

**Environment and Transport Committee****21 January 2015****Scottish Government Grant Scheme: Fuel Poverty/Carbon Reduction
Home Energy Scotland Area Based Scheme 2015/16: Update**

EO-03-15-F

Executive Manager - Estate Operations**Infrastructure Services
Estate Operations****1.0 Summary**

- 1.1 The purpose of this report is to inform the Committee of a further allocation by Scottish Government of Home Energy Scotland Area Based Scheme (HESABS) core grant funding of £812,522 for 2015/16 to be used to tackle fuel poverty and reduce carbon emissions from domestic properties.

2.0 Decision Required

- 2.1 That the Environment and Transport Committee RESOLVE to approve the continuation of the disbursement strategy for energy efficiency grants.

3.0 Detail

- 3.1 In 2013/14 the Scottish Government provided a core HESABS grant fund of £400,000 to Shetland Islands Council to tackle fuel poverty and reduce carbon emissions in private houses. The money has been fully disbursed.
- 3.2 In recognition of the ongoing discussions concerning the high level of fuel poverty identified in Shetland, the Scottish Government allocated an increased core sum of £820,000 to Shetland for 2014/15. The Committee approved the disbursement strategy for 2014/15 on 16 June 2014 (min ref: 24/14). This sum is currently being committed, with works to be completed by May 2015.
- 3.3 A further allocation of £812,522 has been made available by Scottish Government to cover the period 2015/16.

- 3.4 As the allocations are part of a ten year programme by Scottish Government to tackle fuel poverty and reduce carbon emissions it is expected that at least similar sums will be offered on an annual basis to Shetland till 2020 at least.
- 3.5 The current offer of allocation states that besides the core funding noted above, there is a further HESABS Project Additional Fund of £12 million available for 2015/16 which Councils can bid for other programmed works to tackle fuel poverty and reduce carbon.
- 3.6 In 2014/15 Shetland was successful in bidding into this Project Additional Fund for a further £100,000 to offer heating systems to the most needy.
- 3.7 It is the Energy Unit's intention to develop a further bid to this Fund for 2015/16 again expressly aimed at funding heating systems for those most in need.
- 3.8 For the disbursement of the core fund it is proposed to largely retain the same parameters and methodologies for grant eligibility and communication as has been successfully used to date:-
- Houses must be in Council Tax Bands A, B or C
 - The area covered is the whole of Shetland, with particular emphasis being given to areas of accepted high fuel poverty
 - Households containing the elderly, very young, disabled and terminally ill will receive priority
 - Householders with very high fuel bills, especially those with very inefficient or broken heating systems will also receive priority
 - Households where a member is in receipt of certain benefits also receive priority
 - Public advisory events will be held throughout the islands – particularly throughout the summer months – work will continue with other organisations e.g. Citizens Advice Bureau and Social Care/NHS Shetland to ensure that those most in need are aware of the grant availability.
- 3.9 These parameters cover 80%+ of Shetland homes.
- 3.10 The maximum grant which can be offered per home is £7,500 and only measures recommended following an assessment by the Council's assessor can be funded.
- 3.11 Householders can add to the £7,500 grant though other funding, if desired, to fully fund works costing over the grant limit.
- 3.12 Householders cannot carry out the works themselves. All works must be completed by an agreed installer.
- 3.13 No second homes/holiday homes are eligible. Privately rented accommodation is eligible if the tenant applies showing their lease documentation.
- 3.14 Works eligible for funding are likely to be:-

- Loft insulation (virgin and top up)
 - Wall insulation (cavity, external and internal)
 - Underfloor insulation
 - Single to double glazing
 - Heating systems (should the extra PAF fund bid be successful)
 - Draughtproofing
- 3.15 Wherever possible, local installers will be used. However, this may prove difficult as many local installers have still to finalise their PAS 2030 qualifications – the industry standard for this work.
- 3.16 Efforts will continue to maximise the Energy Company Obligation funding available to Shetland. However this is unlikely to achieve a high level of additional funding.

4.0 Implications

Strategic

- 4.1 Delivery On Corporate Priorities – Tackling fuel poverty and reducing carbon emissions are core corporate priorities.
- 4.2 Community /Stakeholder Issues – All communities within Shetland contain examples of fuel poverty. We will continue to work with community planning partners to identify and support householders in need of support. Every householder in Council Tax Band A, B or C will effectively be affected by this strategy.
- 4.2 Policy And/Or Delegated Authority – In accordance with Section 2.3.1 of the Council's Scheme of Delegations, the Environment and Transport Committee has responsibility for discharging the powers and duties of the Council within its functional area.
- 4.3 Risk Management – There is currently a waiting list of householders requiring works and it will be critical that local contractors are up-skilled and available to carry out the works in the necessary timeframe.

It may be that the community cannot fully access this funding without the support of local contractors who are qualified to PAS 2030. The alternative might be to examine the use of supplementary contractors from outside Shetland to deliver the scale of the programme.

- 4.4 Equalities, Health And Human Rights – By facilitating grant funding of retrofit energy efficiency works for Shetland households in fuel poverty, the Council is proactively improving public health and supporting the most vulnerable and deprived in the community.

Reducing fuel bills and maximising affordable warmth enables householders to have a greater choice about where they spend their disposable income.

- 4.5 Environmental – It is a duty on public bodies to operate in a way intended to deliver sustainable development. Work to tackle climate change by reducing carbon emissions supports this aim.

The Council has a duty under the Climate Change (Scotland) Act 2009 to reduce carbon emissions within its area. Housing is one of the highest carbon generating sectors within the community. This work will deliver carbon saving's that will reduce Shetland's carbon footprint.

Resources

4.6 Financial

4.6.1 The core funding allocation from the Scottish Government to the Council for the Home Energy Scotland Area Based Scheme to date is:

| | |
|---------|----------|
| 2013/14 | £400,000 |
| 2014/15 | £820,000 |
| 2015/16 | £812,522 |

It is anticipated that similar sums may be forthcoming up to 2020.

Up to 15% of this funding can be used by the Council for enabling of the Scheme to support administration, staff training and communication which means that there is no cost to the Council in relation to this Scheme

4.6.2 The Scottish Government also has further non-core funding available under the HESABS for additional projects for Poverty Action and the Council was successful in bidding for £100k for heating systems in 2014/15. Once the funding is confirmed for 2015/16 a formal bid will be submitted for the purpose of tackling fuel poverty and carbon reduction in private homes.

4.7 Legal – The Climate Change (Scotland) Act 2009 places a duty on the Council to reduce carbon emissions. This grant funding delivers external monies to assist Council in fulfilling this duty.

4.8 Human Resources – Up to 15% of the funding is classified as “enabling”. We will again use this money to support the administration of the scheme and to ensure our staff are fully trained and qualified to carry it out.

4.9 Assets And Property – None. The funding is to support works in private domestic properties only.

5.0 Conclusions

5.1 Shetland has a recognised high level of fuel poverty. This funding will support Council's efforts to address this issue throughout Shetland.

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6 January 2015

End

**Environment and Transport Committee****21 January 2015****Scottish Ferry Freight Fares Review****TP-01-15-F****Report Presented Executive Manager
Transport Planning****Development Services Department****1. Summary**

- 1.1. The Scottish Ferries Plan 2013 – 2022, published in December 2012, committed to carrying out a comprehensive review of large commercial vehicle fares.
- 1.2. This review is now under way and an Options Paper for Consultation has been produced (attached as Appendix 1 to this report) and issued to a wide range of organisations for consultation.
- 1.3. The paper contains 20 consultation questions. This report provides draft responses to each of the questions for consideration by the Committee which, subject to comments, will provide the Council's response to the consultation paper.

2. Decision Required

- 2.1. That the Environment and Transport Committee **RESOLVES TO**: -
 - 2.1.1. Delegate authority to the Council's Executive Manager - Transport Planning to submit to Transport Scotland the points detailed in Appendix 2 to this report as the Council's consultation response subject to any amendments and/ or additional matters agreed by Committee.

3. Detail

- 3.1. The Options Paper for Consultation states: -

The aim of the Freight Fares Review is to: -

- *Deliver a new fares structure for commercial vehicles (CVs); and*

- *To develop an overarching set of principles and procedures for the setting of fares for freight carried by trailers, containers and other means (excluding CVs).*

The purpose of the Review is to have a comprehensive freight fares policy, ensuring that the way we treat the carriage of freight is consistent across our network of Scottish Government subsidised ferry routes.

- 3.2. Comments were originally requested by 31 December 2014. However, the paper was issued after the last meeting of the Committee and I have advised the consultants that the paper will not be considered until today's meeting.
- 3.3. The consultation paper seeks opinions and views about options for setting freight ferry fares in Scotland. The consultation questions are set out on Page 7 of the paper contained in Appendix 1.
- 3.4. Appendix 2 to this report contains draft responses to each of the questions for consideration by the Committee.
- 3.5. Beyond the specific questions there are general points to be raised with Scottish Government and these are also given in Appendix 2.

4. Implications

Strategic

4.1. Delivery on Corporate Priorities

Reliable and affordable external transport links are essential to the economic and social well being of Shetland.

4.2. Community/Stakeholder Issues - None.

4.3. Policy and/or Delegated Authority

The Environment and Transport Committee has delegated authority to implement decisions within its remit, in accordance with Section 2.3.1 of the Council's Scheme of Administration and Delegations.

4.4. Risk Management

If external transport links cannot support the economic and social needs of Shetland then there will be negative consequences for Shetland's well being. To mitigate this risk the Council must ensure that Scottish Government understands Shetland's needs through applying appropriate influence in this area.

4.5. Equalities, Health and Human Rights - None.

4.6. Environmental - None.

Resources

- 4.7. Financial - None.
- 4.8. Legal - None.
- 4.9. Human Resources - None.
- 4.10. Assets and Property - None.

5. Conclusions

- 5.1. This report provides a draft response to the Scottish Government Ferry Freight Fares Review.

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12 January 2015

List of Appendices

Appendix 1 – Research and Analysis of Options for Ferry Freight Fares – Task 4 – Options Paper for Consultation

Appendix 2 – Draft Consultation Response to Options Paper

Research and Analysis of Options for Ferry Freight Fares

Task 4 – Options Paper for Consultation

On behalf of **Transport Scotland**



Project Ref: 31025 | Rev: SL | Date: November 2014



Document Control Sheet

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Project Ref: 31025

Report Title: Task 4 - Options Paper

Date: 28th November 2014

| | Name | Position | Signature | Date |
|--|------------------|-----------------------------|-----------|------------|
| Prepared by: | Dr Scott Leitham | Senior Associate | | 28/11/2014 |
| Reviewed by: | Stephen Canning | Principal Transport Planner | | 28/11/2014 |
| Approved by: | Dr Scott Leitham | Senior Associate | | 28/11/2014 |
| For and on behalf of Peter Brett Associates LLP | | | | |

| Revision | Date | Description | Prepared | Reviewed | Approved |
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| TS Comments | 16/09/14 | Addressing of Transport Scotland's Comments | Scott Leitham | Stephen Canning | Stephen Canning |
| Sub-Group Comment | 12/11/2014 | Revised paper taking account of work done under additional commission | Scott Leitham | Stephen Canning | Stephen Canning |
| TS Comment | 24/11/2014 | Revised paper following Working Groups meeting 17/11/14 | Scott Leitham | Stephen Canning | Stephen Canning |
| TS Comment | 28/11/2014 | Revised paper following comments from TS 28/11/14 | Scott Leitham | Stephen Canning | Stephen Canning |

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Preface

This Consultation Paper

This consultation paper seeks your opinions and views about options for setting freight ferry fares in Scotland. The consultation questions are set out on Page 7. Your comments are requested by 31st December 2014. See details below about who to provide your comments to.

Following the consultation period, a revised Options Paper will be produced and a research report published in Spring 2015. Following publication of the research, Transport Scotland will consider the options and provide advice to the Minister for Transport and the Islands.

Background to the Freight Fares Review

The Ferries Plan 2013-2022, published in December 2012, committed to carrying out a comprehensive review of large commercial vehicle fares. The aim of the review is to:

- deliver a new fares structure for commercial vehicles (CVs); and
- to develop an overarching set of principles and procedures for the setting of fares for freight carried by trailers, containers and other means (excluding CVs).

The purpose of the Review is to have a comprehensive freight fares policy, ensuring that the way we treat the carriage of freight is consistent across our network of Scottish Government subsidised ferry routes.

Background to Research to Inform the Freight Fares review

In July 2014, Transport Scotland commissioned SYSTRA and their partners Peter Brett Associates LLP, ProVersa Limited and The Maritime Group International Limited to conduct research to inform future ferry freight fares in Scotland. The research has included:

- (i) a review of Current Practice for large CVs
- (ii) a review of Current Procedures and Charging Mechanisms for non-CV freight
- (iii) a Benchmarking and Best Practice Review for non-CV freight.
- (iv) development and assessment of fares options (the subject of this consultation paper).

A Working Group was established to oversee the work. The Working Group consists of a wide group of key stakeholders including the relevant local authorities and Regional Transport Partnerships, Highlands & Islands Enterprise, the Freight Transport Association and the Road Haulage Association.

Option Development for the Setting of Freight Fares

Following an initial identification of a long-list of options for future freight fares, options were shortlisted against a set of criteria defined by the Working Group. There are seven options in the paper on which your views are being sought.

Note that the initial quantification of fares and changes in fares in this paper are illustrative only. They do not represent a final set of fares and are presented here with a view to demonstrating the potential scope and scale of fares changes if any of these broad approaches to fares setting were to be adopted. Were any of these fares types to be taken forward, they would be further honed to develop a definitive set of fares. Note

also that any future fares regime would be introduced on an incremental basis, with transitional arrangements likely to be put in place over time.

How to respond

Please send comments to

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Consultation Questions

Fares Options

This is your opportunity to comment on the principles underlying the fares options developed during this research. **Please provide your views on these broad fares options as laid out in this paper, considering aspects such as rationale, fairness, simplicity etc.** A long list of 15 options has been identified and sifted down to 7 options for further consultation. These options are described in Table 3.2 on page 16 and in Appendix II as follows:

- **Q1:** Option 5a: Best Fit Function (*Page 16 & Appendix II, page 31*)
- **Q2:** Option 5b: Fixed Charge plus Constant £/mile (*Page 16: & Appendix II, page 32*)
- **Q3:** Option 5c: Fixed Charge plus Distance Banded £/mile (*Page 16: & Appendix II, page 33*)
- **Q4:** Option 5d: Network Wide, £/mile (*Page 16: & Appendix II, page 34*)
- **Q5:** Option 5g: by Route Distance Band £/mile, (*Page 16: & Appendix II, page 35*)
- **Q6:** Option 6a: Network Wide, £, Flat Fare (*Page 16: & Appendix II, page 36*)
- **Q7:** Option 6d: by Route Distance Band, £, Flat Fare (*Page 16: & Appendix II, page 37*)

Discounts and Surcharges / Policy Questions

- **Q8:** Do you think that the current definition and treatment of wide loads should continue? (*Section 4.1.3 page 18*)
- **Q9:** Do you think that there should or should not be weight related surcharges? (*Section 4.1.5, page 18*)
- **Q10:** Do you think that there should or should not be height related surcharges? (*Section 4.1.7, page 4.1.7*)
- **Q11:** Is there any case for a lower lane metre rate for a drop trailer and should the introduction of a transparent handling charge be considered? (*Section 4.1.10, page 19*)
- **Q12:** Should Transport Scotland consider extending the scope of off peak and peak pricing to enable greater demand management? (*Section 4.1.14, page 19*)
- **Q13:** Do you think that a Bunker Adjustment Factor should or should not be considered further? (*Section 4.1.19, page 20*)
- *Section 4.1.21, page 20*
 - **Q14:** In principle do you think there is a case for continuing with TRS as currently applied?
 - **Q15:** In principle do you think there is a case for continuing with the 10% overnight discount as currently applied on the Stornoway – Ullapool route?
 - **Q16:** In principle do you think there is a case for continuing with commodity related discounts as currently applied? If so which commodities should receive a discount?

- **Q17:** In principle do you think there is a case for a universal empty return discount, or should this only apply to certain sectors? If so which ones?
- **Q18:** In your view what is the most appropriate way to define a commercial vehicle? *(Section 4.1.30, page 20)*
- **Q19:** Should fares rise to reflect specific improvements to the network when they are introduced? *(Section 4.1.32, page 21)*
- **Q20** Is there a case for the continuing provision of a loose parcel service on some routes but not others? *(Section 4.1.33, page 21)*

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1 Introduction

1.1 Overview

- 1.1.1 Transport Scotland commissioned SYSTRA, in association with Peter Brett Associates LLP (PBA), Pro Versa Limited and The Maritime Group International (TMG), to undertake research to (i) review current procedures and charging mechanisms for the setting of ferry fares for freight and (ii) propose and assess fares options for the future.
- 1.1.2 The Transport Scotland's Ferries Plan 2013-2022 recognises the need to develop an overarching policy for freight fares. The aim of the review is to:
- deliver a new fare structure that is simple, transparent and does not advantage one part of the network over any other part; and
 - balance the wellbeing of communities against the public sector cost.

1.2 Purpose of this Document

- 1.2.1 This Research Paper summarises the option development and appraisal process undertaken as part of this research study. This paper forms the basis of this consultation with operators and stakeholders and we are now seeking feedback on the principles for fares setting outlined here.
- 1.2.2 The purpose of this exercise is to develop and consider a range of approaches to freight fares setting. It is not designed to identify a single option, but instead to develop a shortlist of options which will be taken forward for further consideration by Transport Scotland.
- 1.2.3 **Note that this initial quantification of fares and changes in fares is intended to be illustrative only. They do not represent a final set of fares and are presented here with a view to demonstrating the potential scope and scale of fares changes if any of these broad approaches to fares setting were to be adopted. Were any of these fares types to be taken forward, they would be further honed to develop a definitive set of fares.**
- 1.2.4 **Note also that any future fares regime would be introduced on an incremental basis, with transitional arrangements likely to be put in place over time.**

2 Criteria for Assessment

2.1 Overview

- 2.1.1 Transport Scotland developed a set of criteria against which options for future freight fares should be addressed. The criteria are based on the principles developed as part of the Ferries Plan. The criteria were discussed with the Working Group for the project and finalised once comments from that group and the consultants were taken onboard.

2.2 The Ferries Plan

- 2.2.1 As indicated above, the criteria for assessment for this study were based on the findings of the Ferries Plan. In the Ferries Plan 2013-2022, Transport Scotland committed to carrying out a review of freight fares policy. The aim of this review is to deliver a new fares structure for commercial vehicles (CVs) and to develop an overarching set of principles and procedures for the setting of fares for freight carried by trailers, containers and other means (excluding CVs), both of which are to be implemented across all Scottish Government directly subsidised ferry services.
- 2.2.2 The Ferries Plan notes that any new fares structure would need to adhere to the following three principles:
- simple and transparent;
 - does not advantage one part of the network over any other part; and
 - balances the wellbeing of communities against the public sector cost.

2.3 Criteria for Assessment

- 2.3.1 The criteria for assessment reflect the outcomes of the Ferries Plan and create a framework for future freight fares policy on the Transport Scotland subsidised ferry services.
- 2.3.2 It should be noted that, at this stage, the criteria are high level and have not yet been made 'SMART'¹.
- 2.3.3 The criteria for assessment were defined as:
- **Acceptability:** Acceptable to the freight industry, island business communities and the wider island community.
 - **Affordability:** Affordable for the Scottish Government, by ensuring any change to the fares structure is sustainable going forward.
 - **Consistency:** Fares are set in a consistent manner, i.e. in a way that involves applying the new fares regime, e.g. distance based or volume based, in a consistent and equal basis across all directly subsidised Scottish ferry routes. Applying the fares regime consistently will remove any perceived anomalies in the setting of freight fares, and will ensure that no part of the network is advantaged relative to another part.
 - **Sustainability:** The level of fares supports the future sustainability of island local economies and communities.

¹ Specific, Measurable, Attainable, Relevant and Time Specific

- **Transparency and simplicity:** Simple for the directly subsidised ferry operators to put in place and operate and transparent so that users can easily understand how fares are set.

2.3.4 In addition to the above five criteria, a pre-requisite for any option, before the criteria are applied, is that it is **legal**, i.e. compliant with State Aid rules and other legal requirements.

2.3.5 A scale of 1-5 is used to assess the extent to which each option meets the criteria. Descriptors of the scoring, which are tailored to each criterion, are provided below:

- **Acceptability:** 1: unacceptable to all groups; 2: unacceptable to most groups; 3: unacceptable to some groups and acceptable to others; 4: acceptable to most groups; 5: acceptable to all groups
- **Affordability:** 1: increases the subsidy paid significantly; 2: increases the subsidy a little; 3: no impact on the subsidy; 4: reduces the subsidy paid a little; 5: reduces the subsidy paid significantly.
- **Consistency:** 1: fares are set in different ways across all parts of the directly subsidised ferries network and there is significant advantage for some parts of the network over other parts; 2: fares are set in different ways across most of the directly subsidised ferries network and there is some advantage for some parts of the network over other parts; 3: fares are set in the same way in some parts of the network but not others and there is little advantage for some parts of the network over other parts; 4: fares are set in the same way across most of the directly subsidised ferries network and there is very little advantage for any part of the network over other parts; 5: fares are set in the same way across the whole directly subsidised ferries network and there is no advantage for any part of the network over other parts.
- **Sustainability:** 1: significantly risks the future sustainability of island economies and communities; 2: risks future sustainability somewhat; 3: no likely impact on future sustainability; 4: likely to increase future sustainability somewhat; 5: likely to increase future sustainability significantly.
- **Transparency and simplicity:** 1: unfeasible to put in place and operate and very difficult to understand; 2: difficult to put in place and operate and quite difficult to understand; 3: no more easy to put in place or more transparent/easy to understand than the current framework; 4: relatively simple to put in place and operate, fairly transparent and quite easy to understand; 5: very simple to put in place and operate, fully transparent and very easy to understand.

3 Option Development and Assessment

3.1 Overview

3.1.1 This chapter summarises the approach to option development and appraisal, sets out the findings of the initial high level options scoring, and provides an illustrative quantification of the impacts of different approaches to fares setting.

3.2 Option Development

3.2.1 In our initial discussions, we attempted to distinguish the different elements of the fare system so as to better understand precisely what we were developing options for. This exercise identified five distinct considerations for this review:

- The charging mechanism – i.e. on what basis is the charge being levied?
- Fare types– i.e. in what ways can the charging mechanisms be set?
- Discounts – i.e. should there be any discounts on the fares?
- Surcharges – i.e. should there be any surcharges on the fares?
- Policy Questions – i.e. what is the most appropriate way to define a commercial vehicle?
- Fare Options Assessment.

3.2.2 The following flowchart sets out what we see as the process for developing a new fares structure:

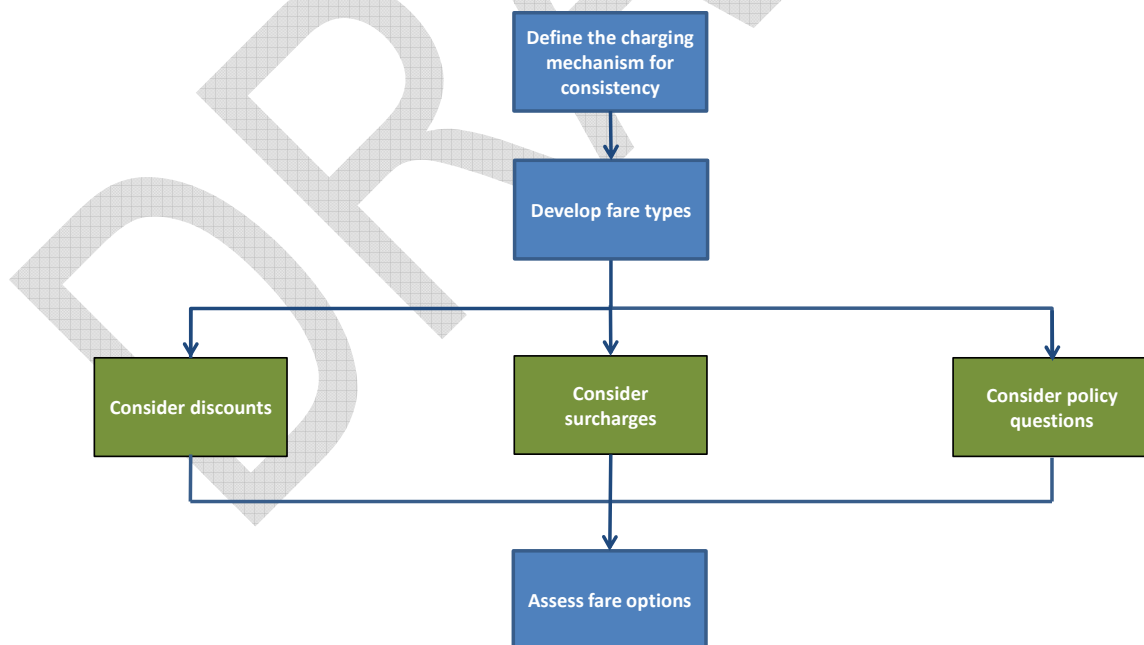


Figure 3.1: Fares Development Process Chart

3.2.3 The figure above shows that the first step in devising a new freight fares policy is to define the **basis of the charge** – i.e. what variable(s) will be used to determine the fare. Having done this, the next step is to develop and test a series of fare types for a new, over-arching, freight fares policy.

- 3.2.4 Once the basis of the charge and broad fare types for the fares options are established, the next step is to consider any **discounts**, the type of **surcharges** and wider **policy** questions (such as the definition of a CV, or the carrying of loose parcels).
- 3.2.5 The final step in the process is the testing of the fares options to understand the impact on the subsidy and presenting to / consulting with the local communities.

3.3 Charging Mechanism

- 3.3.1 Fares for CVs and non-CVs can be based on one or more variables, including:
- length;
 - width;
 - height;
 - volume;
 - weight;
 - piece rates (principally for loose packages); and
 - headage rates (livestock).
- 3.3.2 All fares on the CHFS and Northern Isles network are based on a single variable. This is consistent with subsidised operators in other countries, although it is in contrast to commercial operators, which use a complex matrix of composite variables to establish bespoke prices for their customers.
- 3.3.3 CV fares on the CHFS network are based on the lane metre, although non-CV rates are based on one of lane metres, weight or headage. Fares on the Northern Isles routes are based exclusively on the lane metre (or lane metre equivalent).
- 3.3.4 Our review of domestic and international experience found that the basis of the charge is typically levied on the scarcest of commodities being consumed, generally the lane metre (as available lane metres are the constraining factor on a vessel's vehicle deck).
- 3.3.5 Following consideration of this issue during our workshop with Transport Scotland, it was agreed that **a single variable, the lane metre / lane metre equivalent should be used as the basis for all CV and non-CV fares on the CHFS and Northern Isles networks**. This is primarily a reflection of the principle of pricing on the basis of the scarcest commodity, i.e. car deck space in this case. The only exceptions to this would be:
- the parcel traffic on the Firth of Clyde and Sconser - Raasay; and
 - the loose freight service on the route between Mallaig – Small Isles. This route will always remain an exception unless the proposed service amendments in the Ferries Plan, which includes a dedicated freight vessel for the Small Isles, are taken forward.
- 3.3.6 Weight restrictions would be limited to the vehicle remaining within its plated (i.e. legal) weight.

3.4 Current Fares

- 3.4.1 There are two broad principles governing current fares:
- fares vary by vehicle length; and
 - the £/Lane-Metre charged reduces with route distance, ie a ferry trip of 40 miles costs less than double the price of a 20 mile ferry trip.
- 3.4.2 The 2012-13 published fares are analysed further below, note that 2012-13 is used as this corresponds to the operator revenue data provided and referred to later in this paper.

Published Fares

3.4.3 The Figure below shows the 2012-13 CV fares per lane-metre by route together with the route distance. Where the £/lane metre varies with vehicle length (as is the case with some Western Isles, Coll and Tiree routes) the £/lane metre has been taken from the **average length of the vehicle carried on that route**.

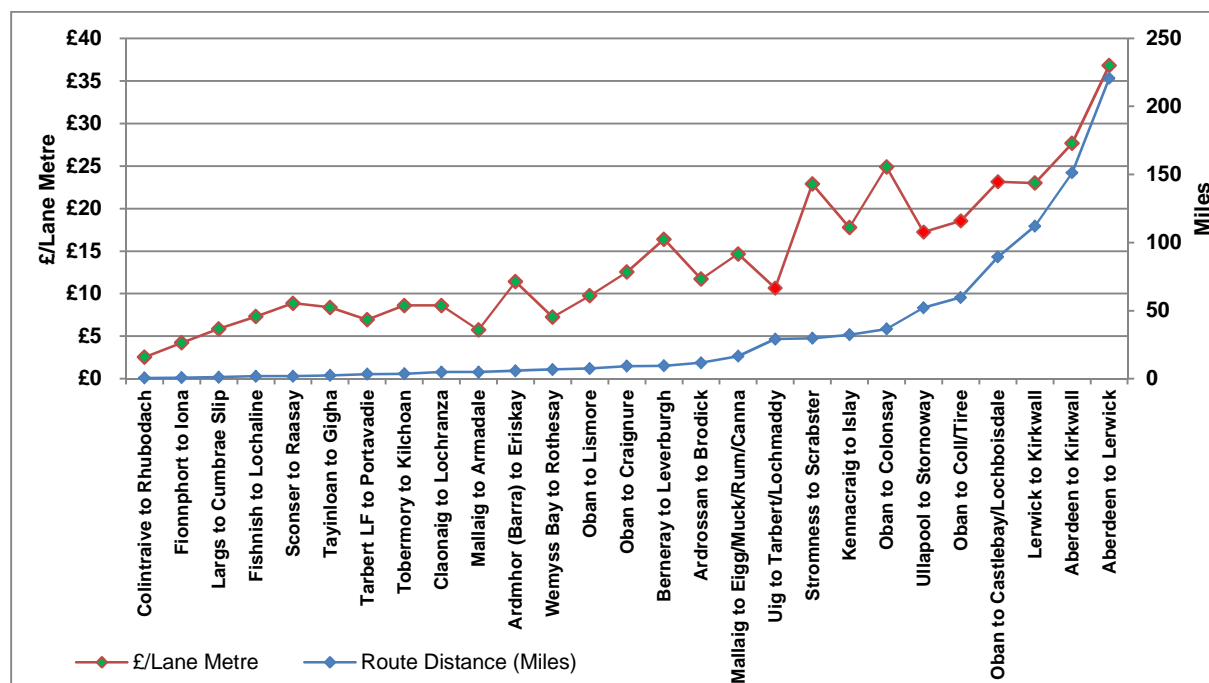


Figure 3.2 2012/13 Fares (£/lane metre) and Route Distance

3.4.4 The current fares system therefore reflects an approach whereby the £/lane metre for a CV broadly increases with route distance as would be expected, ie it costs more to transport a CV of a given length further.

3.4.5 However, the relationship between the £/lane-metre and the route distance is not totally consistent. For example:

- it costs £10.65/m on Uig to Tarbert/Lochmaddy (29.2 miles) yet more than double that, £24.90/m from Oban to Colonsay (36.6 miles);
- Ullapool to Stornoway is cheaper than Kennacraig to Islay despite being 20 miles longer;
- Ardrossan-Brodick is cheaper than Oban-Craignure and Berneray-Leverburgh despite being a longer route; and
- Scrabster-Stromness and Oban-Colonsay fares are very high compared to routes of similar length.

