

# **Kingswells Environment Project: Briefing Note**

## **November 2007**

### **1. Project Summary**

Aberdeen City Council is working with Kingswells Community Council to address a number of environmental management and maintenance issues in and around the Kingswells Neighbourhood. This briefing note documents the origins of the project, its main aims and progress to date.

### **2. Project Aim(s)**

- ***To work maintain, with a view to improving, the physical environment within the Kingswells neighbourhood, focussing on grounds, roads, pavement and associated maintenance works in the first instance.***

### **3. Project Partners (As of November 2007)**

- Kingswells Community Council
  - Aberdeen City Council (*Co-ordinated by Neighbourhood Services (North)*).
- Key project personnel contacts details can be found at Appendix III

### **4. Project Rationale**

#### **Project Background**

Kingswells residents and their Community Council representatives have long held concerns about environmental management issues in and around the Kingswells neighbourhood. The 2006-2009 Kingswells Neighbourhood Community Action Plan includes general references to concerns about litter and dog mess, improved signage, keeping ponds clean and the preservation and enhancement of local green spaces.

Kingswells Community Council, hereinafter referred to as the "CC", has had both general and specific concerns about what it perceives to be the "patchy" nature of grounds and roads maintenance in Kingswells. The CC suggest that much would be achieved if the respective local landowners better fulfilled their maintenance responsibilities and delivered visible improvement actions. Moreover, the CC feel this would then encourage Kingswells' residents as a whole to exhibit greater civic pride in terms of how they maintain their own grounds.

To date, however, the CC's attempts to encourage a more consistent approach across the neighbourhood have proved problematic; there are numerous

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landowners involved and their respective maintenance responsibilities are not generally well-known and/or clearly established.

The CC has regularly tries to identify relevant officers within Aberdeen City Council to take forward individual neighbourhood queries. This approach has proved to be generally unsatisfactory on two counts. Firstly, the CC have found it difficult and time-consuming to identify the relevant Council Officer and secondly, when contact has been made, feedback and/or action(s) relevant to the issue raised has typically been delayed, or in some cases, has been not been given.

#### **Project Development**

Aberdeen City Council's Neighbourhood Services (North) Corporate Director, John Tomlinson, met with the Kingswells Community Council at its meeting on 13<sup>th</sup> August, during which, the issue of neighbourhood environmental maintenance was discussed. The Director undertook to arrange a tour of the neighbourhood with CC representatives, along with relevant Council service managers, to clarify the CC's concerns regarding environmental management. The tour was subsequently held on the 26<sup>th</sup> September and was attended as follows:-

#### **Kingswells Neighbourhood Tour, 26<sup>th</sup> September 2007**

##### **Participants**

<b>Kingswells Community Council</b>	<b>Aberdeen City Council</b>
Chair, Mrs Barrie Buchan	John Tomlinson, Corporate Director
Mr Stan McEwan	Ray Beard (Environment Manager, North)
Mr Alex Carnie	James Stalker (Roads Engineer) Elaine Sinclair (Neighbourhood Community Planning Officer)

## **5. Key Project Tasks**

From the September 26<sup>th</sup> meeting, Aberdeen City Council officers agreed to progress the key tasks, as stated in Appendix I.

## **6. Monitoring and Reporting**

Aberdeen City Council's Neighbourhood Services (North) will aim to provide regular progress updates regarding tasks assigned to Kingswells Community Council meetings; ongoing liaison will be required between lead officers and the Community Council as required, to evaluate outcomes and next steps. The first progress report is attached as Appendix II.

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### APPENDIX I HEADLINE TASKS as of September 26<sup>th</sup> 2007

