

## Notice of Meeting and Agenda Environment Policy Board

Date	Time	Venue
Wednesday, 15 March 2017	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

KENNETH GRAHAM  
Head of Corporate Governance

### Membership

Councillor Derek Bibby: Councillor John Caldwell: Councillor Margaret Devine: Councillor Audrey Doig: Provost Anne Hall: Councillor James MacLaren: Councillor Kenny MacLaren: Councillor Marie McGurk: Councillor Iain McMillan: Councillor Alexander Murrin: Councillor Will Mylet: Councillor Iain Nicolson: Councillor Jim Paterson:

Councillor Eddie Devine (Convener): Councillor Christopher Gilmour (Depute Convener):

### Members of the Press and Public

Members of the press and public wishing to attend the meeting should report to the customer service centre where they will be met and directed to the meeting.

### Further Information

This is a meeting which is open to members of the public.

A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at [www.renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx](http://www.renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx)

For further information, please either email [democratic-services@renfrewshire.gov.uk](mailto:democratic-services@renfrewshire.gov.uk) or telephone 0141 618 7112.

## **Items of business**

### **Apologies**

Apologies from members.

### **Declarations of Interest**

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

<b>1</b>	<b>Revenue Budget Monitoring Report</b>	<b>3 - 8</b>
	Joint report by the Director of Finance & Resources and the Director of Community Justice.	
<b>2</b>	<b>Capital Budget Monitoring Report</b>	<b>9 - 14</b>
	Report by Director of Finance & Resources.	
<b>3</b>	<b>Operational Performance Report</b>	<b>15 - 30</b>
	Report by Director of Community Resources.	
<b>4</b>	<b>Consultation on the Food Standards Scotland (FSS) Regulatory Strategy</b>	<b>31 - 40</b>
	Report by Director of Community Resources.	
<b>5</b>	<b>Vehicle Idling and Vehicle Emissions Campaign 2016/17</b>	<b>41 - 50</b>
	Report by Director of Community Resources.	
<b>EXCLUSION OF PRESS AND PUBLIC</b>		
<b>The Board may by resolution exclude the press and public from the meeting during consideration of the following items of business as it is likely, in view of the nature of the business to be transacted, that if members of the press and public are present, there could be disclosure to them of exempt information as defined in paragraphs 8 and 9 of Part I of Schedule 7A of the Local Government (Scotland) Act, 1973.</b>		
	<b>Statement of Exempt Reports</b>	<b>51 - 52</b>
<b>6</b>	<b>Roads Trading Budget Monitoring Report</b>	
<b>7</b>	<b>Vehicle Maintenance Budget Monitoring Report</b>	
<b>8</b>	<b>Catering Trading Budget Monitoring Report</b>	



**Renfrewshire  
Council**

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**To:** Environment Policy Board

**On:** 15 March 2017

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**Report by:** Director of Finance and Resources and Director of Community Resources

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**Heading:** Revenue Budget Monitoring to 6 January 2017

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**1. Summary**

1.1 Gross expenditure is £125,000 (0.3%) less than budget and income is £125,000 (1.9%) less than anticipated which results in a net breakeven position for those services reporting to this Policy Board. This is summarised over the relevant services in the table below:

Division / Department	Current Reported Position	% variance	Previously Reported Position	% variance
Community Resources	Breakeven	-	Breakeven	-

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**2. Recommendations**

2.1 Members are requested to note the budget position

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### **3. Community Resources**

<b>Current Position:</b>	<b>Breakeven</b>
<b>Previously Reported:</b>	<b>Breakeven</b>

#### **3.1 Refuse Collection**

**Current Position:** **Net overspend £68,000**  
**Previously Reported:** **Net overspend £54,000**

The overspend is mainly due to lower income from trade waste and special uplifts, and a small overspend on employee costs, for leave and absence cover, which is partly offset by an underspend on property costs, and transport costs.

#### **3.2 School Crossing Patrollers**

**Current Position:** **Net underspend £38,000**  
**Previously Reported:** **Net underspend £30,000**

The underspend is due to lower than budgeted employee costs, as a result of vacancies throughout the year. A targeted recruitment campaign has now been undertaken to attract local residents to uptake posts as School Crossing Patrollers. This has included advertising banners targeted outside schools with vacancies, information in school newsletters and posters in local shops.

#### **3.3 Regulatory Services**

**Current Position:** **Net underspend £9,000**  
**Previously Reported:** **Net underspend £8,000**

The underspend is due to a small underspend on employee costs.

#### **3.4 Traffic Management**

**Current Position:** **Net underspend £16,000**  
**Previously Reported:** **Net underspend £12,000**

The underspend is due to a small over recovery of income

### 3.5

#### **Projected Year End Position**

It is currently forecast that Community Resources will break even at year end. This forecast position will be reviewed on an ongoing basis for the remainder of the financial year, particularly with regard to recycling performance and the level of tonnages received for recycling or disposal, and the costs of roads maintenance throughout the remainder of the winter maintenance period to March 2017.

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#### **Implications of the Report**

1. **Financial** – Net revenue expenditure will be contained within available resources.
2. **HR & Organisational Development** – none
3. **Community Planning** – none
4. **Legal** – none
5. **Property/Assets** – none
6. **Information Technology** - none.
7. **Equality & Human Rights** - The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – none
9. **Procurement** – none
10. **Risk** – none
11. **Privacy Impact** - none

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## **List of Background Papers**

None

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**Authors:** Debbie Farrell, Ext.7536  
Lisa Dickie, Ext.7384

RENFREWSHIRE COUNCIL  
 REVENUE BUDGET MONITORING STATEMENT 2016/2017  
 1st April 2016 to 06 January 2017

**POLICY BOARD : ENVIRONMENT**

Description	(1) £000's	Revised Annual Budget	(2) £000's	Revised Period Budget	(3) £000's	Actual	(4) £000's	Adjustments	(5) £000's	Revised Actual	(6) = (4 + 5) £000's	Budget Variance	(7) £000's	%
Employee Costs	24,138	18,574	19,006	(184)	18,822	(248)	-1.3%	overspend						
Property Costs	1,093	693	887	(220)	667	26	3.8%	underspend						
Supplies & Services	4,210	2,322	2,714	(458)	2,256	66	2.8%	underspend						
Contractors and Others	16,309	11,823	11,532	252	11,784	39	0.3%	underspend						
Transport & Plant Costs	4,926	3,862	3,448	130	3,578	284	7.4%	underspend						
Administration Costs	10,419	327	298	70	368	(41)	-12.5%	overspend						
Payments to Other Bodies	3,422	2,559	2,526	34	2,560	(1)	0.0%	overspend						
CFCR	0	0	0	0	0	0	0.0%	break-even						
Capital Charges	6,743	0	0	0	0	0	0.0%	break-even						
<b>GROSS EXPENDITURE</b>	<b>71,260</b>	<b>40,160</b>	<b>40,411</b>	<b>(376)</b>	<b>40,035</b>	<b>125</b>	<b>0.3%</b>	<b>underspend</b>						
Income	(17,292)	(6,593)	(6,178)	(290)	(6,468)	(125)	-1.3%	under-recovery						
<b>NET EXPENDITURE</b>	<b>53,968</b>	<b>33,567</b>	<b>34,233</b>	<b>(666)</b>	<b>33,567</b>	<b>0</b>	<b>0.0%</b>	<b>break-even</b>						

Bottom Line Position to 06 January 2017 is break-even of  
 Anticipated Year End Budget Position is break-even of