3.4.6 In general, the former RET route fares (shown in red in the figure) were still low compared to other routes of comparable distances in 2012/13. This gap will have closed somewhat with the 10% fares increase on former RET routes in 2013/14 (relative to around 2.6% for other routes).

3.4.7 Note that Ardmhor-Eriskay and Berneray-Leverburgh have high fares per lane-metre relative to routes of a similar length. The fares charged may reflect the original longer routes (Castlebay-Lochboisdale and Lochmaddy-Tarbert respectively).

- 3.4.8 Unless a fares policy is attempting to reflect route specific issues such as the cost of provision, it would be reasonable to aim for a system where the basic fare paid (ie pre any discounting) would increase with distance without any of the anomalies seen above.

Published & Outturn Fares

- 3.4.9 There is a level of discounting and surcharging present across the subsidised ferries networks in Scotland. If there were no surcharges or discounts, the revenue generated would reflect only the published fares and the lane metres carried. This can be thought of as **Gross Revenue**. In reality, the revenue generated is less than that, ie the net impact of surcharges and discounts is to reduce this gross revenue to **Outturn Revenue**.
- 3.4.10 In the analysis undertaken here, the estimated Gross Revenue is on average 9% higher than the outturn revenue reported by the operators, ie **the net effect of discounts and surcharges is to reduce revenue by around 9% across the whole network**.
- 3.4.11 For the purposes of the fares analysis which follows here, new fares have been estimated which would reproduce the **Gross Revenue**, and these can therefore be compared to the published fares. The issue of discounts and surcharges can then be considered separately.
- 3.4.12 In determining these initial estimated fares, we have assumed no demand response to the fares changes. However, the impact of the 'new' fares on demand and hence revenues can be calculated assuming a low elasticity of response to fares changes, as evidenced in the original RET evaluation work. The impact on overall revenue is typically less than 5%, so by an iterative process a final set of fares could be established, ie applying minor adjustments to the fares reported here.
- 3.4.13 Note that the data provided by CalMac and NorthLink are commercially confidential so are not quoted directly in this paper.

3.5 Development of Fares Options

- 3.5.1 The initial list of 15 options is provided in **Appendix I** of this report together with a brief description of each and rationale of the scoring exercise.
- 3.5.2 Following a Scottish Transport Appraisal Guidance (STAG) approach, where all potential options are included until there is a clear rationale for excluding them, options **1, 2, 3, and 4** are sifted out at this stage, principally on the grounds of scoring a 1 on Acceptability (ie being unacceptable to all groups) or on Affordability (ie resulting in a significant increase in subsidy).
- 3.5.3 In terms of the other options (5a-5g, 6a-6d) we have assumed that these fares would be developed on a broadly **revenue neutral** basis and it can be seen that, on this basis they all have a similar score.
- 3.5.4 However, the **Route Group** options (5e and 6b) are also sifted out at this stage because:
- the route group is a somewhat artificial definition, and is a proxy for route distance, which is better represented by distance bands
 - they offer no obvious advantage over other formulations
- 3.5.5 In addition, the **Vessel Type** options (5f and 6c) are also sifted out because:
- this formulation would only really be logical if the fares were linked to the costs of operating the vessels rather than the amount of revenue raised; and
 - again these options offer no obvious advantage over other formulations
- 3.5.6 Therefore seven fares types are taken forward for quantitative analysis and these are recapped in Table 3.1. It is assumed that these fares would all be applied on a per lane metre

basis and that there would be a linear relationship between vehicle length and fare charged on any given route, ie a 14m vehicle would be twice the price of a 7m vehicle.

3.5.7 Table 3.2 describes the shortlisted options and summarises the distributional impacts of each. Charts analysing the impacts of the shortlisted approaches to fares setting are provided in **Appendix II** of this paper.

3.5.8 Note that this initial quantification of fares and changes in fares is intended to be illustrative only. They do not represent a final set of fares and are presented here with a view to demonstrating the potential scope and scale of fares changes if any of these broad approaches to fares setting were to be adopted. Were any of these fares types to be taken forward, they would be further honed to develop a definitive set of fares.

Table 3.1: Shortlist of Fares Systems

| Distance Based Route Specific £/Mile | Distance Based £/Mile | Fixed £ ie Flat Fare |
|--|---|----------------------------------|
| (5a) Best fit function on current published fares £/mile varies with distance based | (5d) Network Wide: constant £/mile | (6a) Network Wide: flat fare |
| (5b) Fixed (assumed at £25) plus constant £/mile charge | (5g) By Distance Band: constant £/mile | (6d) By Distance Band: flat fare |
| (5c) Fixed (assumed at £50) plus banded £/mile charge (rate reduced by 50% for route miles > 50) | | |

Table 3.2: Summary of Distributional Impacts of Shortlisted Options

| | Option | Description | Impact |
|------------------------|---|--|--|
| Distance Based Options | 5a Best Fit - £/mile | Variable £/mile derived from a 'best fit' function based on current published fares. This approach irons out the anomalies seen in the published fares in a consistent way – previously 'low' fares are increased and previously 'high' fares will come down. | <ul style="list-style-type: none"> there would be fares changes in the range of +59% to -34% or +£74 to -£91 in absolute terms the biggest absolute reductions would be Scrabster-Stromness and Oban-Colonsay. the biggest absolute increases would be Uig-Tarbert-Lochmaddy and Lerwick-Kirkwall. |
| | 5b Fixed plus Distance Based Charge, £/mile | Variable £/mile based on a fixed element and a constant £/mile charge. This approach would see fares reductions for shorter trips and big fares increases for longer trips – this balance could be adjusted by increasing the fixed cost element from the £25 used here. | <ul style="list-style-type: none"> There would be fares changes in the range of +124% to -63%, or +£620 to -£108 in absolute terms The biggest absolute reductions would be Scrabster-Stromness and Berneray-Leverburgh. The biggest absolute increases would be Kirkwall-Aberdeen and Lerwick-Aberdeen where fares would more than double. |
| | 5c Fixed plus Banded | Fares based on a fixed element and a 'banded' £/mile element – this £/mile | <ul style="list-style-type: none"> There would be fares changes in the range of +130% to |

| | | Option | Description | Impact |
|-------------------|----|--------------------------------|---|---|
| | | Distance Based Charge, £/mile | charge would vary with eg a £/mile rate for 0-50 miles, and a reduced £/mile rate for route miles > 50 miles – this has the effect of reducing the impact of route distance on the longer routes. Increasing the fixed element and reducing the £/mile rates over 50 miles by 50% brings down costs for longer routes compared to Option 5b – overall there is a much better match with the scale of current fares compared to Option 5b. the fixed element, rates and banding of £/mile reductions could be further adjusted to reach an optimal position. | -50%, or +£158 to -£128 in absolute terms <ul style="list-style-type: none"> The biggest absolute reductions would be Scrabster-Stromness and Berneray-Leverburgh. The biggest absolute increases would be Kirkwall-Aberdeen and Lerwick-Aberdeen. |
| | 5d | Network Wide, £/mile | Constant £/mile across the network – ie the fare paid will be a linear function of route distance. This approach is based purely on route distance and would produce very large fares reductions for shorter trips and big fares increases for longer trips. | <ul style="list-style-type: none"> There would be fares changes in the range of +165% to -90%, or +£827 to -£126 in absolute terms The biggest absolute reductions would be Scrabster-Stromness and Berneray-Leverburgh. The biggest absolute increases would be Kirkwall-Aberdeen and Lerwick-Aberdeen. |
| | 5g | by Route Distance Band, £/mile | Constant £/mile by Route Distance Band – eg all routes between 5 and 10 miles will be charged the same £/mile. The £/mile paid would vary widely by the six distance bands (as defined in Appendix I) – decreasing with distance. The main drawback of this approach is that artificial steps are created when moving between distance bands – this could potentially be adjusted out though. | <ul style="list-style-type: none"> There would be fares changes in the range of +100% to -35%, or +£64 to -£101 in absolute terms The biggest absolute reductions would be Scrabster-Stromness and Oban-Colonsay. The biggest absolute increases would be Oban-Castlebay/Lochboisdale, Uig-Tarbert/Lochmaddy and Tobermory-Kilchoan. |
| Flat Fare Options | 6a | Network Wide, £ | Flat fare across the network – ie the fare paid will be the same for all routes. This is a network wide flat fare and it is an extreme scenario , given that route distances range from 0.5 to 221 miles. | <ul style="list-style-type: none"> There would be fares changes in the range of +420% to -65%, or +£95 to -£322 in absolute terms All short routes would see very large fares increases. All long routes would see very large fares reductions. |
| | 6d | by Route Distance Band, £ | Flat fare by Route Distance Band – eg all routes between 5 and 10 miles will be charged the same fare. The fare paid would vary widely by distance band (from £5 to £35 per lane-metre depending on distance band). Again major steps are created between distance bands and this is more extreme where there is a flat fare within each distance band. | <ul style="list-style-type: none"> There would be fares changes in the range of +95% to -45%, or +£153 to -£92 in absolute terms The biggest absolute reductions would be Scrabster-Stromness and Oban-Colonsay. The biggest absolute increases would be Lerwick-Kirkwall and Kirkwall-Aberdeen. |

4 Surcharges, Discounts and Policy Questions

- 4.1.1 The next step in the process is to consider whether there should be any surcharges, discounts and policy decisions which could impact on the implementation of the fares policy.

Surcharges

- 4.1.2 Surcharges to ferry fares are typically applied to account for occasions where the components of the standard fare do not reflect the cost of carriage. There are various examples of the basis for surcharges, including:
- where a vehicle exceeds the width of a standard lane on the car deck (typically 2.3 or 2.6 metres but this varies depending on the ferry);
 - where the weight of a vehicle exceeds a standard weight definition;
 - where the height of a vehicle prevents deployment of the mezzanine decks;
 - drop trailer handling charges; and
 - time of day / day of week, where the available lane meterage on a ferry is in high demand and the standard fare does not reflect the demand, creating a need for peak pricing.

Width Based Surcharges

- 4.1.3 At present, the situation in Scotland, and with most tendered operators, is that the main form of surcharges is for excess width, with vehicles wider than the typical car deck lane being charged a surcharge / excess fare. This is a perfectly logical approach and relates to the argument that the lane metres on the car deck are the scarcest commodity on a ferry, and thus anything which has a 'footprint' wider than a standard lane should pay a surcharge for consuming additional space which cannot then be sold to another user.
- 4.1.4 Given that the basis of the charge recommended in this paper is the lane metre, we would recommend retention of surcharges for over-wide vehicles. We recognise that what is determined as 'over-wide' can vary depending on the size of the ferry, but would recommend continuing with the current standard definition of a wide load, and consulting on the basis of this. The level of the surcharge would also have to be established.

Weight Related Surcharges

- 4.1.5 Except on the smallest ferries which have deadweight constraints, there are not currently any weight related surcharges in Scotland. In particular, there are no such charges on CHFS or routes to the Northern Isles. Whilst heavy payloads may require increased fuel to propel the vessel, the overall effect is likely to be marginal. Heavy vehicles are also not consuming any more of the scarce commodity on the car deck (ie lane metres) than lightly loaded or empty vehicles.
- 4.1.6 The other issue with applying weight related surcharges is that all vehicles would have to be weighed at the port. This would require significant investment in weighbridges and portside staff and would also slow down the turnaround on the vessel.

Height Related Surcharges

- 4.1.7 On certain vessels within the CHFS network, for example the MV *Isle of Lewis*, the presence of high sided vehicles (including standard CVs) can prevent the deployment of the mezzanine decks and thus reduce overall lane meterage available. Whilst it could be argued that such

vehicles are consuming scarce lane metres, one could argue that this is a characteristic of the vessels and that freight firms should not be penalised for this.

4.1.8 Height related surcharges are highly rare, with one of the only examples discovered in the course of our research being in the Åland Islands.

4.1.9 We would not envisage the use of height surcharges to be appropriate at this stage.

Drop Trailer Handling Fees

4.1.10 The only Transport Scotland subsidised routes which operate a drop trailer service are the overnight freight service between Stornoway – Ullapool and routes to the Northern Isles.

4.1.11 The lane metre charge for carrying drop trailers on the Stornoway – Ullapool service is identical to that for a standard CV, albeit there is a 10% discount in place for using the overnight freight service (this is a demand management measure and is applied whether a vehicle is accompanied or otherwise). There is therefore no charge for handling drop trailers, and there is additional cost to the ferry operator.

4.1.12 On the Northern Isles, it is our understanding that the tariff includes the cost of handling drop trailers, but this is not explicitly specified in the fares literature. Overall, it appears that the drop trailer fare is around £1 per £/LM/mile more expensive than the self-propelled fare², which is unlikely to cover the overall cost of the drop trailer service.

4.1.13 One potential surcharge which Transport Scotland may therefore wish to consider is a handling fee for drop trailers. The fee would need to be set in such a way that it does not remove the advantage to operators from having a drop trailer option but, at the same time, allows the operator to recover the cost of running a drop trailer operation. This is a surcharge successfully employed by Marine Atlantic in Canada, a government owned ferry company which operates a similar network (in terms of the number of routes and their length) to Serco NorthLink.

Peak / Off Peak Pricing

4.1.14 Peak pricing is effectively a surcharge for taking up car deck space on the ferry on high utilisation sailings, be they at a specific time of day or day of the week. Peak pricing is currently only used on limited routes in Scotland, including Ardrrossan–Brodict and Oban–Craignure during the summer months and on a seasonal basis (low / mid / high) on NorthLink services.

4.1.15 The 10% discount for using the overnight freight service on the Stornoway – Ullapool service is an example of off-peak pricing. In this case there is an incentive offered to use the less utilised service.

4.1.16 More widespread use of peak / off-peak pricing by sailing / season is an option which Transport Scotland and operators may wish to consider further. Indeed, it is a consideration in the Ferries Plan.

4.1.17 However, it is perhaps only most justifiable on routes / services where there is a demonstrated capacity problem and this may occur more frequently with the introduction of RET across the network. The level of utilisation should be reviewed regularly and be discussed with the operator.

4.1.18 Any further moves to pricing flexibility would have to be reflected in the contract offered to the ferry operator and be compliant with State Aid rules.

² <http://www.northlinkferries.co.uk/other/freight/2014-freight-rates/>

Bunker Adjustment Factor (BAF)

- 4.1.19 The final surcharge which Transport Scotland may wish to consider is a Bunker Adjustment Factor (BAF), or a fuel surcharge. At present, on Transport Scotland tendered services, the risk lies either with the operator or Transport Scotland. Freight customers are protected from this risk except in the extent to which it is manifested in the Consumer Prices Index, which is the inflation index used to annually uplift fares.
- 4.1.20 The inclusion of a BAF is likely to be deeply unpopular and, with no history of this on Scottish ferries, it is likely to be unacceptable to the public.

Discounts

- 4.1.21 The review of current practice for both CVs and non-CVs identified a wide variety of discounts on the CHFS network (although less so on the Northern Isles). We are unclear as to the original rationale for these discounts, although this has included the provision of support for local hauliers; local sectors or industries; volume based discounts; demand management etc. We would propose to consult on the discounts which currently exist and seek feedback from stakeholders on their ongoing appropriateness and legality.
- 4.1.22 Discounts on the CHFS network equate to around £1 million annually. If route or commodity specific discounts were removed and this pot spread equally over the network, CV fares could be reduced by around 5% across all routes.
- 4.1.23 There are four main types of discount on the CHFS and Northern Isles routes, namely:
- Volume discounts – e.g. the Traders Rebate Scheme (a scheme offering all commercial vehicle operators a rebate based on their volume of carryings on a particular route on the Clyde & Hebrides Ferry network);
 - Route discounts – e.g. the 10% discount for using the overnight freight service between Stornoway and Ullapool;
 - Commodity discounts – e.g. free or discounted returns for hay lorries, vivier trailers etc.; and
 - Empty return discounts – e.g. a reduced fare for moving an empty unit, this issue is complicated by having to define an ‘empty’ vehicle (for example, is a livestock trailer returning to an island with a small load of fencing an empty vehicle or not?).
- 4.1.24 The application of discounts is ultimately a policy matter Transport Scotland, as they may be intended to achieve a wider set of objectives than simply lowering the cost of travel. Any review of discounts should be objective led – and there should be a clear and stated rationale for the purpose of the discount.
- 4.1.25 The key consideration with regards to discounts is based on the **extent to which they impact on overall revenue for a route**.

Policy Questions

- 4.1.26 There are a number of wider questions Transport Scotland may wish to consider in developing any future freight policy. These are again applicable across all of the proposed options.

Definition of a Commercial Vehicle

- 4.1.27 Establishing the precise definition of a commercial vehicle has always been a challenge. On CalMac routes, the present definition states that all vehicles greater than 5 metres in length on non-RET routes and 6 metres in length on RET routes are CVs. The exceptions to this are

trailers and agricultural tractors, which have their own specific rate, the basis for which is unclear. On NorthLink, all CVs regardless of length are charged commercial rates

- 4.1.28 The existence of a length based threshold creates an incentive at the margin to purchase (often bespoke) vehicles which fit under the designated length threshold, allowing what is effectively commercial traffic to be carried at the car rate, something which can be viewed as inequitable.
- 4.1.29 One potential solution to this is to define a CV as anything other than a car or coach and levy a lane metre based charge on this basis. Whilst there would be a challenge of people using modified cars to carry commercial goods, the definition of a 'CV as a CV' is inherently fair.

Redefinition of CV Length

- 4.1.30 As part of the roll-out of RET, Transport Scotland has mandated that the threshold at which a vehicle becomes a commercial vehicle is redefined from 5m to 6m. The early evidence suggests that this change has markedly reduced CV carryings / revenue where introduced on the CHFS network and has therefore increased the subsidy required.
- 4.1.31 This issue lies outwith the immediate scope of this study, but is another quirk in the fares system which could be considered going forward (and could potentially addressed by the option put forward above).

Paying for Improvements

- 4.1.32 Another issue worthy of further consideration is the concept of improvements on a route (eg a higher frequency, drop trailer capability etc) being reflected through the fares charged to end-users. This concept has been discussed in relation to the rail network on a number of occasions and has typically been rejected on the grounds of public acceptability. It is therefore unlikely to be acceptable in the context of ferry services. However, it should be considered if only to ensure that there is a clear rationale for ruling it out.

Parcel Rates

- 4.1.33 In undertaking a fundamental review of freight fares policy, it is important to strategically review all elements of the freight service and consider whether they remain fit for purpose going forward.
- 4.1.34 In particular, the rationale for operating a loose parcel service on the Firth of Clyde and on the Sconser – Raasay route should be considered going forward. Should these services be continued, it is likely that the historic flat weight based charges would remain in place.
- 4.1.35 The Mallaig – Small Isles route will always remain something of an exception until the commitment in the Ferries Plan to operate a dedicated freight service is realised. This is in part due to the lack of onwads road infrastructure on these islands and the very low levels of population.

Appendix I: Development of Fares Options

In keeping with the Scottish Transport Appraisal Guidance (STAG) philosophy, an unconstrained optioneering exercise was undertaken – i.e. all potential options are included until there is a clear rationale for excluding them.

The following table sets out the options developed and provides a brief description of each. These are discussed further below.

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Table A1: 15 Potential Options– All based on Vehicle Length (Lane Metres)

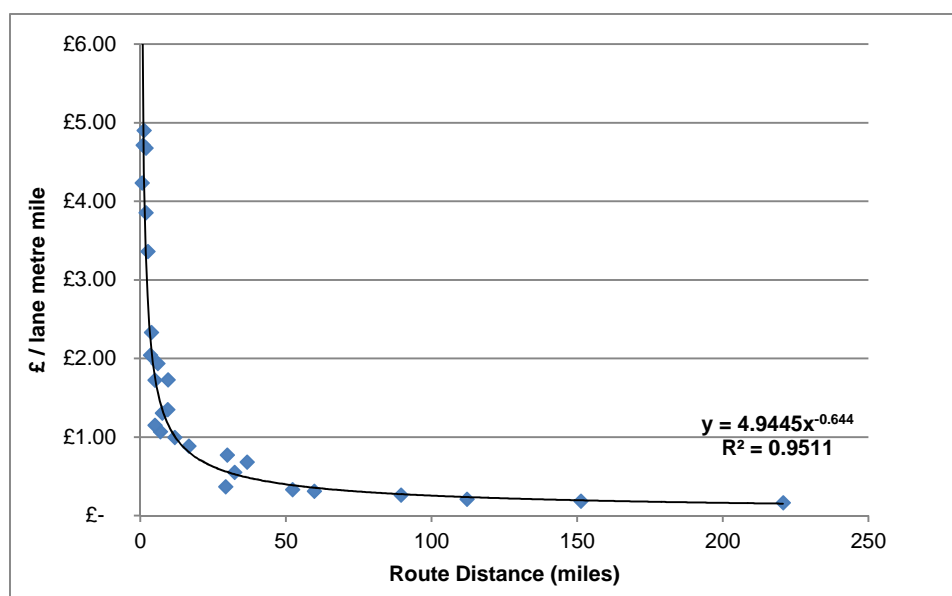
| | | Option | Description | Impact on Total Revenue |
|------------------------|----|---|---|---------------------------------------|
| | | Do nothing | The current fares regime as is, with no amendments – all options are 'scored' relative to this | |
| Other Options | 1 | No charge | Fares for commercial vehicles are removed | Variable |
| | 2 | Revenue maximisation | The operator sets fares at a level which will maximise their revenue | |
| | 3 | Cost recovery at network level | The operator sets fares at a level which will ensure cost recovery – this could be on a route, route group or network wide basis | |
| | 4 | Road Equivalent Tariff | Fares are based on the pure road equivalent cost of the crossing plus a fixed element. Values are derived from research into actual road travel costs covering all motoring related costs. | |
| Distance Based Options | 5a | Best Fit - £/mile | Variable £/mile derived from a 'best fit' function based on current published fares | Assumed to be Revenue Neutral Overall |
| | 5b | Fixed plus Distance Based Charge, £/mile | Variable £/mile based on a fixed element and a constant £/mile charge | |
| | 5c | Fixed plus Banded Distance Based Charge, £/mile | Fares based on a fixed element and a 'banded' £/mile element – this £/mile charge would vary with eg a £/mile rate for 0-50 miles, and a reduced £/mile rate for route miles > 50 miles – this has the effect of reducing the impact of route distance on the longer routes | |
| | 5d | Network Wide, £/mile | Constant £/mile across the network – ie the fare paid will be a linear function of route distance | |
| | 5e | by Route Group, £/mile | Constant £/mile by broad Route Group – eg all 'Clyde' routes will be charged the same £/mile | |
| | 5f | by Vessel Type, £/mile | Constant £/mile by Vessel type used on the route – eg all routes which use 'Major' vessels will be charged the same £/mile | |
| | 5g | by Route Distance Band, £/mile | Constant £/mile by Route Distance Band – eg all routes between 5 and 10 miles will be charged the same £/mile | |
| Flat Fare Options | 6a | Network Wide, £ | Flat fare across the network – ie the fare paid will be the same for all routes | |
| | 6b | by Route Group, £ | Flat fare by broad Route Group – eg all 'Clyde' routes will be charged the same fare | |
| | 6c | by Vessel Type, £ | Flat fare by Vessel type used on the route – eg all routes which use 'Major' vessels will be charged the same fare | |
| | 6d | by Route Distance Band, £ | Flat fare by Route Distance Band – eg all routes between 5 and 10 miles will be charged the same fare | |

Best Fit Function

The figure below shows the relationship between route distance and the cost to move one lane metre of CV per mile based on 2012-13 fares across all CalMac and NorthLink routes. It can be seen that the price per mile to ferry a CV declines sharply with distance.

The 'power' function plotted on the figure shows a good fit with the observed data.

New fares for each route based on this function can be determined from the route distance and the average vehicle length.



Relationship between Route Distance and CV Fare Paid per Mile

Route Groups

CalMac define a number of **route groups** in terms of their publicity and brochures. These are:

- Firth of Clyde: Tarbert-Portavadie; Largs-Cumbrae Slip; Wemyss Bay-Rothesay; Colintraive-Rhubodach; Ardrossan-Brodick; Claonaig/Tarbert-Lochrannas
- Southern-Hebrides: Tayinloan-Gigha; Kennacraig-Port Ellen/Port Askaig; Oban-Colonsay-Islay-Kennacraig
- Inner Hebrides: Oban-Craignure; Tobermory-Kilchoan; Lochaline-Fishnish; Oban-Lismore; Fionnphort-Iona; Oban-Coll/Tiree
- Skye, Raasay and the Small Isles: Sconser-Raasay; Mallaig-Armadale; Small Isles
- Outer Hebrides: Oban-Castlebay/Lochboisdale; Uig-Lochmaddy/Tarbert; Ullapool-Stornoway; Mallaig-Lochboisdale; Sound of Harris; Sound of Barra
- For the purposes of this analysis, NorthLink is treated as its own route group.

Fares per mile or flat fares could be set on the basis of common fares within these route groups.

Vessel Types

CalMac distinguishes three **vessel types**: Major, Intermediate & Small. A further option would be to have a fares structure which reflects the vessel used on that route.

In this case, a constant £/lane-metre mile charge would be implemented on all route served by Major, Intermediate or Small vessels.

Fares per mile or flat fares could be set on the basis of common fares across the routes served by each vessel type.

Distance Bands

In this case a number of route '**distance bands**' could be defined. Within each distance band, either a flat fare, or a flat £/lane metre mile could be applied. This would provide consistency within each distance band but still allow fares to change with distance.

For the purposes of analysis here, the following distance bands have been defined (in miles): 0-5, 5-10, 10-20, 20-40, 40-100 and >100.

Fares per mile or flat fares could be set on the basis of common fares within each distance band.

Appraisal Against Criteria

Having developed a draft set of options, the next stage in the process is to create an initial 'score' for each option against the criteria. The aim of this prioritisation is to exclude impractical options and generate a shortlist of workable options that can be taken forward for further analysis and to consultation. This scoring may be revisited in the light of the consultation findings.

It should also be noted that the 'Do Nothing' option is not included in the scoring. Instead, the relative merit of each option is considered against the 'do nothing' and this is reflected in the scoring.

The table below shows the result of this initial scoring exercise. This is a very high level analysis and will be supplemented by further analysis post-consultation. Options scoring a 1 on any criterion are sifted out at this stage.

Table A2: Initial Option Scoring

| | Fare Type | Acceptability | Affordability | Consistency | Sustainability | Transparency & Simplicity | TOTAL |
|----|-----------------------------------|--|---|--|--|--|--------------|
| 1 | No charge | 5 - free fares would clearly be acceptable | 1 - the subsidy paid would increase significantly | 5 - free fares are completely consistent | 5 - free fares would be expected to boost island economies | 5 - free fares are completely transparent and simple | 21 |
| 2 | Revenue maximisation | 1 - would lead to significant fares increases | 5 - would reduce subsidy significantly | 3 - there would be some variance across the network reflecting the different markets | 1 - much higher fares would threaten island sustainability | 2 - fares would reflect the commercial position which would not be transparent | 12 |
| 3 | Cost recovery at network level | 1 - would lead to significant fares increases | 4 - subsidy would be reduced | 3 - there would be some variance across the network reflecting the different markets | 2 - higher fares would threaten island sustainability | 2 - fares would not reflect the cost base which would not be transparent | 12 |
| 4 | Road Equivalent Tariff | 4 - the resulting fares reductions would be acceptable to most, although the shortest routes may not benefit | 1 - subsidy paid would increase significantly | 5 - fares setting would be consistent across the network | 3 - the impact would likely be broadly neutral | 4 - the principle is clear but the charging formula is complicated | 17 |
| 5a | Best Fit Function - £/mile | 3 - a distributional change which will see some fares increase and some fall | 3 - Broad revenue neutrality assumed | 5 - fares would be set using the same approach across the network | 3 - the impacts on individual islands will vary | 4 - the 'best fit' function may be hard to understand | 18 |
| 5b | Fixed Charge plus Constant £/mile | 3 - a distributional change which will see some fares increase and some fall | 3 - Broad revenue neutrality assumed | 5 - fares would be set using the same approach across the network | 3 - the impacts on individual islands will vary | 4 - the Fixed plus Variable formula may be hard to understand | 18 |

| | Fare Type | Acceptability | Affordability | Consistency | Sustainability | Transparency & Simplicity | TOTAL |
|----|---------------------------------|--|--------------------------------------|---|---|--|--------------|
| 5c | Fixed Charge plus Banded £/mile | 3 - a distributional change which will see some fares increase and some fall | 3 - Broad revenue neutrality assumed | 5 - fares would be set using the same approach across the network | 3 - the impacts on individual islands will vary | 4 - the Fixed plus Tapered Distance based Variable formula may be hard to understand | 18 |
| 5d | Network Wide, £/mile | 3 - a distributional change which will see some fares increase and some fall | 3 - Broad revenue neutrality assumed | 5 - fares would be set using the same approach across the network | 3 - the impacts on individual islands will vary | 5 - very straightforward | 19 |
| 5e | by Route Group, £/mile | 3 - a distributional change which will see some fares increase and some fall | 3 - Broad revenue neutrality assumed | 5 - fares would be set using the same approach across the network | 3 - the impacts on individual islands will vary | 4 - Route Group definition is open to debate | 18 |
| 5f | by Vessel Type, £/mile | 3 - a distributional change which will see some fares increase and some fall | 3 - Broad revenue neutrality assumed | 5 - fares would be set using the same approach across the network | 3 - the impacts on individual islands will vary | 5 - very straightforward | 19 |
| 5g | by Route Distance Band, £/mile | 3 - a distributional change which will see some fares increase and some fall | 3 - Broad revenue neutrality assumed | 5 - fares would be set using the same approach across the network | 3 - the impacts on individual islands will vary | 5 - very straightforward | 19 |
| 6a | Network Wide, £ | 3 - a distributional change which will see some fares increase and some fall | 3 - Broad revenue neutrality assumed | 5 - fares would be set using the same approach across the network | 3 - the impacts on individual islands will vary | 5 - very straightforward | 19 |

| | Fare Type | Acceptability | Affordability | Consistency | Sustainability | Transparency & Simplicity | TOTAL |
|----|---------------------------|--|--------------------------------------|---|--|--|--------------|
| 6b | by Route Group, £ | 3 - a distributional change which will see some fares increase and some fall | 3 - Broad revenue neutrality assumed | 5 - fares would be set using the same approach across the network | 3 - the impacts on individual islands will vary | 4 - Route Group definition is open to debate | 18 |
| 6c | by Vessel Type, £ | 3 - a distributional change which will see some fares increase and some fall | 3 - Broad revenue neutrality assumed | 5 - fares would be set using the same approach across the network | 3 - the impacts on individual islands will vary though | 5 - very straightforward | 19 |
| 6d | by Route Distance Band, £ | 3 - a distributional change which will see some fares increase and some fall | 3 - Broad revenue neutrality assumed | 5 - fares would be set using the same approach across the network | 3 - the impacts on individual islands will vary though | 5 - very straightforward | 19 |

Appendix II: Analysis of Impact of Potential Fares Systems

Revenue and carryings data (2012-13) were obtained from CalMac and NorthLink and these data were used to undertake analysis to identify the **distributional impacts** of the shortlisted approaches to fares setting, ie to identify where fares would rise or fall compared to current prices. The approach taken to this analysis is outlined below.

