efficiency.
- 3.3. Reporting on SCCD is voluntary, but strongly encouraged by the Scottish Government and COSLA: all 32 local authorities currently report annually. Under the Climate Change (Scotland) Act, the Scottish Government has powers to require mandatory reporting from public bodies, and it is expected that these will be exercised in 2014-15.

3.4. Sustainability and Climate Change Strategy

- 3.4.1. Clackmannanshire Council addresses its climate change duties, and other sustainability responsibilities, through the Sustainability and Climate Change Strategy and associated action plan. Many of the actions in the strategy have now been completed. The success of the strategy can be seen in the results of the Clacks 1000 survey, which show that awareness of climate change has increased, and that there is a high uptake of measures to reduce energy use in the home.
- 3.4.2. The Sustainability and Climate Change Strategy (SCCS) is currently being reviewed and revised: the revised strategy will build on the good work done through the original action plan, but will be more concise and more focused on actions within the Council.
- 3.4.3. The 2013 staff survey showed that only 40% of respondents agreed with the statement "I am aware of the Council's sustainability and climate change objectives, and how I contribute to these". For this reason, the revised strategy will focus on embedding sustainability throughout the organisation. It is proposed that the strategy will align with the Making Clackmannanshire Better programme, and will consider the Council's sustainability duties in five streams: how we do our jobs, how we buy, how we use energy, how we plan and how we work with communities.
- 3.4.4. Part of this work will also consider how the Carbon Management Plan can be updated and incorporated into the SCCS, to progress projects to reduce greenhouse gas emissions from energy, gas and water use in Council buildings, and from fuel use by fleet and through staff business travel.
- 3.4.5. A revised action plan is being developed in consultation with staff from across the Council. The strategy and action plan are expected to be reported to Committee and Council in Summer 2015.

3.5. Climate Change Adaptation

- 3.5.1. The Council has a statutory duty under the Climate Change (Scotland) Act 2009 to take measures to adapt to the impacts of climate change, including complying with any Scottish Government adaptation programme.
- 3.5.2. General climate change trends for Clackmannanshire are warmer, wetter winters (although cold snaps will still occur) and hotter, drier summers; more severe and extreme weather events, including very heavy rainfall and high winds; and rising sea levels and increased storm surges. Associated impacts can include, but are not limited to: heat stress including potential "summer deaths"; respiratory conditions; drought/water shortages; wildfires; subsidence; property damage; flood risk to land, property, health, transport, insurance and economy; risk of pests and disease. The Council is already engaged in some aspects of climate change adaptation simply as a matter of good practice, including flood risk management and factoring potential climate change

impacts into development planning via the Local Development Plan. Climate change involves complex science at global level but one of the most effective measures is to look at how the Council and partners are currently affected by severe or extreme weather events and from this to identify quick win/no regret actions. These in turn can inform subsequent and more difficult decisions involving higher risk and higher investment.

3.5.3. Examples of these initial actions include enhancing green infrastructure which can reduce overheating and provide flood protection at the same time as providing a more pleasant and healthy environment for people and nature; modest retrofits to housing to enhance flood protection or to enable residents to ventilate their homes in hot weather without compromising security; and liaising with suppliers to establish what resilience plans they have in place.

3.5.4. The Scottish Government published its adaptation programme, Climate Ready Scotland, at the end of May 2014. On the basis of this, the Council is developing a Clackmannanshire Climate Change Adaptation Strategy in support of the Scottish Government's statutory Climate Change Adaptation Programme:

- Establishment of a Steering Group to guide development of the Strategy and in particular to
 - Update the Local Climate Impact Profile prepared in 2009
 - Update Service/Team level risk logs
- Establishment of a time limited Working Group of senior managers to drive the programme forward

3.5.5. Staff are already working in partnership with a range of local authorities and other public bodies in the Adaptation Learning Exchange to develop and share best practice in public sector climate adaptation. In addition, staff have engaged with the Community Wellbeing Partnership Team to highlight impacts of climate change on health and wellbeing, and next steps with this group are for the staff adaptation lead to meet with Fire & Rescue Service, NHS and the Council's Strategy and Performance leads to identify priorities and quick wins/no regret actions in support of climate adaptation within the Council and across the county. These steps combined would not only support the Council in adapting to the unavoidable effects of climate change and meeting legal requirements, but also put the Council among the forefront of local authorities in Scotland in this field.

4.0 Sustainability Implications

4.1. This report demonstrates how Clackmannanshire Council acts sustainably; there are no direct sustainability implications arising from the recommendations of the report.

5.0 Resource Implications

5.1. Financial Details

5.2. There are no new financial implications arising from the recommendations of this report. Yes ☒

5.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes ☒

5.4. Staffing

5.5. There are no staffing implications arising from this report.

6.0 Exempt Reports

6.1. Is this report exempt? Yes ☐ (please detail the reasons for exemption below) No ☒

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) **Our Priorities** (Please double click on the check box ☒)

The area has a positive image and attracts people and businesses	<input checked="" type="checkbox"/>
Our communities are more cohesive and inclusive	<input checked="" type="checkbox"/>
People are better skilled, trained and ready for learning and employment	<input checked="" type="checkbox"/>
Our communities are safer	<input checked="" type="checkbox"/>
Vulnerable people and families are supported	<input type="checkbox"/>
Substance misuse and its effects are reduced	<input type="checkbox"/>
Health is improving and health inequalities are reducing	<input checked="" type="checkbox"/>
The environment is protected and enhanced for all	<input checked="" type="checkbox"/>
The Council is effective, efficient and recognised for excellence	<input checked="" type="checkbox"/>

(2) **Council Policies** (Please detail)

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?
Yes ☐ No ☒

9.0 Legality

- 9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes ☒

10.0 Appendices

- 10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Appendix 1 Scotland's Climate Change Declaration Report

11.0 Background Papers

- 11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)
- Yes ☐ (please list the documents below) No ☒

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Rebecca Bell	Sustainability Officer	2582

Approved by

NAME	DESIGNATION	SIGNATURE
Gordon McNeil	Head of Development & Environment	Signed: G McNeil
Garry Dallas	Executive Director	Signed: G Dallas

Scotland's Climate Change Declaration

2013-14 Reporting Template

Governance, Leadership and Management of Climate Change

Background Information

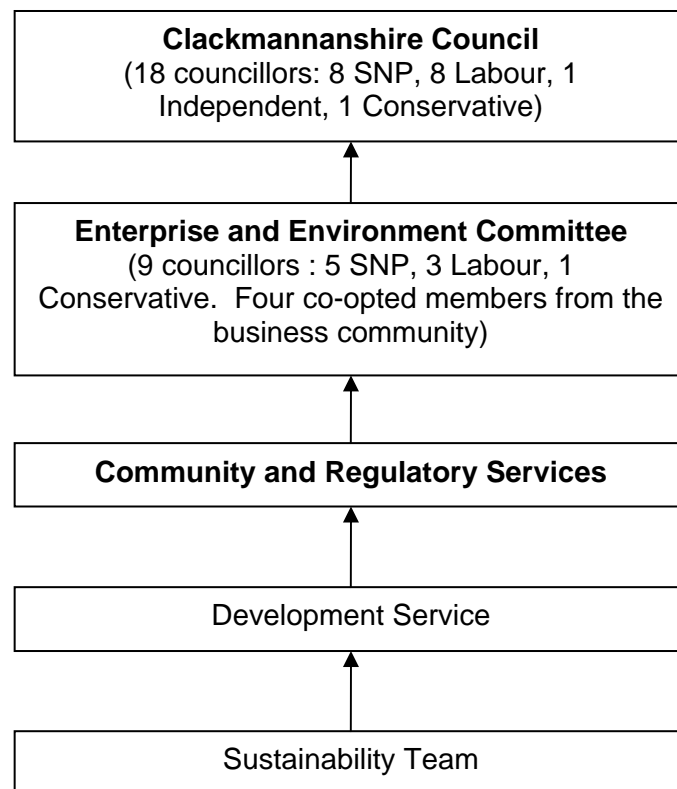
Local Authority Name	Clackmannanshire Council
Number of Staff	2749
Number of Council Operated Premises	100 (approx)
Annual budget	£115,280,000

Governance

In 2013-14, the Council's sustainability and climate change work continued to be co-ordinated by the Sustainability Team, which is part of Development and Environment Service. Development and Environment Service reported regularly on progress to the Enterprise and Environment committee, which has the remit to determine policies, strategies, plans and projects in this area, and to monitor performance. Decisions of the Enterprise and Environment Committee can be referred to the full Council.

The Enterprise and Environment Committee comprises nine elected members and four co-opted representatives from the business community. It meets every 9 weeks, and also has the remit for roads and transportation; regulatory services; development planning; facilities management and economic development. The diagram overleaf illustrates the reporting structure for sustainability and climate change activity.