0  
0.0%  
(0)  
0.0%

Description	(1) £000's	Revised Annual Budget	(2) £000's	Revised Period Budget	(3) £000's	Actual	(4) £000's	Adjustments	(5) £000's	Revised Actual	(6) = (4 + 5) £000's	Budget Variance	(7) £000's	%
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RENFREWSHIRE COUNCIL  
REVENUE BUDGET MONITORING STATEMENT 2016/2017  
1st April 2016 to 06 January 2017

**POLICY BOARD : ENVIRONMENT**

Description		(1)	£000's	(2)	£000's	(3)	£000's	(4)	£000's	(5)	£000's	(6) = (4 + 5)	£000's	(7)	£000's	%	Budget Variance
MSS		(197)		2,153		2,723		(570)		0		2,153		0	0.0%	breakeven	
Refuse Collection		4,483		3,441		3,668		(159)		(68)		3,509		(-2.0%)	-2.0%	overspend	
School Crossing Patrol		695		470		432		0		38		432		8.1%	8.1%	underspend	
Regulatory Services		2,239		918		891		16		11		907		1.2%	1.2%	underspend	
Public Conveniences		0		0		0		0		0		0		0.0%	0.0%	breakeven	
Refuse Disposal		7,890		6,140		6,211		(71)		0		6,140		0	0.0%	breakeven	
StreetScene		6,541		3,924		3,928		(4)		0		3,924		0	0.0%	breakeven	
Cleaning & Janitorial		7,354		4,883		4,810		73		0		4,883		0	0.0%	breakeven	
Catering Client		4,015		2,828		2,819		9		0		2,828		0	0.0%	breakeven	
Parks & Cemeteries		744		(179)		(263)		84		(179)		(179)		0	0.0%	breakeven	
Transport		1,713		959		856		103		959		0		0.0%	0.0%	breakeven	
Renfrewshire Wardens		2,660		1,801		1,833		(32)		1,801		0		0.0%	0.0%	breakeven	
Civil Contingencies Service		111		4		5		(1)		4		0		0.0%	0.0%	breakeven	
Maintenance		8,806		2,369		2,148		222		2,370		(1)		0.0%	0.0%	overspend	
Flooding		365		108		108		0		108		0		0.0%	0.0%	breakeven	
Structures		307		129		164		(39)		125		4		3.1%	3.1%	underspend	
Street Lighting		2,073		830		755		75		830		0		0.0%	0.0%	breakeven	
Traffic Management		1,627		858		892		(50)		842		16		1.9%	1.9%	underspend	
Traffic & Transport Studies		0		0		204		(204)		0		0		0.0%	0.0%	breakeven	
Road Safety Training		0		0		0		0		0		0		0.0%	0.0%	breakeven	
Parking of Vehicles		(824)		(591)		(568)		(23)		(591)		0		0.0%	0.0%	breakeven	
Trunk Road		11		11		106		(95)		11		0		0.0%	0.0%	breakeven	
SPTA		3,355		2,511		2,511		0		2,511		0		0.0%	0.0%	breakeven	
<b>NET EXPENDITURE</b>		<b>53,968</b>		<b>33,567</b>		<b>34,233</b>		<b>(656)</b>		<b>33,567</b>		<b>0</b>		<b>0.0%</b>	<b>0.0%</b>	<b>breakeven</b>	

Bottom Line Position to 06 January 2017 is breakeven of  
Anticipated Year End Budget Position is breakeven of

£000's  
0  
0  
0  
0.0%  
0.0%



**To:** **ENVIRONMENT POLICY BOARD**

**On:** **15 MARCH 2017**

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**Report by:** **Director of Finance and Resources**

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**Heading:** **Capital Budget Monitoring Report**

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**1. Summary**

1.1 Capital expenditure to 6<sup>th</sup> January 2017 totals £8.552m compared to anticipated expenditure of £8.599m for this time of year. This results in an under-spend position of £0.047m for those services reporting to this board, and is summarised in the table below:

Division	Current Reported Position	% Variance	Previously Reported Position	% Variance
Community Resources	£0.047m u/spend	1% u/spend	£0.128m o/spend	2% o/spend
<b>Total</b>	<b>£0.047m u/spend</b>	<b>1% u/spend</b>	<b>£0.128m o/spend</b>	<b>2% o/spend</b>

1.2 The expenditure total of £8.552m represents 51% of the resources available to fund the projects being reported to this board. This reflects the large capital value programmes due to be completed within the final quarter of the financial year, including, the LED Street Lighting Strategy, Vehicle Replacement Programme, Community Halls and Facilities Investment Programme, and the Parks Improvement Programme.

1.3 Appendix 1 provides further information on the budget monitoring position of the projects within the remit of this board.

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## **2. Recommendations**

2.1 It is recommended that Members note this report.

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## **3. Background**

3.1 This report has been prepared by the Director of Finance and Resources in conjunction with the Chief Executive and the Director of Community Resources.

3.2 This capital budget monitoring report details the performance of the Capital Programme to 6<sup>th</sup> January 2017, and is based on the Capital Investment Programme which was approved by members on 3<sup>rd</sup> March 2016, adjusted for movements since its approval.

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## **4. Budget Changes**

4.1 Since the last report budget changes totalling £0.785m have arisen which reflects budget in the Parks Improvement Programme being re-profiled from 2016/17 to 2017/18 reflecting updated cashflows received for the projects.

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## **Implications of the Report**

1. **Financial** – The programme will be continually monitored, in conjunction with other programmes, to ensure that the available resources are fully utilised and that approved limits are achieved.
2. **HR & Organisational Development** – none.
3. **Community Planning –**  
**Greener** - Capital investment will make property assets more energy efficient.
4. **Legal** – none.
5. **Property/Assets** – none.
6. **Information Technology** – none.
7. **Equality & Human Rights** – The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – none.
9. **Procurement** – none.
10. **Risk** – none.
11. **Privacy Impact** – none.

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## **List of Background Papers**

(a). Capital Investment Programme 2016/17 & 2017/18 – Council, 3<sup>rd</sup> March 2016.

The contact officers within the service are:

- Debbie Farrell, Extension 7536
- Geoff Borland, Extension 4786

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**Author:** *Geoff Borland, Principal Accountant, 0141 618 4786,  
geoffrey.borland@renfrewshire.gov.uk.*

**Environment - Appendix 1**

**RENFREWSHIRE COUNCIL**

**CAPITAL INVESTMENT STRATEGY - NON-HOUSING SERVICES**

**BUDGET MONITORING REPORT**

**BOARD: ENVIRONMENT**

<b>Project Title</b>	<b>Approved Programme @03/03/16</b>	<b>Current Programme MR 10</b>	<b>Year To Date Budget to 06-Jan-17</b>	<b>Cash Spent to 06-Jan-17</b>	<b>Variance to 06-Jan-17</b>	<b>% Variance</b>	<b>Cash to be Spent by 31-Mar-17</b>	<b>% Cash Spent</b>
<b>COMMUNITY RESOURCES</b>								
Programme Funded By Specific Consent	191	191	160	16	144	90%	175	9%
Vehicle Replacement Programme	1,500	1,514	150	153	-3	-2%	1,361	10%
Bridge Assessment/Strengthening	1,400	1,319	685	717	-32	-5%	602	54%
Roads/Footways Upgrade Programme	3,000	2,978	2,700	2,720	-20	-1%	258	91%
Lighting Columns Replacement	0	278	182	227	-45	-25%	51	82%
Traffic Management	0	5	0	0	0	0%	5	0%
Paisley Town Centre Signage	0	120	50	5	45	89%	115	4%
LED Street Lighting Strategy	11,000	8,003	3,950	3,882	68	2%	4,121	49%
Parks Improvement Programme	0	215	160	144	16	10%	71	67%
Community Halls & Facilities Improvement Programme	3,000	1,010	100	85	15	15%	925	8%
Improving Community Safety (CCTV)	0	27	27	19	8	29%	8	71%
North Renfrew Flood Prevention Scheme	0	298	245	194	51	21%	104	65%
Free School Meals (Capital)	0	16	0	1	-1	100%	15	6%
Strathclyde Partnership Transport	0	710	190	387	-197	-104%	323	55%
<b>TOTAL ENVIRONMENT BOARD</b>	<b>20,091</b>	<b>16,685</b>	<b>8,599</b>	<b>8,552</b>	<b>47</b>	<b>1%</b>	<b>8,133</b>	<b>51%</b>





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**To:** ENVIRONMENT POLICY BOARD

**On:** 15 March 2017

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**Report by:** DIRECTOR OF COMMUNITY RESOURCES

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**Heading:** OPERATIONAL PERFORMANCE REPORT

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**1. Summary**

1.1 Community Resources brings together a range of Council services and activities, with both strategic and operational responsibilities. This report provides an operational performance update on the services and key projects delivered by Community Resources.