For **Distance Based** fares:

- we know total **lane metre-miles** moved across the network
- we know the *gross revenue* associated with this (ie obtained from published fares)
- we can therefore obtain a rate for **Gross £ per lane-metre-mile** (revenue / lane-metre-miles)
- on each route we can then establish an average vehicle fare by using
 - £ per lane-metre-mile
 - Average vehicle length carried on that route (metres)
 - Route distance (miles)
- this process can be also applied to any sub-group of routes using the lane-metre-miles and revenue totals for each sub-group of routes

For **Flat Fare based** fares

- we know total **lane-metres** carried across the network
- we know the *gross revenue* associated with this
- we can therefore obtain a rate for **Gross £ per lane-metre** across the network (revenue / lane-metres)
- on each route we can then establish an average vehicle fare by using
 - £ per lane-metre
 - Average vehicle length carried on that route (metres)
- this process can be applied to any sub-group of routes using the lane-metre and revenue totals for each group of routes

There are seven fares types taken forward for quantitative analysis and these are recapped in the table below. It is assumed that these fares would all be applied on a per lane metre basis and that there would be a linear relationship between vehicle length and fare charged on any given route, ie a 14m vehicle would be twice the price of a 7m vehicle.

Table A3: Fares Types taken forward for Quantitative Analysis

| Distance Based Route Specific £/Mile | Distance Based £/Mile | Fixed £ ie Flat Fare |
|--|--|----------------------------------|
| (5a) Best fit function on current published fares £/mile varies with distance based | (5d) Network Wide: constant £/mile | (6a) Network Wide: flat fare |
| (5b) Fixed (assumed at £25) plus constant £/mile charge | (5g) By Distance Band: constant £/mile | (6d) By Distance Band: flat fare |
| (5c) Fixed (assumed at £50) plus banded £/mile charge (rate reduced by 50% for route miles > 50) | | |

Note that this initial quantification of fares and changes in fares is intended to be illustrative only. They do not represent a final set of fares and are presented here with a view to demonstrating the potential scope and scale of fares changes if any of these broad approaches to fares setting were to be adopted. Were any of these fares types to be taken forward, they would be further honed to develop a definitive set of fares.

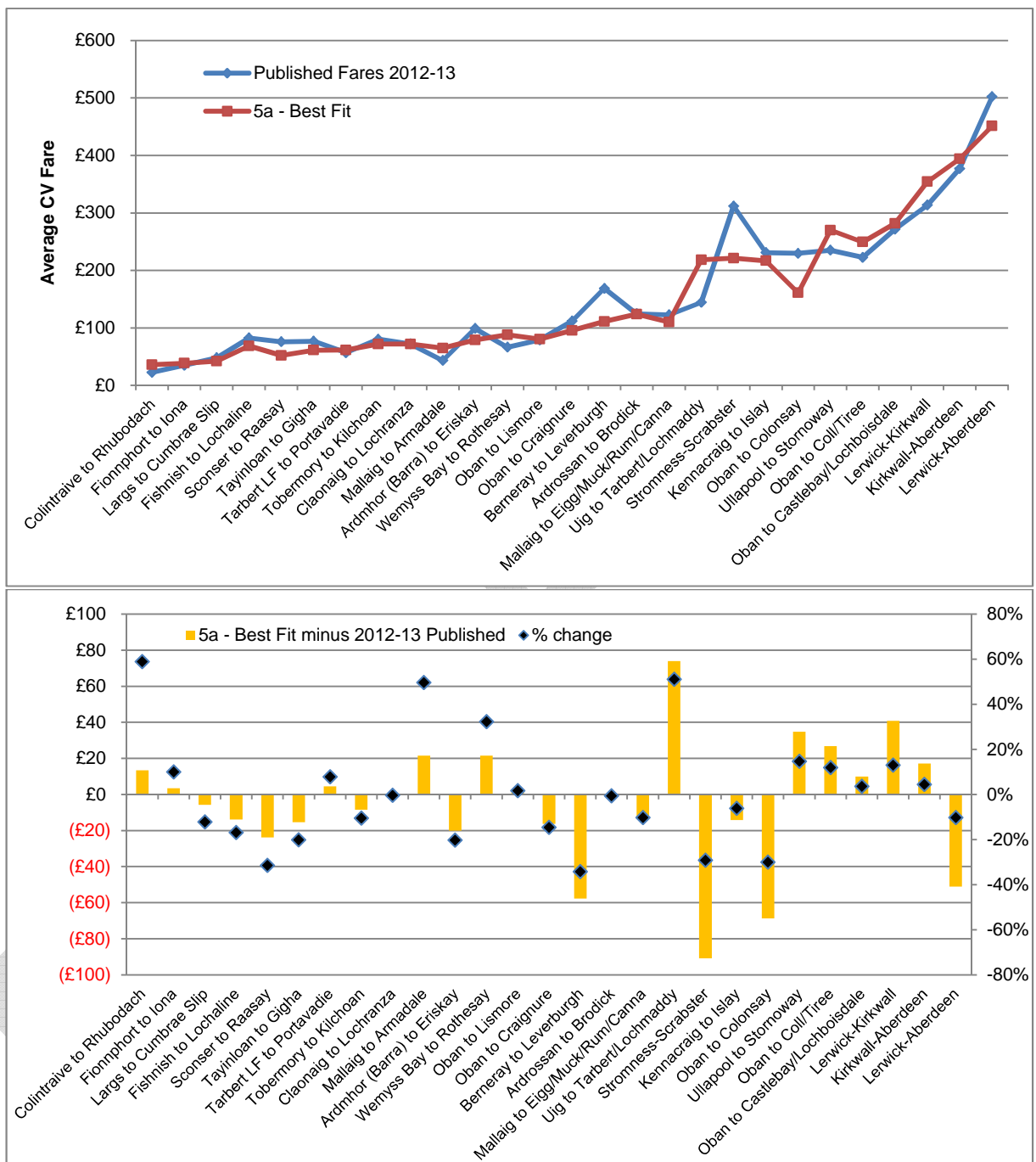
Note also that any future fares regime would be introduced on an incremental basis, with transitional arrangements likely to be put in place over time.

Fare Types Analysis

In the pages which follow, for each of the 7 fares options, there are two charts which are shown for each route:

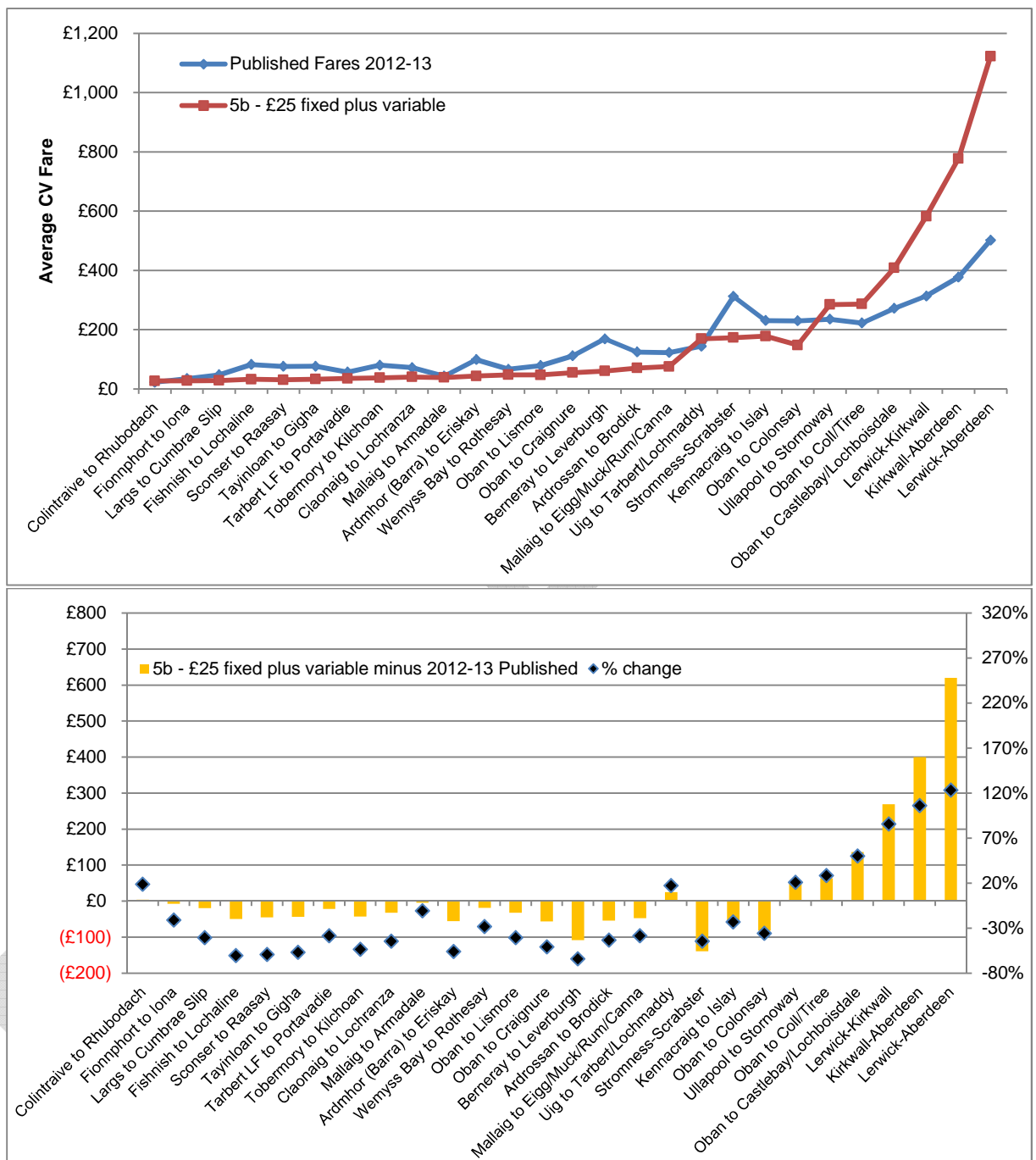
- the fare per CV based on published fares 2012-13 and the average vehicle length (blue line), in order of route distance (short to long)
- the fare per CV based on the fares system under consideration (red line)
- the absolute difference in £ between the two (test minus published, so a positive number indicates a fares increase) (yellow bars)
- the % difference between published fares and the test (black diamonds)

Option 5a: Best Fit Function



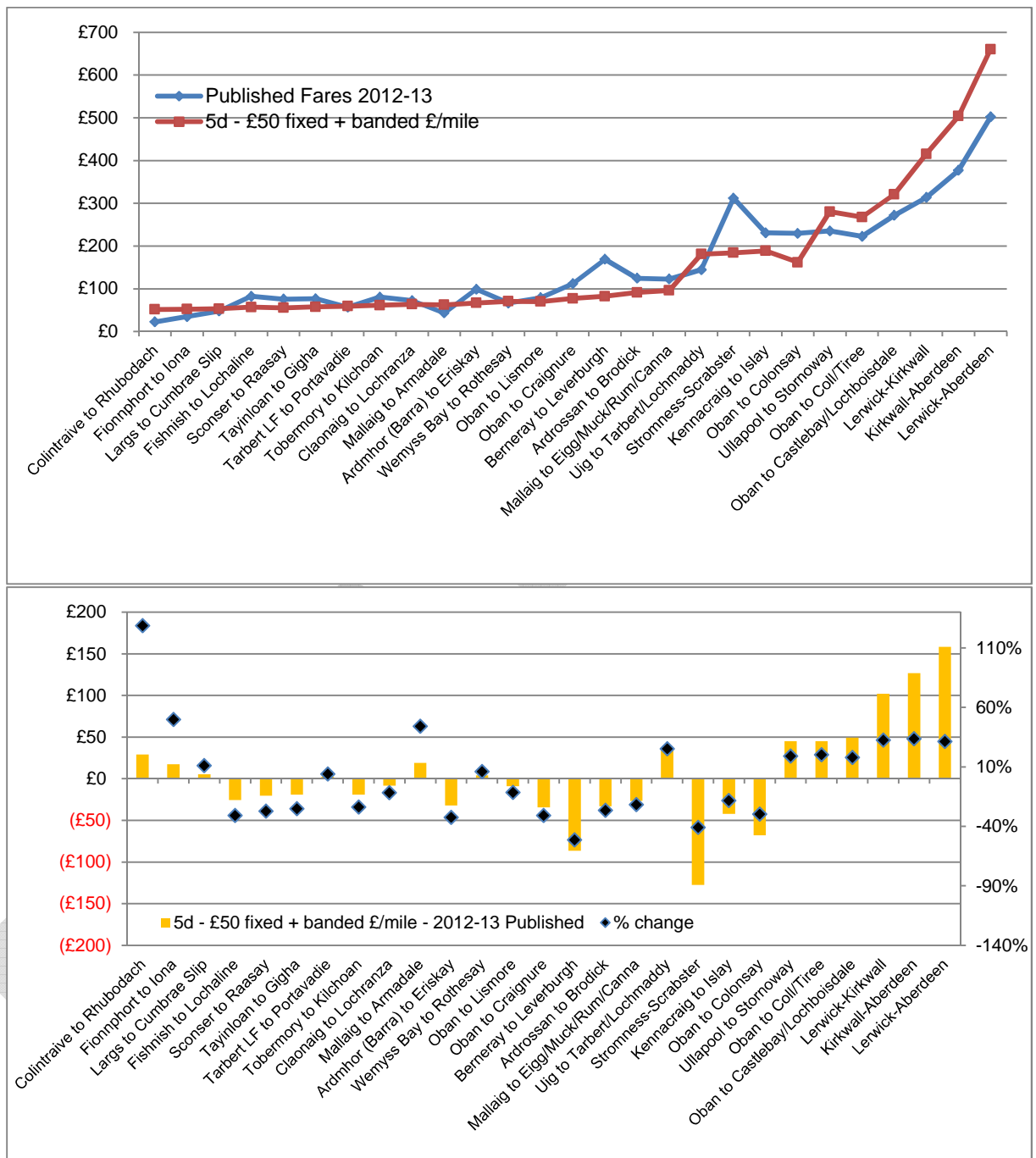
- this approach irons out the anomalies seen in the published fares in a consistent way – previously 'low' fares are increased and previously 'high' fares will come down - the red line does not show a continuous increase with route distance though as the fare per CV varies depending on the average vehicle length on the route
- there would be fares changes in the range of +59% (+£13) to -34% (-£58) or +£71 to -£91 in absolute terms
- the biggest absolute reductions would be Scrabster-Stromness and Oban-Colonsay
- the biggest absolute increases would be Uig-Tarbert-Lochmaddy and Lerwick-Kirkwall

Option 5b: Fixed Charge plus Constant £/mile



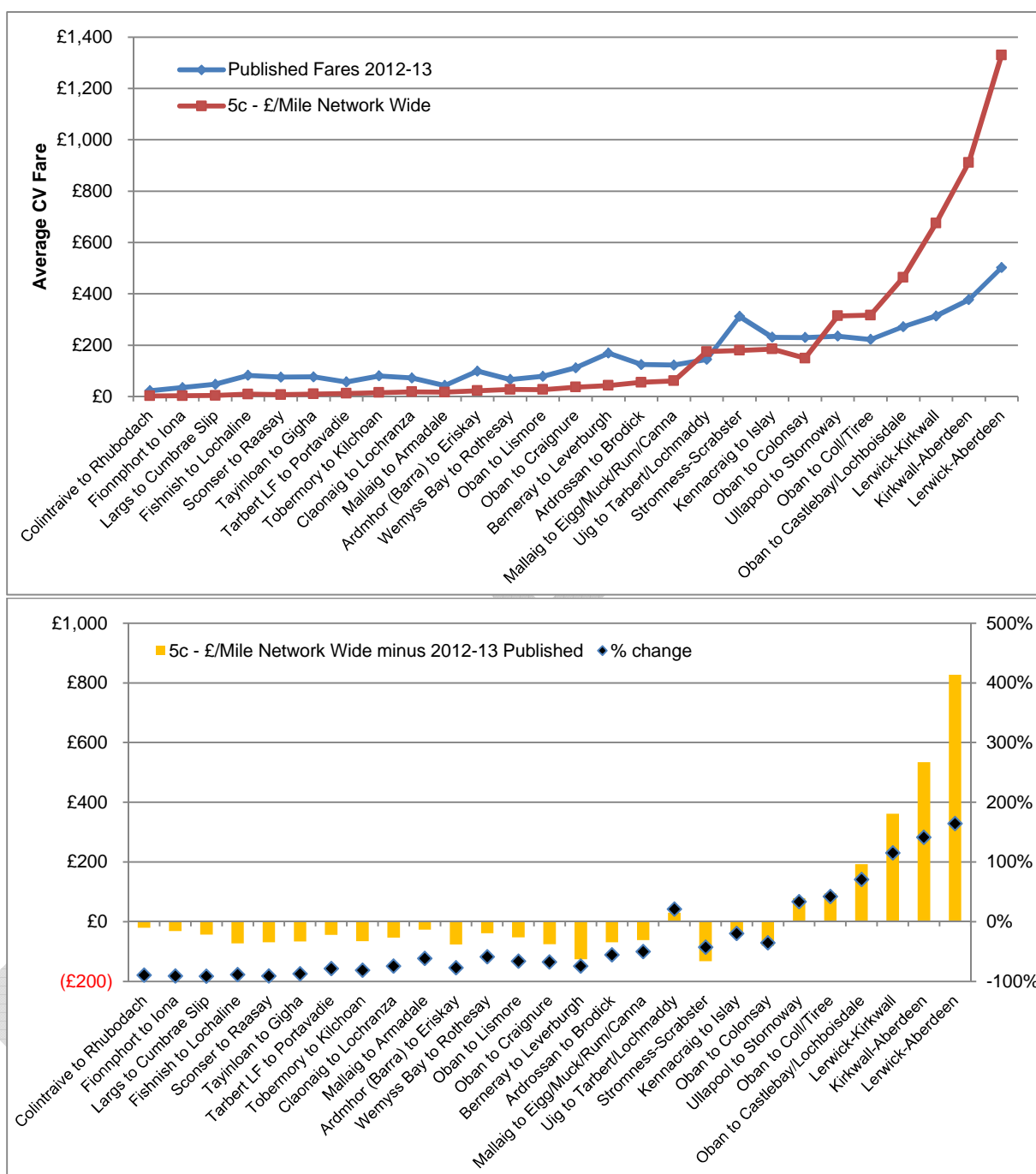
- this approach would see fares reductions for shorter trips and big fares increases for longer trips – this balance could be adjusted by increasing the fixed cost element from the £25 used here
- there would be fares changes in the range of +124% (+£620) to -64% (-£108) or +£620 to -£108 in absolute terms
- the biggest absolute reductions would be Scrabster-Stromness and Berneray-Leverburgh
- the biggest absolute increases would be Kirkwall-Aberdeen and Lerwick-Aberdeen where fares would more than double

Option 5c: Fixed Charge (£50) plus Banded £/mile (>50 miles @50% reduction)



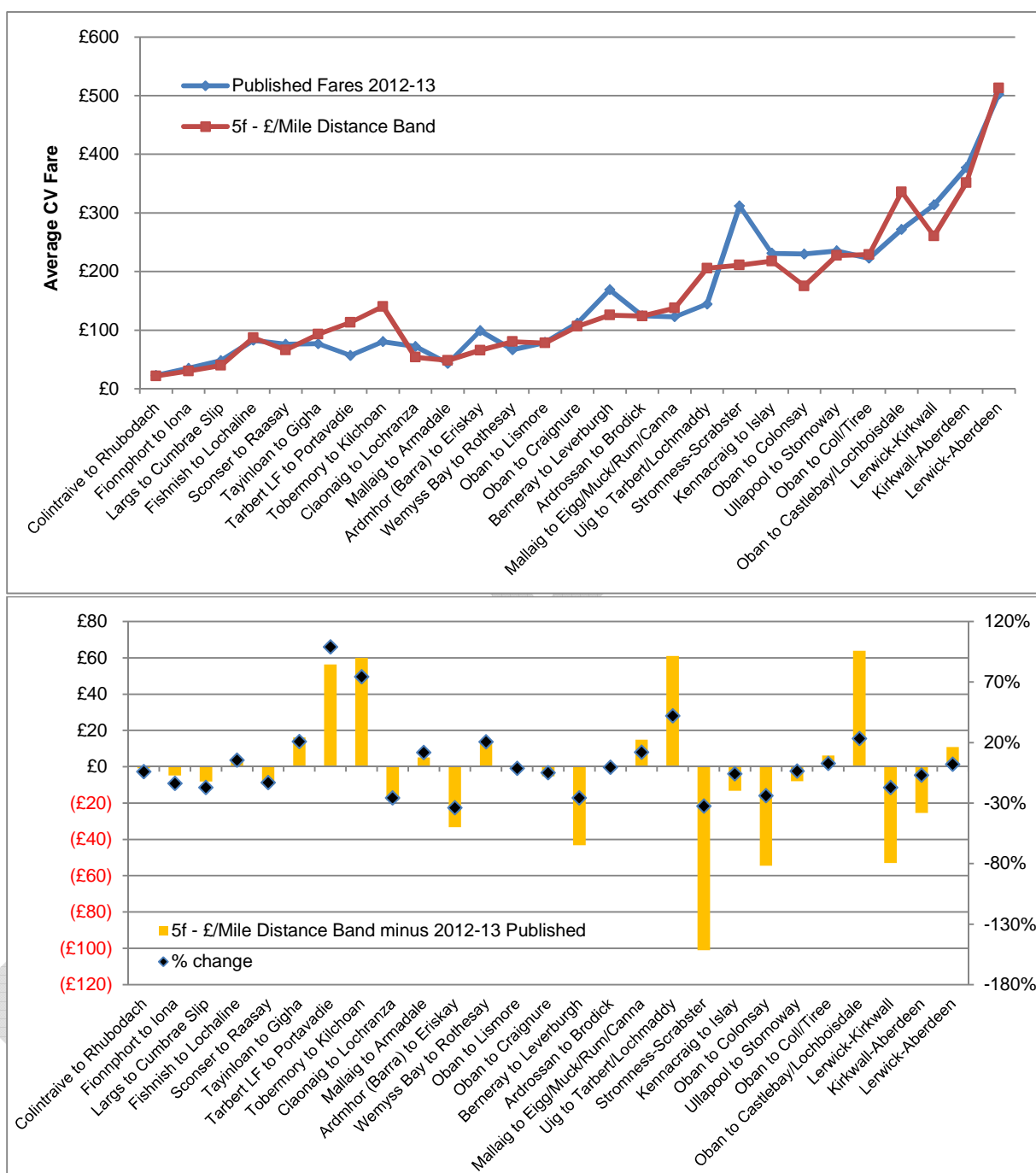
- increasing the fixed element and reducing the £/mile rates over 50 miles by 50% brings down costs for longer routes compared to Option 5b – overall there is a much better match with the scale of current fares compared to Option 5b
- there would be fares changes in the range of +130% (+£29) to -50% (-£87) or +£158 to -£128 in absolute terms
- the biggest absolute reductions would be Scrabster-Stromness and Berneray-Leverburgh
- the biggest absolute increases would be Kirkwall-Aberdeen and Lerwick-Aberdeen
- the fixed element, rates and banding of £/mile discounts could be further adjusted to reach an optimal position

Option 5d: Constant £/mile - Network Wide



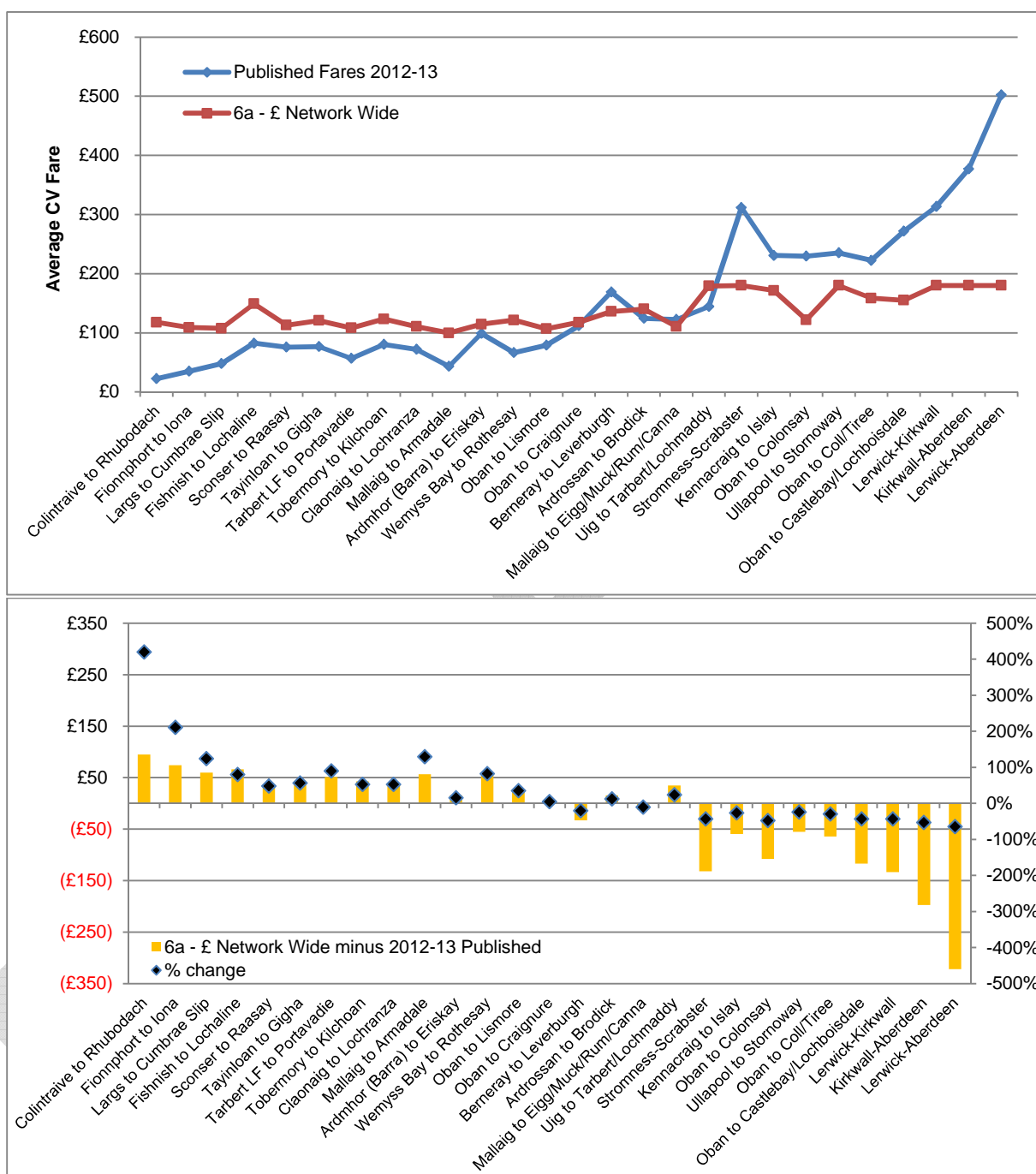
- this approach is based purely on route distance and would produce very large fares reductions for shorter trips and big fares increases for longer trips
- there would be fares changes in the range of +165% (+£827) to -90% (-£20 to -£69) or +£827 to -£126 in absolute terms
- the biggest absolute reductions would be Scrabster-Stromness and Berneray-Leverburgh
- the biggest absolute increases would be Kirkwall-Aberdeen and Lerwick-Aberdeen

Option 5g: Constant £/mile – by Distance Band



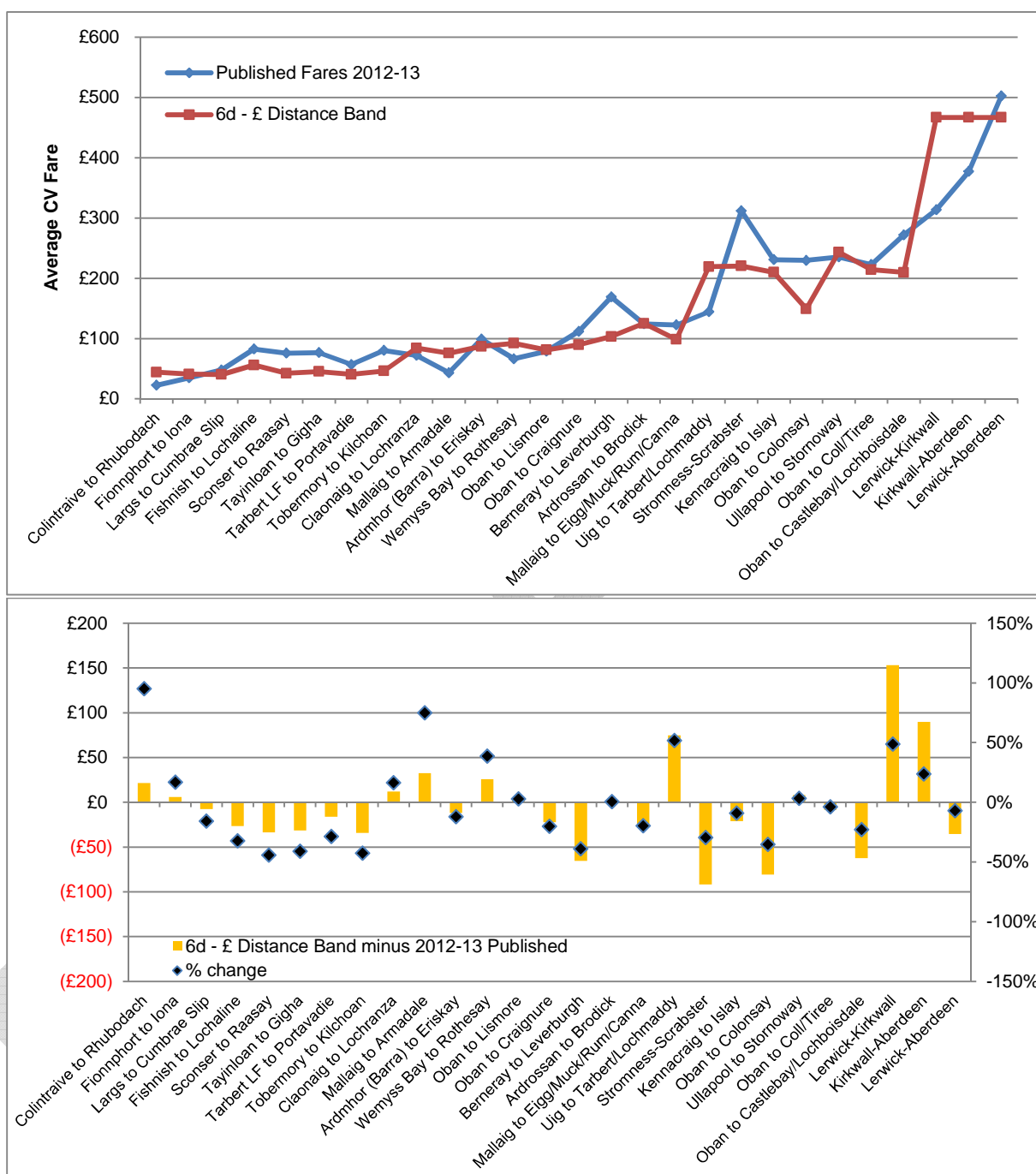
- the £/mile paid would vary widely by the six distance bands defined here – decreasing with distance
- the main drawback of this approach is that artificial steps are created when moving between distance bands – this could potentially be adjusted out though
- there would be fares changes in the range of +100% (+£56) to -35% (-£33) or +£64 to -£101 in absolute terms
- the biggest absolute reductions would be Scrabster-Stromness and Oban-Colonsay
- the biggest absolute increases would be Oban-Castlebay/Lochboisdale, Uig-Tarbert/Lochmaddy and Tobermory-Kilchoan

Option 6a: Flat Fare – Network Wide



- a network wide flat fare is an extreme scenario, given that route distances range from 0.5 to 221 miles
- there would be fares changes in the range of +420% / +£95 (short routes) to -65% / -£322 (long routes) or +£95 to -£322 in absolute terms
- all short routes would see very large fares increases
- all long routes would see very large fares reductions

Option 6d: Flat Fare – by Distance Band



- the fare paid would vary widely by distance band (from £5 to £35 per lane-metre depending on distance band)
- again major steps are created between distance bands and this is more extreme where there is a flat fare within each distance band
- there would be fares changes in the range of +95% (+£22) to -45% (-£34) or +£153 to -£92 in absolute terms
- the biggest absolute reductions would be Scrabster-Stromness and Oban-Colonsay
- the biggest absolute increases would be Lerwick-Kirkwall and Kirkwall-Aberdeen

Appendix 2 – Freight Fares Review Consultation Questions – Draft Response

Fares Options

Consultees have the opportunity to comment on the principles underlying the fares options developed during the research.