Clackmannanshire Council Climate Change Reporting Structure



Leadership

In 2013-14, Clackmannanshire Council received a grant of just over £30,000 from the Central Scotland Green Network Development Fund to carry out a feasibility study to assess how to develop and deliver a **Heritage and Climate Change Park** in Alloa. This project was initiated by the convenor of the Enterprise and Environment Committee, Councillor Donald Balsillie, and explored how best to develop, link and promote the historic sites and green spaces located between the town centre and the River Forth, while increasing the area's resilience to climate change. A master plan of the area was produced to assist the process and a number of physical improvements were carried out, including improved seating and a programme of tree planting. In 2014-15 the Council and partners will consider how elements of the study can be taken forward.

The **Cycling in Clackmannanshire Working Group** was established in November 2012. The group is chaired by Cllr. Balsillie and includes representatives from Clackmannanshire Council's roads, sustainability, economic development, and active schools teams; NHS Forth Valley; Police Scotland; Sustrans; Cycling Scotland; local cycling champions Clacks Active; the Rotary Club; and local bike stores including Recyke-a-bike - our local cycling charity. The group is tasked with 'Promoting cycling (active travel) in Clackmannanshire' and looks at all areas of cycle development, including physical infrastructure improvements, planning, funding opportunities, mapping and promotion.

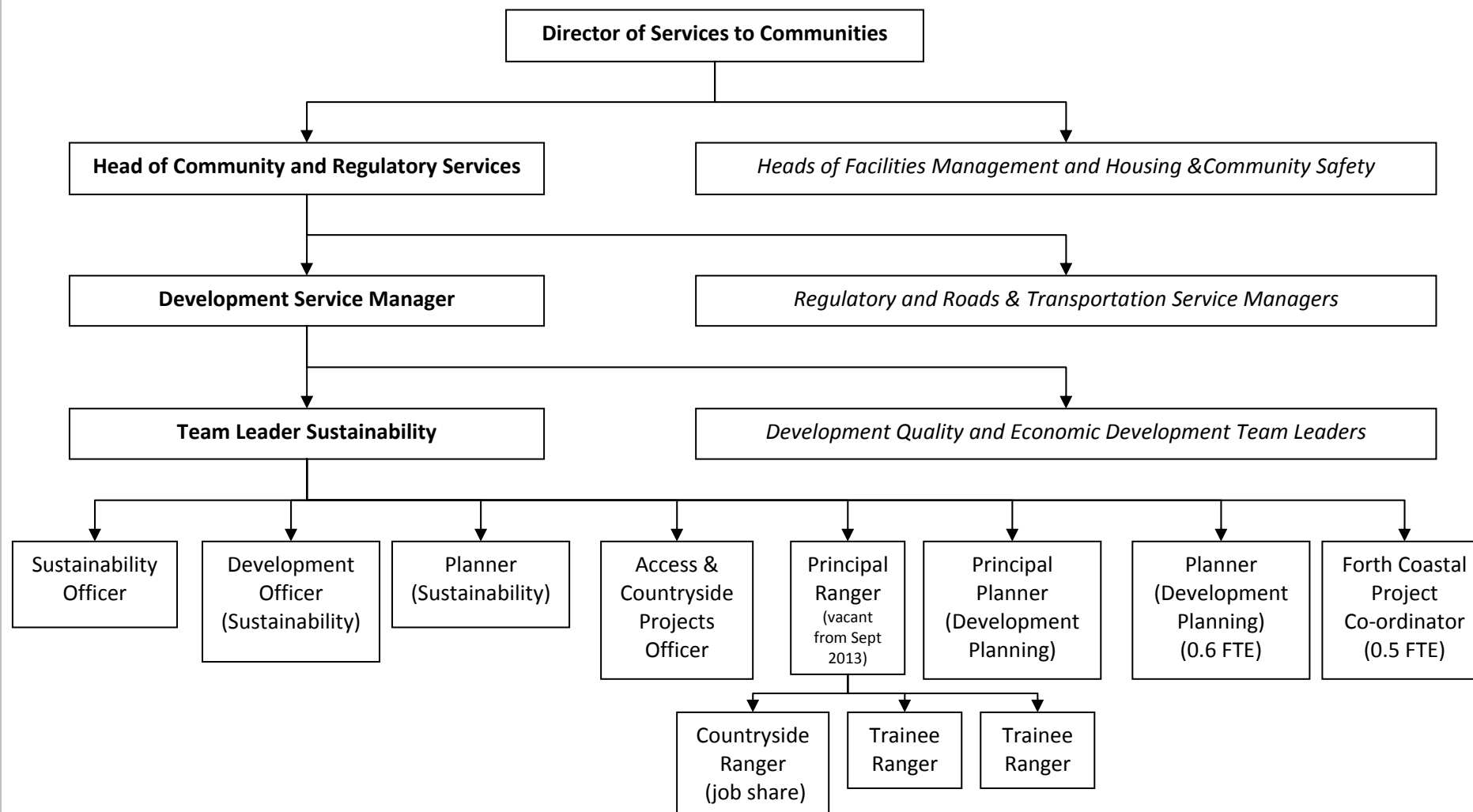
Councillor Les Sharp, convenor of the Housing, Health and Care Committee, chaired the APSE Scotland Building, Housing & Renewables Seminar in Peebles in February 2014. This event was also attended by Clackmannanshire Council's Head of Housing and Community Safety, Ahsan Khan.

In 2013-14, the then Head of Facilities Management, Stephen Crawford, championed a successful capital spending bid for solar photovoltaic panels on Council buildings.

Management

In 2013-14, climate change and sustainability policy and implementation remained part of the remit of the Sustainability Team, along with other functions relating to development planning, environmental planning, outdoor access, and biodiversity. The diagram below shows the management structure in which the Sustainability Team sat.

Clackmannanshire Council Service to Communities Management Structure (simplified)



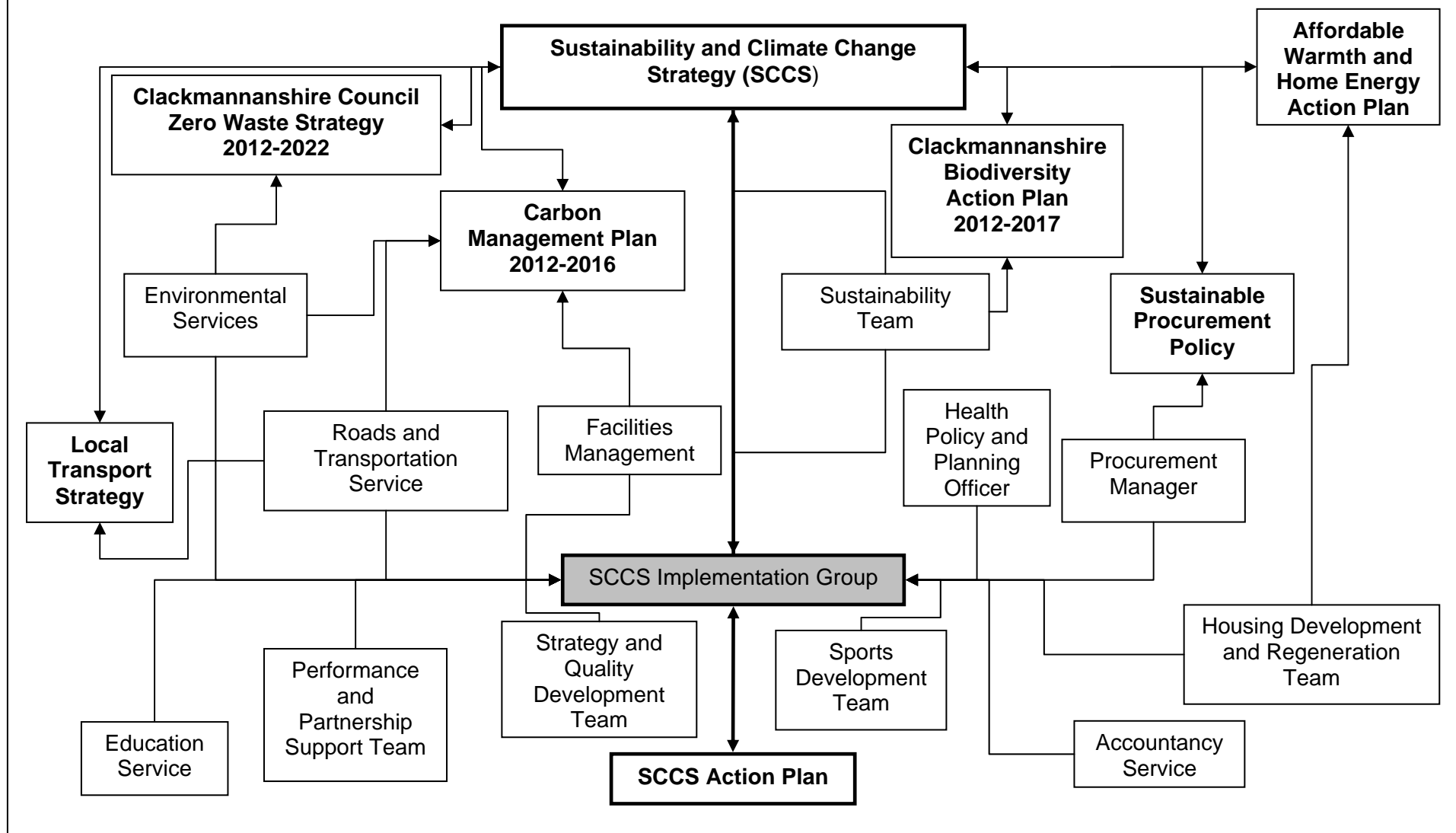
Management (cont'd)

The Council's duties and commitments relating to climate change and sustainability are managed through the Sustainability and Climate Change Strategy; this sets out actions for all parts of the organisation, and was co-ordinated by the Team Leader Sustainability and Sustainability Officer. Although the Sustainability Team co-ordinated the implementation of the strategy and led on most actions relating to sustainability and climate change adaptation, many of the actions relating to climate change mitigation (both own-estate and in the wider community) were the responsibility of other parts of the Council.