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**2. Recommendations**

2.1 It is recommended that the Environment Policy Board notes the operational performance update contained within this report.

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**3. Background**

3.1 Community Resources provides essential services to every household in Renfrewshire and works in partnership with the local community, other services and community planning partners to deliver key Council priorities and initiatives. A progress update on the main projects and activities delivered by Community Resources, together with key performance indicators is detailed below.

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## **Operational Updates**

### **4. Events and Awards**

4.1 Community Resources continues to support the Council's programme of major events and activities. This included the historic Monte Carlo Rally at Abbey Close on 25 January 2017. Paisley was the sole British host out of seven European cities including Stockholm, Lisbon and Barcelona for a range of classic cars to make the 1,300 mile trip to the south of France, Provost Hall flagged off nearly 100 competing cars from a special new start ramp. The cars included a Paisley 2021 branded Sunbeam which went all the way to Monte Carlo as a support car to the main rally.

4.2 Thousands of spectators attended creating a party atmosphere with lights, music, street food and fireworks. The event was supported by StreetScene services and the Renfrewshire Community Safety Partnership, including the Wardens and the Civil Contingencies service.

### **5. Amenity Services**

#### **Land Services – Park Regeneration**

5.1 The advanced works at Barshaw Park started on site at the beginning of February. The contracts for the ground works to be carried out in Barshaw & Robertson Parks were approved at the Procurement Sub Committee on 15 February 2017. Tenders for the work to improve play areas will be considered by the Procurement Sub Committee on 15 March 2017. Ground works are scheduled to begin in both parks next week (week commencing 20th March 2017). A programme of communications is being developed with the assistance of the corporate communications team to ensure community groups and local communities are kept informed of progress. This will include social media and Council website updates. Notice boards within the parks will also provide updates on progress.

#### **StreetScene**

5.2 The service is currently undertaking planting activities of seasonal bedding for spring floral displays within our town centres and has been carrying out a range of seasonal winter work, such as gritting of the priority footpath in town centres and around schools. Recruitment of a seasonal workforce is underway to ensure that they are trained for the commencement of the growing season in April 2017. These staff will undertake work for Roads in winter and StreetScene during the summer period. This addition to the core workforce is a new flexible resource and will provide operational teams with greater resilience to address the seasonal nature of front-line duties.

#### **Roads Capital Programme, 2016/17**

5.3 The capital resurfacing programme for 2016/17 is complete, with all works delivered on time and within budget.

5.4 The enhanced roads capital programme for financial year 2017/18 (£6.7m) is currently being finalised, reflecting significant investment in Renfrewshire's roads, as approved at the Council Budget Meeting on 16<sup>th</sup> February 2017. The programme for 2017/18 is being prioritised and will focus on strategic routes throughout

Renfrewshire and large scale improvement in residential areas, connecting roads and rural roads with high volumes of traffic. This allows for a significant increase in the number of roads being resurfaced along with any associated works.

### **Winter Maintenance, 2016/17**

5.6 The winter maintenance programme for Renfrewshire continues to operate as planned in the event of severe snow, ice, wind or rain. The Council's salt stock is being monitored on a weekly basis and maintained at the required levels to keep the road network in a safe condition. The winter maintenance period will run to 30th April 2017 although resources will remain ready and available if required beyond this date.

### **Street Lighting – LED Investment Programme**

5.7 Renfrewshire's £11m LED Street Lighting Investment Programme replacement has made significant progress on the delivery of LED Street light conversions. The programme will be delivered within a 12 month period, completing in summer 2017.

5.8 The programme was split into 3 tranches and at present tranche 1 is fully complete, with tranche 2 completing end April 2017. Tranche 3 is also underway and at present more than 75% of street lights are now lit with LED technology. Under this programme 28,613 lights will be replaced, which will see a total of 30,756 street lights converted to LED's across Renfrewshire.

5.9 The £11million LED street lighting programme also offers over 60% savings on energy/electricity costs.

5.10 Following completion of the installation programme assessment visits will take place to ensure that agreed lighting standards are being achieved following transition to LED street lighting.

### **Street Lighting Repairs, Operational Performance**

5.11 The Council's street lighting maintenance and repair service was brought in-house in February, 2016. Since then there has been significant improvement in performance in responding to dark lamps and carrying out repairs.

5.12 Prior to termination of the previous contract the contractor was not performing, which led to a considerable backlog of street lighting repairs. By mid-April 2016 most of this backlog had been removed and by September 2016, 95.2% of lamps were being repaired within target times.

5.13 Some street light repairs are more complex and are often related to power supplied, with the Council being reliant on Scottish Power to address power related repairs. On occasion, these types of repairs can take longer than the Council's target timescale for routine repairs. There are also instances where the Council has to undertake more complex cabling repairs often involving excavation works or the sourcing of specialist equipment.

### **Renfrew Flood Prevention Scheme**

5.14 The £10.3m Renfrew flood prevention scheme was completed in 2016 and protects in the region of 1,000 properties from the combined risk of flooding from both the River Clyde and the culverted Mill Burn in the Renfrew Ferry area of North Renfrew. A 12 month defects correction period is now coming to a close and an extensive civil, mechanical and electrical maintenance regime is being put in place to ensure effective maintenance over the 100 year lifespan of the scheme.

## **6. Renfrewshire Community Safety Partnership**

### **Street Stuff**

6.1 Street Stuff continues to deliver a variety of activities throughout Renfrewshire including the introduction of the new Street Stuff Culture Buses which were designed both internally and externally by the young people attending the programme. There are over 34,000 recorded attendances this year to date which is an increase in comparison with the same period last year.

6.2 Street Stuff continues to work in communities and all 5 local area committee areas 6 days a week. The Street Stuff buses are also out during the 6 evenings and are moved depending on need and the requirements of the young people.

### **DVLA Audit of Abandoned Vehicle Procedures**

6.3 Renfrewshire Council received over 300 reports of abandoned vehicles in 2016/17. However, after investigation only 10% of the vehicles were officially categorised as abandoned. There is strict criteria to assess if a vehicle is abandoned and this can include (but is not limited to) flat tyres or removed wheels, smashed windscreens or windows, missing number plates or graffiti. Most of the complaints related to cars that had not moved for a time period and were untaxed, however, they were not deemed to be abandoned once inspected. The DVLA enforce cars that are untaxed and remain on the road and complainants can check on the DVLA website to see if a car is untaxed.

6.4 To assist in the delivery of the service, the Council website has been updated to provide more information to the public as to what constitutes an abandoned vehicle. One issue addressed is that many of the complaints were anonymous which resulted in the Council being unable to advise why they were not abandoned and also resulted in repeat callers. This has been rectified and now to report an abandoned vehicle, the complainant must leave contact details to allow Renfrewshire Council to respond.