A long list of 15 options has been identified and sifted down to 7 options for further consultation. These options are described in Table 3.2 on page 16 and in Appendix II of the options paper (Attached as Appendix 1 to this report).

Taking into account aspects such as rationale, fairness, simplicity, etc., views are invited on the broad fare options as laid out in the paper.

Q1: Option 5a: Best Fit Function (See Page 16 & Appendix II, page 31 in Options Paper in Appendix 1)

Description - Variable £/mile derived from a 'best fit' function based on current published fares (See also graph on Page 24 of Options Paper in Appendix 1 to this report). This approach irons out the anomalies seen in the published fares in a consistent way – previously 'low' fares are increased and previously 'high' fares will come down..

- This option is based on the status quo although it would lead to a modest reduction (of the order of £50 on the average CV) in freight fares on the Aberdeen - Lerwick route but an increase (of the order of £40 on the average CV) in freight fares on the Lerwick – Kirkwall route.
- Although any reduction in fares is welcome, the net position for Shetland would only be marginally improved and fares would remain significantly higher than all other routes in the Scottish network.

Summary – Suggest that this option should be considered further in the review on the basis that it takes account of the principle of charging less £/ mile as route length increases.

Q2: Option 5b: Fixed Charge plus Constant £/mile (Page 16: & Appendix II, page 32 in Options Paper Appendix 1)

Description – Variable fare based on fixed element and constant £/mile charge.

- This option is likely to lead to fare increases on the Aberdeen Lerwick route unless the fixed charge and £/mile are very low (of the order of £3/mile which is unlikely because it would lead to very low fares on many shorter routes which would require increased subsidy).
- The impact on Shetland would be substantial and disproportionate to all other routes.
- If this option is to be considered further it would need to be supported by analysis of potential impact on local producers and exporters, the economic impact on Shetland generally in terms of increased cost of importing freight, and because of the sectors that are strategic to Scotland such as fishing and aquaculture, to the national impact.
- This approach may create an unsustainable business climate in Shetland.
- The disproportionate impact on Shetland should be considered alongside the other 'real' costs of being so far from markets that producers and suppliers have to face e.g. time required to access markets for perishable goods affects the value of the product.

Summary – Suggest this option cannot be supported and should not be considered further.

Q3: Option 5c: Fixed Charge plus Distance Banded £/mile (Page 16: & Appendix II, page 33)

Description – Fares based on a fixed element and a 'banded' £/mile element – this £/mile charge would vary with e.g. a £/mile rate for 0-50 miles, and a reduced £/mile rate for route miles > 50 miles – this has the effect of reducing the impact of route distance on the longer routes. Increasing the fixed element and reducing the £/mile rates over 50 miles by 50% brings down costs for longer routes compared to Option 5b – overall there is a much better match with the scale of current fares compared to Option 5b. The fixed element, rates and banding of £/mile reductions could be further adjusted to reach an optimal position.

- This approach has a less severe effect on potential fare increases but would still result in significant increases on the Aberdeen – Lerwick route.
- Creating mileage bands would lead to groups of islands being treated similarly where they fall into the same band. However, this approach still creates differential costs for similar journey purposes within the ferry network and falls some way short of a principle of neutral advantage/ disadvantage resulting from the ferry connection.

Summary – Suggest this option could be considered further in the review on the basis that it is a move towards the principle of equality albeit that it falls short of the absolute equality across the network.

Q4: Option 5d: Network Wide, constant £/mile (Page 16: & Appendix II, page 34)

Description – Constant £/mile across the network – i.e. the fare paid will be a linear function of route distance. This approach is based purely on route distance and would produce very large fares reductions for shorter trips and big fares increases for longer trips.

- This is an extreme example of the issue of distance and highlights the significant effect of distance across the range of routes.
- It is perhaps useful as it shows a significant proportion (roughly two thirds) of routes are broadly similar, with clear steps up to longer routes.
- This might be helpful in banding or grouping routes suggested in Option 5c.
- Is it inconceivable to have different models for different route groups and approach the solution recognising that a single solution for everywhere may be inappropriate?
- Could Transport Scotland consider the characteristics or dynamics of the routes as well as distance, finding appropriate solution from user viewpoint (see principle in next bullet point)?
- Transport Scotland's Routes and Services Methodology looks at route use characteristics to establish model service levels – perhaps this principle could be extended to include the consideration of fares on different routes. For example, shuttle services and others used more infrequently – looking to perhaps consider user costs not on a journey basis but overall user costs on weekly / monthly / annual basis to achieve comparability for users.
- For some short routes the charge would be unreasonably small, but for Shetland unreasonably high.

Summary – Suggest this option cannot be supported as presented and should not be considered further in the review.

Q5: Option 5g: by Route Distance Band £/mile, (Page 17 & Appendix II, page 35)

Description – Constant £/mile by Route Distance Band – e.g. all routes between 5 and 10 miles will be charged the same £/mile. The £/mile paid would vary widely by the six distance bands (as defined in Appendix I) – decreasing with distance. The main drawback of this approach is that artificial steps are created when moving between distance bands – this could potentially be adjusted out though.

- For the longer distances, the distance banding needs to consider the relative disadvantages that time and distance already present i.e., more exposure to weather related cancellation and delay, which has a material effect on the value of perishable products by the time they reach the final destination.
- As presented this option does nothing to lower freight fares to/ from Shetland (they actually increase by a small amount) whilst lowers fares for many other routes.
- If this model were to be effective for Shetland it would need to have a lower £/mile than has been modelled.

Summary – Suggest the options could be developed further.

Q6: Option 6a: Network Wide, £, Flat Fare (Page 16: & Appendix II, page 36)

Description – Flat fare across the network – i.e. the fare paid will be the same for all routes. This is a network wide flat fare and it is an extreme scenario, given that route distances range from 0.5 to 221 miles.

- This could be considered to be the fairest fare structure as it removes all concept of relating fare charged to distance travelled and it treats all communities the same.
- It is recognised that in practice this option would be undeliverable as it would be too costly requiring very high levels of subsidy, but should be kept in the review to keep a focus on the underlying principle of fairness it has.
- This model would probably work where there were many routes of a similar distance. However, the diversity in route distance across the whole network is seen as the issue.
 - As presented, short routes would pay much more than at present and long routes very much less.
- Ideal would be to get to this sort of answer, bearing in mind the actual costs of delivery and the need to have realistic levels of subsidy.

Summary – Recognised as unrealistic as presented but should be further developed in the review to maintain focus on “fairness”.

Q7: Option 6d: by Route Distance Band, £, Flat Fare (Page 16: & Appendix II, page 37)

Description – Flat fare by Route Distance Band – e.g. all routes between 5 and 10 miles will be charged the same fare. The fare paid would vary widely by distance band (from £5 to £35 per lane-metre depending on distance band). Again major steps are created between distance bands and this is more extreme where there is a flat fare within each distance band.

- This option reflects the comments of Option 6a, and is a development of that option worthy of further work.
- Can be seen from the charts that a relatively large number of shorter routes are similar in distance and could be grouped.

- Mid-long distance are smaller groups and Shetland is so much further than others it would probably have to be in a route all of its own (or perhaps aligned to ABKI or Ullapool – Stornoway).

Summary – Suggest could be developed further.

Discounts and Surcharges – Policy Questions

Q8: Do you think that the current definition and treatment of wide loads should continue? (Section 4.1.3 page 18)

- When there is high demand on the vessel. i.e. where a vessel is at or near capacity, a wide load surcharge makes sense as this freight does use additional capacity that could displace other customers.
- If there was not a situation of constrained capacity, no deck space is actually compromised so it is questioned if it should be applied then?
 - Suggest that rather than a blanket charge, could it be time related as part of a demand management solution?
- A 'normal rate' at different time when there is capacity (day/week /month).
- Perhaps a more sophisticated approach would be needed to achieve this, and there are challenges with booking horizons. But, it may be possible to forecast periods of higher demand, e.g.: -
 - Anderson high school project is over a known period and will have a detailed construction programme – could this be used to forecast and therefore manage demand for deck space on vessels?
 - Lerwick Power Station project – similar principle.
- Haulage industry views will be important on this topic.

Q9: Do you think that there should or should not be weight related surcharges? (Section 4.1.5, page 18)

- Don't see this as an issue relevant to Shetland – on inter island ferries it is rare that weight of vehicles causes any problems and on the Northlink service it appears to be deck space rather than dead weight capacity that is the scarce resource.
- More generally, if this was to roll out, it should be recognised that installing the appropriate portside equipment like weighbridges could be expensive and add time to the loading process. The costs may outweigh any benefits.
- At a sector level, need to be mindful of the individual bearing the costs. I.e., agricultural business – could be difficult for certain sectors to absorb.

Q10: Do you think that there should or should not be height related surcharges? (Section 4.1.7, page 4.1.7)

- It seems a reasonable approach, but only if there is a genuine impact on demand, or on someone (i.e., lost capacity is happening e.g. a vehicle height prevents the deployment of mezzanine decks which results in inadequate capacity to meet demand).
- May be difficult to manage in practice, e.g. if a vehicle books in advance and there is sufficient capacity at the time but further bookings mean that the deployment of mezzanine decks would be required, should a height surcharge be applied to the high vehicle?
- In principle, the user should bear cost, or make different choices. However, if high vehicles were forced to pay more, operators would likely switch to using different trailers (e.g. two lower trailers instead of one high trailer) that worked around the issue and could cause alternative problems in terms of more vehicles competing for constrained deck space.
- As with questions 8 and 9, it could be a demand management solution if there is a genuine problem. Operators would have to look at patterns of use.
- Solution might not be a blanket surcharge, but selective one applied to drive different behaviours (choosing off peak sailings etc.).

Q11: Is there any case for a lower lane metre rate for a drop trailer and should the introduction of a transparent handling charge be considered? (Section 4.1.10, page 19)

- At the moment on the Northern Isles Ferry Service routes a customer drops their trailers at the terminal and the vessel operator loads and unloads the trailers and the cost is covered within the fare.
- It is recognised that some may feel that choice should be available, e.g. a reduced fare where a haulier loads their trailer(s) themselves.
- However, there isn't an obvious benefit to change from current approach as no dissatisfaction has been expressed.
- Options around loading might be possible but in practice, 3rd party people loading maybe doesn't work.
- This is an issue that the haulage industry is best placed to offer an opinion on.

Q12: Should Transport Scotland consider extending the scope of off peak and peak pricing to enable greater demand management? (Section 4.1.14, page 19)

- In principle, worthwhile to look at.
- The ability to influence demand is a good means of getting best from assets.
- It separates out the 'Need' and 'Want' – more discretionary travellers may be motivated to make the choice to travel at periods of lower demand therefore releasing capacity for genuinely time critical freight.
- If developed, it needs to be considered over different time periods. Peaks and troughs for freight can be over a week or month, as well as a day.
- Supported in principle as long as it does not become a means of generating more revenue from those with less or no choice about travel times.

Q13: Do you think that a Bunker Adjustment Factor (BAF) should or should not be considered further? (Section 4.1.19, page 20)

- In principle, there was a good argument to do this.
- CPI / RPI is too remote given the importance of fuel specifically to a transport solution. A BAF would be more immediate and responsive.
- Any solution should reflect up and down movements in fuel price, not just upward movements.
- An answer that just generated higher profit for operator would not be acceptable
- But, the community should have a degree of protection from extremes of fluctuating oil price, which the current arrangement does.
- Any solution would need to be applied sensibly as predictability of fares is important.
- Should be considered further in the review.
- More work required to develop more detail.
- Can be supported in principle.

Q14: In principle do you think there is a case for continuing with Traders Rebate Scheme (a scheme offering all commercial vehicle operators a rebate based on their volume of carryings on a particular route on the Clyde & Hebrides Ferry network) as currently applied? (Section 4.1.21, page 20)

- This is in effect a volume discount scheme on some west coast services.
- There has been requests for similar volume based discounts on inter island services in Shetland and on the Northlink services.
- At present there is no evidence to suggest that the operators are looking for anything more than cheaper fares. Volumes are generally stable so it's not a tool that is necessarily to grow (market / export) volumes etc.
- It appears that there is healthy haulier competition in Shetland, it isn't clear what benefit it would bring as business would just be traded between operators.
- Overall, the view is neutral on the subject. It may be more appropriate in commercial context, where several (ferry) operators could be chasing market share from a much larger overall market.
- There should be recognition of the economic impact on islands, this is important. If its something that will grow the island economy, grow exports and grow freight volumes overall and be economically generative, then its important. Unconvinced that this is the case though.

Q15: In principle do you think there is a case for continuing with the 10% overnight discount as currently applied on the Stornoway – Ullapool route? (Section 4.1.21, page 20)

- If it is serving a genuine demand management purpose, it is legitimate.
- Since it is specific to route and circumstances in the Western Isles Shetland Islands Council is neutral on this matter.

Q16: In principle do you think there is a case for continuing with commodity related discounts as currently applied? If so which commodities should receive a discount? (Section 4.1.21, page 20)

- Commodity discounts should be serving an economic or social policy purpose (e.g. supporting particular industries e.g. crofting, aquaculture, food & drink. If not, shouldn't be relevant or apply.
- Where commodity related discounts are long standing, are they still relevant today? There perhaps needs to be some work done to ensure they link to clear policy objectives.
- Is Transport Scotland well enough connected with wider economic and social policy objectives to coherently link fare discounting with achieving outcomes in the wider context? Not intended as a criticism but simply an area for discussion.
- It is important that the basis for fares is consistent and understood, and specific sector support in the form of commodity related discounts may be better achieved through another Government direct routes such as grant aiding transport costs for particular commodities. ADS for air passengers is an example of where the discount is applied to the user rather than expecting the operator to apply another fare product for islanders.
- For national priorities and policies, other specific support structures could best determine and target funding to deliver discounts.
- More work needs to be done on this idea.

Q17: In principle do you think there is a case for a universal empty return discount, or should this only apply to certain sectors? If so which ones?

- Shetland is a net exporter so there is a need to get empty trailers back to the islands.
- Principle was worthwhile, but overall fare slightly lower would be easier.
- Overall neutral on this issue as it was recognised that there may be some subtleties in the pattern of freight traffic or planning of hauliers that are important but not understood to observers.
- This question is better for the haulage industry to comment on.

Q18: In your view what is the most appropriate way to define a commercial vehicle? (Section 4.1.30, page 20)

- Page 50 of the Scottish Ferries Plan states that vehicles under 6m (on RET route) are not commercial. Question over whether this statement effectively sets a precedent or will this research allow this to change?
- Many domestic vehicles exceed 5m (which is used on some routes) and length itself is insensitive – a very binary measure.
- SIC use 5.5m as the threshold on inter island ferry services
- It was recognised that this is a difficult one as 'hard' definitions are easy for people to understand but also easy to work around.
- It should be recognised that on islands and in rural communities a pickup or other light commercial vehicles are often used as a second car.

- More to think about.

Q19: Should fares rise to reflect specific improvements to the network when they are introduced? (Section 4.1.32, page 21)

- There are two distinctions made:
- If improvements are necessary to overcome constraints, these should not be necessarily passed on. These are part of a growth objective, which should benefit Scotland. Examples here may be harbour improvements and vessel improvements/ replacement. E.g. current vessels built to fit Aberdeen, so fixing this should be a Transport Scotland issue, not a community issue.
 - if there are direct commercial benefits to a haulier / producer, there should be consideration of how these benefits be captured back to service. Examples here are where the ferry operator (or other infrastructure operator) makes an investment choice that commercially benefits customers and looks to recover that investment by exploiting the commercial benefits gained by customers who may then have a greater ability and willingness to pay higher fares.
- Each improvement would have to be considered on a case by case basis, to identify where improvements are and where benefits lay.
- Constraints on resources are recognised so difficult to identify any genuine step-change benefits from many smaller lower value initiatives. It was noted that Shetland is willing to explore options to overcome constraints.
- Any significant improvement would be from Government due to the scale of things that can make a material difference. Material differences would be new vessels with better capacity, faster speeds, significant port investment to improve operational throughput or handling etc., large investment in technology. The operator is unlikely to be able to make these investments.
- The hugely complex variables need to be recognised, so determining an appropriate fare rise is very challenging.
- For Shetland, the costs (to use the service) already very high relative to other routes in the network, so even higher costs would be difficult.
- How big the cost and how big the benefit? Relationship between improvement and any economic benefits to customers and cost increase would need careful work.

Q20: Is there a case for the continuing provision of a loose parcel service on some routes but not others? (Section 4.1.33, page 21)

- Essential this is retained.
- In Shetland there are no services currently available that could consolidate this sort of traffic – not enough volume for this to happen and routes are geographically dispersed. Flexibility is key in smaller communities markets and routes.

General Points

1. The review needs to be aware of the potential for unintended consequences/ outcomes, e.g.:
 - Market distortions that could result from fare changes which make one area more competitive in a sector than another, which in turn could influence the investment and operating decisions of commercial companies in that sector, e.g. aquaculture (West Coast and Shetland)
 - Close work would be needed to understand what industries would be affected and where these industries / islands are in a competitive situation with each other.
 - Example of perception that RET had disadvantaged tourism in Orkney as West Coast islands had become more attractive. Similar things could happen in freight and industry.
2. The review does not appear to take account of the 'Our Islands, Our Future' work and the Empowering Scotland's Island Communities Prospectus published in June 2014 in terms of the fairer fares policy agenda.
 - The Empowering Scotland's Island Communities Prospectus should provide additional context for the discussion on ferry fares (be that freight or passenger fares).
 - In the Prospectus the section titled "Enhancing Islands Wellbeing" the opening paragraph states an ambition to: -
 - "..... raise economic growth levels to match those in comparable independent European countries, while also increasing equality and wellbeing across Scotland both individually and between different areas."
 - Later in this section the Prospectus directly addresses the issue of Fares where it states: -
 - "The Scottish Government is committed to assessing the affordability of ferry travel to and from island communities, with the aim of bringing in fairer fares for islanders, tourists and businesses"
 - However, there is a lack of a definition of what is meant by "fairer" and this needs to be developed in order to ensure that appraisal of the various options is undertaken consistently with that definition.
 - For example it could be argued that there needs to be recognition that Shetland is already disadvantaged by distance (in time and mileage) and cost against other communities, even if the fares were the same everywhere.
 - Further it could be argued that there should be equality between island communities in overcoming barriers to market, so breaking the link between things costing more (i.e. the cost of providing different ferry services throughout Scotland), therefore charging more should be challenged.
3. As presented there is only one option that significantly reduces freight fares to/ from Shetland. As long as any fare structure is derived from the length of the route alone then it will be difficult to develop a model that is "fair" because of the extreme length of the Aberdeen- Shetland route relative to all other routes in the Scottish network.
4. The Paper does not directly consider or describe the effects of options on inter island ferry services in Shetland (or Orkney). In order for Shetland Islands Council to be confident that impacts on these services and the communities served are clear the approach taken to the routes detailed in the Options Paper would need to be replicated for inter island services if the principles described in the paper are to be applied to these routes also.

**Environment and Transport Committee****21 January 2015****Streetlighting Reduction Policy
Update & Proposed Further Lighting Reductions**

RD-03-15-F

Team Leader, Roads**Infrastructure Services****1.0 Summary**

- 1.1 The Streetlighting Reduction Policy was approved for implementation on 31st October 2012 (Min Ref: 99/12). The objective of the Policy is: *“to manage the reduction of street lighting through risk assessment so as to retain lighting at locations where it is most needed.”* The Policy also aims *“to reduce streetlighting during the hours of darkness when vehicles and pedestrians are least likely to be present.”*
- 1.2 This report gives an update on the work that has already been done under the Policy to reduce Shetland’s street lighting, details the future works which will be carried out under the approved Policy, and seeks approval for further lighting reductions where a community objection has been received.
- 1.3 The report lists a number of housing estates and other lit areas where the complete removal of the streetlighting is recommended (as and when replacement becomes necessary with part night lighting in the meantime), and others where the recommendation is that the lighting should be switched off from midnight to 6am on a permanent basis. A further list contains areas that meet the Policy’s exception criteria and will no longer be considered for lighting reduction.

2.0 Decisions Required

- 2.1 That the Environment & Transport Committee RESOLVE to: -
- 2.1.1 Note the physical removal of columns, lanterns and other lighting apparatus from the streetlit areas listed in Appendix 1 as and when replacement becomes necessary with part-night lighting in the meantime;

- 2.1.2 Note the switching-off of streetlights between midnight to 6am (part-night lighting) in the areas listed in Appendix 2 where no community objection has been received;
- 2.1.3 Approve the Roads' Service recommendations in Appendix 2 for the following projects where community objections have been received:
- Lerwick North - Upper & Lower Greenhead Roads
 - North Mainland - Firth to Mossbank Road, Delting

3.0 Detail

- 3.1 Shetland Islands Council, Roads Service is responsible for the management and maintenance of streetlighting. The Council's statutory duties are defined by Section 35 of the Roads (Scotland) Act 1984 which state *"a local roads authority shall provide and maintain lighting for roads, or proposed roads, which are, or will be, maintainable by them and which in their opinion ought to be lit."*
- 3.2 This does not imply an "absolute" duty to light all public roads or to keep the existing public lighting lit. However, the Council must have reasonable justification if it wishes to reduce or remove streetlighting. Therefore, the Policy requires that prior to any lighting reduction a public consultation exercise and risk assessment must be undertaken.
- 3.3 The policy requires that where there has been significant community objection to a proposal the matter will be reported to this Committee for its decision. A copy of the standard letter sent to each household in the areas that would be affected is attached in Appendix 4. This letter was also copied to the local Members and Community Councils. The general risk assessment for lighting reductions and the risk assessment for each scheme are in Appendix 5. Please note that a summary of the comments received from residents and our responses are listed against each scheme in Appendices 1 and 2.
- 3.4 The approved exception criteria, where lighting is not to be reduced, are as follows:
- major traffic routes (A class roads) through developed areas;
 - major road junctions;
 - sites with a significant night-time traffic accident record and where streetlights have been installed as an accident remedial measure;
 - town centres where there are CCTV areas, high security premises such as banks and jewellers, a high crime risk and a high concentration of people at night;
 - areas with 24hr emergency services sites including hospitals;
 - sites where Police are concerned that there may be an increase in crime;
 - areas with sheltered housing and other residences accommodating vulnerable people;
 - footpaths with steps that would be a trip hazard in poor light; and
 - where there is a statutory requirement such as the lighting of traffic calming measures and Pelican crossings.

Schemes that meet the exception criteria are listed in Appendix 3.

- 3.5 Where community objections have alerted us to a significant safety risk, that was not previously identified, the new risk has been added to the scheme risk assessment.

4.0 Update on Lighting Reductions to Date

4.1 Complete Removal

The streetlighting at East Road, Uyeasound has recently been removed in its entirety. The lighting at Clingra Park, Yell and some at Gutter Street, Baltasound will be removed before the end of this financial year resulting in total capital replacement savings of £21,840 (£1,040 per lamp) and recurring annual maintenance and energy savings of £1,950 from revenue. Schemes for the further removal of streetlighting at Stackhoull in Sullom, Wethersta Industrial Estate and Whitelaw Road in Aith were allocated capital funding through the "Gateway Process" at a meeting of the Council on 5 November 2014 (82/14). These schemes are programmed for September and October 2015 and the associated savings are £18,720 for capital replacement and £1,671 for recurring annual maintenance and energy.

4.2 Part Night Lighting

Part-night lighting was recently introduced in the following streetlit areas:

| | <u>No of Lamps</u> |
|------------------------------------|--------------------|
| • Upper Baila, Sound, Lerwick | 11 |
| • Blydoit, Scalloway | 9 |
| • Cameron Way, Sandwick | 6 |
| • Clach-na-Strom, Whiteness | 9 |
| • Colonial Place, Scatness | 4 |
| • Dalsetter Wynd, Dunrossness | 19 |
| • Duke Street, Hamnavoe | 9 |
| • Grindwell, Brae | 6 |
| • Hillcrest, Sound, Lerwick | 10 |
| • The Hillock, Dunrossness | 5 |
| • Ingaville Road, Scalloway | 8 |
| • Midlea, Firth | 12 |
| • Mulla, Voe | 29 |
| • Rockmount, Hamnavoe | 6 |
| • Roebrek, Brae | 9 |
| • Sandy Loch Drive, Sound, Lerwick | 10 |
| • The Strand, Tingwall | 5 |
| • Swinister Cul-de-sac, Sandwick | 4 |
| • Underhoull, East Voe, Scalloway | 7 |
| TOTAL | <u>178</u> |

The recurring revenue energy savings resulting from this lighting reduction is approximately £4,575 per year

4.3 LED Lighting

We have taken the opportunity to install LED lanterns at a number of locations following the successful trial of this type of lantern in Bank Lane, Lerwick. These new lanterns have replaced older sodium or metal halide lanterns that were time expired and in need of replacement. The annual energy saving per lantern is in the region of £18.85. The areas now fitted with a number of LED lanterns are as follows:

| | <u>No Lamps</u> |
|---------------------------------------|-----------------|
| • A970 Cunningsburgh | 15 |
| • Bayview, North Roe | 3 |
| • Brucehall Terrace, Uyeasound | 10 |
| • Gostagert, Sandness | 3 |
| • Greenbank Terrace, Cullivoe, Yell | 5 |
| • Grindybrecks, Skeld | 3 |
| • Herrisdale Park, Veensgarth | 6 |
| • Horseshoe Close, Toab | 6 |
| • Lower Blackhill Ind Estate, Lerwick | 9 |
| • Midgard, North Roe | 5 |
| • Runnadale, Brae | 6 |
| • Shendale Burn, Sandness | 4 |
| • Valladale, Urafirth | 12 |
| • Vallafeld, Veensgarth | 10 |
| • Veester Hill, Sandwick | 7 |
| • West Baila, Sound, Lerwick | 12 |
| TOTAL | <u>116</u> |

These LED's will give an estimated annual recurring energy saving of £2,190. In addition the LED's, unlike conventional bulbs, do not need regular replacement and so require fewer inspections. The number of visits to each lit area can be reduced from 9 to 1 per annum. This reduction in inspections could ultimately save in the region of £50,000 per year if LED lighting is introduced throughout the network. In the meantime, targeting the more remote rural areas and the isles for early LED provision means the maintenance squad are able to reduce the number of longer and more time consuming journeys that they must make.

4.4 Trimming

This is the replacement of the photo electric cells that we currently use to control our lighting with an alternative that will result in less burning hours for the lamps or bulbs. We have in the past used photo cells that switch on at 70 lux and off at 35 lux. (Lux is the unit used to measure the amount of visible light). These settings allowed for the wide tolerances and inaccuracies of earlier photo cells and the amount of time older lamps needed to reach their maximum brightness. Modern lamps reach full output quicker. The combination of these factors together with the fact that most lighting on traffic routes average 20 lux allows the switching levels of photo cells to be reconsidered. From now on when a photo cell has failed it will be replaced with a version set to switch on at 35 lux and off at 16 lux. The streetlights will, therefore, switch on later in the evening and switch off earlier in the morning. This

will be particularly noticeable during the summer months and will yield a reduction in burning time of approximately 70 hours per annum. This equates to 1.7% of total burning time which would produce a recurring saving of £3,300 per annum when installed on all our streetlighting circuits. It should also prolong the life of the lamps.

4.5 External Funding

The Council's Carbon Management Section has sourced interest free external loan funding that has allowed the installation of LED lanterns and part-night lighting to be brought forward. This has enabled savings in both energy use and carbon production to be made sooner. The funding came from Salix Ltd, a publicly funded company that provides the public sector with interest free loans for energy efficiency projects. The repayments will be made over the next 6 years from the savings made in the streetlighting energy budget.

5.0 Details of Future Lighting Reductions

- 5.1 The details of the next phase of lighting reductions under the approved Policy are included in Appendices 1 and 2 to this Report.
- 5.2 Appendix 1 details the lighting schemes which will be removed under the Policy. The table shows the one-off capital replacement savings and recurring annual revenue energy savings. It also shows the interim part-night lighting savings.
- 5.3 Appendix 2 details the lighting schemes which are to be transferred to part-night lighting permanently.
- 5.4 Appendix 2 also includes the two schemes which received community objections, and therefore require Committee approval, as follows:
 - Lerwick North - Upper and Lower Greenhead Roads
 - North Mainland - Firth to Mossbank Road, Delting

6.0 Implications

Strategic

6.1 Delivery On Corporate Priorities

Development of a sustainable public road network contributes to the "Stronger" section of the Community Plan and also the Corporate aim to use resources sustainably.

Shetland Islands Council Improvement Plan 12/13

Area 6.5 – To deliver the agreed savings reviews within the timescales agreed by Council.

Area 8.1 – Make sure the Council has a comprehensive view of its asset needs and how they are to be most effectively delivered.

6.2 Community/Stakeholder Issues

Consultation has been undertaken with Community Councils and all residents of the areas that may be affected by the proposals.

6.3 Policy and/or Delegated Authority

In accordance with Section 2.3.1 of the Council's Scheme of Delegations the Environment and Transport Committee has responsibility for the Roads Service; however, Shetland Islands Council has the overall responsibility for safety and budget matters.

6.4 Risk Management

Failure to reduce the net ongoing running cost of the Council carries a significant risk of breach of the Council financial policies that will require a further draw on Reserves.