In order to carry out this work efficiently, and to address any barriers to delivering the actions in the strategy, a Sustainability and Climate Change Strategy Implementation Group was established, comprising officers and managers who had named responsibility for delivering the actions. This group was chaired by the Head of Community and Regulatory Services. The diagram overleaf shows the main Council plans and strategies that complement the Sustainability and Climate Change Strategy, and help deliver its priorities.

There was not a co-ordinated approach to climate change adaptation: the Transportation team lead on flood risk management, the Emergency Planning Officer deals with the likely impacts of severe weather, and the Sustainability Team provides advice and support.

Sustainability and Climate Change Strategy Implementation Group, and Related Plans, Policies and Strategies



Improving Climate Change Governance, Leadership and Management

Sustainability and Climate Change Strategy

Clackmannanshire Council intends to review and revise the Sustainability and Climate Change Strategy in 2014-15, with a view to embedding a whole-organisation approach to climate change and sustainability. It is proposed that the revised strategy will focus on five key areas:

- ★ **How we do our jobs** - encouraging everyone in the organisation to adopt pro-environmental behaviours in doing their jobs
- ★ **How we buy** - ensuring that everyone involved in procurement understands and uses the sustainable procurement policy
- ★ **How we use energy** - developing a carbon management plan that will help us meet our greenhouse gas emissions targets
- ★ **How we plan** - ensuring that sustainability checklists and strategic environmental assessment are routinely used in planning and decision-making
- ★ **How we work with communities** - getting sustainability and climate change messages out to business and residents; and working with our community planning partners to reduce emissions

As part of this review, we will consider the make-up and function of the Sustainability and Climate Change Strategy Implementation Group, to ensure that it contributes to the delivery of the actions in the strategy.

We will also aim to ensure that there is alignment between the revised Sustainability and Climate Change Strategy and the organisation's transformation programme, *Making Clackmannanshire Better*.

Climate Change Adaptation Strategy

The Sustainability Team is currently seeking support from the Council's Management Team to take the following preparatory steps to underpin development of a Clackmannanshire Climate Change Adaptation Strategy in support of the Scottish Government's statutory Climate Change Adaptation Programme:

- ★ Establishment of a Steering Group to guide development of the Strategy and in particular to:
 - * Update the Local Climate Impact Profile prepared in 2009
 - * Update Service/Team level risk logs
- ★ Establishment of a time limited Working Group of senior managers to drive the programme forward
- ★ Emphasis on community safety and health inequalities in addition to physical impacts

It is proposed that the Steering Group will include representatives of the following Council functions, reflecting the sectors of the economy identified in the Scottish Government Adaptation Framework (in italics):

- ★ Emergency Planning - *Emergency & rescue services*
- ★ Planning - *Spatial planning & land use; agriculture*
- ★ Transportation - *Transport; water resource management*
- ★ Housing - *Built environment*
- ★ Education
- ★ Strategy/Customer Services - *Health & wellbeing*
- ★ Capital Projects - *Built environment*
- ★ Facilities Management - *Energy*
- ★ Economic Development - *Business & industry*
- ★ Sustainability - *Biodiversity & ecosystem resilience; forests & forestry*

Strategies, Plans and Programmes

Climate change is incorporated in strategies, plans and programmes across the organisation.

Single Outcome Agreement

Clackmannanshire's Single Outcome Agreement contains a number of outcomes related to climate change and sustainability:

- ★ Public transport is improved, enabling people to access jobs, services and the area's attractions
- ★ We make the best use of our exceptional environment
- ★ The landscape has been restored and transformed as part of the Central Scotland Green Network, attracting business and increasing enterprise and creativity
- ★ [Our communities are free from the visible signs of crime and disorder, and] people feel safe in their homes.
- ★ Our opportunities are not limited by poor health
- ★ We have reduced the number of properties at risk of flooding
- ★ We have minimised the amount of waste we send to landfill
- ★ People feel good about their physical surroundings, and use and enjoy outdoor space
- ★ More residents are volunteering / involved in community life
- ★ Fewer residents are in fuel poverty

Page 7 of the document describes Clackmannanshire's natural environment and area-wide greenhouse gas emissions, noting that per-capita emissions from industrial and commercial sources are significantly higher in Clackmannanshire than in most other parts of Scotland. Page 10 describes the likely impacts of climate change, recognises the need for a partnership approach to climate change and highlights the importance of environmental improvements and volunteering.

The Single Outcome Agreement includes actions to:

- ★ Provide environmental volunteering opportunities to help develop confidence and improve marketable skills in the workforce
- ★ Improve access networks to make it easier and cheaper for people to commute between settlements by walking and cycling, and help visitors and residents enjoy the area's attractions
- ★ Deliver improvements to public open spaces which make them more attractive places to use, improving physical and mental health and community safety

The Clackmannanshire Single Outcome Agreement 2013-2023 is available at:

<http://www.clacksweb.org.uk/document/2327.pdf>

Community Plan

The Community Plan, *Working Together for Clackmannanshire*, sets out in broad terms how the community planning partners want to see Clackmannanshire improve over the next decade. This includes an aspiration that "we recognise how our lifestyles and choices impact on the environment" (page 8).

The Clackmannanshire Community Plan 2010 is available at:

<http://www.clacksweb.org.uk/document/3212.pdf>

Corporate Plan

In its vision for Better Communities, the Clackmannanshire Council Corporate Plan, *Taking Clackmannanshire Forward*, states that "We want to keep Clackmannanshire at the forefront of green, recycling and sustainability initiatives", with an outcome that "we effectively tackle the causes and effects of climate change" (page 6). Performance indicators relating to better communities include:

- ★ Decrease biodegradable waste sent to landfill
- ★ Improve recycling levels
- ★ Deliver carbon reduction targets

Priority actions identified in the plan (pages 13-14) include:

- ★ Invest to keep Clackmannanshire at the very forefront of recycling, sustainability and zero waste initiatives
- ★ Maximise opportunities and investment to further develop energy efficiency initiatives within Clackmannanshire as part of a greater move to mitigate fuel poverty in the area
- ★ Continue to promote green energy schemes and improve recycling rates, with the objective of saving money as well as helping the environment
- ★ Promote energy efficiency and a sustainable environment for our citizens through the early adoption of good practice and pilot projects to demonstrate and examine the best fit of these measures for Clackmannanshire

The Clackmannanshire Council Corporate Plan 2012-2017 is available at:

<http://www.clacksweb.org.uk/document/4506.pdf>

Business plans

In 2013-14 each of Clackmannanshire Council's seven services produced a business plan. Where a service is directly responsible for delivering services that reduce greenhouse gas emissions, this was generally reflected in their business plans: for example, the Facilities Management business plan included actions to replace and upgrade heating systems in council housing, and performance indicators relating to waste collected in Clackmannanshire, and energy use in Council buildings; likewise, the Housing & Community Safety business plan included as one of its key issues "focussing on fuel poverty and carbon emissions to deliver home energy statutory requirements". The Community & Regulatory business plan, which guided the work of the Sustainability team and Roads & Transportation, included the objective to "address the Council's duties relating to the environment and sustainable development". However, the business plans for the other four services - Strategy & Customer Services, Support Services, Education, and Social Services - did not mention sustainability or climate change, or include actions to contribute to the duties.

Guidance for Heads of Service on business planning was revised in December 2013, to include greater consideration of climate change and sustainability. This included listing the Sustainability and Climate Change Strategy as a source from which to identify headline issues for the service; setting out the public bodies' climate change duties; and reminding services of the requirement to use the sustainability checklist on Council reports, and strategic environmental assessment; to consider and reduce environmental impacts.

Business plans 2013-14 are available at: <http://www.clacks.gov.uk/council/businessplans/>

Local Development Plan

At the end of 2013-14, the period for representations on the Proposed Local Development Plan had finished, prior to submission to the Scottish Ministers. The proposed plan's vision recognises the importance of mitigating and adapting to climate change, and acting sustainably. This is reflected in the plan's eight strategic objectives, each of which contributes to the climate change duties to some extent:

1. A clear framework for positive change - including an aspiration for developments to be designed to high environmental standards.
2. Sustainable economic growth - including particular emphasis on promoting green business
3. Environmental sustainability - including reducing greenhouse gas emissions and adapting to climate change
4. Meeting the need for new homes - including ensuring that new development is well served by public transport and well connected to active travel networks
5. Community regeneration and improving health and wellbeing - including providing sites for community gardens and allotments
6. Natural environment - including supporting the objectives of the Central Scotland Green Network
7. Built environment - including mixed-used developments, and prioritising vacant and derelict land over green field sites
8. Sustainable transport and accessibility - including facilities and infrastructure to increase the uptake of public transport and active travel.