6.5 The Renfrewshire Wardens were externally audited by the DVLA Data Sharing Assurance Team in December 2016. The purpose of this audit was to confirm that the Council was recording and investigating abandoned vehicles to the required DVLA standards. In January 2017, Renfrewshire Council received an overall audit rating of 'Green', which demonstrates a high level of compliance. This allows the Renfrewshire Wardens continued access to DVLA vehicle keeper data which helps to identify abandoned vehicles at the earliest point in the process.

## **7. Regulatory Services**

### **7.1 Trading Standards - Best Bar None Awards**

Best Bar None is an awards scheme which raises standards and rewards excellence for those venues that attain the award standard. This is delivered at a local level in partnership with the industry, local authorities and Police Scotland. Community Resources' Trading Standards & Licensing Team is responsible for the local co-ordination and assessment of the scheme. Best Bar None Awards are based on core national standards relating to the five licensing objectives, which are:

- preventing crime and disorder;
- securing public safety;
- preventing public nuisance;
- protecting and improving public health; and
- protecting children from harm.

7.2 12 venues attained either gold or silver awards at the local Awards Ceremony on 12 January 2017. 7 venues were presented with awards in specialist categories such as "Best family establishment", "Most improved" or "Heart of the Community". The Best Bar None Scotland Awards will be held at The Hilton Hotel in Glasgow on 30 March 2017, and a number of local category winners have been shortlisted at this event.

## **8. Facilities Management**

### **Soft Services**

#### **8.1 Workforce Development**

Facilities Management has continued to work in partnership with West College Scotland on the provision of a bespoke Cooking Skills Development Course for catering staff. A second 10 week programme commenced in January 2017 with 14 catering employees attending on a day release basis, providing them with the opportunity to obtain a college qualification. The course content has been aligned with the changes in the new primary school menu which was implemented in January 2017. A third 10 week programme is planned for April 2017.

#### **8.2 Tackling Poverty**

Morning clubs continue to be delivered in 9 primary schools and 1 secondary school, providing pupils with a healthy breakfast and a programme of activities. Open days for parents have been held to encourage more families to take advantage of this service and, to the end of Period 10 around 51,000 breakfasts have been served.

8.3 Families First Clubs operated throughout Renfrewshire during the Christmas holiday period providing activities and around 570 healthy meals to eligible pupils. Plans are already underway for the provision of this facility during the school spring holiday.

#### **8.4 Supporting Employment Opportunities**

Facilities Management continues to support employability programmes through the Project Search programme with four trainees currently participating in workplace opportunities across the service.

8.5 As part of the partnership working with West College Scotland, a number of work experience placements have been provided to catering students from the Paisley Campus. This provides the students with invaluable experience in a real kitchen environment enabling them to achieve completion of their module on Industrial Experience in the Hospitality Industry.

**Hard Services**

**8.6 Building Services and Workforce Development**

There are currently 16 apprentices employed within Building Services, who are serving a 4 year apprenticeship, covering all trades. To date the all apprentices have been offered the opportunity of full time employment on completion of their training.

**8.7 Building Services Community Engagement**

Building Services provide work experience to numerous groups within the Renfrewshire area, this includes providing local schools with the opportunity for 4<sup>th</sup> year pupils to undertake a week-long taster session of working in a construction environment. For 5<sup>th</sup> & 6<sup>th</sup> Year pupils, there is the opportunity to attend one or two days a week for up to 3 months, to progress their skills, prior to moving on to college or an apprenticeship.

8.8 Building Services is also working in partnership with West College Scotland, providing essential on the job training for trainees, and assisting with their employability skills schemes, to assist young people into employment.

## 9 Performance Update – Indicators and Targets

9.1 The table below summarises target and actual performance for key performance indicators and benchmarking targets under each of the key change themes for 2016/17.

Performance Indicators and Benchmarking Targets	Target for 2016/17	Target to Period 10	Actual to Period 10	Comments
<b>A Better Future - Place</b>				
Domestic Noise Complaints – Part V – the average time (hours) between time of complaint and attendance on site	1	1	0.51hrs	The average response times for domestic complaints requiring attendance was just over half an hour and was well within the one hour target for period 10.
Food Hygiene Information Scheme - % of premises which currently achieve a Pass rating	97%	97%	97%	Of the 1,400 premises in Renfrewshire, 1,361 achieved a 'Pass' rating. This demonstrated that 97% of premises are compliant with standards up to period 10. "Pass" percentage fluctuates throughout the year. The pass rate depends on the premises visited i.e. it can be expected new premises will require more help and it is anticipated that the yearly target will be met by the end of 2016/17.
Trading Standards – Consumer Complaints completed within 14 days	82%	82%	89%	This performance was above the period 10 target of 82%. By the end of period 10, the service dealt with 524 consumer complaints, 465 of which were completed within the 14 day timescale.

Performance Indicators and Benchmarking Targets	Target for 2016/17	Target to Period 10	Actual to Period 10	Comments
% of household waste which is recycled	55%	55%	48.4% **	<p>The cumulative recycling rate has decreased from 50.3% at the end of quarter 3, to 48.4% at the end of quarter 4.</p> <p>Performance decreased between Quarter 3 and Quarter 4 as a result of the seasonal decrease in recycling during the winter months, as detailed in the report to the Policy Board in January 2017.</p>
Number of incidents of anti-social behaviour reported to Renfrewshire Community Safety Service	1,700	Annual target	1,746	<p>The reported number of incidents of anti-social behaviour has increased from 1,520, at the end of period 8, to 1,746 at the end of period 10.</p> <p>Performance to the end of period 10 reflects the drive to improve reporting and recording of these activities and the challenging nature of the target agreed.</p>
<b>A Better Future – People</b>				
% uptake of free school meals in primary and secondary schools	73%	73%	68.4%	School meal uptake to period 10 is 68.4%, a marginal increase on the period 8 uptake of 68.3%.
<b>A Better Council</b>				
Land Audit Management System - % of areas assessed as acceptable	90%	90%	97%	Performance to the end of period 10 exceeded the target of 90%.

Performance Indicators and Benchmarking Targets	Target for 2016/17	Target to Period 10	Actual to Period 10	Comments
% of front line resolutions dealt with within timescale by Community Resources	100%	100%	85%	To the end of period 10, 3,948 front line resolutions have been received in 2016/17, of which 3,356 (85%) were responded to within timescale.
% of complaint investigations dealt with within timescale by Community Resources	100%	100%	85%	The service dealt with 24 complaint investigations to the end of period 10, 21 (88%) of which were dealt with within the agreed timescale.
% of Freedom of Information requests completed within timescale by Community Resources	100%	100%	100%	All FOIs were responded to on time, achieving the period 10 target.  415 FOI requests were received, 316 of which were departmental specific and the other 99 were cross-departmental.
(Traffic and Transportation) Traffic light failure - % of traffic light repairs completed within 48 hours	95%	95%	93.1%	The percentage of traffic light repairs completed within 48 hours to the end of quarter three is 93.1%. 204 of the 219 reported traffic lighting faults were repaired within the timescale.

Performance Indicators and Benchmarking Targets	Target for 2016/17	Target to Period 10	Actual to Period 10	Comments
% of reported street lighting faults which were repaired within the 7 day timescale	95%	95%	91.1%	<p>Operational performance with regard to street lighting fault repairs has improved since the service was brought in house in February 2016.</p> <p>Performance in the first quarter of 2016/17 was 78.1%, reflecting the initial start-up months of the in house service becoming established.</p> <p>The cumulative performance to the end of period 10 was 91.1%. This is a significant improvement in performance since quarter 1.</p>
Community Resources – Overtime as a % of total employee costs	7%	7%	7.1%	At the end of period 10 the level of overtime is slightly above target reflecting operational requirements, emergency responses and some areas of additional service provision.