There could be disadvantages with the removal of streetlighting including an increase in night time accidents, reduced social inclusion and an increase in crime and the fear of crime. It is crucial that savings made by the Council are not just transferred to wider society such as to the Police through an increase in crime levels. Therefore, prior to the introduction of any lighting reduction scheme the risks must be assessed.

6.5 Equalities, Health And Human Rights

This was addressed within the streetlighting review process through Equalities Impact Assessments.

6.6 Environmental

Carbon Management

We are working to reduce the Council's carbon footprint, and our electricity costs, by removing lighting and reducing the operating hours of the remaining lighting in some areas.

Light Pollution

The most obvious impact of light pollution is interference with the view of the night sky but there are other affects such as harming people's quality of life. For example disturbance of sleep caused by excessive light shining into homes.

Resources

6.7 Financial

6.7.1 The 2014/15 budget for Streetlighting is:

| | |
|---------------------|-----------------|
| Maintenance | £155,472 |
| Electricity | £193,886 |
| Renewals | £37,220 |
| Capital Replacement | <u>£228,829</u> |
| Total | £615,407 |

6.7.2 The total annual recurring revenue savings achievable from the actions in this report are £18,734 with further savings anticipated as noted in paragraph 4.3 through inspection reduction for LED

lamps (up to £50k per annum) and modern photo electric cell replacement allowing trimming (estimated at £3.3k per annum once spread across all circuits).

6.7.3 The one-off capital replacement savings achievable are £62,400

6.8 Legal

The Council's statutory duties are defined by Section 35 of the Roads (Scotland) Act 1984 which requires that "*a local roads authority shall provide and maintain lighting for roads, or proposed roads, which are, or will be, maintainable by them and which in their opinion ought to be lit.*"

6.9 Human Resources

No implications.

6.10 Assets and Property

The removal of street lighting would reduce the asset and thereby reduce the cost of maintaining Shetland's road network.

7.0 Conclusions

7.1 The Committee is asked to note the contents of this report, including the Appendices, and to approve the recommendations detailed in sections 2.1 (above).

For further information please contact:
Neil Hutcheson, *Team Leader, Roads*
01595 744882, neil.hutcheson@shetland.gov.uk
12 January 2015

List of Appendices

Appendix 1 – Lighting Schemes Recommended for Complete Removal
Appendix 2 – Lighting Schemes Recommended for Part-Night Lighting
Appendix 3 – Schemes that Meet Exception Criteria
Appendix 4 – Standard Consultation Letter
Appendix 5 – General and Scheme Risk Assessments

Background Documents:

1. "Streetlighting Review Report" 31 October 2012 (ISD-11-12-F)
<http://www.shetland.gov.uk/coins/submissiondocuments.asp?submissionid=13728>
2. "Residents Letters and E-mails"

| LIGHTING SCHEME REDUCTIONS | NO OF LIGHTS | CAPITAL REPLACEMENT SAVINGS (£) | ANNUAL REVENUE ENERGY & MAINTENANCE SAVINGS (£) | INTERIM PART NIGHT SAVINGS (£) | NO OF COMMUNITY/ RESIDENT REPLIES | COMMUNITY/ RESIDENT COMMENTS | ROADS SERVICE RECOMMENDATION |
|-----------------------------|--------------|---------------------------------|---|--------------------------------|-----------------------------------|------------------------------|--|
| Bressay | | | | | | | |
| Fullaburn & "Lighthouse" Rd | 6 | 6240 | 520.02 | 154.20 | NONE | - | >Part-night as interim measure with full removal as replacement required |
| Upper Glebe | 3 | 3120 | 260.01 | 77.10 | NONE | - | >Part-night as interim measure with full removal as replacement required |
| Hamilton Park (Part Only) | 4 | 4160 | 346.68 | 102.80 | NONE | - | >Part-night as interim measure with full removal as replacement required |
| Voeside | 8 | 8320 | 693.36 | 205.60 | NONE | - | >Part-night as interim measure with full removal as replacement required |
| TOTAL COSTS/SAVINGS | 21 | 21,840 | 1,820 | 540 | | | |

| LIGHTING SCHEME REDUCTIONS | NO OF LIGHTS | ONE-OFF COSTS (£) | RECURRING ANNUAL REVENUE SAVINGS (£) | NO OF COMMUNITY/ RESIDENT REPLIES | COMMUNITY/RESIDENTS COMMENTS | ROADS SERVICE RECOMMENDATION |
|------------------------------------|--------------|-------------------|--------------------------------------|-----------------------------------|---|---|
| South Mainland | | | | | | |
| Aestbrek & Skerpalea, Sandwich | 17 | 152.75 | 436.9 | NONE | - | > Part-night lighting is to be recommended. |
| Brind, Cunningsburgh | 2 | 152.75 | 51.4 | NONE | - | > Part-night lighting is to be recommended. |
| Laxdale Road, Cunningsburgh | 4 | 152.75 | 102.8 | NONE | - | > Part-night lighting is to be recommended. |
| Parklands & Central Park, C'burgh | 6 | 152.75 | 154.2 | NONE | - | > Part-night lighting is to be recommended. |
| Pundsta Place, Cunningsburgh | 12 | 152.75 | 308.4 | NONE | - | > Part-night lighting is to be recommended. |
| St Clair Road, Cunningsburgh | 3 | 152.75 | 77.1 | NONE | - | > Part-night lighting is to be recommended. |
| Toab, Virkie | 45 | 152.75 | 1156.5 | NONE | - | > Part-night lighting is to be recommended. |
| Veester Hill, Sandwich (LED) | 8 | 152.75 | 111.0 | NONE | - | > Part-night lighting is to be recommended. |
| Lerwick South | | | | | | |
| Bakland, Sound | 11 | 152.75 | 282.7 | 1 FOR, 15 NO REPLIES | >Turning off the streetlights would not affect me. | > Part-night lighting is to be recommended. |
| Bell's Place, Lerwick | 2 | 152.75 | 51.4 | 1 FOR, 10 NO REPLIES | >Quite happy with the lights switched off between midnight and 6am. | > Part-night lighting is to be recommended. |
| Clickimin Footpath (East), Lerwick | 11 | 152.75 | 282.7 | NONE | - | > Part-night lighting is to be recommended. |
| Fjallberg, Quoys, Sound | 8 | 152.75 | 205.6 | NONE | - | > Part-night lighting is to be recommended. |
| Upper Quoys Road, Sound | 6 | 152.75 | 154.2 | NONE | - | > Part-night lighting is to be recommended. |
| TOTAL COSTS/SAVINGS | 135 | 1985.8 | 3374.9 | | | |

| LIGHTING SCHEME REDUCTIONS | NO OF LIGHTS | ONE-OFF COSTS (£) | RECURRING ANNUAL REVENUE SAVINGS (£) | NO OF COMMUNITY/ RESIDENT REPLIES | COMMUNITY/RESIDENTS COMMENTS | ROADS SERVICE RECOMMENDATION |
|---|--------------|-------------------|--------------------------------------|------------------------------------|--|--|
| Lerwick North | | | | | | |
| Upper & Lower Greenhead Roads | 47 | 152.75 | 1207.9 | 1 AGAINST, 25 NO REPLIES OUT OF 26 | >Concern expressed regarding factory workers walking along these routes at start and end of their shift. | > Lighting reduced on Upper Road only. > Part-night lighting is to be recommended on Upper Road only. |
| Scalloway & Central Mainland | | | | | | |
| Herrisdale, Veensgarth (LED) | 7 | 152.75 | 97.1 | NONE | - | > Part-night lighting is to be recommended. >It is a legal requirement to light vertical traffic calming measures. >The risk assessment did not identify any significant safety defects with the footpath surfacing. They will be inspected and repairs will be prioritised as required. |
| Vallafield, Veensgarth (LED) | 11 | 152.75 | 152.7 | NONE | - | > Part-night lighting is to be recommended. |
| West Mainland | | | | | | |
| War Memorial to Kirkidale, Walls | 15 | 152.75 | 385.5 | 1 FOR, 38 NO REPLIES | >Family have no objections to the proposals | > Part-night lighting is to be recommended. |
| North Mainland | | | | | | |
| Firth to Mossbank Road, Delting | 34 | 152.75 | 873.8 | 1 AGAINST OUT OF 1 | >A lot of people walking between the two places at night time and it is unsafe to have the lights off. | > Part-night lighting is to be recommended. |
| Gallowburn, Brae | 8 | 152.75 | 205.6 | NONE | - | > Part-night lighting is to be recommended. |
| Ladies Mire, Brae | 9 | 152.75 | 231.3 | NONE | - | > Part-night lighting is to be recommended. |
| TOTAL COSTS/SAVINGS | 131 | 1069.3 | 3153.9 | | | |
| GRAND TOTAL COSTS/SAVINGS | 266 | 3055 | 6528.8 | | | |

**APPENDIX 3: SCHEMES
NO LONGER TO BE
CONSIDERED**

| LIGHTING SCHEMES RETAINED | EXCEPTION CRITERIA MET |
|--|-----------------------------------|
| | |
| <u>South Mainland</u> | |
| Brentfield Place, Sandwick | Steps |
| Hoswick, Sandwick | Narrow roads, blind bends |
| | |
| <u>Lerwick South</u> | |
| Arheim, Quoys, Sandwick | Steps |
| Grodians, Quoys | Traffic calming |
| Quoys cul-de-sac | Steps |
| Sundhamar, Quoys | Steps |
| Millgaet, Lerwick | Steps |
| | |
| <u>Lerwick North & Bressay</u> | |
| Glebe Park, Bressay | Sheltered Housing |
| | |
| <u>Scalloway & Central Mainland</u> | |
| Gibblestone Court, Scalloway | Steps |
| | |
| <u>West Mainland</u> | |
| Kalliness, Weisdale | Steps |
| | |

Executive Manager: Dave Coupe
Director: Phil Crossland

Owner/Occupier
Veensgarth
Shetland
ZE2 9SE

Roads
**Infrastructure Services
Department**
Gremista
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If calling please ask for
Neil Hutcheson
Direct Dial: 01595
744882
Date: 11th July 2013

Our Ref: NH/SMG/R/C9

Dear Sir/Madam

Streetlighting Review: Lighting Reduction Options

A review of the Council's Streetlighting policy was approved at a special meeting of Shetland Islands Council on 9th February 2012. The aim was to produce a policy that manages the reduction of street lighting through risk assessment so as to retain lighting at locations where it is most needed. The policy would also aim to reduce streetlighting during the hours of darkness, when vehicles and pedestrians are least likely to be present.

A series of meetings to discuss the future of streetlighting provision was held with the general public, stakeholders and Community Councils between 13 and 30 June 2012. A total of six options were presented at these meetings.

Shetland Islands Council approved two of these options on 31st October 2012. These were the complete removal of streetlighting circuits and part-night lighting. The latter is the fitting of time clock controls to existing streetlights in order to reduce the hours of lighting by switching off the lights between midnight and 6.00am when they are less needed. This is the saving method proposed for the streetlighting at Herrisdale Park, Veensgarth.

There could be disadvantages with the reduction of streetlighting. It is crucial that savings made by the Council are not just transferred to wider society. Therefore, prior to the introduction of any lighting reduction scheme a risk assessment and public consultation exercise must be undertaken. A copy of the assessment for Herrisdale Park is enclosed for your information.

I would appreciate your comments on these proposals, particularly if any risks or hazards have been omitted from the risk assessment.

Please reply to Neil Hutcheson at the above address prior to 12th August 2013. Neil should also be contacted with any queries you may have regarding the proposals.

Yours faithfully

Executive Manager, Roads



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Page 1 of 3

RISK ASSESSMENT FOR STREET LIGHTING REVIEW

OBJECTIVE:

To produce a policy that manages the reduction of street lighting through risk assessment so as to retain lighting at locations where it is most needed. The policy would also aim to reduce streetlighting during the hours of darkness, when vehicles and pedestrians are least likely to be present.

| Hazard | Before Assessment | | | Risk Reduction Measures | After Assessment | | | |
|---|--------------------------|-------------------------|-------------|--|--------------------------|-------------------------|-------------|--|
| | Likelihood of Occurrence | Severity of Consequence | Risk Factor | | Likelihood of Occurrence | Severity of Consequence | Risk Factor | |
| ROAD SAFETY | | | | | | | | |
| Increased pedestrian accidents | 3 | 3 | 9 | Lighting reductions will not be introduced where there are an unacceptable number of steps or other trip hazards. The location of steps and hazards such as defective kerbs and potholes will be identified during the individual risk assessments undertaken for each scheme. The existing levels of streetlighting will be retained in town centres and areas that have a high concentration of people at night. | 1 | 2 | 2 | |
| Increased vehicular accidents | 3 | 3 | 9 | Streetlighting will not be reduced on major traffic routes or at major junctions where traffic volumes and speeds are high. It will also be retained at sites with a significant night-time traffic accident record and if provided as an accident remedial measure. The incidence of accidents will be monitored after implementation and where there is an unacceptable rise the lighting would be reinstated. | 1 | 3 | 3 | |
| Increased collisions with parked vehicles | 2 | 3 | 6 | In rural areas install verge markers on the “build-outs” at each end of a parking bay. In urban areas prohibit parking at blind bends and other hazardous areas. Ensure that tapers and edge markings at parking bays are in good condition. | 1 | 3 | 3 | |

NOTES:

1) The “before” assessment assumes that the streetlighting reduction has been introduced without mitigating measures. The “after” assessment assumes that the risk reduction measures have been implemented.

| A | |
|-------|---|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely: in most instances the event would not occur < 10% |
| 2 | Unlikely: less likely to occur than not, 10 to 50% |
| 3 | Likely: more likely to occur than not, 50 to 75% |
| 4 | Very Likely: not expected in most instances but would be common 75 to 90% |
| 5 | Certain: the event is expected to occur in most instances > 90% |

X

| B | |
|-------|-------------------------|
| Score | Severity of Consequence |
| 1 | Slight or Negligible |
| 2 | Minor |
| 3 | Moderate |
| 4 | Major |
| 5 | Critical |

=

| C | |
|-------|--|
| Score | Risk Factor |
| 1-4 | Slight or negligible negative impact, Council is content to accept. |
| 5-8 | Moderate negative impact, acceptable but mitigated where possible. |
| 9-15 | Serious negative impact, unacceptable and must be reduced |
| 16-25 | Severe negative impact, unacceptable and must be significantly reduced |



RISK ASSESSMENT FOR STREET LIGHTING REVIEW

| Hazard | Before Assessment | | | Risk Reduction Measures | After Assessment | | |
|---|--------------------------|-------------------------|-------------|---|--------------------------|-------------------------|-------------|
| | Likelihood of Occurrence | Severity of Consequence | Risk Factor | | Likelihood of Occurrence | Severity of Consequence | Risk Factor |
| PERSONAL SAFETY | | | | | | | |
| Increased crime | 2 | 3 | 6 | Streetlighting will not be reduced in areas where there are concerns that crime levels will rise as a result. The Northern Constabulary will be consulted prior to the implementation of any scheme to remove or reduce lighting. The incidence of crime will be monitored after implementation and where there is an unacceptable rise the lighting would be reinstated. | 1 | 3 | 3 |
| Emergency service response times | 2 | 3 | 6 | Individual risk assessments undertaken for each scheme so that signing improvements can be identified. Lighting not to be reduced in areas with sheltered housing and with emergency service sites such as hospitals. | 1 | 2 | 2 |
| PUBLIC PERCEPTION | | | | | | | |
| Increased fear of crime | 2 | 2 | 4 | Residents and the Northern Constabulary will be consulted prior to the implementation of any scheme to remove or reduce lighting. The incidence of crime will be monitored after implementation and where there is an unacceptable rise the lighting would be reinstated. Also town centres where there are CCTV, high security premises such as banks and jewellers, a high crime risk and a high concentration of people at night will be exempt. | 1 | 2 | 2 |
| Less people walking, socialising etc with resulting impact on the “evening economy” | 3 | 3 | 9 | The existing lighting will be retained in areas such as town centres where there are CCTV, high security premises such as banks and jewellers, a high crime risk and a high concentration of people at night. | 1 | 2 | 2 |

NOTES:

1) The “before” assessment assumes that the streetlighting reduction has been introduced without mitigating measures. The “after” assessment assumes that the risk reduction measures have been implemented.

| A | |
|-------|---|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely: in most instances the event would not occur < 10% |
| 2 | Unlikely: less likely to occur than not, 10 to 50% |
| 3 | Likely: more likely to occur than not, 50 to 75% |
| 4 | Very Likely: not expected in most instances but would be common 75 to 90% |
| 5 | Certain: the event is expected to occur in most instances > 90% |

X

| B | |
|-------|-------------------------|
| Score | Severity of Consequence |
| 1 | Slight or Negligible |
| 2 | Minor |
| 3 | Moderate |
| 4 | Major |
| 5 | Critical |

=

| C | |
|-------|--|
| Score | Risk Factor |
| 1-4 | Slight or negligible negative impact, Council is content to accept. |
| 5-8 | Moderate negative impact, acceptable but mitigated where possible. |
| 9-15 | Serious negative impact, unacceptable and must be reduced |
| 16-25 | Severe negative impact, unacceptable and must be significantly reduced |



RISK ASSESSMENT FOR STREET LIGHTING REVIEW

| Hazard | Before Assessment | | | Risk Reduction Measures | After Assessment | | |
|--|--------------------------|-------------------------|-------------|---|--------------------------|-------------------------|-------------|
| | Likelihood of Occurrence | Severity of Consequence | Risk Factor | | Likelihood of Occurrence | Severity of Consequence | Risk Factor |
| LEGAL AND LITIGATION | | | | | | | |
| Speed limits no longer enforceable | 3 | 2 | 6 | Consult traffic section regarding streetlit 30 mph speed limits without traffic regulation orders. Promote and introduce orders prior to reduction in lighting. There may be objections to proposed orders. | 1 | 2 | 2 |
| Increased insurance claims | 3 | 3 | 9 | Individual risk assessments will be undertaken for each scheme. Defects such as potholes, uneven slabs etc will be identified and repaired if they pose an unacceptable risk. Where it is impractical or uneconomic to remedy a hazard, for example numerous steps in an area, then the lighting will not be reduced. | 1 | 3 | 3 |
| TECHNICAL | | | | | | | |
| Difficult/costly if it becomes necessary to reinstate lighting | 2 | 3 | 6 | Where lighting is to be removed the columns will be retained for 3 months after switch-off with monitoring to identify any unexpected adverse affects. Part-night lighting will also be monitored for a 3-month period. Timers could be removed and lighting reinstated if required but funds will have to be set aside within that year’s allocation to undertake this work. | 1 | 3 | 3 |
| Faulty timing units | 2 | 2 | 4 | This hazard only applies to part-night lighting. Spare units to replace any faults will be held in stock. Will also be backed up by manufacturer’s warranty. Should a common fault occur then units can be removed and lighting temporarily reinstated until replacement units sourced. | 1 | 2 | 2 |

NOTES:

1) The “before” assessment assumes that the streetlighting reduction has been introduced without mitigating measures. The “after” assessment assumes that the risk reduction measures have been implemented.

| A | |
|-------|---|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely: in most instances the event would not occur < 10% |
| 2 | Unlikely: less likely to occur than not, 10 to 50% |
| 3 | Likely: more likely to occur than not, 50 to 75% |
| 4 | Very Likely: not expected in most instances but would be common 75 to 90% |
| 5 | Certain: the event is expected to occur in most instances > 90% |

X

| B | |
|-------|-------------------------|
| Score | Severity of Consequence |
| 1 | Slight or Negligible |
| 2 | Minor |
| 3 | Moderate |
| 4 | Major |
| 5 | Critical |

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| C | |
|-------|--|
| Score | Risk Factor |
| 1-4 | Slight or negligible negative impact, Council is content to accept. |
| 5-8 | Moderate negative impact, acceptable but mitigated where possible. |
| 9-15 | Serious negative impact, unacceptable and must be reduced |
| 16-25 | Severe negative impact, unacceptable and must be significantly reduced |

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Removal

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 22/05/13

Location: Fullaburn & Lighthouse
(Glebe to Fullaburn) Rd, Bressay

Assessor: Mervyn Smith

Designation: Engineering Technician

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|--|---|----------------------|---|---|--|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Gates across footways | Collision with obstructions | 3 | 2 | 6 | Remove unnecessary gates | 1 | 2 | 2 |
| High Manhole cover | Pedestrian trips and falls | 2 | 2 | 4 | Re-set manhole cover to suitable level | 1 | 2 | 2 |
| Kerbs – no drop kerbs at junctions | Pedestrian trips and falls | 2 | 2 | 4 | Install drop kerbs at junction crossing points | 1 | 2 | 2 |
| Services marker posts | Pedestrian trips and falls | 2 | 2 | 4 | Remove or relocate markers | 1 | 2 | 2 |
| Uneven surfaces & changes in levels | Pedestrian trips and falls | 2 | 2 | 4 | Re-grade surfaces to suitable gradients | 1 | 2 | 2 |
| Junction proximity (Minor Road) with 30 mph speed limit | May be an increased risk of drivers failing to see emerging vehicles in time if lighting removed | 1 | 3 | 3 | None other than retain the lighting | 1 | 3 | 3 |
| Carriageway surface and footway are in decent condition | None | | | | | | | |
| Children's Playground at road side | The crossing point from the playground to Glebe is lit but the playground itself is not so unlikely that it would be used in the hours of darkness. Therefore, no increased risk. | | | | | | | |
| No traffic calming | None | | | | | | | |
| No bus stops | None | | | | | | | |
| 30 mph speed limit due to streetlighting on a "C class" road | Traffic order to be promoted and made to allow existing 30 mph speed limit to be retained. | | | | | | | |

NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

| C | | |
|-------|------------------|------------------------------|
| Score | Risk Factor | |
| 1-4 | Trivial to Minor | |
| 5-8 | Acceptable | |
| 9-15 | Substantial | WORK MUST NOT PROCEED |
| 16-25 | Unacceptable | |

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Removal

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 22 May 2013

Location: Upper Glebe, Bressay

Assessor: Mervyn Smith

Designation:

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|--|--|----------------------|---|---|--|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Sub standard in-situ concrete ramp onto footpath | Pedestrian trips and falls | 2 | 2 | 4 | Replace with ramp of correct grade behind drop kerb | 1 | 2 | 2 |
| 3 steps without handrails on public footpath | Pedestrian trips and falls | 2 | 3 | 6 | Replace with ramp fitted with handrail | 1 | 2 | 2 |
| Obstruction in the road & on footways | Pedestrian trips and falls | 2 | 2 | 4 | Ensure removal of obstructions through statutory process if required | 1 | 2 | 2 |
| Footpath is overgrown with grass and weeds | Pedestrian slips and trips | 2 | 2 | 4 | Remove weeds between slabs | 0 | 0 | 0 |
| Children's Playground at roadside | The crossing point from the playground at the Upper Glebe road is not lit. The playground itself is also unlit so unlikely that it would be used in the hours of darkness. Therefore, no increased risk. | | | | | | | |
| No traffic calming | None | | | | | | | |
| No bus stops | None | | | | | | | |
| Not near school | None | | | | | | | |
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NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

| C | | |
|-------|------------------|------------------------------|
| Score | Risk Factor | |
| 1-4 | Trivial to Minor | |
| 5-8 | Acceptable | |
| 9-15 | Substantial | WORK MUST NOT PROCEED |
| 16-25 | Unacceptable | |

Assessment No:

**SHETLAND ISLANDS COUNCIL – ROADS SERVICE**

Sheet:

Scheme type: Removal

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 22/05/13

Location: Hamilton Park, Bressay

Assessor: Mervyn Smith

Designation: Engineering Technician

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|--|--|----------------------|---|---|------------------|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Carriageway surface is in good condition | None | | | | | | | |
| No traffic calming | None | | | | | | | |
| No bus stops | None | | | | | | | |
| Not near school | None | | | | | | | |
| 30 mph speed limit due to streetlighting on an unclassified road | Traffic order to be promoted and made to allow existing 30 mph speed limit to be retained. | | | | | | | |
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NOTES: No significant hazards identified, this scheme is a shared surface. There could be issues due to passing through a lit scheme into one without lighting, although traffic speeds and volumes are low.

Supervisor Signature:

Supervisor Print:

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

X

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

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| C | |
|-------|------------------|
| Score | Risk Factor |
| 1-4 | Trivial to Minor |
| 5-8 | Acceptable |
| 9-15 | Substantial |
| 16-25 | Unacceptable |

**WORK
MUST
NOT
PROCEED**

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Removal

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 22/05/13

Location: Voeseide, Bressay

Assessor: Mervyn Smith

Designation: Engineering Technician

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|--|--|----------------------|---|---|---|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Improper construction of driveways | Pedestrian trips and falls | 2 | 2 | 4 | Ensure construction complies with current standards | 1 | 2 | 2 |
| 30 mph speed limit due to streetlighting on a "C class" road | Traffic order to be promoted and made to allow existing 30 mph speed limit to be retained. | | | | | | | |
| Driveways accessing directly onto road | May be an increased risk of drivers failing to see emerging vehicles in time if lighting removed | 1 | 3 | 3 | None other than retain the lighting | 1 | 3 | 3 |
| Carriageway surface and footway are in decent condition | None | | | | | | | |
| No traffic calming | None | | | | | | | |
| No bus stops | None | | | | | | | |
| Not near school | None | | | | | | | |
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NOTES: Speed limit signs are badly faded and require replacement. Only 3 of the 12 houses do not have driveways

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

| C | | |
|-------|------------------|------------------------------|
| Score | Risk Factor | |
| 1-4 | Trivial to Minor | |
| 5-8 | Acceptable | |
| 9-15 | Substantial | WORK MUST NOT PROCEED |
| 16-25 | Unacceptable | |

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Part-night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 12/07/13

Location: Aestbrek & Skerpalea,
Sandwick

Assessor: Neil Hutcheson

Designation: Engineer

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|---|------------------------|----------------------|---|---|------------------|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Road markings at all potentially affected junctions in good condition | None | | | | | | | |
| Carriageway in good condition | None | | | | | | | |
| Footpaths in good condition | None | | | | | | | |
| No bus stops | None | | | | | | | |
| No traffic calming | None | | | | | | | |
| Bulkhead light fitted at door of all properties | | | | | | | | |
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NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

X

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

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| C | |
|-------|------------------|
| Score | Risk Factor |
| 1-4 | Trivial to Minor |
| 5-8 | Acceptable |
| 9-15 | Substantial |
| 16-25 | Unacceptable |

**WORK
MUST
NOT
PROCEED**

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Part-night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 12/07/13

Location: Brind,
Cunningsburgh

Assessor: Neil Hutcheson

Designation: Engineer

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|---|--|----------------------|---|---|---|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Overhanging bushes & trees | Risk of eye injuries, cuts, abrasions & bruising | 3 | 2 | 6 | Enforce existing legislation to ensure pruning, send letters to residents | 1 | 2 | 2 |
| Carriageway in decent condition | None | | | | | | | |
| Footpaths generally in decent condition | None | | | | | | | |
| Footpath is overgrown with grass and weeds in places | Pedestrian slips and trips | 2 | 2 | 4 | Remove/treat weeds at edge of kerbs and back of footpath | 0 | 0 | 0 |
| No bus stops | None | | | | | | | |
| No traffic calming | None | | | | | | | |
| Currently the junction not directly lit by the streetlighting | No increased risk | | | | | | | |
| Edge line at junction in decent condition | No increased risk | | | | | | | |
| Bulkhead light fitted at door of all properties | | | | | | | | |
| | | | | | | | | |
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NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

X

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

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| C | | |
|-------|------------------|------------------------------|
| Score | Risk Factor | |
| 1-4 | Trivial to Minor | |
| 5-8 | Acceptable | |
| 9-15 | Substantial | WORK MUST NOT PROCEED |
| 16-25 | Unacceptable | |

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Part-night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 12/07/13

Location: Laxdale Road,
Cunningsburgh

Assessor: Neil Hutcheson

Designation: Team Leader

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|---|--|----------------------|---|---|---|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Spallled damaged kerbs near No 12 | Pedestrian trips and falls | 2 | 2 | 4 | Replace damaged kerbs | 0 | 0 | 0 |
| Overhanging bushes & trees | Risk of eye injuries, cuts, abrasions & bruising | 3 | 2 | 6 | Enforce existing legislation to ensure pruning, send letters to residents | 1 | 2 | 2 |
| Edge of footpaths are overgrown with grass and weeds | Pedestrian slips and trips | 2 | 2 | 4 | Remove weeds at edge kerbs | 0 | 0 | 0 |
| Children's playground but not lit currently | No increased risk | | | | | | | |
| Footpaths generally in decent condition | None | | | | | | | |
| Carriageway generally in a decent condition although cracked area may need attention in near future | None | | | | | | | |
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NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

X

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

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| C | | |
|-------|------------------|--|
| Score | Risk Factor | |
| 1-4 | Trivial to Minor | |
| 5-8 | Acceptable | |
| 9-15 | Substantial | WORK MUST NOT PROCEED |
| 16-25 | Unacceptable | |

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Part-night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 23/07/13

Location: Parklands & Central Park,
Sandwick

Assessor: Neil Hutcheson

Designation: Engineer

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|--|------------------------|----------------------|---|---|------------------|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Road markings at junctions in good condition | None | | | | | | | |
| Junction is lit by streetlight on main road circuit so would remain lit | None | | | | | | | |
| Carriageway in good condition | None | | | | | | | |
| Footpaths in good condition | None | | | | | | | |
| No bus stops | None | | | | | | | |
| No traffic calming | None | | | | | | | |
| Channel drain sections damaged at back edge of footpath but on private property, not part of the public road | None | | | | | | | |
| Bulkhead light fitted at door of all properties | | | | | | | | |
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| | | | | | | | | |

NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

X

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

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| C | |
|-------|------------------|
| Score | Risk Factor |
| 1-4 | Trivial to Minor |
| 5-8 | Acceptable |
| 9-15 | Substantial |
| 16-25 | Unacceptable |

**WORK
MUST
NOT
PROCEED**

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Part-night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 12/07/13

Location: Pundsta Place,
Cunningsburgh

Assessor: Neil Hutcheson

Designation: Team Leader

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|---|--|----------------------|---|---|---|---------------------|---|---|
| | | A | B | C | | A | B | C |
| No footpath over first length of road although there is a grass verge where pedestrians can step of the road . | Increased risk of vehicle/pedestrian collision | 1 | 3 | 3 | No practical solution other than retaining the lighting | 1 | 3 | 3 |
| Carriageway in poor condition in area referred to above | Pedestrian trips and falls | 2 | 2 | 4 | Patch failed areas | 1 | 2 | 2 |
| Kerbs – no drop kerbs at junction | Pedestrian trips and falls | 2 | 2 | 4 | Install drop kerbs at junction crossing point | 1 | 2 | 2 |
| No steps on public footpath. However, there are steps on “private” property leading from the front gate to front door. Most have handrails. | None | | | | | | | |
| Overhanging bushes and trees | Risk of eye injuries, cuts and abrasions | 3 | 2 | 6 | Enforce existing legislation to ensure pruning, send letters to residents | 1 | 2 | 2 |
| Footpaths generally in good condition | None | | | | | | | |
| Carriageway generally in a decent condition although cracked area may need attention in near future | None | | | | | | | |
| Footpath to north of Nos 1 and 3 is overgrown has a failed section of concrete surfacing. Not a Council maintained footpath. | None | | | | | | | |
| | | | | | | | | |

NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

X

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

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| C | |
|-------|------------------|
| Score | Risk Factor |
| 1-4 | Trivial to Minor |
| 5-8 | Acceptable |
| 9-15 | Substantial |
| 16-25 | Unacceptable |

**WORK
MUST
NOT
PROCEED**

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Part-night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 12/07/13

Location: St Clair Road,
Cunningsburgh

Assessor: Neil Hutcheson

Designation: Team Leader

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|---|---|----------------------|---|---|-------------------------|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Junction proximity (Major Road) but junction lit by main road lighting | No increased risk | | | | | | | |
| Bus layby/interchange at junction with A970 but junction area is lit by streetlights on main road circuit | No increased risk | | | | | | | |
| Missing verge markers on footpath build outs | Risk of vehicle collision with build-outs | 2 | 1 | 2 | Replace missing markers | 1 | 1 | 1 |
| Footpaths generally in decent condition | None | | | | | | | |
| Carriageway generally in a decent condition although cracked area may need attention in near future | None | | | | | | | |
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NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

X

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

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| C | |
|-------|------------------|
| Score | Risk Factor |
| 1-4 | Trivial to Minor |
| 5-8 | Acceptable |
| 9-15 | Substantial |
| 16-25 | Unacceptable |

**WORK
MUST
NOT
PROCEED**

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Part-night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 10 October 13

Location: Toab, Virkie

Assessor: Neil Hutcheson

Designation: Engineer

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|---|---|----------------------|---|---|--|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Bitmac footpath deteriorated at back of kerb in places | Risk of pedestrian trips and falls | 2 | 2 | 4 | Reinstate failed areas and slurry seal | 0 | 0 | 0 |
| Footpath is overgrown with grass and weeds at back of kerb in places | Risk of pedestrian slips and trips | 2 | 2 | 4 | Remove/treat weeds at edge of kerbs and back of footpath | 0 | 0 | 0 |
| Footpaths are generally in a decent condition | No increased risk | | | | | | | |
| Bus stops at shop, Horseshoe Close and Hestingott. | Service and school buses are not operating at the times that the lighting would be switched off so no increased risk | | | | | | | |
| Frequent junctions with house accesses and farm buildings along the length of the Toab road | Risk of vehicle collision but in some situations the ability to see the headlights of approaching vehicles may be beneficial. Low traffic volume after midnight. | 1 | 3 | 3 | None other than retain the lighting | 1 | 3 | 3 |
| Pinch point in footpath where it narrows at boundary wall | Risk of vehicle/pedestrian collision if pedestrians and vehicles coincide at this point. Likelihood is low due to low vehicle and pedestrian numbers when light would be switched off | 1 | 4 | 4 | None other than retain the lighting | 1 | 4 | 4 |
| Toabsgeo sheltered housing | Estate lighting would remain on through the night | 0 | 0 | 0 | | | | |
| Damaged in-situ kerbing at Hestingott | Risk of pedestrian trips and falls | 2 | 2 | 4 | Spot replace with new kerbs | 0 | 0 | 0 |
| Shop is located in part-night area | Not open for business when lights switched off | | | | | | | |
| Thistle Court steps and playground | Estate lighting would remain on through the night | 0 | 0 | 0 | | | | |

NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

X

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

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| C | | |
|-------|------------------|------------------------------|
| Score | Risk Factor | |
| 1-4 | Trivial to Minor | |
| 5-8 | Acceptable | |
| 9-15 | Substantial | WORK MUST NOT PROCEED |
| 16-25 | Unacceptable | |

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Part-night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 23/07/13

Location: Veester Hill,
Sandwick

Assessor: Neil Hutcheson

Designation: Engineer

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|--|------------------------------------|----------------------|---|---|---|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Overhanging bushes & trees | Risk of pedestrian trips and falls | 2 | 2 | 4 | Enforce existing legislation to ensure pruning, send letters to residents | 0 | 0 | 0 |
| Carriageway in decent condition | None | | | | | | | |
| Footpaths generally in decent condition | None | | | | | | | |
| Footpath is overgrown with grass and weeds in places | Pedestrian slips and trips | 2 | 2 | 4 | Remove/treat weeds at edge of kerbs and back of footpath | 0 | 0 | 0 |
| Bus stop nearby but lit by streetlights on "main" road circuit | None | | | | | | | |
| Junction has give way sign, road markings and is lit by streetlights on main road circuit | None | | | | | | | |
| No steps on public footpath. However, there are steps on the "private" footpaths serving each house. Bulkhead light fitted at door of all properties | None | | | | | | | |
| Abandoned car parts on footpath | Risk of pedestrian trips and falls | 2 | 2 | 4 | Enforce existing legislation to ensure pruning, send letter to resident | 0 | 0 | 0 |
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NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

X

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

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| C | |
|------------------------------|------------------|
| Score | Risk Factor |
| 1-4 | Trivial to Minor |
| 5-8 | Acceptable |
| 9-15 | Substantial |
| 16-25 | Unacceptable |
| WORK MUST NOT PROCEED | |

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Part-night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 12/07/13

Location: Bakland, Sound

Assessor: John Johnson

Designation: Engineer

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|---|------------------------|----------------------|---|---|-------------------------------------|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Wheelie bins left in footpath | Pedestrian trips | 2 | 2 | 4 | None other than retain the lighting | 2 | 2 | 4 |
| Carriageway surface and footway are in decent condition | None | | | | | | | |
| No traffic calming | None | | | | | | | |
| No bus stops | None | | | | | | | |
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NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

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|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

X

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

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| C | | |
|-------|------------------|------------------------------|
| Score | Risk Factor | |
| 1-4 | Trivial to Minor | |
| 5-8 | Acceptable | |
| 9-15 | Substantial | WORK MUST NOT PROCEED |
| 16-25 | Unacceptable | |

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Part-night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 12/07/13

Location: Bell's Place,
Lerwick

Assessor: John Johnson

Designation: Engineer

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|---|------------------------|----------------------|---|---|------------------|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Carriageway in good condition | None | | | | | | | |
| Footpath in good condition | None | | | | | | | |
| Clothes line, would be difficult to see in low light levels but this area is adequately lit by Gilbertson Road streetlights | No increased risk | | | | | | | |
| No bus stops | None | | | | | | | |
| No traffic calming | None | | | | | | | |
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NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

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|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

X

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

=

| C | |
|-------|------------------|
| Score | Risk Factor |
| 1-4 | Trivial to Minor |
| 5-8 | Acceptable |
| 9-15 | Substantial |
| 16-25 | Unacceptable |

**WORK
MUST
NOT
PROCEED**

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Part-night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 12/07/13

Location: Clickimin Footpath (East),
Lerwick

Assessor: John Johnson

Designation: Engineer

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|---|----------------------------|----------------------|---|---|---|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Condition of footpath has deteriorated in various areas but generally in a decent condition. Alternative route along Lochside is available. | Pedestrian trips and falls | 2 | 2 | 4 | Repair sections of footpath with bad cracking and sunken joints | 1 | 2 | 2 |
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NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

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|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

X

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

=

| C | |
|------------------------------|------------------|
| Score | Risk Factor |
| 1-4 | Trivial to Minor |
| 5-8 | Acceptable |
| 9-15 | Substantial |
| 16-25 | Unacceptable |
| WORK MUST NOT PROCEED | |

Assessment No:

**SHETLAND ISLANDS COUNCIL – ROADS SERVICE**

Sheet:

Scheme type: Part-night**RISK ASSESSMENT FOR STREET LIGHTING REDUCTION**

Date: 11/07/13

Location: Fjallberg, Quoys

Assessor: Neil Hutcheson

Designation: Team Leader

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|--|-------------------------------------|----------------------|---|---|--|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Short length of shared surface but good visibility throughout, no overhanging bushes etc. Sufficient width and area to step of road if necessary. | Risk of pedestrian/vehicle conflict | 1 | 3 | 3 | None other than retaining the lighting | 1 | 3 | 3 |
| Steep steps in footpath at south end that links Fjallberg to Sundhamar. Streetlighting here is to be connected to a circuit that will not be part-night lit. | None | | | | | | | |
| No traffic calming | None | | | | | | | |
| No bus stops | None | | | | | | | |
| Not near hospital | None | | | | | | | |
| Footpaths in condition | None | | | | | | | |
| Carriageway in good condition | None | | | | | | | |
| | | | | | | | | |
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NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

| C | |
|------------------------------|------------------|
| Score | Risk Factor |
| 1-4 | Trivial to Minor |
| 5-8 | Acceptable |
| 9-15 | Substantial |
| 16-25 | Unacceptable |
| WORK MUST NOT PROCEED | |

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Part-night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 11/07/13

Location: Upper Quoys Road

Assessor: Neil Hutcheson

Designation: Team Leader

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|---|---------------------------------------|----------------------|---|---|-------------------------------------|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Section of footpath in poor condition with stone protruding through the surface | Risk of pedestrian trips and falls | 1 | 2 | 2 | Reinstate footpath's bitmac surface | 0 | 0 | 0 |
| Tight bend at north end of straight | Risk of collision with safety barrier | 2 | 2 | 4 | Fix reflectors to barrier | 1 | 2 | 2 |
| No traffic calming | None | | | | | | | |
| Not near hospital | None | | | | | | | |
| Footpaths generally in good condition | None | | | | | | | |
| Carriageway in good condition | None | | | | | | | |
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NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

X

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

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| C | |
|-------|------------------|
| Score | Risk Factor |
| 1-4 | Trivial to Minor |
| 5-8 | Acceptable |
| 9-15 | Substantial |
| 16-25 | Unacceptable |

**WORK
MUST
NOT
PROCEED**

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Part-night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 1 October 13

Location: Upper & Lower Greenhead Roads, Lerwick

Assessor: Neil Hutcheson

Designation: Engineer

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|--|--|----------------------|---|---|--|---------------------|---|---|
| | | A | B | C | | A | B | C |
| No footpath to north of College and Northwards but decent width of hard shoulder with ribbed edge line | No increased risk | | | | | | | |
| No footpath on link road at steep hill but decent hard shoulders. | Not a direct pedestrian route so negligible increased risk | | | | | | | |
| Short length of narrow verge with ditch behind | Risk of pedestrian trips and falls | 2 | 3 | 6 | Partially fill ditch and widen verge | 0 | 0 | 0 |
| Headwall without covers at back of footpath at bottom of steep hill | Risk of pedestrian trips and falls | 2 | 3 | 6 | Provide gang way cover for headwall | 0 | 0 | 0 |
| Footpath is overgrown with grass and weeds at back of kerb in places | Risk of pedestrian slips and trips | 2 | 2 | 4 | Remove/treat weeds at edge of kerbs and back of footpath | 0 | 0 | 0 |
| Footpaths are generally in a decent condition | No increased risk | | | | | | | |
| Carriageways in decent condition | No increased risk | | | | | | | |
| Concrete cover on water main track | Risk of pedestrian trips and falls although not on pedestrian route | 2 | 2 | 4 | None other than retaining the lighting | 2 | 2 | 4 |
| Wearing course breaking out in carriageway in two small areas | Risk of pedestrian trips and falls | 2 | 2 | 4 | Patch repair failed areas | 0 | 0 | 0 |
| No footpath on road at Peerie Galley Shed and potholes in hard shoulder | Risk of pedestrian trips and falls but footpath on other side of road is also on the most direct route | 2 | 2 | 4 | Fill potholes | 0 | 0 | 0 |
| Low kerb across footpath at Shetland Times | Risk of pedestrian trips and falls | 2 | 2 | 4 | Take up kerb and replace with standard "dropper" kerb at road edge | 0 | 0 | 0 |
| Missing rodding eye cover at gully near Shetland College | Risk of pedestrian trips and falls | 2 | 2 | 4 | Fit replacement cover | 0 | 0 | 0 |

NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

X

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

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| C | | |
|-------|------------------|------------------------------|
| Score | Risk Factor | |
| 1-4 | Trivial to Minor | |
| 5-8 | Acceptable | |
| 9-15 | Substantial | WORK MUST NOT PROCEED |
| 16-25 | Unacceptable | |



Scheme type: Part-Night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 10 July 2013

Location: Herrisdale Park,
Veensgarth

Assessor: Neil Hutcheson

Designation: Team Leader

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|---|---|----------------------|---|---|---|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Junction proximity | Risk of vehicle collision but 30 mph speed limit at this location | 2 | 2 | 4 | None other than retain lighting | 2 | 2 | 4 |
| Overhanging bushes & trees | Risk of eye injuries, cuts, abrasions & bruising | 3 | 2 | 6 | Enforce existing legislation to ensure pruning, send letters to residents | 1 | 2 | 2 |
| Edge of footpaths are overgrown with grass and weeds | Pedestrian slips and trips | 2 | 2 | 4 | Remove weeds at edge kerbs | 0 | 0 | 0 |
| Edge line at "Willow Gait" is badly faded | Risk of vehicle collision | 1 | 3 | 3 | Reinstate 1010 edge markings | 0 | 0 | 0 |
| Bus stop on "main" road near roundabout but is lit by streetlights at roundabout. Also bus service does not run during the switch-off period. | None | | | | | | | |
| No traffic calming | None | | | | | | | |
| Not near hospital | None | | | | | | | |
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NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

| C | |
|------------------------------|------------------|
| Score | Risk Factor |
| 1-4 | Trivial to Minor |
| 5-8 | Acceptable |
| 9-15 | Substantial |
| 16-25 | Unacceptable |
| WORK MUST NOT PROCEED | |



Scheme type: Part-Night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 10 July 2013

Location: Vallafeld,
Veensgarth

Assessor: Neil Hutcheson

Designation: Team Leader

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|--|---|----------------------|---|---|--|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Several defective or spalled kerbs throughout estate | Risk of pedestrian trips and falls | 2 | 2 | 4 | Take up and spot replace damaged kerbs | 1 | 2 | 2 |
| Slurry seal surface on carriageway has failed in a couple of locations | Risk of pedestrian trips and falls | 1 | 2 | 2 | Reinstate slurry seal | 0 | 0 | 0 |
| No dropped kerbs in footpath at crossing point for junction to Nos 1 – 5 | Risk of pedestrian trips and falls | 2 | 2 | 4 | Install dropped kerbs | 0 | 0 | 0 |
| No footpath and shared surface for Nos 6 – 10 | Risk of vehicle/pedestrian conflict but short length of road means that vehicle speeds are low. Low pedestrian numbers also mean that likelihood is low | 1 | 3 | 3 | None other than retain lighting | 1 | 3 | 3 |
| Road markings in decent condition | None | | | | | | | |
| Junction proximity | Risk of vehicle collision but junction lit by main road lighting and 30 mph speed limit at this location so no increased risk | | | | | | | |
| No traffic calming | None | | | | | | | |
| Not near hospital | None | | | | | | | |
| No bus stops | None | | | | | | | |
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NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

| C | |
|------------------------------|------------------|
| Score | Risk Factor |
| 1-4 | Trivial to Minor |
| 5-8 | Acceptable |
| 9-15 | Substantial |
| 16-25 | Unacceptable |
| WORK MUST NOT PROCEED | |

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Part-night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 19/09/13

Location: Walls,
War Memorial to Kirkdale

Assessor: Neil Hutcheson

Designation: Team Leader

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|--|--|----------------------|---|---|--|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Junction proximity, Stove Cottages junction not as well lit as before but still lit by housing estate lighting | Slight increased risk of vehicular collision | 1 | 3 | 3 | None other then retaining the lighting through the night | 1 | 3 | 3 |
| Overgrowing weeds between slabs at Stove Cottages but still lit by estate streetlights | No increased risk | | | | | | | |
| Footpaths in good condition and extend all the way to Kirkdale | None | | | | | | | |
| No ditches at back of footpaths | None | | | | | | | |
| Carriageways in good condition | None | | | | | | | |
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NOTES:

Supervisor Signature:

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|-------|--------------------------|
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| 1 | Very Unlikely |
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X

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| Score | Severity of Consequence |
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**WORK
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Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Part-night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 1/08/13

Location: Firth to Mossbank Road,
Delting

Assessor: Neil Hutcheson

Designation: Engineer

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|---|--|----------------------|---|---|--|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Narrow footpath over a short length with ditch behind | Risk of pedestrian trips and falls | 2 | 2 | 4 | Localised widening of back edge of footpath | 0 | 0 | 0 |
| Footpath is overgrown with grass and weeds at back of kerb in places | Risk of pedestrian slips and trips | 2 | 2 | 4 | Remove/treat weeds at edge of kerbs and back of footpath | 0 | 0 | 0 |
| Bus stop at Leaside but lit by streetlight on estate circuit | None | | | | | | | |
| Bus stop at school but school and service buses will not be operating at the times that the streetlights are switched off | None | | | | | | | |
| Low flight of steps between bus lay-by and the school | Lay-by not used by buses during the switch off period. There is no reason to access the school grounds during the part-night switch off period so there is no increased risk. | | | | | | | |
| Junction of Firth to Mossbank & Maidenfield Roads is located within switch off area | Vehicles have headlights etc so minimal increased risk of vehicular collisions. Risk of pedestrian/vehicular collisions but few pedestrians after midnight and vehicle speeds are low when entering or exiting a junction. | 1 | 3 | 3 | None other than retain the lighting | 1 | 3 | 3 |
| Junction with house accesses | As above | 1 | 3 | 3 | None other than retain the lighting | 1 | 3 | 3 |
| 2 spalled/damaged kerbs | Risk of pedestrian trips and falls | 2 | 2 | 4 | Spot replace with new kerbs | 0 | 0 | 0 |
| | | | | | | | | |
| | | | | | | | | |

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Supervisor Signature:

Supervisor Print: Neil Hutcheson

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| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
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**WORK
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Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Part-night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 15/07/13

Location: Gallowburn,
Brae

Assessor: John Johnson

Designation: Engineer

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|--|----------------------------|----------------------|---|---|---|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Cattle grid at junction with pedestrian gate, would be lit by streetlighting on Moorfield Ring Road. | Pedestrian trips and falls | 2 | 2 | 4 | Remove grid as area is now fenced and it appears to be no longer necessary. | 0 | 0 | 0 |
| Damaged kerbs | Pedestrian trips and falls | 3 | 2 | 6 | Repair kerbs where required | 0 | 0 | 0 |
| Various carriageway defects | Pedestrian trips and falls | 2 | 2 | 4 | Patch carriageway where required | 1 | 2 | 2 |
| Footpath is overgrown with grass and weeds | Pedestrian slips and trips | 2 | 2 | 4 | Remove weeds between slabs | 0 | 0 | 0 |
| No bus stops | None | | | | | | | |
| No traffic calming | None | | | | | | | |
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NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
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X

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|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
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| 3 | Injury over 3 lost days |
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| C | | |
|-------|------------------|------------------------------|
| Score | Risk Factor | |
| 1-4 | Trivial to Minor | |
| 5-8 | Acceptable | |
| 9-15 | Substantial | WORK MUST NOT PROCEED |
| 16-25 | Unacceptable | |

Assessment No:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

Sheet:

Scheme type: Part-night

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Date: 15/07/13

Location: Ladies Mire,
Brae

Assessor: John Johnson

Designation: Engineer

Signature:

| Hazard | Risk, Cause and Effect | Score Before Control | | | Control Measures | Score After Control | | |
|---|------------------------|----------------------|---|---|-------------------------------------|---------------------|---|---|
| | | A | B | C | | A | B | C |
| Footpath in good condition | None | | | | | | | |
| Carriageway in good condition | None | | | | | | | |
| Give way markings at junction in good condition | None | | | | | | | |
| Embankment on north side of road at Number 7 | Fall down embankment | 2 | 2 | 4 | None other than retain the lighting | 2 | 2 | 4 |
| No bus stops | None | | | | | | | |
| No traffic calming | None | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

NOTES:

Supervisor Signature:

Supervisor Print: Neil Hutcheson

| A | |
|-------|--------------------------|
| Score | Likelihood of Occurrence |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Certain |

X

| B | |
|-------|--------------------------|
| Score | Severity of Consequence |
| 1 | Negligible/Very Minor |
| 2 | Minor injury |
| 3 | Injury over 3 lost days |
| 4 | Major injury |
| 5 | Fatality highly probable |

=

| C | |
|------------------------------|------------------|
| Score | Risk Factor |
| 1-4 | Trivial to Minor |
| 5-8 | Acceptable |
| 9-15 | Substantial |
| 16-25 | Unacceptable |
| WORK MUST NOT PROCEED | |

**Environment and Transport****21 January 2015****Traffic Regulation Orders, Etc. – Annual Progress Report**

RD-01-15-F

**Reported Presented by: Traffic & Road
Safety Engineer****Infrastructure Services Department
/ Roads Service****1.0 Summary**

- 1.1 The purpose of this report is to inform the Environment and Transport Committee of the Traffic Orders etc. made in the past year and to provide an overview of the progress of those that are currently being promoted.
- 1.2 This annual report allows Members to monitor the progress and performance of the Roads Service with regards to Traffic Orders and Notices that have been promoted or made under delegated authority.

2.0 Decision Required

- 2.1 That the Committee RESOLVE to note the report.
- 2.2 The Environment & Transport Committee is asked to CONSIDER and COMMENT on the contents of this report.

3.0 Detail**3.1 Completed Permanent Traffic Orders etc**

The following Orders have been made and/ or introduced during 2014:-

- 3.1.1 SIC (Former Section of A970, North of Hamar Junction, Northmavine) (Stopping Up) Order 2013

Closure of a section of former public road that was no longer required.

The order was made in January 2014.

- 3.1.2 SIC (Norstane, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2013

Requested by a disabled person resident in the area.

The order was made in January 2014.

3.1.3 SIC (Cruester View, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2014

Requested by a disabled person resident in the area.

The order was made in March 2014.

3.1.4 SIC (Endavoe, Eastvoe, Scalloway) (Parking Place for Disabled Person's Vehicle) Order 2014:

Requested by a disabled person resident in the area.

The order was made in April 2014.

3.1.5 SIC (Sandveien, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2014

Requested by a disabled person resident in the area.

The order was made in May 2014.

3.1.6 SIC (Dandigarth, Cunningsburgh)(Parking Place for Disabled Person's Vehicle) Order 2014

Requested by a disabled person resident in the area.

The order was made in July 2014.

3.1.7 SIC (South Commercial Street, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2014

Requested by a disabled person resident in the area.

The order was made in July 2014.

3.1.8 SIC (Former Section of A971, Camperdown, Whiteness) (Stopping Up) Order 2014

Closure of a section of former public road that was no longer required.

The order was made in November 2014.

3.2 Permanent Traffic Orders etc. in Progress

We are not currently promoting any permanent Traffic Orders. However, the procedures for making most of the permanent orders we promote are enclosed in Appendix 1.

3.3 Temporary Traffic Regulation Orders, etc.

During the course of 2014 a total of 37 Temporary Orders and Notices were made for road closures, speed limits, etc. These were to allow works to be carried out safely by ourselves, utilities and others, and to allow various events to take place. Five of these Temporary Orders were made to facilitate the Queens Baton Relay events in Shetland on 1 July 2014.

3.4 Other Orders

3.4.1 SIC (Various Roads, Shetland)(Parking Place for Disabled Person's Vehicles)(Revocation No 1) Order 2014:

This order was promoted to allow disabled parking places that were no longer required to be removed by revoking their traffic orders. Four spaces were removed, two in Sandside, Firth, one in Stendaal, Nesting and one in Kantersted Road, Lerwick.

The order was made in March 2014.

3.4.2 SIC (Cheyne Crescent, Lerwick)(Parking Place for Disabled Person's Vehicles)(Revocation No 2) Order 2014:

This order was promoted to allow a disabled parking place that was no longer required to be removed by revoking its traffic orders.

The order was made in July 2014.

4.0 Implications

Strategic

4.1 Delivery On Corporate Priorities - The actions detailed in this report are required to meet the Principles of the Shetland Transport Strategy, particularly those of Accessibility and Inclusion, Accountability, Efficiency, Compliance and Environmental Responsibility. The report is presented under our requirement to be Accountable.

4.2 Community /Stakeholder Issues – None.

4.3 Policy And/ Or Delegated Authority

4.3.1 The Environment and Transportation Committee has full delegated authority to act on all matters within its remit, Section 12.0 of the Council's Scheme of Delegations, and for which the overall objectives have been approved by the Council, in addition to appropriate budget provision.

4.3.2 In order to allow the Committee to fulfill its monitoring and scrutiny role for responsibilities under their authority, but which have been delegated to officers, this annual report is presented to Members for their information, consideration and comment.

- 4.3.3 Authority was delegated to the Director of Infrastructure Services to promote permanent Traffic Orders, etc, and the Director also has delegated authority to make Traffic Orders and to provide traffic calming measures when no objections have been received at the public consultation stage. The Director is however required to report to Committee any Orders made. When there are objections the matter must be referred to the Committee, which has delegated authority in this situation (Roads & Transport min ref 04/98).
- 4.3.4 Authority is delegated to the Director of Infrastructure Services or their nominee to make Temporary Orders, etc. (Roads & Transport Min Ref 78/92).
- 4.3.5 Authority is delegated to the Director of Infrastructure Services or their nominee to promote Compulsory Purchase Orders where they are as a consequence of a decision to construct the relevant works (Roads & Transport Min Ref 53/96), and are in line with the revised policy on Compulsory Purchase Orders (Infrastructure Committee Min Ref 95/09).

4.4 Risk Management - None.

4.5 Equalities, Health And Human Rights – None.

4.6 Environmental – None.

Resources

4.7 Financial – The Orders in this report have been created and carried out within existing budget provision.

4.8 Legal - None.

4.9 Human Resources – None.

4.10 Assets And Property - As this report does not require a decision to be made there are no issues arising directly from it. However, it should be noted that the road network and its associated apparatus is the Council's single most valuable asset and the Orders listed in this report are instrumental in its maintenance and enhancement.

5.0 Conclusions

5.1 This report is for the Committee, in its monitoring and scrutiny role, to note and comment on the various Traffic Orders and Notices made during the past year under delegated authority, as identified in this report.

For further information please contact:

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5 January 2015

Appendix – Procedures for the Making of Permanent Traffic Orders

APPENDIX 1

Procedures for the Making of Permanent Traffic Orders

1. The procedures for making permanent traffic orders are governed by the 'Local Authorities Traffic Orders (Procedure) (Scotland) Regulations 1999'
2. A draft Order, Notice and advertisement are prepared by the Roads Service with input from Legal Services as required.
3. The Roads Service writes to interested parties, organisations, and statutory consultees enclosing a copy of the proposed Order requiring comments within 28 days.
4. The Roads Service then considers any comments received and makes suitable amendments to the proposals if appropriate. If it is not appropriate to make suitable changes a letter will be written to the consultee seeking to allay their concerns. This letter is copied to Legal Services.
5. The Order is advertised in the Shetland Times and a Notice posted on site. The advert is undersigned by the Director of Infrastructure Services. A formal Notice is also sent to those previously consulted at (2) above no later than the date of the newspaper advert. The period specified for objections to be lodged must be not less than 28 days, with the notice period not commencing until after the date of the advert appearing.
6. If there are no objections to the advertised Order then it will be made as at (12) below.
7. If a formal objection is received then the Roads Service will write to the objector, providing further information as appropriate, requesting that the objection be withdrawn. This letter is copied to Legal Services.
8. If there is a formal objection that is not withdrawn then a report is presented by the Roads Service to the Environment and Transport Committee for a decision.
9. The Environment and Transport Committee will consider the report and may decide to either: -
 - a. Make the Order as advertised, despite objections, or
 - b. Make an Order that applies a lesser restriction than was advertised, or
 - c. Not make any order at all.
10. If the decision taken is to proceed with making an Order then it will be made as at (12) below.
11. Certain Orders, where there are objections to them, have to be referred to the Scottish Government for the consent of the Scottish Ministers before they can be made. If that were necessary a letter to the Scottish Government would be written by the Roads Service with input from Legal Services as required following a "resolution" by the Environment and Transport Committee. The Scottish Ministers may require a public hearing

to be held prior to them reaching a decision. Should the Scottish Ministers confirm the proposal the Order will proceed.

12. The Order is signed by the Director of Infrastructure Services and sent to Legal Services for safekeeping.
13. The Roads Service advertises a Notice of the Making of the Order in the Shetland Times and sends copies of the Order to emergency services, etc.
14. The Order is implemented (comes into force) following the advertisement.

**Environment and Transport Committee****21 January 2015****Policy for the Provision of Pedestrian Crossings
Review of Existing Pelican Crossings****Report Number: RD-02-15-F****Report presented by : Traffic & Road Safety
Engineer****Roads
Infrastructure Services Department****1.0 Summary**

- 1.1 The purpose of this report is to introduce to the Committee a proposed Policy for the Provision of Pedestrian crossings and to detail how our existing Pelican crossing sites correspond to that policy.

2.0 Decision Required

- 2.1 That the Environment and Transport Committee RESOLVE to;
- 2.1.1 adopt the proposed Policy for the Provision of Pedestrian Crossings;
 - 2.1.2 note the assessments of the existing Pelican crossings in Lerwick;
 - 2.1.3 proceed with consultation on the removal of the Pelican crossings at A969 Esplanade (Albert Building) and A969 Commercial Road (Viking Bus Station); and
 - 2.1.4 approve that the existing pelican crossings at A969 Church Road and A970 South Road (Sound Service Station) will be reviewed following the opening of the new secondary school at Staneyhill.

3.0 Background

- 3.1 The reliability problems with our existing stock of Pelican crossings was well publicised during 2013/14 and while things have improved following the upgrade of two crossings questions have been raised in respect of whether all of the crossings are actually needed, or whether some of them could be replaced by providing Zebra crossings instead.

- 3.2 Through the 1980's and 1990's it was common practise for new pedestrian crossing facilities to be provided by way of Pelican crossings, and many established Zebras were converted to Pelicans. This was because the signal controlled Pelican crossings were generally considered to have lower accident rates than Zebra crossings.
- 3.3 A number of Zebra crossings had been installed in Lerwick and these were either removed or replaced with Pelican crossings. Over the following years a number of additional Pelican crossings were installed on the instruction of the Council. The crossings were installed to provide access to amenities and at locations where it was felt that pedestrians had particular difficulties in crossing the road.
- 3.4 Prior to 1987 the need for pedestrian crossing facilities was normally assessed using an empirical formula related to the volume of conflicts between vehicles (V) and pedestrians (P), with various thresholds for this PV^2 value and it's component parts being used to determine whether a Zebra or Pelican crossing should be provided.
- 3.5 In 1987 the assessment methodology changed. While the PV^2 threshold was still used for the justification of a crossing, the type provided was determined from other factors.
- 3.6 The assessment methodology changed again in 1995 to a framework based approach that did not prescribe the use of any PV^2 threshold to justify a crossing provision. This brought the national guidance more into line with what had been done in Lerwick as none of our Pelican crossing sites at that time came close to meeting the generally accepted PV^2 threshold.
- 3.7 Despite the change in national guidance many local authorities continued to use the PV^2 approach within their assessment process for the justification of pedestrian crossing facilities. This is because it provides a simple, easily understood empirical measure of the degree of conflict between pedestrians and vehicles. It also allowed a rudimentary ranking mechanism where there were competing demands for budget.
- 3.8 However, in recognition of the various site specific details that should be considered under the 1995 framework, many authorities promoted modified versions of the PV^2 approach that gave additional weighting to vulnerable or restricted mobility pedestrians as well as providing a factor for heavy vehicles and buses within the traffic flow.
- 3.9 In 2000 the Society of Chief Officers of Transportation in Scotland (SCOTS) published guidance on the assessment and use of Zebra crossings. This document looked at all aspect of the assessment process for pedestrian crossings as well making specific recommendations regarding the use of Zebra crossings. The report recommended the continued use of PV^2 for initial appraisal purposes and highlighted additional points for consideration to keep the overall process in line with the earlier national guidance document LTN 1/95.