All policies in the Proposed Plan were subject to strategic environmental assessment, to ensure that they contribute to (or, at least, do not conflict with) the Council's sustainability duties and commitments. Policies that deal specifically with climate change mitigation and/or support adaptation include:

- SC5 Layout and design principles
- SC7 Energy efficiency and low carbon development
- SC11 Development proposals - access and transport requirements
- SC13-19 Policies on decentralised and renewable energy
- EP6 Green business
- EA1 Clackmannanshire green network
- EA2 Habitat networks and biodiversity
- EA6 Woodlands and forestry
- EA7 Hedgerows, trees and tree preservation orders
- EA9 Managing flood risk
- EA10 Coastal planning
- EA12 Water environment
- EA13 Significant soil resources
- EA14 Supporting the delivery of community growing spaces
- EA18 Minimising waste in new development

The Proposed Local Development Plan can be viewed at:
<http://eplanning.clacksweb.org.uk/oldp-web/docSelectAction.do>

Other plans, policies and strategies

One of the aims of the Clackmannanshire **Local Transport Strategy** 2010-2014 is to manage transport to reduce its environmental impact. It is available here:

<http://www.clackswweb.org.uk/document/2900.pdf>

Climate change is one of seven main issues addressed in the Clackmannanshire Council **Zero Waste Strategy** 2012-2022. It is currently not available online.

Clackmannanshire Council's **Sustainable Procurement Policy** aims to enable the organisation to use procurement to help deliver its sustainability and climate change objectives. It is available here:

<http://www.clacks.gov.uk/document/meeting/1/464/3913.pdf#page=44>

The Clackmannanshire **Biodiversity Action Plan** 2012-2017 includes an objective to mitigate adverse effects on biodiversity due to climate change, and a key outcomes that "habitat connectivity has been improved to enable species to adapt to climate change and increase their viability. It is available here:

<http://www.clackswweb.org.uk/document/4519.pdf>

Energy efficiency and fuel poverty is one of the eight priorities of the Clackmannanshire **Local Housing Strategy** 2012-2017. It is available here:

<http://www.clackswweb.org.uk/document/4387.pdf>

The **Lands Asset Management Plan** aspires to deliver "A sustainable Land Asset that is efficiently run, maximises value for money, is environmentally sound and contributes directly to delivering year on year reductions in greenhouse gas emissions and mitigates the effects of climate change through its design, construction and operation". It is available at

<http://www.clackswweb.org.uk/document/meeting/227/554/4365.pdf>

Priorities for the Year Ahead

In 2014-15 we intend to:

- ★ Review and refresh the Sustainability and Climate Change Strategy, with a greater emphasis on embedding consideration of sustainability and climate change impacts in everything the organisation does.
- ★ Provide better data and guidance to support services to manage climate change and sustainability impacts through their business plans.
- ★ Refresh the membership and aspirations of the Sustainability and Climate Change Strategy Implementation Group.
- ★ Consult on a new Local Transport Strategy

Reducing Corporate Emissions

Targets:

Local Authority	Target and Document Source												
Clackmannanshire Council	<p>The Carbon Management Plan has a target of a 3% year-on-year reduction in the Council's greenhouse gas emissions. It can be found on our website at http://www.clackswest.org.uk/document/3405.pdf</p> <p>The annual targets (in tCO₂e) are as follows:</p> <table> <tr> <td>2007/08</td><td>48,124</td></tr> <tr> <td>2008/09</td><td>46,681</td></tr> <tr> <td>2009/10</td><td>45,280</td></tr> <tr> <td>2010/11</td><td>43,922</td></tr> <tr> <td>2011/12</td><td>42,604</td></tr> <tr> <td>2012/13</td><td>41,326</td></tr> </table> <p>These targets include emissions from Council housing, Council buildings, waste to landfill (all of Clackmannanshire), street lighting, transport (fleet use, staff mileage and staff travel to work). In 2013-14 it was agreed that scope of the Carbon Management Plan should be limited to the Council's own operations; for this reason emissions from housing, waste, and staff travel to work are no longer monitored through the CMP.</p> <p>The Carbon Management Plan is due to be revised in 2014-15, and new targets are expected to be set.</p>	2007/08	48,124	2008/09	46,681	2009/10	45,280	2010/11	43,922	2011/12	42,604	2012/13	41,326
2007/08	48,124												
2008/09	46,681												
2009/10	45,280												
2010/11	43,922												
2011/12	42,604												
2012/13	41,326												

Performance:

Local Authority	Baseline year 2006/07	Total in 09/10 (tCO ₂ e)	Total in 10/11 (tCO ₂ e)	Total in 11/12 (tCO ₂ e)	Total in 12/13 (tCO ₂ e)
Clackmannanshire Council	49,613	44,237	43,862	40,448	40,667

Corporate Reporting – Further Information

Area	Performance (2013-14)	Target p.a. (if applicable)
(a) Total GHG emissions (b) Electricity (c) Gas (d) Street lighting (e) Staff travel (commute) (f) Fleet (g) Business travel	10,258 tCO ₂ e 8,678,280 kWh / 4,539 tCO ₂ e 13,727,192 kWh / 2,540 tCO ₂ e 3, 528, 758 kWh / 1,846 tCO ₂ e Not measured. 1,179 tCO ₂ e 154 tCO ₂ e	
Carbon Reduction Commitment-related emissions	Clackmannanshire Council is not covered by CRC	
<i>CRC-related expenditure</i>	£N/A	
<i>Energy expenditure (gas and electricity)</i>	Approx £1.4 million	
(a) Total waste (b) Waste to landfill (c) Waste recycled/reused (d) Waste incinerated or energy from waste (e) Other landfill diversion	28,492 10,384 16,184 1,230 694 ¹	
<i>Waste expenditure</i>	£3.7m	
<i>Waste emissions</i>	<i>Not calculated</i>	
Water consumption	99,762 m ³	
<i>Water expenditure</i>	£373,038	

¹ NB this data is for Clackmannanshire as a whole - Clackmannanshire Council does not collect its own-estate waste data.

Biodiversity

Clackmannanshire Council's work on biodiversity is governed by the Clackmannanshire Local Biodiversity Action Plan. This was developed by the Clackmannanshire Biodiversity Partnership, and delivery is guided by the Partnership's Steering Group. All the actions have a "lead" assigned to them, drawn from the steering group partners; the Council is the lead on most actions.

The Plan is divided into two sections, which are subdivided into action areas which reflect the five reporting themes of the Council's biodiversity duty under the Nature Conservation Act:

- ★ Crosscutting actions - governance, mainstreaming and partnerships
- ★ Habitats and species. - action on the ground, monitoring and partnerships..

Progress has generally been strong, although there has been some delay in delivering crosscutting actions due to resource constraints and changing remits. Progress on habitats and species actions has been largely dependent on a strong core of Rangers, volunteers and partners including time limited groups such as the Ochils Landscape Partnership.

Biodiversity achievements include:

- ★ Development of a co-ordinated approach to invasive non-native species. Staff have been working with partners to identify potential funding and training opportunities and to map known incidences of invasives to enable a more prioritised and strategic approach. Work is commencing on a supporting action to engage with key staff across the Council to raise awareness of preventative measures. This measure, in addition to biodiversity benefits, supports improved public safety, protects property and property value, and has the potential to reduce flood risk in some areas.
- ★ Improved community engagement and volunteer development, particularly through training : staff are working with partners to identify training needs and resources linked to the priority habitats and species identified in the BAP. This activity area is strongly linked to the priorities of the main environmental project delivery partnerships of which the Council is a member : Inner Forth Landscape Initiative/Forth Coastal Project and Ochils Landscape Partnership. This measure strongly supports employability and social inclusion.
- ★ Reviewing local nature conservation sites (LNCS) within Clackmannanshire. Working with local partners, Development Services staff are commencing the review of these sites which feature in the BAP and are referred to in the Local Development Plan. A working group was established to review the methodology for designating sites to ensure that it is fit for purpose both from the context of biodiversity and for the requirements of the Local Development Plan. The recruitment had commenced by the end of the financial year for a project officer, fully funded as part of the Forth Coastal Project for one year.
- ★ The Proposed Local Development Plan and draft Open Space Strategy provide important policy support for the implementation of Biodiversity Action Plan actions: these were subject to public consultation in 2013-14.
- ★ Promising results from bat, barn owl and otter surveys
- ★ Confirmed sightings of pine marten and red squirrels
- ★ Building of an otter holt,
- ★ A high number of volunteer days led by rangers.