Performance Indicators and Benchmarking Targets	Target for 2016/17	Target to Period 10	Actual to Period 10	Comments
Community Resources – Sickness Absence	4%	4%	5.5%	<p>The absence level at Period 10 is 5.5% compared to the target of 4%. This being a challenging target for the nature of the services.</p> <p>The absence level of 5% is due to a number of long term absences, with the overall absence rate consisting of :-</p> <ul style="list-style-type: none"> <li>- 73.7% long-term absences</li> <li>- 26.3% short-term absences.</li> </ul> <p>Absence continues to be addressed through the Council's supporting attendance procedures and the utilisation of occupational health.</p>
Grounds Maintenance - Sickness Absence	4%	4%	2.8%	<p>Absence level for grounds maintenance employees was 2.8% at the end of period 10 and continues to remain within target.</p> <p>Overall absence rate is made up of:-</p> <ul style="list-style-type: none"> <li>- 60.9% long-term absences</li> <li>- 39.1% short-term absences.</li> </ul> <p>Absence continues to be within target.</p>

Performance Indicators and Benchmarking Targets	Target for 2016/17	Target to Period 10	Actual to Period 10	Comments
Street Cleansing - Sickness Absence	4%	4%	4.9%	<p>Absence levels for street cleansing employees was 4.9% in period 10. This is due to an increase in long term absence.</p> <p>The absence level at Period 10 of 4.9% consisted of:-</p> <ul style="list-style-type: none"> <li>- 58.4% long-term absences</li> <li>- 41.6% short-term absences.</li> </ul> <p>Absence continues to be addressed through the Council's supporting attendance procedures and the utilisation of occupational health.</p>
Refuse Collection - Sickness Absence	4%	4%	8.9%	<p>Absence levels for refuse collection employees showed improvement from 9.7% in period 8 to 8.9% in period 10. This consisted of:-</p> <ul style="list-style-type: none"> <li>- 66.9% long term absence</li> <li>- 33.1% short term absences.</li> </ul> <p>Absence has reduced since the period 8 rate and continues to be addressed through the Council's supporting attendance procedures and the utilisation of occupational health.</p>

Performance Indicators and Benchmarking Targets	Target for 2016/17	Target to Period 10	Actual to Period 10	Comments
Building Cleaning and Janitorial - Sickness Absence	4%	4%	5.9%	<p>Absence levels for building cleaning and janitorial employees was 5.9% in period 10. This was made up of:-</p> <ul style="list-style-type: none"> <li>- 77.7% long term absences</li> <li>- 22.3% short term absences</li> </ul> <p>Absence continues to be addressed through the Council's supporting attendance procedures and the utilisation of occupational health.</p>
Renfrewshire Community Safety Partnership - Sickness Absence	4%	4%	8.7%	<p>The absence level at Period 8 is 8.7%. This is due to a number of long term absences, with the overall absence rate made up of:-</p> <ul style="list-style-type: none"> <li>- 64.6% long-term absences</li> <li>- 35.4% short-term absences.</li> </ul> <p>Absence has increased since the period 8 rate of 8%, and focus to reduce absence is addressed through the Council's supporting attendance procedures and the utilisation of occupational health.</p>

Performance Indicators and Benchmarking Targets	Target for 2016/17	Target to Period 10	Actual to Period 10	Comments
Roads & Transportation – Sickness Absence %	4%	4%	5.9%	<p>Roads &amp; Transportation absence has decreased from 6.2% from the end of period 8 to 5.9% year to date at period 10. 90.5% of absences were due to long term absence and 9.5% through short term absence.</p> <p>Absence continues to be addressed through the Council's supporting attendance procedures and the utilisation of occupational health.</p>
Developing our workforce – number of SVQ qualifications achieved by our frontline workforce	50	Annual target	33	<p>33 employees have successfully completed SVQ awards to date with the service on track to meet the annual target of 50 employees being trained.</p>
% of Community Resources employees having completed IDPs (from MDP/MTIPD)	100%	100%	84%	<p>The percentage of Community Resources employees who have completed an IDP to the end of period 10 was 84%.</p> <p>There are 1,573 employees in the IDP programme with 1,323 having a completed IDP.</p> <p>The MDP/MTIPD process is ongoing across the service with personal development plans being established for individuals and teams. The process will continue throughout the year and take cognisance of the council's Organisational Development programme.</p>

Performance Indicators and Benchmarking Targets	Target for 2016/17	Target to Period 10	Actual to Period 10	Comments
% of pothole repairs completed within timescales	66%	66%	67% (Quarter 3)	The percentage of pothole repairs completed within timescales was 67% to the end of Quarter 3. This being slightly above the annual target of 67%
Building Services - % of overall repairs completed within target	95%	95%	95% (Quarter 3)	95% of overall repairs were completed within target at the end of Quarter 3. This was a similar performance to that achieved in Quarter 2.

*\*\* Waste data is now published by SEPA on a calendar year basis – this is the data for 2016 calendar year and has still to be verified by SEPA.*

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### **Implications of the Report**

1. **Financial** – None.
2. **HR & Organisational Development** – None.
3. **Community Planning**

**Children and Young People** – the Catering Service promotes the uptake of healthy and nutritious school meals.

**Community Care, Health & Well-being** – the services encourages use of our parks and open spaces to promote a healthy and active lifestyle.

**Empowering our Communities** – Community Resources is actively working with community groups to encourage participation to help improve local communities.

**Greener** - working in partnership with the community to deliver a cleaner Renfrewshire. Promoting and encouraging waste minimisation through reducing, reusing and recycling. Reducing carbon emissions, through the implementation of LED streetlights and electric and low carbon vehicles within the council fleet.

**Jobs and the Economy** – the service is actively involved in the Invest in Renfrewshire scheme.

**Safer and Stronger** - by working with the local community and through enforcement activities, to improve the appearance of local areas and to help reduce anti-social

behaviour.

4. **Legal** – None.
5. **Property/Assets** – None.
6. **Information Technology** – None.
7. **Equality & Human Rights** - The recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – None.
9. **Procurement** – None.
10. **Risk** – None.
11. **Privacy Impact** – None.

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**List of Background Papers:** None

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**Renfrewshire  
Council**

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**To: ENVIRONMENT POLICY BOARD**

**On: 15 MARCH 2017**

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**Report by: DIRECTOR OF COMMUNITY RESOURCES**

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**Heading: CONSULTATION ON THE FOOD STANDARDS SCOTLAND (FSS)  
REGULATORY STRATEGY**

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**1. Summary**

- 1.1 On 25 January 2017, Food Standards Scotland launched a consultation on their regulatory strategy.
- 1.2 The aim of Food Standards Scotland is to *create a food and drink environment in Scotland that benefits, protects and is trusted by consumers* and contribute to the wider Scottish Government aim of increasing sustainable economic growth, helping to make Scotland the most attractive place for doing business in Europe.
- 1.3 The regulatory strategy establishes five regulatory outcomes against which success will be evaluated. It details Food Standards Scotland's commitment to Better Regulation and aligns with five key principles of proportionality, consistency, accountability, transparency and targeted.
- 1.4 The FSS regulatory strategy aligns very closely with the Renfrewshire Council Integrated Enforcement Policy that was taken to the Council Leadership Board on 14 September 2016.
- 1.5 The proposed Council response to the consultation is attached as Appendix 1 and is due to be returned to Food Standards Scotland by 18 April 2017.
- 1.6 The strategy is available for download on the FSS website and is attached as Appendix 2.