<b>1</b>	<p><b>Headline Task: Environmental Maintenance Responsibilities</b></p> <p style="text-align: center;"><i>Develop a schedule (Including maps) for the Kingswells neighbourhood, indicating various responsibilities and maintenance schedules (Aberdeen City Council, Residents Groups/ householders/ developers etc)</i></p> <p>1.1 Produce updated, GIS based maps highlighting Aberdeen City Council responsibilities and forward Copies to the Community Council</p> <p>1.2 Clarify grounds maintenance schedules for Kingswells Neighbourhood, including whether a litter pick is included in the specification before grass cutting, and forward to the Community Council</p> <p>1.3 Confirm hotspots for investigation and forward to Ray Beard.</p> <p>1.4 Clarify which play areas have been adopted by Aberdeen City Council</p> <p>1.5 Community Council to forward a copy of the Residents Association Information pack (Highlighted by the CC and developed by Allan Stott) to the Neighbourhood Community Planning Officer</p> <p>1.6 Clarify path ownership at Bethan Mews and the upkeep of the adjacent land, identify responsibility.</p> <p>1.7 Respond on tree maintenance issue, previously raised by Community Council representatives</p>
<b>2</b>	<p><b>Headline Task: Inspection Regimes/Service Standards</b></p> <p style="text-align: center;"><i>Confirm and investigate how to effectively publicise Aberdeen City Council/s inspection regimes/service standards with a view to encouraging civic responsibility within the neighbourhood.</i></p> <p>2.1 Confirm service standards and forward to the Community Council, with a view to publishing an article in the "Kingswells News" newsletter, thereby providing residents with key contacts, the standards that they should expect and the respective responsibilities for the Council, residents (overhanging trees and bushes) and other parties as relevant.</p> <p>2.2 Consider development of a "service charter" approach in partnership with the Community Council, with the potential of building in a quarterly review process.</p> <p>2.3 Confirm and forward the contact names for Supervisory staff for the Kingswells Neighbourhood, to facilitate local feedback and expedite responses.</p>
<b>3</b>	<p><b>Headline Task</b></p> <p style="text-align: center;"><i>Consider and progress improvement works in the paved areas adjacent to the front and side of the Kingswells Community Centre</i></p> <p>3.1 The lamposts within this locality require repair/repaint.</p> <p>3.2 Respond to the drainage issues reported in and around the complex serving the Kingswells Community Centre and adjacent shops.</p> <p>3.3 Respond to concerns regarding the Pizza shop's disposal and storage of waste.</p> <p>3.4 Community council have requested a handrail to improve the safety of the recently laid paving slabs on an incline to the side of the Kingswells Community Centre</p> <p>3.5 School Pond; work to be undertaken to improve safety around the pond and to facilitate its use in curriculum support.</p> <p>3.6 Investigate drainage problems in school car park</p>
<b>4</b>	<p><b>Project Monitoring</b></p> <p>4.1 Collate project tasks and co-ordinate monitoring/reporting.</p>

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**APPENDIX II: TASK STATUS, NOVEMBER 2007**

<b>1</b>	<b><i>Develop a schedule (Including maps) for the Kingswells neighbourhood, indicating various responsibilities and maintenance schedules (Aberdeen City Council, Residents Groups/ householders/ developers etc)</i></b>		
	<b><i>Sub-Task</i></b>	<b><i>Lead</i></b>	<b><i>Status</i></b>
<b>1.1</b>	Produce updated, GIS based maps highlighting Aberdeen City Council responsibilities and forward Copies to the Community Council	George Davidson	Maps have been prepared for distribution to the Community Council; Updated copies will be forwarded on completion of checks; of “digitised” mapping and verification checks to be completed by end of 07/08.
<b>1.2</b>	Clarify grounds maintenance schedules for Kingswells Neighbourhood, including whether a litter pick is included in the specification before grass cutting, and forward to the Community Council	George Davidson	Grounds maintenance schedule includes for grass areas to be cut on 16 occasions spaced at equal intervals throughout the season April – Mid October. Areas are litter cleared prior to grass cutting operations being carried out and also litter picked on a regular basis normally weekly. Shrub bed maintenance is carried out in period Dec-March which includes shrub pruning, clearing out of beds, forked over and sealed with herbicide.
<b>1.3</b>	Confirm hotspots for investigation and forward to Ray Beard.	Kingswells CC	<i>KCC to highlighted upon receipt and review of maps.</i>
<b>1.4</b>	Clarify which play areas have been adopted by Aberdeen City Council	George Davidson	List of sites forwarded to E Sinclair on 12 <sup>th</sup> Nov.