The Clackmannanshire Biodiversity Action Plan 201-17 is available at

<http://www.clacksweb.org.uk/document/4519.pdf>

Sustainable Procurement

Clackmannanshire Council's most recent Flexible Framework self-assessment can be found in the table below.

	Current Performance Level (Level 0-5)	Target
People	0	The Sustainability and Climate Change Strategy contains an aspiration to achieve level 3 of the Flexible Framework; however, the Council does not currently have the capacity to deliver this. In December 2012 Clackmannanshire Council agreed a delivery plan to enable the Council to achieve level 1 in all five themes, but this has not yet been completed.
Policy	0	
Process	0	
Suppliers	0	
Monitoring and Reporting	0	
Overall	0	

Clackmannanshire Council's sustainable procurement achievements during 2013-14 include:

- ★ Barbara Morton (Sustainable Procurement Ltd) and Juliet Grimes (Scottish Government) gave a presentation on sustainable procurement to the Sustainability and Climate Change Strategy Implementation Group in January 2014.
- ★ Sustainability requirements are now included in all tender documentation
- ★ The Council's stationery contact is being monitored for its carbon impact, and has shown an 8% decrease in emissions in Q4 2013-14 compared to Q4 2012/13.

Action to Reduce Corporate Emissions

Area	Initiatives	Financing														
Electricity	Installation of solar photovoltaic panels	Council capital funding														
	Lighting upgrades (LED)	Maintenance budget and CEEF fund														
Gas	Heating controls upgrades	CEEF fund														
Street lighting	<p>Roads and Transportation bid for and have been partially successful in obtaining capital funding to introduce low wattage LED street lighting to replace existing conventional street lighting. The LED lighting produces equivalent lighting quality with approximately half the quantity of electricity being used. The light is also better targeted to reduce light spillage where light is not required. During 2013/14 the first schemes were introduced and around 350 old 35 and 55 watt SOX lights were replaced with 29 Watt LEDs, immediately reducing the running wattage from over 60 watts to 30 watts.</p> <p>The major benefits from the success of the bid will be felt in future years as the Council has allocated £3,925,000 up to 2019/20 for street lighting upgrading, although a proportion of this will go towards upgrading associated lighting infrastructure, e.g. columns and cables</p>	<p>Capital Funding:</p> <table><tr><td>2013/14</td><td>£ 250,000</td></tr><tr><td>2014/15</td><td>£ 725,000</td></tr><tr><td>2015/16</td><td>£ 725,000</td></tr><tr><td>2016/17</td><td>£1,225,000</td></tr><tr><td>2017/18</td><td>£ 500,000</td></tr><tr><td>2018/19</td><td>£ 250,000</td></tr><tr><td>2019/20</td><td>£ 250,000</td></tr></table> <p>(Note: All funding is subject to amendment depending on the Council's funding and priorities.)</p>	2013/14	£ 250,000	2014/15	£ 725,000	2015/16	£ 725,000	2016/17	£1,225,000	2017/18	£ 500,000	2018/19	£ 250,000	2019/20	£ 250,000
2013/14	£ 250,000															
2014/15	£ 725,000															
2015/16	£ 725,000															
2016/17	£1,225,000															
2017/18	£ 500,000															
2018/19	£ 250,000															
2019/20	£ 250,000															
Staff travel	Introduction of pool vans to the Roads and Transportation department	Vehicles were already in the organisation, and now allocated to pool vehicle use.														
	Development of travel plan for the Kilncraigs office and the whole Council - including 'Emergency Ride Home' for those car sharing	Through staff expenses														
	Promotion of ongoing initiatives such as TripshareClacks, pool bikes and the Cycle to Work scheme	Servicing and new cycle equipment purchased through the Roads budget														
Fleet	Council vehicle drivers are required to undertake eco-driving training.	Fleet budget £1.48m														
	New additions to Fleet are the latest Euro VI engines with stop/start technology and ECU limited performance.															

Area	Initiatives	Financing
Waste	New recycling bins installed in the refurbished areas of Kilncraigs and Kelliebank. Started food waste collection to council properties.	Within existing budgets
Biodiversity	No action relating to climate change mitigation	
Procurement	None	

Area	Priorities for 2014-15
Electricity	Lighting upgrades
	Building rationalisation
Gas	Upgrading heating controls
	New Redwell Primary School designed to be energy efficient, and heated with a biomass boiler.
Street lighting	In 2014/15, two communities have been targeted for the replacement of conventional lamps with LEDs which should demonstrate the benefits in a concentrated area. Other communities will be targeted in a similar fashion throughout the duration of the funding.
Staff travel	Implementation of Kilncraigs Travel Plan and promotion of initiatives to encourage smarter travel
	Opening of a dedicated car share car park at Kilncraigs
	Introduction of Off-street Car Park Traffic Regulation Order at Kilncraigs
	Installation of additional charging places for electric vehicles
Fleet	Introduction of an upgraded fleet tracking system to evaluate and contribute to efficient use of fleet.
Waste	Continue to improve recycling performance through monitoring, and education of staff.
Biodiversity	No priorities relating to climate change mitigation
Procurement	The revised Sustainability and Climate Change Strategy is expected to have a greater focus on using procurement as a tool to achieve the Council's sustainability and climate change objectives.

Reducing Area-wide Emissions

Total area-wide and per capita emissions

Clackmannanshire Council ²	2012 ktCO ₂ e	2011 ktCO ₂ e	2010 ktCO ₂ e	2009 ktCO ₂ e	2008 ktCO ₂ e	2007 ktCO ₂ e
Total Emissions	672.0	634.5	682.4	578.6	694.9	687.3
Industry and Commercial	459.7	431.0	461.4	363.7	466.6	454.7
Domestic	123.8	112.8	128.0	120.5	132.4	133.5
Transport total	79.5	80.7	81.9	82.0	82.9	85.3
Per Capita	13.1 (t)	12.3 (t)	13.3 (t)	11.3 (t)	13.6 (t)	13.6(t)

Local Data

Clackmannanshire Council has not developed any local emissions data.

Targets:

Clackmannanshire Council has not set any targets relating to area-wide emissions. However, action is being taken across a range of issues to reduce the area's greenhouse gas emissions.

Area-wide Actions:

Area	Action in 2013-14	Existing	New	Importance in reducing GHG.	Comment on LA role, progress and success of measure (if known)
Energy	Installation of photovoltaics on 140 properties		✓	High	LA role: co-ordinated funding and managed contract.
	Upgrade of 340 heating systems		✓	High	LA role: funding and management.

² Source: 'Emissions within the Scope of Local Authorities for 2005-11' dataset
<https://www.gov.uk/government/publications/local-authority-emissions-estimates>

Area	Action in 2013-14	Existing	New	Importance in reducing GHG.	Comment on LA role, progress and success of measure (if known)
	Proposed Local Development Plan (LDP) policies on renewable energy and energy efficiency		✓	High	LA role: development of policies, consultation, re-drafting and Council approval.
Homes and communities	External wall insulation installed on 140 no-fines properties		✓	High	LA role: secured £2.4million funding and managed HEEPS contract. Records are being kept on energy and carbon savings.
	Heating systems and insulation upgraded in the homes of 60 vulnerable residents		✓	High	LA role: secured £300,000 to improve energy efficiency in the homes of some of the most vulnerable in the community. Partnership developed with Scottish Hydro.
	Cavity wall insulation upgraded in 378 homes		✓	High	LA role: co-ordinated funding and managed contract.
	Provision of specialist Home Energy Advice Team	✓		High	LA role: the Home Energy Advice Team provides energy efficiency and grants advice, and fuel debt support. Achieved savings of £300,000 for the community.
	Proposed LDP policies on layout, design and energy efficiency; supplementary guidance on placemaking		✓	Medium	LA role: development of policies, consultation, re-drafting and Council approval.
Business	Local businesses have been made aware of the support available from Resource Efficient Scotland		✓	Medium	LA role: circulating a presentation from RES to local businesses on the Business Development and Liaison team's database, and to local partners such as the Business Improvement Districts.
	Proposed LDP policies on home working and green business		✓	Low	LA role: development of policies, consultation, re-drafting and Council approval.

Area	Action in 2013-14	Existing	New	Importance in reducing GHG.	Comment on LA role. progress and success of measure (if known)
Transport	Implement Local Transport Strategy	✓		Medium	LA role: leading on implementation. Progress has been made, but the outcome is unknown.
	Proposed LDP policies on transport		✓	Low	LA role: development of policies, consultation, re-drafting and Council approval.
Waste & resource efficiency	Food waste collections were introduced to all qualifying households, resulting in a reduction of biodegradable waste to landfill of 1,532 tonnes during 2013-14		✓	Medium	LA role: new measures will be monitored through survey of participation and waste statistical returns.
	Focus on increasing targeted compliance through communication with selected householders to improve participation and resource capture		✓	Medium	
	Proposed LDP policies on waste management facilities, energy from waste and minimising waste in new development		✓	High/medium	LA role: development of policies, consultation, re-drafting and Council approval.
Rural land use	Proposed LDP policies on development in the countryside, the Clackmannanshire green network, and significant soil resources (which includes carbon-rich soils); supplementary guidance on green networks.		✓	Medium	LA role: development of policies, consultation, re-drafting and Council approval.
	Draft Forestry and Woodland Strategy developed with Stirling Council and Forestry Commission Scotland, which takes account of climate change issues		✓	Medium	LA role: contributed to development, consultation, and re-drafting.