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## **2. Recommendations**

It is recommended that the Environment Policy Board:

- 2.1 notes the publication of the Food Standards Scotland consultation on their draft regulatory strategy.
- 2.2 agrees the draft response to the consultation detailed in Appendix 1.

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## **3. Background**

- 3.1 The Food (Scotland) Act 2015 established Food Standards Scotland (FSS) as the public food body for Scotland with a clear statutory responsibility to protect consumers from food safety risks, to improve dietary health, and to protect consumers other interests in relation to food. They are part of the Scottish administration, independent from Scottish Ministers and directly accountable to the Scottish Parliament.
- 3.2 The FSS regulatory strategy proposes five regulatory outcomes against which their success will be evaluated:
  - Consumers are protected
  - Responsible food businesses flourish
  - Irresponsible food businesses are dealt with effectively
  - Food and feed official control systems are sustainable, responsive and robust
  - FSS is a trusted, empowered and effective regulator
- 3.3 In line with the five principles of Better Regulation, the key elements of the regulatory approach are:
  - Risk and evidence based decision making
  - Targeted interventions
  - Understanding those we regulate
  - Enabling business compliance and growth
  - Clear communication
  - Working with other regulators
- 3.4 These principles align with the Renfrewshire Council Integrated Enforcement Policy.

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## **Implications of the Report**

1. **Financial** – none
2. **HR & Organisational Development** – none
3. **Community Planning**

**Community Care, Health & Well-being** – the businesses regulated by FSS have an impact on communities and the health and well-being of the residents of Scotland and Renfrewshire. This shift in regulatory focus should assist businesses and communities.

**Greener** – As the national food body, FSS lead on certain environmental issues e.g. sustainable food growth which links to Renfrewshire Council.
4. **Legal** – none
5. **Property/Assets**-none
6. **Information Technology** - none
7. **Equality & Human Rights** - There are no impacts on equality and human rights as part of this paper.
8. **Health & Safety** – none
9. **Procurement** – none
10. **Risk** – none
11. **Privacy Impact** - none

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## **List of Background Papers**

- a) Food Standards Scotland draft Regulatory Strategy

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## **Food Standards Scotland Regulatory Strategy**

### **1. What is your name?**

*Chris Dalrymple – Regulatory and Enforcement Manager*

### **2. What is your email address?**

[\*chris.dalrymple@renfrewshire.gcsx.gov.uk\*](mailto:chris.dalrymple@renfrewshire.gcsx.gov.uk)

### **3. What is your organisation?**

*Renfrewshire Council*

### **4. Please note that Food Standards Scotland may publish details that you supply in legitimate pursuit of the functions of the organisation. As the publication of responses in full may include personal data (such as your full name and contact address details). Do you agree to the publication of your personal details? If no objection is received we will assume that you consent to full disclosure of your personal details and these may be published.**

Yes

### **5. Do respondents' have any comments on the key outcomes and elements of the draft FSS regulatory strategy attached at Annex B?**

*Renfrewshire Council agrees with the key regulatory outcomes:*

- *Consumers are protected,*
- *Responsible food businesses flourish,*
- *Irresponsible food businesses are dealt with effectively,*
- *Food and feed official control systems are sustainable, responsive and robust,*
- *FSS is a trusted, empowered and effective regulator*

*In particular, Renfrewshire Council agrees that consumer protection should be at the core of the strategy.*

**6. Do respondents' have any comments on the proposed regulatory decision making framework and compliance spectrum model outlined in paragraphs 5.8 and 5.9 of the draft regulatory strategy? The views of enforcement authorities on practical implementation are particularly welcome.**

*Renfrewshire Council agrees with the adoption of a compliance model which will apply across the range of official controls.*

*The model in Figure 2 (Section 5.14) is also agreeable for Renfrewshire Council. It is consistent with the graduated approach to compliance and is the same as other regulatory bodies e.g. SEPA.*

*Specifically in relation to Sections 5.8 and 5.9, discussion will be required with local authorities in relation to the development of voluntary or co-regulation as this can lead to potential difficulties in the future. These include inconsistencies in approach, key issues being missed and a decline in the effectiveness of regulation.*

**7. Respondents' views are invited on the six key elements of an effective and sustainable system of regulatory oversight attached at Annex C.**

*Renfrewshire Council agree that the six key elements are appropriate:*

- *consumers should have trust in the regulatory oversight of businesses;*
- *the standards applied to food and feed production should be internationally recognised;*
- *businesses should have confidence in regulatory oversight, and be confident that good compliance is recognised, and non-compliance is addressed effectively;*
- *compliance should be achieved through risk-based, proportionate and effective enforcement where necessary;*
- *there should be confidence in systems for monitoring, reporting and evaluating performance of both businesses and the regulator;*
- *controls should be effective and sustainable, protect consumers and support the reputation of Scotland and Scottish businesses*

*These elements are exactly what Renfrewshire Council would expect to see in the Regulatory Strategy.*

**8. Respondents' views are invited on the different ways in which FSS and enforcement authorities can support food businesses achieve sustained regulatory compliance, particularly SMEs.**

*Sustained compliance will only be achieved if food businesses have sufficient knowledge and ability. Unfortunately, experience shows that with irresponsible businesses, commercial interests will often outweigh public health protection.*

*Enforcement authorities have for many years given assistance and support to businesses in an effort to raise standards and this has been on the whole successful. Engagement can only be achieved with those businesses that are willing to take part. If this can be achieved prior to a business opening, this will have the most successful outcome. This is why Renfrewshire Council would strongly endorse a system for pre-trading authorisation.*

*Businesses being able to see a commercial advantage to having sustained compliance will be the key to success.*

**9. What are the priority areas for developing supporting technical guidance and compliance tools for the food and drink industry?**

*It is not clear exactly what priority areas are being referred to, however, we have assumed it is for the regulatory priority areas rather than Sector.*

*The supporting technical guidance would need to state clearly what an absolute requirement is or what is best practice.*

*The priority areas for Renfrewshire Council include:*

- *safe food and protecting public health,*
- *Technical guidance for ports and airports,*
- *Changes to Annex 5 and scoring of food businesses,*
- *Food Standards and food labelling,*
- *Risky foods e.g. biltong.*

**10. Respondents' views are invited on the different ways in which FSS and enforcement authorities can gain assurance about the performance of food businesses.**

*Performance of businesses is critical to ensuring the protection of Public Health. It is clear that a "One size fits all" approach will not work with regards to voluntary/co-regulation, third party etc. It would potentially need to be a myriad of regulation which would be difficult.*

*Renfrewshire Council would welcome further discussion on this.*

*The main aim is to gain assurance of the food businesses and different approaches will be required.*

*Whilst the regime requires to be cost effective, Public Health Protection requires to be the main focus rather than saving money.*

**11. What are respondents' views on commercial assurance schemes or industry generated data having a more prominent role in the overall regulatory system?**

*Renfrewshire Council agrees in principle with a proposal to have enhanced data and information sharing between FSS, enforcement authorities and the food and drink industry for official control purposes, particularly in relation to the results of commercial food sampling programmes and traceability infrastructure.*

**12. What are respondents' views on the current balance of legal, financial and reputational sanctions that are available to the Courts, regulators and enforcement authorities to address and deter non-compliance in the Scottish food and drink sector?**

*Renfrewshire Council feels that the current sanctions available to regulators are generally sufficient. The ultimate sanction of reporting to the procurator fiscal is infrequently used as food authorities will only use this as a last resort. The problem from experience is that a great deal of resource goes in to preparing reports for the procurator fiscal and often the outcomes appear disproportionate. In the current climate of dwindling resources, enforcers must balance how best to achieve a satisfactory outcome for the protection of public health.*