4.0 Proposed Policy

- 4.1 In recognition of the current national guidance, the recommendations of SCOTS, and the consensus approach across most local authority areas it was felt worthwhile to define a clear policy on the provision of pedestrian crossing facilities in Shetland.
- 4.2 This policy would be referred to for both new crossing requests and when considering the replacement, upgrading or refurbishment of existing crossing provisions. The proposed policy is presented in Appendix 1.
- 4.3 This policy proposes that pedestrian crossing facilities will only be considered at sites where the average pedestrian demand at peak times is 50 or more. This is to limit crossing facilities to locations where there is an identified and regular demand.
- 4.4 It is proposed that the initial appraisal of the pedestrian crossing type should be based on a PV^2 approach. The formula would use modified values for P (pedestrians) and V (vehicles) relating to vulnerable and restricted mobility pedestrians and heavy vehicles and buses within the traffic flow.
 - 4.4.1 Where the PV^2 value is below 0.4×10^8 it is proposed that no formal crossing facilities would be required.
 - 4.4.2 Where the PV^2 value is above 1.0×10^8 it is proposed that a signal controlled pedestrian crossing should be provided as long as the minimum level of crossing demand was identified. The type of crossing to be provided (Pelican, Puffin or Toucan) would depend on the specific site characteristics.
 - 4.4.3 For PV^2 values between 0.6×10^8 and 1.0×10^8 it is proposed that a pedestrian crossing facility would be considered depending on the specific site characteristics. The appropriate provision would depend on a full assessment of the site and pedestrian demand and traffic flow patterns.
 - 4.4.4 For those sites where the PV^2 value falls between 0.4×10^8 and 0.6×10^8 it is proposed that pedestrian measures such as road narrowing or refuge islands would be provided only where average pedestrian waiting times were found to be over 20 seconds.
- 4.5 However, in certain instances there may be particular site specific factors that would justify a higher level of provision than the initial assessment might suggest. The actual provision to be promoted would then be determined by following the assessment framework described in the national guidance document LTN1/95.

5.0 Implications for Existing Pelican Crossings

5.1 There are currently 10 Pelican crossings in Shetland, all in Lerwick. These are listed below.

- A970 South Road (Sound Service Station)
- A969 South Road Lerwick (Health Centre)
- A969 Church Road
- A969 Esplanade (Victoria Pier)
- A969 Esplanade (Albert Building)
- A969 Commercial Road (Viking Bus Station)
- A969 North Road (Burgh Road)
- A969 North Roads (Bolts)
- A970 Holmsgarth Road (Co-op)
- A970 North Lochside (Clickimin Centre)

5.2 During May and early June 2014 these sites were observed by Roads Service staff and pedestrian crossing and traffic flow counts undertaken. A summary of these surveys is shown in Appendix 2.

5.3 The following table shows the old PV^2 and modified PV^2 values for each of these sites and the number of pedestrians crossing in the area of the site. These values are based on the average of the four peak hours. Also shown is the percentage of pedestrians that actually used each crossing location.

| Site Name | Old PV^2 | Mod PV^2 | Av peak use | % at crossing |
|---|------------|------------|-------------|---------------|
| A970 South Road (Sound Service Station) | 0.122 | 0.197 | 21 | 23.4 |
| A969 South Road Lerwick (Health Centre) | 0.311 | 0.510 | 67 | 24.0 |
| A969 Church Road | 0.437 | 0.928 | 144 | 2.2 |
| A969 Esplanade (Victoria Pier) | 0.758 | 1.504 | 300 | 15.2 |
| A969 Esplanade (Albert Building) | 0.258 | 0.412 | 62 | 3.4 |
| A969 Commercial Road (Viking Bus Station) | 0.155 | 0.228 | 31 | 8.5 |
| A969 North Road (Burgh Road) | 0.742 | 1.399 | 81 | 38.2 |
| A969 North Roads (Bolts) | 0.420 | 0.974 | 59 | 33.3 |
| A970 Holmsgarth Road (Co-op) | 0.888 | 2.721 | 74 | 29.1 |
| A970 North Lochside (Clickimin Centre) | 0.310 | 0.851 | 46 | 10.4 |

5.4 Based on our observations and assessment of each crossing site the following actions would be recommended under the proposed policy. A more detailed summary of the considerations for each site is given in Appendix 3.

5.4.1 A970 South Road (Sound Service Station)

There is currently no real justification for this crossing. The PV^2 value is low due to the limited numbers of pedestrians crossing in

the area of the site. However, the pedestrian pattern in the area is likely to change when the new secondary school opens at Staneyhill. It would therefore appear to be prudent to wait and see what the changes are before making any decision on crossing arrangements in this area. It is therefore recommended that no action is taken with regards to this crossing at this time.

5.4.2 A969 South Road Lerwick (Health Centre)

The PV^2 value is above the lower threshold of 0.4×10^8 , and the peak hour usage number is well above 50. The crossing is located at the optimum location for the area and provides a link across the A969 South Road between the majority of Lerwick and the Health Centre. It also allows access between the southbound bus stop and the Hospital. In terms of the assessment process it is recommended that this crossing is retained as a signal controlled one.

5.4.3 A969 Church Road

The PV^2 value is currently at a level where a crossing should be provided. However, this is primarily due to the number of school pupils crossing Church Road between the two parts of Commercial Street, particularly at lunch time. Removing the secondary school pupils from the assessment changes the picture somewhat. It is notable that very few pedestrians chose to use the crossing location itself. Given that the pattern is likely to change in the next few years it is recommended that no action is taken with regards to this crossing at this time.

5.4.4 A969 Esplanade (Victoria Pier)

This crossing is located within the area with the highest number of pedestrians crossing the road, and it is our most used crossing. While its utilisation percentage is lower than many other of our crossing locations it appears to be in the best location for the area. It is recommended that this crossing is retained as a signal controlled one.

5.4.5 A969 Esplanade (Albert Building)

There is currently limited justification for this crossing. The PV^2 value is just over the lower threshold of 0.4×10^8 due to the limited numbers of pedestrians crossing in the area of the site and the medium flow of vehicles along the Esplanade. The utilisation percentage would appear to be so low because of the particular origins and destinations of the pedestrians passing through the area, and the ease with which they find a crossing opportunity away from the crossing site itself. With no specific demand consideration for this site identified under the guidance framework it is recommended that no crossing facility is provide at this location, and that the existing Pelican crossing is removed.

5.4.6 A969 Commercial Road (Viking Bus Station)

There is currently no real justification for this crossing. The PV^2 value is low due to the limited numbers of pedestrians crossing in the area despite the site lying between the main bus terminus for Shetland and the large areas of office accommodation in the North Ness. The utilisation figure for the crossing site itself is also

low as it does not lie on any of the predominant pedestrian desire routes through the area. While the survey period did not cover the main evening film showing times at Mareel any related pedestrian crossing demand is unlikely to be more significant than that generated through the day by the extensive office developments at the North Ness, and at a time where traffic volumes are lower. Therefore, despite the presence of the Viking Bus Station, Fort Road car park, the North Ness Business Park, 'Mareel' and the Shetland Museum nearby there appears to be too little demand to justify the provision of a pedestrian crossing in this location, and as such it is recommended that the existing Pelican crossing is removed.

5.4.7 A969 North Road (Burgh Road)

The PV^2 value is at a level where a crossing should be provided. The current crossing is located at one of the few locations available to pedestrians due to the complex arrangement of junctions in the area. This is highlighted by its higher utilisation rate compared to other crossings in Lerwick. Peak hour traffic flows through this area are also notable, as is the pedestrian demand. It is recommended that this crossing is retained as a signal controlled one.

5.4.8 A969 North Roads (Bolts)

The PV^2 value is almost at the level where a crossing should be provided. The current crossing appears to be reasonably well located for the pedestrian demand in the area, as reflected by its utilisation rate compared to other crossings in Lerwick. While peak hour traffic flows through this area are reasonably high the measured pedestrian demand is not. However, the demand is fairly constant throughout the day especially. Due to the approaching speed of traffic at this site it is recommended that this crossing is retained as a signal controlled one.

5.4.9 A970 Holmsgarth Road (Co-op)

This crossing has the highest PV^2 value of all the existing sites in Lerwick. This is as a result of the consistently high traffic flows along Holmsgarth Road. Pedestrian demand is also at a reasonable level, but with notable peaks and troughs. This crossing location provides a well located link between the North Road area of Lerwick and the Co-op supermarket and the Tollclock/ Grantfield area of businesses and shops. It is recommended that this crossing is retained as a signal controlled one.

5.4.10 A970 North Lochside (Clickimin Centre)

This crossing is located as close to the Clickimin Leisure Centre entrance as possible and provides a link across the main A970 North Lochside Road to the main part of Lerwick. The PV^2 value is below the level at which a signal controlled crossing would be automatically considered. However, the crossing currently serves a significant number of vulnerable pedestrians and this is an important factor under the assessment framework. The use of this crossing is likely to increase with the opening of the secondary school at Staneyhill. Traffic flows along Lochside are also likely to

increase due to proposed developments in the area, thus increasing the conflict level for pedestrians. In line with the assessment framework, and in recognition of the likely future increase in demand, it is recommended that this crossing is retained as a signal controlled one.

6.0 Implications

Strategic

- 6.1 Delivery On Corporate Priorities – Consideration of the cost savings that could accrue from removing existing pelican crossings is in line with the Council's Medium Term Financial Plan.
- 6.2 Community / Stakeholder Issues – It is possible that the removal of existing pelican crossings may give rise to concerns from various groups and their views need to be given sufficient consideration, particularly where they may represent vulnerable users.
- 6.3 Policy And/ Or Delegated Authority – The Council's Scheme of Administration and Delegation provides authority for each functional committee to discharge the powers and duties of the Council within their own functional areas in accordance with the policies of the Council, and the relevant provisions in its approved revenue and capital budgets.
- 6.4 Risk Management – The pelican crossings covered by this report currently present an ongoing capital replacement and maintenance liability.
- 6.5 Equalities, Health And Human Rights – Ensuring appropriate opportunities for pedestrians to cross the roads in Shetland, and specifically within built-up areas, provides considerable benefits for all, but in particular for many disabled and vulnerable persons.
- 6.6 Environmental – None.

Resources

- 6.7 Financial Resources – The financial implications from the proposals in this report are consultation costs which can be met from existing approved budgets, and Pelican crossing removal costs which are estimated to be £5k for each crossing. These costs would be eligible to be funded from the Council's Spend to Save scheme.
- 6.8 Legal – The implications of changing or removing pedestrian crossing points has implications under the Disability Discrimination Act and suitable consultation would be required in order for us to discharge our responsibilities to vulnerable users in particular.
- 6.9 Human Resources – None.
- 6.10 Assets And Property – None.

7.0 Conclusion

- 7.1 The adoption of a clear policy on the provision of pedestrian crossing facilities would allow the Council to justify its maintenance expenditure on the existing Pelican crossings and to determine the merits of any future request for additional pedestrian crossing infrastructure.

For further information please contact:

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8 January 2015

List of Appendices

Appendix 1 – Proposed Policy for the Provision of Pedestrian Crossings
Appendix 2 – Summary of Pedestrian and Traffic Flow counts
Appendix 3 – Detailed Assessments for each Pelican crossing site

Background documents:

None

END

Shetland Islands Council

Policy for the Provision of Pedestrian Crossings

Introduction

This policy explains how requests for new pedestrian crossings will be considered.

Where a crossing is due to be upgraded an assessment for its need will be carried out in line with this policy.

It is possible that future changes in traffic flows, pedestrian demands or other factors may change the assessment of an existing crossing. Where the outcome of a re-assessment under this policy recommends the removal of an existing crossing then public consultation will be carried out to inform the action to be taken.

Site Survey

A site survey to obtain information to be used in the assessment process will be carried out along the stretch of road approximately 50 metres either side of the requested crossing location.

The survey is to be carried out in fair weather conditions during the months of April to October, avoiding school and public holidays. The survey dates will include periods from at least two week days in at least two different weeks covering the hours between 08:00 and 18:00. Where there are regular site specific demands out with the normal survey period then the survey period may be extended or amended if it may be considered to aid the assessment process.

Pedestrians crossing the road will be recorded for each hour period and will be classified by their age and an indication of their walking ability. Whether they cross the road directly or on a diagonal route will be recorded along with a note of those that cross at the proposed crossing site. Where pedestrians are obviously delayed in crossing the road by traffic conditions a note of the delay will be recorded.

Pedestrians will be allocated to one of three groups; able adults, vulnerable persons, and restricted mobility. A vulnerable person is considered to be a child < 16 years old or an elderly person. Pedestrians that have obvious mobility restrictions or are identified as having a disability that may affect their ability to cross the road will be allocated to the restricted mobility group. Visually impaired persons will also be allocated to the restricted mobility group for the purposes of the assessment but their presence should also be specifically highlighted for further consideration. Cyclists using a crossing location should also be noted as this may influence the crossing type.

Traffic flows, compositions and speeds will be recorded for the site to coincide with the pedestrian survey periods.

Initial Assessment

The basic level of need will be determined by calculating the degree of conflict between pedestrians crossing the road and the two-way traffic flow.

The degree of conflict will be expressed using a modified PV^2 value calculated as follows:

P_{mod} = the number of pedestrians crossing in an hour (P) weighted by age and ability in accordance with the table below

| Type of Pedestrian | Multiplying Factor |
|---------------------------------|--------------------|
| Able Adult | 1.0 |
| Child < 16 years old | 2.0 |
| Elderly Person | 2.0 |
| Disabled or Restricted Mobility | 3.0 |

** The multiplying factor for cyclists is 1.0*

V_{mod} = the flow of traffic through the site in an hour (V) weighted by vehicle type in accordance with the table below

| Type of Vehicle | Multiplying Factor |
|------------------|--------------------|
| Car or Light Van | 1.0 |
| Goods Vehicle | 2.0 |
| Bus or Coach | 2.0 |

For each hour between 08:00 and 18:00 the modified PV^2 value is calculated using the respective P_{mod} and V_{mod} figures.

The initial PV^2 value for the site is obtained from the average of the four highest hourly PV^2 values.

Modification Factors

The standard road width considered in the assessment is 7.3 metres. Where the road width is greater than this width then the initial PV^2 value should be factored up proportionately. No reduction should be applied for narrower roads.

If the pedestrian survey notes regular delays of over 20 seconds for pedestrians wishing to cross the road then an additional assessment will be required to determine a waiting time factor. The average waiting time will be determined by attempting to cross the road at five random times in each of the four known peak hours for the site. The waiting time factor will then be taken from the table below:

| Average Waiting Time | Waiting Time Factor |
|----------------------|---------------------|
| 20 seconds or less | 1.0 |
| > 20 to 25 seconds | 1.2 |
| > 25 to 30 seconds | 1.5 |
| over 30 seconds | 2.0 |

Initial Crossing Justification

Pedestrian crossing facilities will only be considered at sites where the average pedestrian demand over the four peak hours is 50 or more. The type of provision can then be initially determined from the modified PV^2 value as outlined below.

If the modified PV^2 value is greater than 1.0×10^8 then a signal controlled crossing would be justified.

Where the modified PV^2 value is greater than 0.6×10^8 then a signal controlled or uncontrolled crossing would be considered depending on the site characteristics. The provision would be determined in line with the national guidance documents LTN1/95 and LTN2/95 and the assessment notes below.

To justify a refuge island or road narrowing works the modified PV^2 value must be greater than 0.4×10^8 and the average waiting time should be over 20 seconds.

For sites with a modified PV^2 value greater than 0.4×10^8 , but an average peak hours pedestrian demand of less than 50, a refuge island or road narrowing works may be considered if the average waiting time is over 30 seconds.

Assessment Framework

There are three main types of pedestrian crossing provision that can be installed – refuges and road narrowing, Zebra crossings, and signal controlled crossings (Pelican, Puffin and Toucan). The type of crossing to be provided will also be subject to engineering considerations and to the technical requirements of LTN2/95.

To justify a signal controlled crossing it will be necessary to demonstrate a much higher level of need than for a refuge. Zebra crossings could be considered at the intermediate level of need depending on the approach speed of traffic.

A number of additional factors may be considered in the assessment for a pedestrian crossing provision. These would include, but would not necessarily be restricted to:

- on a main walking route to school where the aim was to encourage more walking and cycling a casualty reduction scheme area;
- as part of developer funded mitigation works in anticipation of increased pedestrian demand or level of crossing conflict;
- as part of a casualty reduction scheme where the expense of the crossing facilities can be met from likely casualty savings;
- where the crossing facility would serve a walking route with a much higher likelihood of use by vulnerable or mobility restricted pedestrians – such as near health, leisure, community or care facilities.

Crossing Options

Refuges and Road Narrowing

Pedestrian refuges allow the road to be crossed in two halves, thus reducing the distance to be crossed and increasing the number of acceptable gaps in the traffic flow available for crossing.

While aiding both crossing pedestrians and cyclists they do present a potential issue for cyclists travelling along the road due to the reduction in width for overtaking traffic. As such refuges are best suited to routes with low cycle flows or lower traffic speeds, or for roads over 7.8 metres wide.

Road narrowing provides less benefit to crossing other than minimising the distance to be travelled. It is best suited to wider roads with low traffic flows.

Zebra Crossings

Zebra crossings are not generally suitable for sites with traffic flows over 500 vehicles per hour (average over the four peak hours) unless pedestrian demand is quite low. This is because of the delays to traffic resulting from a regular and uncontrolled pedestrian demand.

Zebra crossings should only be installed on roads where traffic speeds are appropriate for a 20mph limit. They should not normally be considered where there are significant numbers of vulnerable road users. They would ideally be provided as part of an area solution and not installed in isolation.

Signal Controlled Crossings

Pelican, Puffin or Toucan crossings control both the flow of pedestrians crossing as well as the passing traffic stream. The signals and timings are set to provide a reasonable balance between delays to pedestrians wishing to cross and traffic capacity. They are best suited to sites with higher level of pedestrian demand and/ or traffic flows.

Signal controlled crossings should not be installed on roads with 85th percentile speeds greater than 50mph.

V2 January 2015

A970 South Road (Sound Service Station)

| Time | 08:00-09:00 | 09:00-10:00 | 10:00-11:00 | 11:00-12:00 | 12:00-13:00 | 13:00-14:00 | 14:00-15:00 | 15:00-16:00 | 16:00-17:00 | 17:00-18:00 |
|---------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Able Peds | 15 | 11 | 14 | 16 | 9 | 3 | 3 | 3 | 2 | 3 |
| Vuln Peds | 2 | 7 | 10 | 8 | 5 | 1 | 1 | 3 | 3 | 3 |
| Restr Peds | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 |
| Mod Peds | 19 | 25 | 34 | 32 | 19 | 8 | 5 | 9 | 8 | 12 |
| Vehicles | 1005 | 753 | 653 | 687 | 797 | 819 | 771 | 972 | 1012 | 1121 |
| Heavy Vehs | 123 | 73 | 60 | 60 | 69 | 77 | 76 | 122 | 124 | 155 |
| Mod Vehs | 1128 | 826 | 713 | 747 | 866 | 896 | 847 | 1093 | 1137 | 1276 |
| Mod PV² | 0.242 | 0.171 | 0.173 | 0.179 | 0.143 | 0.064 | 0.036 | 0.108 | 0.103 | 0.196 |

A969 South Road Lerwick (Health Centre)

| Time | 08:00-09:00 | 09:00-10:00 | 10:00-11:00 | 11:00-12:00 | 12:00-13:00 | 13:00-14:00 | 14:00-15:00 | 15:00-16:00 | 16:00-17:00 | 17:00-18:00 |
|---------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Able Peds | 58 | 56 | 45 | 36 | 54 | 37 | 35 | 50 | 30 | 25 |
| Vuln Peds | 11 | 12 | 10 | 5 | 6 | 5 | 6 | 22 | 7 | 4 |
| Restr Peds | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 |
| Mod Peds | 80 | 80 | 65 | 49 | 66 | 50 | 47 | 94 | 44 | 33 |
| Vehicles | 659 | 573 | 526 | 580 | 687 | 742 | 673 | 766 | 754 | 751 |
| Heavy Vehs | 140 | 71 | 55 | 68 | 88 | 108 | 93 | 140 | 101 | 90 |
| Mod Vehs | 799 | 644 | 581 | 648 | 776 | 851 | 766 | 906 | 855 | 841 |
| Mod PV² | 0.511 | 0.332 | 0.219 | 0.206 | 0.397 | 0.362 | 0.276 | 0.772 | 0.321 | 0.233 |

A969 Church Road

| Time | 08:00-09:00 | 09:00-10:00 | 10:00-11:00 | 11:00-12:00 | 12:00-13:00 | 13:00-14:00 | 14:00-15:00 | 15:00-16:00 | 16:00-17:00 | 17:00-18:00 |
|---------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Able Peds | 27 | 43 | 50 | 44 | 44 | 84 | 49 | 30 | 33 | 25 |
| Vuln Peds | 4 | 13 | 34 | 34 | 35 | 241 | 14 | 39 | 26 | 11 |
| Restr Peds | 1 | 2 | 1 | 4 | 4 | 0 | 0 | 0 | 0 | 0 |
| Mod Peds | 38 | 75 | 121 | 124 | 126 | 566 | 77 | 108 | 85 | 47 |
| Vehicles | 368 | 379 | 409 | 426 | 476 | 608 | 457 | 536 | 523 | 436 |
| Heavy Vehs | 63 | 41 | 48 | 47 | 54 | 79 | 55 | 77 | 57 | 57 |
| Mod Vehs | 431 | 419 | 456 | 472 | 529 | 687 | 512 | 613 | 580 | 493 |
| Mod PV ² | 0.071 | 0.132 | 0.252 | 0.276 | 0.353 | 2.667 | 0.202 | 0.406 | 0.286 | 0.114 |

A969 Esplanade (Victoria Pier)

| Time | 08:00-09:00 | 09:00-10:00 | 10:00-11:00 | 11:00-12:00 | 12:00-13:00 | 13:00-14:00 | 14:00-15:00 | 15:00-16:00 | 16:00-17:00 | 17:00-18:00 |
|---------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Able Peds | 117 | 189 | 245 | 234 | 248 | 207 | 185 | 199 | 198 | 131 |
| Vuln Peds | 16 | 31 | 65 | 59 | 52 | 50 | 66 | 77 | 68 | 60 |
| Restr Peds | 1 | 6 | 6 | 7 | 6 | 0 | 8 | 0 | 0 | 1 |
| Mod Peds | 152 | 269 | 393 | 373 | 370 | 307 | 341 | 353 | 334 | 254 |
| Vehicles | 366 | 436 | 467 | 484 | 486 | 572 | 477 | 516 | 526 | 484 |
| Heavy Vehs | 74 | 82 | 112 | 121 | 131 | 158 | 115 | 150 | 123 | 96 |
| Mod Vehs | 440 | 517 | 579 | 605 | 617 | 730 | 592 | 666 | 649 | 580 |
| Mod PV ² | 0.294 | 0.720 | 1.317 | 1.364 | 1.407 | 1.637 | 1.193 | 1.566 | 1.409 | 0.855 |

A969 Esplanade (Albert Building)

| Time | 08:00-09:00 | 09:00-10:00 | 10:00-11:00 | 11:00-12:00 | 12:00-13:00 | 13:00-14:00 | 14:00-15:00 | 15:00-16:00 | 16:00-17:00 | 17:00-18:00 |
|---------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Able Peds | 33 | 38 | 44 | 40 | 37 | 51 | 33 | 25 | 56 | 31 |
| Vuln Peds | 8 | 10 | 13 | 11 | 17 | 12 | 14 | 25 | 11 | 5 |
| Restr Peds | 0 | 1 | 3 | 1 | 2 | 1 | 4 | 0 | 0 | 0 |
| Mod Peds | 49 | 61 | 79 | 65 | 77 | 78 | 73 | 75 | 78 | 41 |
| Vehicles | 408 | 459 | 519 | 554 | 618 | 719 | 590 | 662 | 630 | 550 |
| Heavy Vehs | 51 | 41 | 44 | 55 | 66 | 81 | 71 | 81 | 62 | 63 |
| Mod Vehs | 459 | 500 | 563 | 609 | 684 | 800 | 660 | 743 | 693 | 613 |
| Mod PV ² | 0.103 | 0.153 | 0.250 | 0.241 | 0.360 | 0.499 | 0.318 | 0.414 | 0.374 | 0.154 |

A969 Commercial Road (Viking Bus Station)

| Time | 08:00-09:00 | 09:00-10:00 | 10:00-11:00 | 11:00-12:00 | 12:00-13:00 | 13:00-14:00 | 14:00-15:00 | 15:00-16:00 | 16:00-17:00 | 17:00-18:00 |
|---------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Able Peds | 10 | 9 | 19 | 13 | 8 | 51 | 26 | 12 | 9 | 16 |
| Vuln Peds | 0 | 0 | 1 | 7 | 4 | 1 | 5 | 3 | 5 | 0 |
| Restr Peds | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Mod Peds | 10 | 9 | 21 | 27 | 16 | 53 | 36 | 18 | 19 | 16 |
| Vehicles | 478 | 562 | 588 | 635 | 731 | 785 | 667 | 734 | 762 | 626 |
| Heavy Vehs | 73 | 70 | 79 | 85 | 103 | 111 | 83 | 98 | 113 | 83 |
| Mod Vehs | 551 | 632 | 667 | 719 | 834 | 897 | 750 | 832 | 875 | 709 |
| Mod PV ² | 0.030 | 0.036 | 0.094 | 0.140 | 0.111 | 0.426 | 0.202 | 0.124 | 0.146 | 0.080 |

A969 North Road (Burgh Road)

| Time | 08:00-09:00 | 09:00-10:00 | 10:00-11:00 | 11:00-12:00 | 12:00-13:00 | 13:00-14:00 | 14:00-15:00 | 15:00-16:00 | 16:00-17:00 | 17:00-18:00 |
|---------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Able Peds | 18 | 18 | 40 | 54 | 61 | 62 | 65 | 59 | 68 | 60 |
| Vuln Peds | 1 | 0 | 5 | 7 | 6 | 9 | 14 | 15 | 25 | 14 |
| Restr Peds | 0 | 0 | 0 | 1 | 1 | 0 | 2 | 0 | 0 | 0 |
| Mod Peds | 20 | 18 | 50 | 71 | 76 | 80 | 99 | 89 | 118 | 88 |
| Vehicles | 189 | 462 | 827 | 849 | 848 | 889 | 978 | 1005 | 911 | 955 |
| Heavy Vehs | 203 | 152 | 162 | 191 | 217 | 276 | 224 | 224 | 243 | 237 |
| Mod Vehs | 392 | 614 | 989 | 1039 | 1066 | 1165 | 1202 | 1229 | 1155 | 1192 |
| Mod PV ² | 0.031 | 0.068 | 0.489 | 0.767 | 0.863 | 1.086 | 1.430 | 1.344 | 1.573 | 1.250 |

A969 North Roads (Bolts)

| Time | 08:00-09:00 | 09:00-10:00 | 10:00-11:00 | 11:00-12:00 | 12:00-13:00 | 13:00-14:00 | 14:00-15:00 | 15:00-16:00 | 16:00-17:00 | 17:00-18:00 |
|---------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Able Peds | 51 | 25 | 52 | 45 | 51 | 42 | 50 | 55 | 54 | 73 |
| Vuln Peds | 9 | 6 | 19 | 9 | 12 | 6 | 10 | 15 | 16 | 15 |
| Restr Peds | 1 | 0 | 1 | 2 | 3 | 0 | 0 | 0 | 1 | 0 |
| Mod Peds | 72 | 37 | 93 | 69 | 84 | 54 | 70 | 85 | 89 | 103 |
| Vehicles | 728 | 721 | 719 | 754 | 854 | 904 | 781 | 849 | 923 | 786 |
| Heavy Vehs | 132 | 117 | 133 | 135 | 173 | 208 | 148 | 183 | 208 | 183 |
| Mod Vehs | 861 | 838 | 853 | 890 | 1026 | 1112 | 929 | 1032 | 1131 | 969 |
| Mod PV ² | 0.534 | 0.260 | 0.676 | 0.546 | 0.885 | 0.668 | 0.605 | 0.905 | 1.138 | 0.967 |

A970 Holmsgarth Road (Co-op)

| Time | 08:00-09:00 | 09:00-10:00 | 10:00-11:00 | 11:00-12:00 | 12:00-13:00 | 13:00-14:00 | 14:00-15:00 | 15:00-16:00 | 16:00-17:00 | 17:00-18:00 |
|---------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Able Peds | 38 | 36 | 64 | 29 | 50 | 82 | 59 | 34 | 92 | 22 |
| Vuln Peds | 0 | 0 | 2 | 1 | 12 | 13 | 3 | 9 | 25 | 3 |
| Restr Peds | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Mod Peds | 38 | 36 | 68 | 31 | 74 | 108 | 65 | 52 | 142 | 28 |
| Vehicles | 1147 | 1056 | 1030 | 1079 | 1131 | 1092 | 1093 | 1104 | 1138 | 1153 |
| Heavy Vehs | 590 | 470 | 494 | 532 | 595 | 527 | 506 | 539 | 578 | 510 |
| Mod Vehs | 1737 | 1526 | 1524 | 1611 | 1727 | 1620 | 1599 | 1642 | 1716 | 1663 |
| Mod PV ² | 1.146 | 0.838 | 1.580 | 0.804 | 2.206 | 2.833 | 1.662 | 1.402 | 4.182 | 0.774 |

A970 North Lochside (Clickimin Centre)

| Time | 08:00-09:00 | 09:00-10:00 | 10:00-11:00 | 11:00-12:00 | 12:00-13:00 | 13:00-14:00 | 14:00-15:00 | 15:00-16:00 | 16:00-17:00 | 17:00-18:00 |
|---------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Able Peds | 15 | 17 | 17 | 17 | 27 | 63 | 30 | 38 | 48 | 36 |
| Vuln Peds | 1 | 1 | 9 | 8 | 10 | 28 | 17 | 23 | 32 | 23 |
| Restr Peds | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Mod Peds | 17 | 19 | 35 | 33 | 47 | 119 | 64 | 84 | 112 | 82 |
| Vehicles | 620 | 542 | 568 | 580 | 705 | 788 | 669 | 735 | 847 | 909 |
| Heavy Vehs | 57 | 46 | 49 | 50 | 65 | 77 | 74 | 75 | 97 | 91 |
| Mod Vehs | 677 | 589 | 617 | 630 | 770 | 866 | 743 | 810 | 944 | 1000 |
| Mod PV ² | 0.078 | 0.066 | 0.133 | 0.131 | 0.279 | 0.892 | 0.354 | 0.551 | 0.998 | 0.820 |

**Environment & Transport Committee****21 January 2015****Prioritised Road Improvement Schemes**

RD-04-15-F

**Report Presented by: Executive Manager,
Roads****Roads
Infrastructure Services Department****1.0 Summary**

- 1.1 The purpose of this report is to inform the Committee of the outcome of the exercise to prioritise the list of road improvement requests that Roads had received over the years. The prioritisation process and method were approved by this Committee at its meeting on 11 March 2014 (Min Ref 7/14) with the aim that when future funding becomes available it will be targeted to achieve the best benefit for Shetland's road users.