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<b>1.5</b>	Community Council to forward a copy of the Residents Association Information pack (Highlighted by the CC and developed by Allan Stott) to the Neighbourhood Community Planning Officer	Kingswells Community Council	E Sinclair to request a copy
<b>1.6</b>	Clarify path ownership at Bethan Mews and the upkeep of the adjacent land, identify responsibility.	George Davidson	Areas to be confirmed regarding maintenance of amenity area adjacent to footpath. (GD to action)
<b>1.7</b>	Contact the Community Council representative, Alex Carnie, regarding tree maintenance queries previously raised.	Richard Nicholson	Response Awaited

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**TASK STATUS**

<b>2</b>	<b><i>Confirm and investigate how to effectively publicise Aberdeen City Council's inspection regimes/service standards with a view to encouraging civic responsibility within the neighbourhood.</i></b>		
	<b><i>Sub-Task</i></b>	<b><i>Lead</i></b>	<b><i>Status</i></b>
<b>2.1</b>	Confirm service standards and forward to the Community Council, with a view to publishing an article in the "Kingswells News" newsletter, thereby providing residents with key contacts, the standards that they should expect and the respective responsibilities for the Council, residents (overhanging trees and bushes) and other parties as relevant.	Ray Beard	The service standards are detailed in 1.2 above.  A draft Citizens/Service Charter will be circulated for discussion at the Kingswells Community Council meeting on 12/11/07 with a view to being the subject of an article in the local newsletter. This will also require direction/input from ACC Strategic, Roads, Community Planning etc.
<b>2.2</b>	Consider development of a "service charter" approach in partnership with the Community Council, with the potential of building in a quarterly review process.	Ray Beard/ Kingswells CC	
<b>2.3</b>	Confirm and forward the contact names for Supervisory staff for the Kingswells Neighbourhood, to facilitate local feedback and expedite responses.	Ray Beard	George Davidson Grounds Maintenance Officer 814632, Barry Gellatly Area Supervisor 814800

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**TASK STATUS**

<b>3</b>	<b><i>Confirm and investigate how to effectively publicise Aberdeen City Council/s inspection regimes/service standards with a view to encouraging civic responsibility within the neighbourhood.</i></b>		
	<b><i>Sub-Task</i></b>	<b><i>Lead</i></b>	<b><i>Status</i></b>
<b>3.1</b>	Lamposts within this locality require repair/repaint.	Jim Stalker	Lighting columns have all recently been repainted in grey at the request of local community.
<b>3.2</b>	Respond to the drainage issues reported in and around the complex serving the Kingswells Community Centre and adjacent shops.	Jim Stalker	Referred to Jim Forbes for consideration/action.
<b>3.3</b>	Respond to concerns regarding the Pizza shop's disposal and storage of waste.	Ray Beard	Ongoing enforcement regarding this shop. Will update at the meeting
<b>3.4</b>	community council have requested a handrail to improve the safety of the recently laid paving slabs on an incline to the side of the Kingswells Community Centre	Jim Stalker	Works are being costed.
<b>3.5</b>	School Pond; work to be undertaken to improve safety around the pond and to facilitate its use in curriculum support.	George Davidson / Donald Maclean	Site meeting was recently held with head teacher A Campbell regarding pond issues. AC to discuss matter with H Murdoch
<b>3.6</b>	Investigate drainage problems in school car park	Jim Stalker	Referred to Donald MacLean.

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**APPENDIX III KEY PROJECT CONTACTS**

Partner	Title	Name	Phone	Email
Kingswells Community Council	Chair	Mrs Barrie Buchan	01224	rodbuchan@btinternet.com
	Member	Mr Alex Carnie	01224 745169	<a href="mailto:alex@kwells.org">alex@kwells.org</a>
Aberdeen City Council	Corporate Director Neighbourhood Services (North)	Mr John Tomlinson	01224 814500	Jtomlinson@aberdeencity.gov.uk
	Environment Manager (North)	Ray Beard	01224 814826	Rbeard@aberdeencity.gov.uk
	Grounds Maintenance Officer	George Davidson	01224 814632	Gdavidson@aberdeencity.gov.uk
	Neighbourhood Community Planning Officer	Elaine Sinclair	01224 814526	E.Sinclair@aberdeencity.gov.uk
	Principal Engineer (Roads Maintenance)	Jim Stalker	01224 241525	Jamess@aberdeencity.gov.uk
	Principal Technical Officer (Roads)	Dave Rennie	01224 241555	Davidr@aberdeencity.gov.uk
	Arboricultural Officer	Richard Nicholson	01224 522231	RICHARDN@aberdeencity.gov.uk