*Renfrewshire Council feels that the current sanctions in place are appropriate and can be used to assist business, but also protect Public Health where required.*

**13. Are there any other forms of penalty or sanction that should be considered or made available?**

*There should always be a graduated approach to enforcement, consistent with the Regulators Code of Practice.*

*Consideration should be given to fixed penalty notices for less serious non-compliance as these are already used within local authorities and would easily be transferrable under current administrative arrangements. This would however require some thought, as the penalty would have to be sufficient to*

*ensure that the penalty was punitive and that the administration costs did not outweigh any benefits from the scheme.*

*Consideration should be given to establishing a better link with the procurator fiscal service in terms of food law reports. The positive experience in dealing with the specialist procurator fiscal in health & safety cases can be cited as an example of where this works well. This is especially important as food crime becomes more complex.*

**14. What are respondents' views on the strengths and weaknesses of the existing system for food business registration?**

*Whilst the existing system for food registration is a means of allowing the food authority to record food businesses within their enforcement area, it relies on the food business contacting the authority and keeping information up to date. Experience shows that only those businesses who are responsible register prior to opening. Non registered businesses in most cases; come to the attention of the food authority following complaints, food poisoning incidents, food fraud, etc. There is therefore a risk to public health, reputational risk and fall in consumer confidence that can also adversely impact on responsible food businesses within the sector.*

*In addition, responsible food businesses are currently put at a commercial disadvantage. As the sanction for non-registration is reporting to the procurator fiscal. It would be highly unusual for a food authority to take action against a business for non-registration in isolation. Non-registered businesses are from experience, a drain on resources as time is taken to bring them up to a satisfactory standard. This also puts responsible businesses at a disadvantage, as there is less time to spend supporting them. The current system is therefore discredited amongst the enforcement community and industry.*

**15. Do respondents feel there would be merit in considering further the need for a pre-trading authorisation scheme for all food businesses in Scotland? Please outline your reasons.**

*Renfrewshire Council strongly agrees that there would be merit in a pre-trading authorisation scheme for all food businesses in Scotland. Any scheme should ensure that there are sanctions which prevent food businesses opening/operating without prior approval. The scheme should ensure that non-registered businesses cannot operate until approval is given by the food authority. This would allow food authorities a reasonable time to deal more effectively with such businesses.*

*Currently, where there is no imminent risk to health, a non-registered business can still operate. The scheme should ensure that if a business has no pre trading authorisation, then trading should cease immediately until the food*

*authority are satisfied that they meet the required standard. A reasonable timescale should be built in to the scheme which will assist in resource planning.*

*A proper pre-trading authorisation scheme would: protect public health, be fairer to the industry, especially responsible food businesses and would ensure that irresponsible food businesses are dealt with effectively.*

**16. Respondents' views are invited on the principles of official food and feed control delivery at Annex D.**

*Renfrewshire Council:*

- *Agrees that official controls must verify that food business operators are meeting their responsibilities to ensure that food is safe.*
- *Agrees that responsible, compliant businesses may be recognised through alternative regulatory mechanisms of assurance approved and verified by FSS.*
- *Agrees that official controls should ensure that non-compliant businesses become compliant, and be effective in preventing persistently non-compliant businesses from operating.*
- *Agrees strongly that where possible there should be consistency of approach regardless of the official controls being delivered.*
- *Agrees that all businesses should contribute to the costs of official controls, which should be no more than they need to be. Agrees strongly that non-compliance should cost more than compliance, and should not be supported by public subsidy.*
- *Agrees that the outcome of official controls should be transparent, and consumers should be given the relevant information to make informed decisions.*

**17. What do respondents feel are the main challenges and opportunities for improvement within the existing model for delivering food and feed inspections in Scotland?**

*Some of the main challenges and opportunities include:*

- *Financial challenges*
- *Resource challenges*
- *Efficient and smarter way of working*
- *Sharing expertise and resource where possible*
- *Sharing data/intelligence better*
- *Changing nature of food crime*

**18. What are respondents' views on regulatory approaches to private certification and the possibility of using third party inspection bodies as part of the regulatory assurance system for food and feed in Scotland, verified centrally by FSS?**

*Renfrewshire Council generally welcomes a greater role for commercial third party assurance schemes for the purpose of earned recognition to reduce official inspection frequencies. The businesses should however; remain a part of the local authority inspection programme.*

**19. Respondents' views are invited on the principle that the food and drink industry in Scotland should contribute to the cost of maintaining an effective and sustainable regulatory system for food and feed.**

*Renfrewshire Council welcomes the proposal so long as this will ensure the preservation of food law activity and ensure public health protection. Any scheme would have to be consistent throughout Scotland so that there are not disproportionate burdens placed on particular local authorities, businesses, etc.*

*Any money raised/received should be to cover expenses and require to be proportionate. A system of charging for revisits and further work may be best as it gives an incentive to the business to get it "right first time".*

*Care requires to be taken to ensure that businesses don't become customers of enforcement authorities and the balance of power remains critical i.e. just because they are paying doesn't mean we cannot take enforcement action/prosecute etc.*

*In addition, any monies raised should be ring fenced for the purposes of regulatory activity improving processes and efficiency to support businesses and their development.*



## Renfrewshire Council

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**To:** ENVIRONMENT POLICY BOARD

**On:** 15 MARCH 2017

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**Report by:** DIRECTOR OF COMMUNITY RESOURCES

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**Heading:** VEHICLE IDLING AND VEHICLE EMISSIONS CAMPAIGN 2016/17

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### 1. Summary

- 1.1 To assist with improving air quality within Air Quality Management Areas, Renfrewshire Council runs educational campaigns to highlight the effect that vehicle idling has on air quality and works with Police Scotland to randomly stop motorists to check the vehicle emissions.
- 1.2 These tests have historically been conducted within Paisley Town Centre (Wallneuk Road). Due to the declaration of 2 further Air Quality Management Areas within Renfrew Town Centre and Johnstone Town Centre in August 2016, the intention is to conduct additional vehicle emission testing around these town centres.
- 1.3 The vehicle emissions campaign will be undertaken over four days in March 2017 with a year long vehicle idling campaign at schools starting at the same time.
- 1.4 The service, through Scottish Government funding, has provided access, for local companies, to sign up to the Ecostars (Efficient and Cleaner Operations) fleet recognition scheme, fuel management and operational efficiency support programme. The programme is aimed at operators of goods vehicles, vans, buses, taxis and coaches. It has the core objective of encouraging commercial fleet operators based (or with significant operations) within Renfrewshire to adopt operational and environmental best practice. The Council's own fleet has participated in the scheme and was awarded a 4 star rating (out of a maximum of 5 stars). This is an excellent rating to achieve given the size and diversity of the Council's fleet.
- 1.5 The Ecostars fleet management programme will form part of the Renfrewshire Council Air Quality Action plan which is currently being devised and will contribute to

improvements with regards to the air quality approach.

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## **2. Recommendations**

It is recommended that the Environment Policy Board:

- 2.1 Notes the Council's vehicle idling and emissions campaign, commencing during March 2017.
- 2.2 Notes that the vehicle emissions testing will be undertaken in conjunction with partners including Police Scotland and that during inspections officers will be assessing compliance with other legislation including smoking in motor vehicles with children, vehicle condition etc.
- 2.3 Authorises the Director of Community Resources to act as a signatory for certificates related to the ECO Stars fleet recognition scheme.

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## **3. Background**

- 3.1 Renfrewshire Council received £15,000 from the Scottish Government as part of the air quality action grant to participate in a vehicle idling and emissions initiative for the financial year 2016/17.
- 3.2 The aim of the campaign is to raise awareness amongst the public of the impact on air quality of vehicle idling and to take enforcement action where vehicles fail emissions testing.