Priorities for the Year Ahead (2014-15)

Area	Action in 2014-15
Energy	Investigate the use of the Scottish Government's Heat Map to identify opportunities for district heating in Clackmannanshire
Homes and communities	External wall insulation on 56 properties
	Home Energy Advice Team
	Heating replacement programme in 340 council properties
	Produce supplementary planning guidance on domestic developments
Business	Have more constructive one-to-one engagement with businesses in Clackmannanshire in partnership with Resource Efficient Scotland, Clackmannanshire Business, and the Clacksfirst and Alloa Town Centre Business Improvement Districts.
	Work with a pilot group of businesses to highlight efficiencies in processes and cost savings by conducting a business health check with a distinct environmental focus . It is anticipated that a scaled reduction in greenhouse gases will be a direct result of this intervention and that the number of businesses who then choose to engage will increase once the positive benefits are demonstrated.
	Work with Resource Efficient Scotland to help hairdressing and beauty businesses to improve energy efficiency, prompted by a RES case study or a hairdressing business; this will fit with the Business Development and Liaison core priority of supporting local businesses.
Transport	Implement off-street car park Traffic Regulation Order
	Install additional electric vehicle charging places
	Establish a new cycle route between Alva and Tillicoultry
Waste & resource efficiency	Improve householder participation with recycling systems, thereby increasing the capture rate of recoverable resources to contribute to the circular economy.
	Produce supplementary planning guidance on minerals, including unconventional gas
Rural land use	Produce supplementary planning guidance on woodlands and forestry

Climate Change Adaptation

Climate Change Adaptation – Responsibility and Progress

The Sustainability team has an action under the Sustainability and Climate Change Strategy to develop a climate change adaptation framework. It is currently seeking a mandate from the corporate management team for adaptation governance.

Climate Change Adaptation Assessment – Current Situation

Clackmannanshire Council has assessed some current threats, notably in relation to flood planning; however, we have not conducted a systematic risk assessment. The Sustainability team is currently seeking a mandate to do this, once it has updated the Local Climate Impacts Profile (LCLIP).

We propose to ask all Service Managers the following questions:

- ★ Can you provide information on how weather has impacted your service?
- ★ How do you assess risk?
- ★ How do you fill in the climate question in the sustainability checklist in Council reports?
- ★ Are the above plus future UK climate projections sufficient to inform adaptation action in your work area?

Climate Change Adaptation Assessment – Future Threats and Opportunities



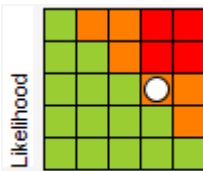
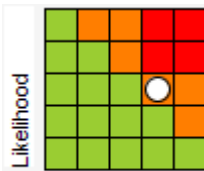
Clackmannanshire Council has not yet assessed future climate-related risks and opportunities.

Climate Change Adaptation – Risks

Climate change is identified as a specific risk in the corporate risk register (see overleaf).

We wish to make this part of business as usual by seeking to engage with managers at appropriate levels around the question: "How do you assess risk and how does it link to team/Service/corporate logs?" Risk management arrangements within the Council have been developing for a number of years, with progress reports on Council-wide risks being provided for committee on a regular basis.

Extract from Clackmannanshire Council risk register:

Code	COU CRR 027	Priority Outcome s	1. The area has a positive image and attracts people and businesses; 4. Our communities are safer	Status		Change Since Last Review	
Title	Failure to Adapt to Changing Climate			Current Rating	12	Target Rating	12
Owner	Director of Services to Communities						
Description	The Council fails to use and develop sustainable practices and/or does not plan effectively for climate change causing extreme weather events, leading to flooding, heat waves, droughts, fires or severe winter weather, of which the Council must manage the consequences.						
Potential Effect	Significant service disruption, including to telecoms and roads infrastructure, and damage to property. Staff unable to get to work and increased workload in Emergency Planning, Housing, Roads and Customer Services, with financial, reputational and legal implications, as well as negative impact on local residents and businesses.						
Related Actions	Implement Sustainability and Climate Change Strategy.	CAR DEV 009	Internal Control s	Forth Valley Local Resilience Partnership			
	Include climate change impacts in service risk register guidance.	CAR SCCS 01.2		Sustainability & Climate Change Strategy			
				Flood Management Plan			
Latest Note	While work has started on climate change adaptation strategy, emerging threat of coastal flooding means risk rating remains consistent. Council is member of various Forth Valley advisory groups and contributes to SEPA's national flood hazard mapping, informing local strategies. Council has flood warning scheme, prioritised watercourse clearance regime, flood page on Clacksweb and provides guidance to developers on considering flood risk.						

Climate Change Adaptation - Actions

Clackmannanshire Council has some measures in place to manage climate threats and opportunities. The organisation has taken significant steps in some fields as part of broader good practice including:

Local Climate Impact Profile: in 2009 we developed a Local Climate Impact Profile based upon historical weather reports and local repair and damage records along with interviews with key staff in the Council. This now needs to be brought up to date as part of the process of developing an adaptation strategy. The LCLIP used the following definition for a severe weather event: "an event beyond the norms of expected weather and which required immediate, emergency or reactionary response, particularly out with the day-to-day remit of Council services and staff."

Sustainability & Climate Change Strategy (SCCS): the Council adopted the Clackmannanshire Sustainability & Climate Change Strategy in 2010 in which it committed to take long-term adaptation measures, fully integrating the effects of predicted climate change into decision-making.

Flood planning: The council has a responsibility under the Flood Risk Management (Scotland) Act 2009 to manage flood risk in the council area and this includes watercourse maintenance at sensitive locations which otherwise would flood. The council also has a responsibility to contribute to the development the national Flood Risk Management Strategies, and Local Flood Risk Management Plans for *The Forth* and *Forth Estuary* Local Plan Districts.

Flood warning: the council is developing a coastal flood warning model in partnership with SEPA.

Devon catchment management (2007): undertaken in partnership with WWF, this was the first time that natural flood management techniques were trialled in Scotland on a catchment scale.

Local Development Plan/land use planning: the proposed LDP seeks to ensure that new development is resilient to predicted future climatic conditions, and to protect existing development from adverse effects of climate change. It has a range of policies and supplementary guidance relating to climate change including, but not limited to, green networks, flooding, coastal planning and forestry. It will be an objective of the Local Flood Risk Management Plan for The Forth Local Plan District that the council's land use planning policies will be further developed to ensure they better reflect the need for all flood risk mechanisms to be considered when developing future iterations of the LDP.

Community risk register: the Community Risk Register developed by the council in partnership with the Central Scotland Strategic Co-ordinating Group contains 50 risks. Of these 35 risks are direct climate change risks or risks where climate change acts as a risk multiplier, including both of the two "Very High" risks and 12 of the 16 "High" risks.

Forth Coastal Project: Clackmannanshire Council secured Coastal Communities funding for a range of projects to support sustainable development in the Forth coastal area in partnership with adjacent local authorities and other partners. This has included studies on sustainable flood management and green jobs initiatives.

Control of non-native invasive species: Clackmannanshire Council has been working with partners to identify potential funding and training opportunities, and to map known incidences of invasive species, to enable a more prioritised and strategic approach. Measures to control and prevent invasive plant species have the potential to reduce flood risk in some areas.

Managed realignment: a study into the feasibility of managed realignment of the river Forth at Inch of Ferryton was completed in March 2014; it was led by RSPB, with funding from the Clackmannanshire Forth Coastal Project and SEPA's Water Environment Fund.

Climate Change Adaptation – Next Steps

Clackmannanshire Council needs to put the following actions in place to manage current and future climate change threats and opportunities:

- ★ Establish a steering group, broadly reflecting the Climate Ready Scotland "Sectors", to guide development of a Clackmannanshire adaptation strategy
- ★ Update the Local Climate Impact Profile
- ★ Update Service/Team-level risk logs
- ★ Develop a suite of sector/service action plans (including water, transport, land use, built environment, energy) comprising
 - Current situation
 - Potential impacts
 - Relevant duties/policies
 - Actions required
 - Any low-cost/no-regret options
 - How action will be delivered
 - Information sources

Priorities for the coming year (2014-15)

Once the Sustainability team has secured the corporate management team's agreement to its proposed approach, the priority for the coming year will be to have an adaptation strategy either approved or ready for approval by Council, with an action plan containing identified leads and timescales, and a review and reporting framework.

Work will be informed by the Adaptation Learning Exchange in which the Council is participating. This comprises local authorities and other public body major players, led by Adaptation Scotland to establish and share best practice on climate adaptation issues.

Further work will be undertaken to pursue opportunities to develop approaches to adaptation with other Community Planning partners, with health and community safety featuring prominently.