2.0 Decision Required

- 2.1 That the Environment and Transport Committee RESOLVE to discuss and NOTE the prioritised list of requested road improvement schemes.

3.0 Background

- 3.1 There have been numerous requests for road improvement works over the years. They have come from many sources, including Council Members, Community Councils and Officers, and span from small low value works to large capital improvement schemes.
- 3.2 The list of requested works numbered 120, comprising improvement schemes that have not been progressed. The reasons they have not progressed include, lack of funding, lack of perceived benefit that would be achieved and alternative scheme priorities taking precedence.
- 3.3 The Roads Service is often asked to provide updates on these schemes for which there is no funding under the Councils Medium Term Financial Plan. This leaves a situation whereby many of the Community Councils believe that there are schemes to be undertaken but the reality is that they only exist on paper with no funding.

- 3.4 Therefore it was considered necessary to prioritise these schemes for such time as future funding may become available. This would ensure that funding is targeted to achieve the best possible benefit for the road user. It would also provide a transparent system that would better enable the Roads Service to answer queries and requests.

4.0 Prioritisation Method

- 4.1 The prioritisation method is made up of a Technical score and a Corporate score. The details of how each score was calculated are given in Appendix A.

5.0 Consultation

- 5.1 Letters containing a list of the improvement schemes requested in each area were sent to the relevant Community Council in June 2014. The Council's were asked "to consider the lists and apply their subjective scoring (1 for minimal positive impact to 5 for very significant positive community benefit) for each scheme for inclusion in the prioritisation method."

6.0 Prioritised List

- 6.1 The prioritised list of "Future Capital Improvement Schemes" is enclosed in Appendix B. The schemes have all been given their own total score according to the methodology. This includes the opinion of the local communities as represented by their Community Council's scoring.
- 6.2 There are 120 schemes on the list with a total estimated cost of £19.5 million. The 19 large scale improvement schemes on the list, that would be "named capital projects" if they were to proceed, have a combined estimated cost of £15.5 million giving an average estimate of £815,000 per scheme. The remaining 101 smaller schemes, that would have been done under the Capital Rolling Programme in the past, have an average estimate of £40,000 each.
- 6.3 Given the current shortfall in Capital to maintain the Council's asset base as detailed in the Long Term Financial Plan, Members may wish to consider whether it remains appropriate to retain the improvements list as it may raise community expectations that cannot be met.

7.0 Implications

Strategic

- 7.1 Delivery On Corporate Priorities – Effective Planning is a key feature of the Council's Improvement Plan and part of the "Organising our Business" priority in the Council's Improvement Plan.
- 7.2 Community / Stakeholder Issues - A consultation exercise with Community Councils was undertaken before finalising the prioritised list of improvement schemes.

- 7.3 Policy And/or Delegated Authority - The Council's Scheme of Administration and Delegation provides authority for each functional Committee to discharge the powers and duties of the Council within their own functional areas in accordance with the policies of the Council, and the relevant provisions in its approved revenue and capital budgets.
- 7.4 Risk Management – This will provide a clear, transparent and robust system of identifying and planning works to ensure that all schemes are dealt with fairly and follow corporate priorities in that we *will have a systematic approach to identify risk and develop effective responses*.
- 7.5 Equalities, Health And Human Rights – Addressed in the Single Outcome Agreement Scoring table.
- 7.6 Environmental –Addressed in the Single Outcome Agreement Scoring table.

Resources

- 7.7 Financial - The cost of staff time to undertake consultation with Community Councils on the proposals in this report was met from existing approved staffing budgets.
- 7.8 This report does not seek approval for the construction of any scheme. If in the future any of the schemes are to be introduced, implementation will require a fully costed business case to be made for consideration under the Council's Gateway Process for capital project prioritisation. It should be noted that even if any of these schemes proceed to be assessed under the Gateway Process they may not ultimately be progressed if deemed not to be sufficiently high in the Council's priorities against other capital projects. No detailed costing work has been carried out on the proposals at this time as any detail would be subject to change and review during the design process. However, approximate scheme costs were used based on historic knowledge.
- 7.9 The Council's Long Term Financial Plan sets out the challenge faced by the Council in terms of the investment required to replace and maintain existing assets. The £4.5m average annual Roads expenditure detailed in the plan is for replacement and maintenance of the existing asset. This list of improvement schemes would be additional expenditure.
- 7.10 As indicated in the Long Term Financial Plan, the Council's existing resources are insufficient to maintain the Council's asset base so the prospect of reinstating funds for the improvement schemes seems unlikely.
- 7.11 Legal – Shetland Islands Council is the local roads authority for the Shetland area. Section 1(1) of the Roads (Scotland) Act 1984 places duties on the roads authority and reads: “ Subject to subsection (10) below, a local roads authority shall manage and maintain all such roads in their area as are for the time being entered in a list (in this Act referred to as their “*list of public roads*”) prepared and kept by them

under this section; and for the purposes of such management and maintenance (and without prejudice to this subsection's generality) they shall, subject to the provisions of this Act, have power to reconstruct, alter, widen, improve or renew any such road or to determine the means by which the public right of passage over it, or over any part of it, may be exercised.

7.12 Human Resources – None.

7.13 Assets and Property – Implementation of these schemes would involve the construction and future maintenance of additional assets within the public road network.

8.0 Conclusions

8.1 The purpose of the exercise was to bring together, from various sources, all the known improvement schemes currently lodged with the Roads Service. The approved prioritisation method was then applied in order to meet both the technical and statutory obligations of the Roads Authority. The method also gives consideration to the corporate aims of the Council and prioritises schemes that will best achieve these aims. The list provides a clear and transparent system for the programming of future works should funding become available in the future.

For further information please contact:

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8 January 2015

List of Appendices

Appendix A – Approved Prioritisation Method for Road Improvement Schemes

Appendix B – Prioritised List of Road Improvement Schemes

END

APPROVED PRIORITISATION METHOD FOR ROAD IMPROVEMENT SCHEMES

The following method was approved by the Environment and Transport Committee at their meeting on 11 March 2014.

- A.1 The prioritisation method is made up of a Technical score and a Corporate score.
- A.2 Technical Score
The Technical score is made up of a Cost score, Safety score, Roads Hierarchy score, a Road Authority Ranking and a Community Council Ranking.
 - A.2.1 The cost score provides a measure of cost analysis by looking at likely scheme costs and the effect on future asset maintenance.
 - A.2.2 The Safety score provides a measure of safety improvement likely to be provided by the scheme.
 - A.2.3 The Roads Hierarchy score provides a measure of the importance of the road by looking at such factors as the Maintenance Hierarchy class, traffic volumes and population served.
 - A.2.4 The Road Authority rankings allow Roads Engineers to apply their thoughts on scheme importance. This differs from the technical score as it allows a subjective but professional view of scheme importance to be expressed.
 - A.2.5 The Community Council ranking allows Community Councils to apply their subjective thoughts and provide a local importance on rankings to the schemes in their geographic area.
- A.3 Corporate Score
The Corporate Score is made up of a Single Outcome Agreement score and a Corporate Plan score.
 - A.3.1 The Single Outcome section scores the requested scheme against each aim in the agreement such as “Shetland stays a safe place to live.” The exceptions are the heading relating to asset management and statutory duties which are already part of the technical score and have been omitted to prevent duplication
 - A.3.2 The Corporate Plan section scores the requested scheme against each aim in the plan such as “the transport services we need most.”

PRIORITISED LIST OF ROAD IMPROVEMENT SCHEMES

| | Project | | | Road | | | | OVERALL SCORE (INCLUDING TECHNICAL, SOA and CP SCORES) |
|----|--|---|---|-------|------------------|---------------------------------------|----------|---|
| | Location | Scheme Type | Description | Road | Ward | Community Council | Division | |
| 1 | Esplanade 20MPH Zone, Lerwick | TRAFFIC MANAGEMENT | To address high number of vehicle/pedestrian accidents, possible replacement of Pelicans with Zebra crossings | A0969 | LERWICK NORTH | LERWICK | LWCK | 186 |
| 2 | Lerwick | KERBING | Drop Kerbs, Pavement Gritter & Disabled Access (AS REQUIRED) | C0104 | LERWICK NORTH | LERWICK | LWCK | 127 |
| 3 | Millbrae Footpath, Scalloway | FOOTWAY | Widen existing footpath between East Voe and Scalloway School | A0970 | SHETLAND CENTRAL | SCALLOWAY | CMAI | 117 |
| 4 | Dunrossness - A970 between North & South Levenwick Jcns | LARGE SCHEME | Widening, Visibility Improvement and safety barrier | A0970 | SHETLAND SOUTH | DUNROSSNESS | SMAI | 116 |
| 5 | A970 - Brig o' Fitch | LARGE SCHEME | Right Turn Lane to Scalloway or island in bellmouth (poss major scheme) | A0970 | SHETLAND CENTRAL | TINGWALL, WHITENESS & WEISDALE | CMAI | 113 |
| 6 | A971 Bends North of Kalliness, Weisdale | ACCIDENT INVESTIGATION and PREVENTION | Re-align tight bends. Possible safety barrier. | A0971 | SHETLAND CENTRAL | TINGWALL, WHITENESS & WEISDALE | WMAI | 99 |
| 7 | A970 Vidin Junction to Tagon, Voe (near public toilets) | ACCIDENT INVESTIGATION and PREVENTION | Bend improvements. Possible anti-skid surface to address accidents at bends | A0970 | SHETLAND NORTH | DELTING | NMAI | 96 |
| 8 | A970 Swinister Bends, Dales Lees | ACCIDENT INVESTIGATION and PREVENTION | Re-align to increase bend radius and reduce "loss of control" accidents | A0968 | SHETLAND NORTH | DELTING | NMAI | 96 |
| 9 | Sandwater Parking Area | PARKING | New parking area in Kergord Road to remove parked "commuter" vehicles from A970 verge | A0970 | SHETLAND CENTRAL | NESTING & LUNNASTING | CMAI | 93 |
| 10 | A970 Scord to Scalloway | LARGE SCHEME | Major Scheme - re-alignment | A0970 | SHETLAND CENTRAL | SCALLOWAY | SCWY | 93 |
| 11 | A970 North Quarff Junction | ACCIDENT INVESTIGATION and PREVENTION | Improved junction alignment and visibility at North Brae of Quarff | A0970 | SHETLAND SOUTH | GULBERWICK, QUARFF & CUNNINGSBURGH | SMAI | 90 |
| 12 | A971 Haggersta to Cova | LARGE SCHEME | Widening and realignment. Also the provision of a footway/cycleway behind a safety barrier from Cova to Whiteness School. | A0971 | SHETLAND WEST | TINGWALL, WHITENESS & WEISDALE | WMAI | 89 |
| 13 | Sandwick School Footpath | FOOTWAY | New footpath from school road junction to crossing point beyond blind summit (Cycling, Walking and Safer Streets funded) | X0210 | SHETLAND CENTRAL | SANDWICK | SMAI | 87 |
| 14 | Bressay, Church to Voieside | FOOTWAY | Footway linking row of houses with school, shop and hall | C0300 | LERWICK NORTH | BRESSAY | BRESSAY | 85 |
| 15 | A971 WestBurrafireth jcn to Gallow Hill | LARGE SCHEME | Major Scheme to widen and re-align A971 | A0971 | SHETLAND WEST | WALLS & SANDNESS | WMAI | 85 |
| 16 | Laxo - Floddens (to east of S bends) | PASSING PLACES | Passing Place Extension (Blind Spot) | B9071 | SHETLAND NORTH | NESTING & LUNNASTING | NMAI | 84 |
| 17 | A969 Commercial Road/King Harald St Junction Area | TRAFFIC MANAGEMENT | Re-align junction and improve parking at shops | A0969 | LERWICK NORTH | LERWICK | LWCK | 84 |

| | Project | | | Road | | | | OVERALL SCORE (INCLUDING TECHNICAL, SOA and CP SCORES) |
|----|---|----------------------|--|-------|------------------|------------------------------------|----------|---|
| | Location | Scheme Type | Description | Road | Ward | Community Council | Division | |
| 18 | Dunrossness - A970 Robins Brae to Clumlie Jcn | LARGE SCHEME | Widening | A0970 | SHETLAND SOUTH | DUNROSSNESS | SMAI | 84 |
| 19 | Whalsay, Hillhead to Clate | VERGES | Very narrow verges provide no refuge for pedestrians on the single track road | X0701 | NORTH ISLES | WHALSAY | WHALSAY | 81 |
| 20 | A969 Church Road Parking Improvements | TRAFFIC MANAGEMENT | Formalise existing parking arrangements in conjunction with proposed 20 mph limit for Esplanade area) | A0969 | LERWICK SOUTH | LERWICK | LWCK | 81 |
| 21 | A968 North of Voe (near Colafirth Junction) | LARGE SCHEME | Re-alignment to improve visibility through dip. | A968 | SHETLAND NORTH | DELTING | NMAI | 79 |
| 22 | Laxo (near Ferry Terminal) - S - bend at change from double to single track | RE-ALIGNMENT | Re-alignment and widening | B9071 | SHETLAND NORTH | NESTING & LUNNASTING | NMAI | 78 |
| 23 | Brae, Delting | FOOTWAY | Burravoe footway adjacent to A970 on south approach to Brae | A0970 | SHETLAND NORTH | DELTING | NMAI | 78 |
| 24 | Tingwall - Asta | PASSING PLACES | Passing Place near sheep crus | B9074 | SHETLAND CENTRAL | TINGWALL, WHITENESS & WEISDALE | CMAI | 75 |
| 25 | Meal Junction, Burra | JUNCTION IMPROVEMENT | Junction re-alignment and visibility improvement | B9074 | SHETLAND CENTRAL | BURRA & TRONDRA | CMAI | 75 |
| 26 | Guberwick Loop Road | LARGE SCHEME | Stunken Brae Realignment | C0213 | LERWICK SOUTH | GULBERWICK, QUARFF & CUNNINGSBURGH | SMAI | 74 |
| 27 | Whalsay - Pegristane (Isbister) | PASSING PLACES | Extend Passing Place on North End | C0701 | NORTH ISLES | WHALSAY | WHALSAY | 73 |
| 28 | A971 Kalliness-Weisdale | LARGE SCHEME | Traffic calming (in conjunction with Haggersta Improvements) | A0971 | SHETLAND WEST | TINGWALL, WHITENESS & WEISDALE | WMAI | 73 |
| 29 | Whalsay - Symbister to North Voe (dependent on Ferry Terminal decision) | FOOTWAY | Footway to link existing lengths of footway. | C0702 | NORTH ISLES | WHALSAY | WHALSAY | 72 |
| 30 | Whalsay - Leaburn (south of Challister) | WIDENING | Verges and/or widening to allow cars to pass pedestrians safely | C0702 | NORTH ISLES | WHALSAY | WHALSAY | 72 |
| 31 | B9122 Channerwick -Bigton-Rerwick | LARGE SCHEME | Major improvements | B9122 | SHETLAND SOUTH | SANDWICK | SMAI | 72 |
| 32 | Bressay, Glebe to School | FOOTWAY | Remote Footpath linking housing estates with school, shop and hall | C0300 | LERWICK NORTH | BRESSAY | BRESSAY | 70 |
| 33 | Ludi, Burra (south of Boyne cattle grid) | PASSING PLACES | Passing place extension at blind summit | C0214 | SHETLAND CENTRAL | BURRA & TRONDRA | CMAI | 69 |
| 34 | A970 Hillswick Junction to Urafirth | WIDENING | Bend camber improvement would also prevent winter snow problems although snow fence now being installed. | A0970 | SHETLAND NORTH | NORTHMAVINE | NMAI | 69 |
| 35 | Burra - Speeds Corner (just South of Meal Junction) | BEND IMPROVEMENT | Visibility improvement and widening | C0214 | SHETLAND CENTRAL | BURRA & TRONDRA | CMAI | 69 |

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|----|---|---------------------|--|-------|------------------|------------------------------------|----------|---|
| | Location | Scheme Type | Description | Road | Ward | Community Council | Division | |
| 36 | A970 South Gulberwick Junction | DEVELOPMENT RELATED | New layout and widening at south junction with A970 | A0970 | LERWICK SOUTH | GULBERWICK, QUARFF & CUNNINGSBURGH | SMAI | 69 |
| 38 | Delting - Sparf to Brae | LARGE SCHEME | Footpath / Cycle Path | A0970 | SHETLAND NORTH | DELTING | NMAI | 67 |
| 39 | Collafirth - Shoreview to Forsa | PASSING PLACES | Bend widening and Passing Place Extensions | A0970 | SHETLAND NORTH | NORTHMAVINE | NMAI | 66 |
| 40 | A970 South of Sandwater | LARGE SCHEME | Re-alignment to improve visibility through dip. | A970 | SHETLAND NORTH | NESTING & LUNNASTING | NMAI | 66 |
| 41 | Nesting, Houland | WIDENING | Widening on Blind Summit | B9075 | SHETLAND NORTH | NESTING & LUNNASTING | WMAI | 66 |
| 42 | Nesting - Scuddleswick (to north of Skellister) | WIDENING | Blind crest and narrow road | B9075 | SHETLAND NORTH | NESTING & LUNNASTING | WMAI | 66 |
| 43 | Sandwick - Rompa Junction | WIDENING | Vertical alignment makes difficult when frosty | C0210 | SHETLAND SOUTH | SANDWICK | SMAI | 66 |
| 45 | B9074 - Eastvoe - Sundibanks | LARGE SCHEME | Major Footway | B9074 | SHETLAND CENTRAL | SCALLOWAY | SCWY | 64 |
| 46 | A970 Cunningburgh, North Bridge | LARGE SCHEME | New Culvert | A0970 | SHETLAND SOUTH | GULBERWICK, QUARFF & CUNNINGSBURGH | SMAI | 64 |
| 47 | B9071 Laxo to Vidlin | LARGE SCHEME | Major Scheme | B9071 | SHETLAND NORTH | NESTING & LUNNASTING | NMAI | 63 |
| 48 | Tingwall - South end Asta Loch | WIDENING | Visibility/Widening | B9074 | SHETLAND CENTRAL | TINGWALL, WHITENESS & WEISDALE | CMAI | 63 |
| 49 | Whalsay - Harlsdale Junction | PASSING PLACES | Blind Summit - Passing Place | X0701 | NORTH ISLES | WHALSAY | WHALSAY | 63 |
| 50 | Whalsay - Shalimar to Heatherlea (near Sandwick Junction) | WIDENING | Visibility Improvement | X0701 | NORTH ISLES | WHALSAY | WHALSAY | 63 |
| 51 | Dunrossness - Coubal | VISIBILITY | Visibility Improvement - requires banking on upper side of road to be excavated in several areas along this road | B9122 | SHETLAND SOUTH | DUNROSSNESS | SMAI | 62 |
| 52 | A971 Whiteness, Stebbigrind | LARGE SCHEME | Visibility Improvement | A0971 | SHETLAND WEST | TINGWALL, WHITENESS & WEISDALE | WMAI | 62 |
| 53 | Northmaven - Lochend | PASSING PLACES | Various passing places | A0970 | SHETLAND NORTH | NORTHMAVINE | NMAI | 61 |
| 54 | Boyne Cattle Grid to Bridge End War Memorial | VERGE | Hard Shoulder to improve pedestrian facilities | C0214 | SHETLAND CENTRAL | BURRA & TRONDRA | CMAI | 61 |
| 55 | Tingwall - Griesta Corner | WIDENING | Improvement to re-align road and remove back to back bends | B9074 | SHETLAND CENTRAL | TINGWALL, WHITENESS & WEISDALE | CMAI | 60 |

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| 56 | A970 Hillswick Hall | BLIND SUMMIT | Community safety concerns | A970 | SHETLAND NORTH | NORTHMAVINE | NMAI | 60 |
| 57 | Sandwick - Stove to Swinister | LARGE SCHEME | Road Widening | C0210 | SHETLAND SOUTH | SANDWICK | SMAI | 60 |
| 58 | Greenhaven, Quendale Road (near Baptist Church) | PASSING PLACES | Passing Place | X0203 | SHETLAND SOUTH | DUNROSSNESS | SMAI | 58 |
| 59 | Whalsay - Red Grind (near Brough) | PASSING PLACES | Blind Summit - Extend Passing Place | C0701 | NORTH ISLES | WHALSAY | WHALSAY | 57 |
| 60 | Laxo - Vidlin | PASSING PLACES | Passing Place Extensions | B9071 | SHETLAND NORTH | NESTING & LUNNASTING | NMAI | 57 |
| 62 | Delting - Lower Voe - Kirkhouse | VISIBILITY | Visibility Improvement | B9071 | SHETLAND NORTH | DELTING | NMAI | 56 |
| 63 | Whalsay - Huxter Junction | WIDENING | Visibility issue. Extend double width to Huxter Junction (East Side) | C0701 | NORTH ISLES | WHALSAY | WHALSAY | 56 |
| 64 | Gubberwick Loop Road | LARGE SCHEME | Major Improvement Scheme | C0213 | LERWICK SOUTH | GULBERWICK, QUARFF & CUNNINGSBURGH | SMAI | 56 |
| 65 | B9074 - Tingwall Valley | WIDENING | Double width section extension near Burial Ground | B9074 | SHETLAND CENTRAL | TINGWALL, WHITENESS & WEISDALE | CMAI | 54 |
| 66 | Tingwall - South Setter | WIDENING | Visibility Improvement and Widening on Bend | B9074 | SHETLAND CENTRAL | TINGWALL, WHITENESS & WEISDALE | CMAI | 54 |
| 67 | Trondra - B9074 Cauldham Junction - | LARGE SCHEME | Right Turn/Overtaking Problems | B9074 | SHETLAND CENTRAL | BURRA & TRONDRA | CMAI | 54 |
| 68 | A968 Setters Hill | LARGE SCHEME | Major Scheme to widen and re-align road to Haroldswick. | X0606 | NORTH ISLES | UNST | UNST | 54 |
| 69 | Whalsay - Clate Road | WIDENING | Widening and Resurfacing | X0701 | NORTH ISLES | WHALSAY | WHALSAY | 53 |
| 70 | Whalsay - Hamister | PASSING PLACE | Passing place | X0702 | NORTH ISLES | WHALSAY | WHALSAY | 53 |
| 71 | Cullivoe, near RGJ Garage | WIDENING | Blind Summit | B9083 | NORTH ISLES | YELL | YELL | 51 |
| 72 | West Burrafirth - to West of Brindister Junction | WIDENING | Blind Summit | C0303 | SHETLAND WEST | WALLS & SANDNESS | WMAI | 51 |
| 73 | A970 to Dunrossness Primary | WIDENING | Widening and pedestrian facilities, some improvements to parking at the school have already been done. The remaining work involves widening up to | C0206 | SHETLAND SOUTH | DUNROSSNESS | SMAI | 50 |
| 74 | South Whiteness - Breck | WIDENING | Road Widening (30m) at blind bend | C0309 | SHETLAND WEST | TINGWALL, WHITENESS & WEISDALE | WMAI | 49 |

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| 75 | Unst - Westing | TURNING HEAD | Turning Head for Tour Buses | X0606 | NORTH ISLES | UNST | UNST | 49 |
| 76 | Whalsay - North Park to Brough Junction | WIDENING | Widening to allow cars to pass each other | C0702 | NORTH ISLES | WHALSAY | WHALSAY | 48 |
| 77 | Nesting - Freester | PASSING PLACES | Lengthen Passing Place | C0310 | SHETLAND NORTH | NESTING & LUNNASTING | WMAI | 48 |
| 78 | Collafirth, Northmaine - Barnafield | PASSING PLACES | Passing Place | A0970 | SHETLAND NORTH | DELTING | NMAI | 48 |
| 79 | Hoswick - Taralea bend | WIDENING | Land Required for visibility improvement and road widening following construction of wall on inside of bend. | C0210 | SHETLAND SOUTH | SANDWICK | SMAI | 48 |
| 80 | Skerries | WIDENING | Comers at Bridge | X0313 | NORTH ISLES | SKERRIES | SKERRIES | 48 |
| 81 | Castle Street Parking Area, Scalloway | TRAFFIC MANAGEMENT | Off-street parking provided at blind summit on "busy" route to harbour. | C0200 | SHETLAND CENTRAL | SCALLOWAY | SCY | 48 |
| 82 | Hillhead to sheep cru at Whitfield on east approach to Symbister | WIDENING | Widening | C0701 | NORTH ISLES | WHALSAY | WHALSAY | 47 |
| 84 | Yell - Burravoe | LARGE SCHEME | Capital Scheme to provide footway from school to Old Haa, design complete, partial land acquisition. | X0503 | NORTH ISLES | YELL | YELL | 47 |
| 85 | Easter Skeld, Red Ayre, Cemetery & Hestinssetter Area | PASSING PLACES | Passing Places | B9071 | SHETLAND WEST | ATHSTING & SANDSTING | WMAI | 46 |
| 86 | Nesting - Old Air Base Junction | PASSING PLACES | Formalise Passing Place | C0310 | SHETLAND NORTH | NESTING & LUNNASTING | WMAI | 45 |
| 87 | Westerloch Brae Traffic Calming | TRAFFIC CALMING | Inadequate road widths and pedestrian provision | X0103 | LERWICK SOUTH | LERWICK | LWCK | 45 |
| 88 | Hillhead Area, Lerwick | TRAFFIC MANAGEMENT | Replace damaged pedestrian barrier and possible parking improvements | C0105 | LERWICK NORTH | LERWICK | LWCK | 45 |
| 89 | Heights, Muckle Roe | WIDENING | Widening & Visibility Improvement | X0400 | SHETLAND NORTH | DELTING | NMAI | 45 |
| 91 | Sandwick - Brooniastaing Road | PASSING PLACES | Passing Places | X0210 | SHETLAND SOUTH | SANDWICK | SMAI | 44 |
| 92 | Nesting - Gletness | PASSING PLACES | Two blind bends require Passing Places | X0310 | SHETLAND NORTH | NESTING & LUNNASTING | NMAI | 44 |
| 93 | Aithsetter, Cunningsburgh | PASSING PLACES | Various passing places | C0211 | SHETLAND SOUTH | GULBERWICK, QUARFF & CUNNINGSBURGH | SMAI | 44 |
| 94 | Nesting - Quoys (near shop) | WIDENING | Bend widening on blind bend | B9075 | SHETLAND NORTH | NESTING & LUNNASTING | WMAI | 43 |

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| 95 | Easter Quarff | PASSING PLACES | Road Widening & Passing Place | X0212 | SHETLAND SOUTH | GULBERWICK, QUARFF & CUNNINGSBURGH | SMAI | 43 |
| 96 | Cott Road, Weisdale | LARGE SCHEME | Major Scheme - Widening and realignment | C0309 | SHETLAND WEST | TINGWALL, WHITENESS & WEISDALE | WMAI | 43 |
| 97 | Nesting - Catfirth Junction B9075 | WIDENING | Widen Catfirth road from A970 to first PP (queuing traffic on A970) | B9075 | SHETLAND NORTH | NESTING & LUNNASTING | WMAI | 42 |
| 98 | Leaside, Firth | FOOTWAY | Footpath and lighting at junction with main road. | X0406 | SHETLAND NORTH | DELTING | NMAI | 41 |
| 100 | Stromfirth Road | PASSING PLACES | 3 Passing Places | C0309 | SHETLAND CENTRAL | TINGWALL, WHITENESS & WEISDALE | WMAI | 40 |
| 101 | Nesting - Brettabister | PASSING PLACES | Passing Place Improvement near War Memorial | B9075 | SHETLAND NORTH | NESTING & LUNNASTING | WMAI | 40 |
| 102 | Nesting - Vassa Brae | WIDENING | Blind Crest | C0310 | SHETLAND NORTH | NESTING & LUNNASTING | WMAI | 40 |
| 103 | Lerwick, Charlotte Street | RECONSTRUCT | Reconstruction of carriageway and footpaths. Cars currently over-run stone flags and cause damage to same. | X0105 | LERWICK NORTH | LERWICK | LWCK | 39 |
| 104 | Walls - Germatwatt to Saltness | LARGE SCHEME | Major Footway Scheme - design complete and land acquisition underway (includes new bridge at Springfield) | X0304 | SHETLAND WEST | WALLS & SANDNESS | WMAI | 39 |
| 105 | Strandhoull - Wheelafirth Brae on Califf/Braewick Road | VERGES | Visibility and Verges | C0215 | SHETLAND CENTRAL | TINGWALL, WHITENESS & WEISDALE | CMAI | 36 |
| 108 | Tingwall, Strand | LARGE SCHEME | Footway | C0215 | SHETLAND CENTRAL | TINGWALL, WHITENESS & WEISDALE | CMAI | 34 |
| 109 | Vanlop Junction | VISIBILITY | Kerbing and Visibility Improvement (land required for full improvement) | B9122 | SHETLAND SOUTH | DUNROSSNESS | SMAI | 33 |
| 110 | Houbie | TRAFFIC MANAGEMENT | Measures to reduce traffic speed | B9088 | NORTH ISLES | FETLAR | FETLAR | 33 |
| 111 | Gruting, Hestafor, Browland and Selvoe | PASSING PLACES | Passing Place Improvements | C0306 | SHETLAND WEST | WALLS & SANDNESS | WMAI | 31 |
| 112 | Skeld/Gruting | PASSING PLACES | Passing Places | C0306 | SHETLAND WEST | WALLS & SANDNESS | WMAI | 31 |
| 113 | Stakkafetts to School | ACCIDENT INVESTIGATION and PREVENTION | Safety barrier at bend on road to school | X0609 | NORTH ISLES | FETLAR | FETLAR | 30 |
| 114 | Sandsound Road | PASSING PLACES | Passing Places | C0308 | SHETLAND WEST | ATHSTING & SANDSTING | WMAI | 29 |
| 115 | Aith to Vementry | PASSING PLACES | Passing Places and Visibility improvements (some work already done) | X0305 | SHETLAND WEST | ATHSTING & SANDSTING | WMAI | 29 |

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| 116 | Braewick - Tingwall | WIDENING | Blind Summit | X0215 | SHETLAND CENTRAL | TINGWALL, WHITENESS & WEISDALE | CMAI | 29 |
| 117 | Bressay - various locations | PASSING PLACES | Passing Places | X0300 | LERWICK NORTH | BRESSAY | BRESSAY | 25 |
| 118 | Houbie Shop Area | TRAFFIC MANAGEMENT | Drainage/parking issue at frontage of shop | B9088 | NORTH ISLES | FETLAR | FETLAR | 24 |
| 120 | Delting - Mossbank Hall to Post Office | FOOTWAY | Footpath & lighting on "main" road between Firth and Mossbank | X0406 | SHETLAND NORTH | DELTING | NMAI | 22 |