### **Vehicle Emissions**

- 3.3 The campaign will be coordinated by the Renfrewshire Wardens Service and will involve joint working with partners from Police Scotland and the Renfrewshire Licensing Team in respect of licensed taxis. Also participating will be taxi inspectors from neighbouring local authorities, Glasgow City Council & East Renfrewshire Council.
- 3.4 Vehicles will be stopped by Police Scotland and tested by Renfrewshire Council. Those which fail the emissions test will be issued with a Fixed Penalty Notice. The fine for failing an emissions test is £60. However, the notice will be waived if the driver presents an MOT test certificate within 14 days indicating that the fault has been repaired.
- 3.5 The exact areas used for the emissions testing have still to be identified; however they must be within half a mile of an Air Quality Management Area. Investigations are currently underway to identify locations that are suitable to allow vehicles to be stopped and testing undertaken in a safe manner.

3.6 With regards to communication before, during and after the campaign:

- A public notice will be placed in a local newspaper giving 28 days' notice of the intention to carry out testing;
- Information letters and idling leaflets will be sent to all bus companies operating within the Renfrewshire area as well as taxi companies and large transport businesses;
- Leaflets will be handed out by Wardens during the stops;
- A press release will appear in local papers, before the campaign to highlight the aims and afterwards to demonstrate the outcomes of the campaign;
- Information will also be made available on the Renfrewshire Council Website and on Renfo prior to the launch and during the campaign.

3.7 The first phase of vehicle emissions testing took place on 15-16 November 2016. Renfrewshire Wardens, working in partnership with Licensing Officers and Police Scotland, carried out emissions testing on light vehicles entering the Air Quality Management Area in Paisley town centre. 514 vehicles were tested (including 22 taxis and private-hire vehicles) with 5 fails resulting in the issuing of Fixed Penalty Notices to the drivers. There were also 6 warnings issued due to minor defects.

**Vehicle Idling**

3.8 It is not an offence to idle a motor vehicle; the offence is for idling a vehicle unnecessarily, however, this is not clearly defined within the legislation and it resides with the officer to make a judgement at the time. Officers within Renfrewshire Council regularly patrol and offer advice where motorists are seen to be unnecessarily idling.

3.9 Using Community Safety statistics and complaints, a selection of schools will be visited and Renfrewshire Wardens will undertake patrols to advise and educate parents that are idling unnecessarily. This will be done in coordination with the school Head Teacher and Children's Services.

3.10 As part of the on-going education campaign, Renfrewshire Council will work with Children's Services to provide every child with a leaflet, to be passed to a guardian regarding vehicle idling and the effect that this can have on the child (Appendix 1). Removable banners will also be erected at the school during the campaign (Appendix 2).

3.11 Schools will also be provided with text messages that can be used to highlight the issue regarding idling outside of schools. Standard paragraphs will also be prepared for school newsletters (Appendix 3).

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#### **4. Renfrewshire Council fleet and ECO Stars**

- 4.1 ECO Stars is a fuel management and operational efficiency support programme aimed at operators of goods vehicles, vans, buses, taxis and coaches. The schemes core objective is to encourage commercial fleet operators based (or with significant operations) within Renfrewshire to adopt operational and environmental best practice. The scheme is designed to give operators recognition for their current practices and then ongoing support and free guidance to continually improve efficiency, reduce fuel consumption and reduce fleet emissions – all helping to improve local air quality, maximise carbon savings and tackle climate change.
- 4.2 Implementation of the ECO Stars scheme has recently commenced within Renfrewshire and is being delivered and managed by a specialist transport consultant, TRL, on behalf of the Council. The scheme is completely free for operators to join with funding provided via the Scottish Government's Air Quality Action Plan grant.
- 4.3 The Council is the first member of the scheme with an inspection of the Council fleet and operational and environmental best practice undertaken in November 2016. The Council have been awarded a 4 star rating (out of a maximum of 5 stars). This is an excellent rating to achieve, particularly due to the size and diversity of the fleet.
- 4.4 Following the assessment the Council have been commended for a number of positive environmental operational practices including the on-going corporate policy of fleet renewals, implementation of a 'fuel champion', regular meetings with all relevant service managers, willingness to trial new technologies (electric and ultra-low emission vehicles), consideration of whole life costs of vehicles, ongoing skills development for all drivers and the recent installation of the Masternaut telematics support system.
- 4.5 The report outlines a number of additional measures for the Council to build upon the achievements to date which will hopefully enable progression to the top 5 star rating.
- 4.6 The Council has now written to approximately 40 local companies promoting the ECO Stars scheme. A representative from TRL will also be presenting a talk at a future Greener Transport Sub Group meeting to encourage membership from Community Planning Partners. It is hoped that membership will increase over the next few months and should the scheme prove successful and there be sufficient interest from local operators then further funding will be applied for to continue and expand the scheme into 2017/18.
- 4.7 Over time, the ECO Stars scheme could provide a valuable intervention and contribute to the delivery of improved air quality through reduced emissions from HGVs across the entire Council area, as well as providing an opportunity for the Council to discuss transport related air quality issues with the main freight operators in the area.

- 4.8 Once a fleet operator has been successful, they will obtain a certificate advising of the standard/rating achieved.
- 4.9 This report requests authority for the Director of Community Resources to act as the authorised signatory for these certificates within Renfrewshire.

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### **Implications of the Report**

1. **Financial** – all costs are currently met from the Scottish Government Air Quality grant. Staff costs are met from existing budgets.
2. **HR & Organisational Development** – none
3. **Community Planning**

**Community Care, Health & Well-being** – by incorporating this campaign as part of the Renfrewshire Council Air Quality Action Plan, we aim to improve air quality and provide a clean and safe environment for all of Renfrewshire's residents, workers and visitors.

**Greener** - improving air quality will have a beneficial impact on Renfrewshire's natural environment.
4. **Legal** – none
5. **Property/Assets** - none
6. **Information Technology** - none
7. **Equality & Human Rights** - The recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – none
9. **Procurement** – none
10. **Risk** – none
11. **Privacy Impact** - none

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**List of Background Papers - None**

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Appendix 2



**Text 1**

KEEP SCHOOLS SAFE FOR CHILDREN TO ENTER AND LEAVE. CONSIDERATE DRIVERS DON'T PARK ON YELLOWLINES, ZIG-ZAGS OR PAVEMENTS.

**Text 2**

PROTECT SCHOOL CHILDREN FROM HARMFUL VEHICLE EMISSIONS. TURN YOUR ENGINE OFF WHEN WAITING OUTSIDE SCHOOL IN YOUR CAR.

**Road safety Information to be included in school newsletters to parents**

We are focusing on two important issues that affect the health and safety of children at our schools:

**Dangerous parking**

Inconsiderate parking causes congestion around schools and endangers the safety of children walking in, out or around school premises.

If you are dropping or collecting your child at school, please follow these guidelines:

- Do not park on 'Keep Clear' markings or yellow lines
- Do not park on zig-zag markings
- Be considerate and do not stop in the middle of the road
- Do not park on pavements or across dropped kerbs

**Engine idling**

Keeping your engine running while you are waiting near the school creates pollutants and fumes which are potentially harmful to your children's health.

Also, it's against the law and can result in a fixed penalty being issued.

The solution is simple - if you are waiting to collect your children at school, turn your engine off.



**STATEMENT OF EXEMPT  
REPORTS SUBMITTED TO  
THE  
ECONOMY & JOBS POLICY BOARD  
ON  
15 MARCH, 2017**