As part of the Inner Forth Landscape Initiative, the Central Scotland Green Network Trust will be running the Coastal Clackmannanshire Woodland Network project. This project aims to enhance the riparian habitat of the rivers Devon and Black Devon in coastal Clackmannanshire, bringing the corridors into active management. The works are likely to include woodland management, hedgerow management and control of invasive species.

Partnership Working, Communications and Capacity Building

Climate Change Mitigation

Corporate Partnership Work

The Sustainability and Climate Change Strategy implementation group (described under *Management*, above) is the main corporate partnership for addressing climate change and sustainability.

In 2013-14 Clackmannanshire Council, in partnership with Resource Efficient Scotland (RES), began work to refresh its carbon management plan and identify new projects to deliver reductions in its own-estate emissions. A workshop, attended by officers from across the organisation, identified a long-list of potential projects: these will be considered and prioritised in 2014-15, and a new plan produced in line with RES's revised template and guidance.

Area Wide Partnership Work

Central Scotland Green Network Advisory Forum: established in 2011, the forum enables green network partnerships to share experience and activity and contribute to decisions about the development and delivery of the CSGN. Clackmannanshire Council attends on behalf of Stirling Council as well as itself; other members include Ayrshire Green Network Partnership, East Ayrshire Woodlands, Edinburgh and Lothians Greenspace Trust, Fife Coast and Countryside Trust, Glasgow and Clyde Valley Green Network Partnership, Lothians and Fife Green Network Partnership, SNH, CSGN, and Forestry Commission Scotland.

Cycling in Clackmannanshire Working Group (see *Leadership*, above)

Cycling in Clackmannanshire Education Sub-group: established in January 2012 as the Cycling Education Working Group, the group comprises representatives from Clackmannanshire Council's active schools, roads, youth development and educational development teams; NHS Forth Valley, Police Scotland and Cycling Scotland. In 2013-14, the **Cycling in Clackmannanshire Education Sub-Group** oversaw the roll-out of Bikeability Scotland level 3, Go Mountain Bike, the local 'Give Me Cycle Space' campaign, 'Cycle Friendly Schools' awards and promotion of cycle training for adult cycle trainers within Clackmannanshire. As well as cycle training projects, the group also looks at ways to promote positive cycling experiences for young people. The group reports to the Cycling in Clackmannanshire Working Group

Through the **Sustainable Scotland Network**, Clackmannanshire Council shares knowledge, experience and good practice on climate change and sustainability issues with other public bodies from across Scotland.

Climate Change Adaptation

Clackmannanshire Council plays an active role in the following partnerships:

Forth Area Advisory Group: relating to the River Basin Management Plan, this group is led by SEPA; other members include neighbouring local authorities, SNH, Forestry Commission Scotland, Scottish Land & Estates, Forth Ports, the Forth Estuary Forum, RSPB, Scottish Water and Scottish Canals.

Forth Local Area Advisory Group: relating to planning policy elements of flood risk management, this group is led by SEPA and includes neighbouring local authorities, SNH and Scottish Water

Forth Local Plan District and Forth Estuary Local Plan District: relating to operational and planning elements of flood risk management, these groups include members from SEPA, Scottish Water and local authorities.

Society of Chief Officers of Transportation in Scotland (SCOTS) Flood Risk Management Group: a national group set up to discuss and disseminate information on flood risk management planning issues

Scottish Advisory and Implementation Forum for Flooding (SAIFF): Clackmannanshire Council is part of the Communications Group, which considers the communications issues associated with flood risk management, and publishes coordinated flood risk management materials for use by all authorities with responsibilities under the Flood Risk Management (Scotland) Act 2009, including local authorities.

Central Scotland Green Network Advisory Forum (see above).

Communications and Behaviour Change Initiatives

Communications

In 2013-14 a draft Sustainability and Climate Change Communications Strategy was prepared. It is anticipated that this will be incorporated into the revised Sustainability and Climate Change Strategy. The draft communications strategy includes a range of actions to improve communications with staff, residents and businesses in order to reduce the Council's and the area's greenhouse gas emissions, as well as encouraging other pro-environmental behaviours.

To inform the development of the strategy, and monitor its outcomes, both the 2013-14 staff survey and the 2013-14 Clacks 1000 residents' survey included questions relating to climate change and sustainability.

Staff were asked whether they agreed or disagreed with the following statements:

- ★ I feel that the Council is an environmentally conscious employer
- ★ I am aware of the Council's sustainability and climate change objectives and how I contribute to these.

Overall, 59% of respondents agreed with the first statement, and 41% agreed with the second, indicating a need for better measures to raise awareness and understanding of sustainability and climate change issues, and how the Council wishes to address them.

Residents were asked whether they did, or would consider doing, the behaviours identified in the Scottish Government's key behaviour areas. The results indicated the areas for which there was already a high uptake (for example, switching off unnecessary lights, buying energy-efficient appliances and recycling waste), and areas which had a low uptake, which could be increased by targeted communications from the Council (such as healthy eating, one-off actions to improve energy efficiency and driving less). As well as providing a baseline for the communications strategy, it was hoped that

the questions themselves might prompt residents to take up more of the behaviours, more often.

Mitigation

The introduction of the Waste (Scotland) Regulations 2012 provided an opportunity for Waste Services to distribute a service booklet to all households together with their food waste collection caddies. Extensive promotion of the service through bus shelter advertising and use of local press supported the service change. A Waste Education Officer regularly engages with school pupils linking mitigation of climate change with the waste hierarchy and recycling services provided to households. All business premises served by council waste collection have been brought into compliance with the requirements of the Waste (Scotland) Regulations 2012.

To promote all the work being carried out that supports walking and cycling the council uses Clacksweb and local press to let members of the public know what it is doing, with 'Grand Openings' for all new infrastructure projects involving all partners including local disability groups and schools.

The national "Give Me Cycle Space" campaign was launched in Clackmannanshire by the chief executive of Cycling Scotland and the Scottish Transport Minister. Clackmannanshire was the only council in Scotland where all local authority schools took part and this has helped improve the rate of primary school children cycling to schools from 1.6% to 5.4% in four years.

The Home Energy Advice Team provides free and impartial advice on energy efficiency and fuel debt. This service was publicised through mailings, facebook, twitter and presence at NHS drop-ins, food banks and community events. Presentations have been given to the Clackmannanshire Tenants' and Residents' Federation, and local community groups.

Clackmannanshire Council produces two regular newsletters: *View*, for residents, and *Grapevine*, for staff. During 2013-14, these both contained a number of articles relating to climate change mitigation and the Council's sustainability priorities: in *View* this included articles on home insulation and energy efficiency; food waste and recycling; electric vehicles; and a tree planting project with an Alloa primary school, funded by the Central Scotland Green Network. Articles in *Grapevine* informed staff about the sustainable procurement policy; the Council travel plan, recycling at work, and the work of the Sustainability Team.

Adaptation

Clackmannanshire Council's communications regarding climate change adaptation have been predominantly internal. These have included presentations on "Climate-ready Clacks" and "How do you answer the Climate Question?" to a Development Services team awareness session and to the Sustainability and Climate Change Strategy Implementation Group, outlining a proposed approach to an adaptation strategy for Clackmannanshire.

However, there has been some communication with external stakeholders:

- ★ The proposed Local Development Plan has significant adaptation context and this has been subject to public consultation
- ★ The Inner Forth Landscape Initiative, a three-year Heritage Lottery funded programme: Clackmannanshire Council is a member of the Inner Forth Landscape Partnership and we were the main advocates for including a section on climate adaptation into the project proposal templates.

As a result of recent flooding events local community groups have formed to act on their area's behalf. The four that the council has had most recent contact with are the Elistoun Drive, Tillicoultry Flood Group; the Cochrane Park Residents' Group, Alva; The Charrier, Menstrie Flood Group; and Princes Crescent/The Ness/Tarmangie Drive Flood Action Group, Dollar. Representatives of the council have attended meetings with all of these groups to discuss local and wider flood risk issues. Various updates on local and national issues and actions relating to flood risk management are also published on the council's website.

Behaviour change

Clackmannanshire Council did not use the Individual, Social and Material (ISM) tool during 2013-14; however, we have plans use it to look at barriers to adaptation within the Council (and may also pursue this within the Adaptation Learning Exchange) and to improve use of the sustainability checklist on council and committee reports.

During 2013-14 work commenced on Sustainable Ways of Working Guidance, which sets out the actions that everyone in the Council should take to reduce the organisation's greenhouse gas emissions. It is anticipated that this will be finalised in 2014-15 and incorporated into the revised Sustainability and Climate Change Strategy.

Capacity Building

Core staff

Clackmannanshire Council officers with responsibility for climate change-related activity have attended training on the following topics:

- ★ Energy efficiency
- ★ Water management
- ★ Street lighting
- ★ Carbon management plans
- ★ Area-wide greenhouse gas emissions
- ★ Assessing the energy performance of buildings using the Reduced Data Standard Assessment Procedure (RdSap)
- ★ Flood risk management
- ★ Flood hazard mapping
- ★ Surface water management planning
- ★ Flood risk and land use planning
- ★ The Individual-Social-Material tool

And attended events including:

- ★ SSN quarterly meetings on climate change declaration reporting; and on climate change science and the funding and support available to public bodies
- ★ SSN conference on realising the value of a sustainable Scotland
- ★ APSE Scotland Building, Housing & Renewables seminar
- ★ SSN / Adaptation Scotland consultation event
- ★ Adaptation Scotland Conference
- ★ Sniffer Flood Conference
- ★ Green Network discussion group
- ★ Lecture on communicating climate change
- ★ Strategic Environmental Assessment National Forum

Other staff

Capacity building within the council has mostly been through the Sustainability and Climate Change Implementation Group: in 2013-14 they heard presentations about the Green Deal, carbon management; sustainable procurement and the Procurement Reform (Scotland) Bill, and a briefing on integrating climate change adaptation into business planning and business-as-usual. There has also been some discussion of climate change adaptation at the Corporate Risk Forum.

Schools

In the past the development of travel plans for new schools has often been left with contractors; however, Clackmannanshire Council chose an integrated approach for its newest primary school (completed in August 2014). Redwell PS replaces two existing schools, and early on in the development it became obvious that a good school travel plan was essential. Staff from the Roads Service, along with Facilities Management and Education formed a working group with parents and staff to help identify possible problems and build in solutions to the new school design. This working group developed a travel plan in association with staff, pupils and developers, and delivered travel planning activities in both of the existing Redwell feeder primary schools in the 18 months leading up to the move to the new school. These activities involved environmental projects along the new paths being built, to encourage engagement in the new school area and improved knowledge of the new routes to school.

The Ochils Landscape Partnership, with SEPA, Heriot Watt University and The Conservation Volunteers delivered classes on flooding on the river Devon to Tillicoultry primary school: this included outdoor learning and work with flood models.

Priorities for the Year Ahead (2014-15)

Our priorities for the year ahead are to:

- ★ Revise the Sustainability and Climate Change Strategy, with a focus on building capacity and embedding sustainability and climate change considerations in everything the Council does.
- ★ Engage with the community planning partnership on climate change issues
- ★ Work more closely with community planning partners to address the public bodies' duties
- ★ Seek residents' views on sustainable travel as part of the consultation on the Local Transport Strategy
- ★ Establish an adaptation steering group within the Council
- ★ Participate in the Adaptation Learning Exchange peer support group
- ★ Develop an "elevator pitch" set of key messages as part of our work with the Adaptation Learning Exchange
- ★ Use the ISM tool to understand barriers to using the sustainability checklist

Report to Enterprise and Environment Committee

Date of Meeting: 6th November 2014

Subject: Single Use Carrier Bags Charge

Report by: Head of Development and Environment

1.0 Purpose

- 1.1. To advise members on the requirements of the new [The Single Use Carrier Bags Charge \(Scotland\) Regulations 2014](#), which came into effect on 20 October 2014, and the arrangements being put in place for their enforcement.

2.0 Recommendations

- 2.1. It is recommended that the Committee notes :
- a) the new powers and responsibilities for Local Authorities as outlined in this report and
 - b) that those powers are allocated to the Trading Standards Service for enforcement, with a gradual approach to enforcement being taken initially.

3.0 Considerations

- 3.1. These Regulations are made under the Climate Change (Scotland) Act 2009 and aim to reduce the number of carrier bags used. Carrier bag charges have been successfully implemented in other parts of the UK, with bag use in Wales reduced by 75% and Northern Ireland by 80%. Scotland currently uses 750 million bags each year.
- 3.2. The Regulations provide a statutory requirement for businesses to charge a minimum of 5p per single use carrier bag supplied new for the purposes of allowing goods to be taken away or delivered to a customer.
- 3.3. There is no maximum charge set by this legislation and there are certain exemptions which relate to circumstances in which goods are unavoidably contained in a plastic bag such as live aquatic creatures in water.
- 3.4. The Regulations provide detailed specifications to define a single use carrier bag including dimensions, composition and thickness. Multiple re-use carrier bags are not included.

- 3.5. Suppliers with more than 10 members of full time staff or equivalent must keep records of the net proceeds of this charge for at least 3 financial years. Records must also be kept of the purposes to which these net proceeds have been applied.
- 3.6. The legislation affords powers to the Local Authority as the Enforcement Authority for the area. These powers will be exercised by Trading Standards Officers, who have access to calibrated measuring equipment required to carry out the inspection and enforcement of this legislation. It is anticipated that wilful noncompliance will be rare. This is due to a strong social desire for environmental protection measures. Accordingly a gradual approach to enforcement of this legislation will be promoted. This will have a focus on compliance in the first instance.
- 3.7. Contravention of the requirements of the Regulations is a criminal offence which is punishable by either a Fixed Penalty Notice or if the breach is sufficiently serious, punishable by a fine up to the statutory maximum on summary conviction or an unlimited fine upon indictment.
- 3.8. Powers afforded to Officers allow investigation of offences by test purchasing and inspection of goods, as well as including powers to require documents or information where they reasonably believe there has been a failure to comply with the legislation. The Fixed penalty is £200. This is not in the regulations but was added to the Climate Change (Scotland Act) 2009 by the Regulatory Reform Scotland Act 2014.
- 3.9. The Scottish Government is working in partnership with Zero Waste Scotland to ensure that retailers are aware of their obligations prior to commencement of the legislation in October. Guidance for Enforcers has been published and arrangements have been made for additional staff training in readiness for the implementation date.
- 3.10. It is envisaged that the National and Local media will run articles and information campaigns in the run up to implementation. This is in addition to work being done by the Scottish Government and Zero Waste Scotland and this will raise awareness of the legislation amongst local business. Trading Standards Service will also make information available locally to businesses to supplement the national publicity campaign.
- 3.11. The Regulations do not impose any obligation on how the net proceeds of the charge should be used. The decision on how to use this money is one for individual businesses to make. The Scottish Government is encouraging retailers to donate the net proceeds of the charge to good causes in Scotland, particularly ones that benefit the environment and to publish information on donations.
- 3.12. Locally, from a brief survey of local businesses in Alloa, 94% knew about the carrier bag charge but not all businesses had yet decided how they would use the cash raised with 16% yet to decide. However 55.6% of the businesses are intending to donate to local charity or good causes albeit some had yet to decide who to donate to. There is therefore scope to persuade the undecided businesses to donate to causes that would benefit the local area and the service will pro-actively engage with them on that basis.

4.0 Sustainability Implications

- 4.1. The aims of the regulations are fundamentally about introducing a more sustainable approach to use of natural resources, to help combat litter and our throwaway culture.
- 4.2. The regulations, made under the climate change act, are also aimed at tackling climate change.

5.0 Resource Implications

- 5.1. There are no financial implications as a result of the new regulations.
- 5.2. *Staffing*
- 5.3. The enforcement of the regulations will require an allocation of staffing resource but the service will strive to meet this from within existing staffing resource minimising the impact upon other priorities.
- 5.4. Trading Standards will engage constructively with local traders to ensure that the requirements of this new legislation are met. Trading Standards Officers will support local businesses to implement the new requirements and monitor compliance with the legislation by incorporating it into their intervention programme.

6.0 Exempt Reports

- 6.1. Is this report exempt? Yes ☐ (please detail the reasons for exemption below) No ☒

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

- (1) **Our Priorities** (Please double click on the check box ☒)

The area has a positive image and attracts people and businesses	<input type="checkbox"/>
Our communities are more cohesive and inclusive	<input type="checkbox"/>
People are better skilled, trained and ready for learning and employment	<input type="checkbox"/>
Our communities are safer	<input type="checkbox"/>
Vulnerable people and families are supported	<input type="checkbox"/>
Substance misuse and its effects are reduced	<input type="checkbox"/>
Health is improving and health inequalities are reducing	<input type="checkbox"/>
The environment is protected and enhanced for all	√
The Council is effective, efficient and recognised for excellence	<input type="checkbox"/>

(2) **Council Policies** (Please detail)

Clackmannanshire Single Outcome Agreement 2013-2023 and Working Together for Clackmannanshire – Community Planning Priority Outcome “The Environment is protected and enhanced for all.”

Taking Clackmannanshire Forward 2012-2017. Better Communities Priority Action 17 – “Promote a Sustainable Environment”

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes ☐ No ☒

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes ☒

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

None

11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes ☒ (please list the documents below) No ☐

The Single Use Carrier Bags Charge (Scotland) Regulations 2014

The Single Use Carrier Bags Charge (Scotland) Regulation 2014 Guidance for Retailers May 2014

Guidance for Local Authority Trading Standards on the Single Use Carrier Bags Charge (Scotland) Regulations 2014

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Ian Doctor	Regulatory Services Manager	x2577
Linda Hill	Trading Standards Team Leader	01786 233631

Approved by

NAME	DESIGNATION	SIGNATURE
Gordon McNeil	Head of Development and Environment	Signed: G McNeil
Garry Dallas	Executive Director	Signed: G Dallas

