

Notice of Meeting and Agenda Planning & Property Policy Board

Date	Time	Venue
Tuesday, 12 May 2015	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

KENNETH GRAHAM
Head of Legal & Democratic Services

Board Membership

Councillor Eddie Devine: Councillor Audrey Doig: Councillor Christopher Gilmour: Councillor Eddie Grady: Councillor John Hood: Councillor James MacLaren: Councillor Stephen McGee: Councillor Marie McGurk: Councillor Alexander Murrin: Councillor Iain Nicolson: Councillor Bill Perrie: Councillor Maureen Sharkey

Councillor Terry Kelly (Convener): Councillor Bill Brown (Depute Convener)

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.gov.uk/agendas.

For further information, contact
democratic-services@renfrewshire.gov.uk.

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.

Items of business

During consideration of the following items of business, the meeting will be open to the press and public.

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.

- | | | |
|------------|--|----------------|
| 1 | Revenue Budget Monitoring Report | 7 - 16 |
| | Joint report by the Directors of Finance & Resources and Development & Housing Services. | |
| 2 | Capital Budget Monitoring Report | 17 - 22 |
| | Report by the Director of Finance & Resources. | |
| 3 | Service Improvement Plan | |
| (a) | Service Improvement Plan 2015/18 | 23 - 60 |
| | Report by the Director of Development & Housing Services. | |
| (b) | Service Improvement Plan 2014/17 Outturn Report | 61 - 94 |
| | Report by the Director of Development & Housing Services. | |
| 4 | Russell Institute Project Update | 95 - 98 |
| | Report by the Director of Development & Housing Services. | |

5	Renfrewshire Housing Land Supply Supplementary Guidance and Review of Adopted Renfrewshire Local Development Plan	99 - 112
	Report by the Director of Development & Housing Services.	
6	Renfrew Town Centre Simplified Planning Zone - Draft Scheme	113 - 148
	Report by the Director of Development & Housing Services.	
7	Land & Property	
(a)	Lease of Premises: Tannahill Centre, Paisley	149 - 154
	Report by the Director of Finance & Resources.	
(b)	Re-provision of Shops: Hallhill Road, Johnstone: Update Report	155 - 160
	Report by the Director of Finance & Resources.	
(c)	Riverside House, Old Ferry Road, Erskine	161 - 164
	Report by the Director of Finance & Resources.	
(d)	KGV Playing Fields, Renfrew	165 - 168
	Report by the Director of Finance & Resources.	
8	Awards & Nominations	169 - 172
	Report by the Director of Development & Housing Services.	
9	Recognition of Paisley Grand Fountain: Interpretation & Restoration Project	
	Presentation by the Director of Development & Housing Services.	

10 Planning Applications Quarterly Performance - Q3-Q4 2014/15 173 - 178

Report by the Director of Development & Housing Services.

Proposal of Application Notices

Proposal of Application Notices are included for members information only. Members should note that the Notices may subsequently come before them for determination as planning applications and as such should consider the guidance contained in the Scottish Government Guidance on the Role of Councillors in Pre-Application Procedures and the Councillors Code of Conduct.

11 Proposal of Application Notices 179 - 184

Report by the Director of Development & Housing Services.

Planning Applications

Members must deal with planning applications in an objective manner to ensure that they cannot be challenged with accusations of bias or predetermination. Votes on planning applications must be seen to be impartial and not influenced by party political issues.

12 Planning Applications 185 - 206

Report by the Director of Development & Housing Services.

EXCLUSION OF PRESS AND PUBLIC

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 paragraph 6 of Part I of Schedule 7A of the Local Government (Scotland) Act, 1973.

13 Land & Property

- (a) Disposal of Land: Centreholm, Erskine**
- (b) Former Stewart House, Glendee Road, Renfrew**
- (c) Disposal of Land: Abbey Road, Elderslie**
- (d) Arnotts Paisley Sub-Lease**



To: Planning and Property Policy Board

On: 12 May 2015

Report by: Director of Finance and Resources and Director of Development and Housing Services

Heading: Revenue Budget Monitoring to 27 February 2015

1. Summary

- 1.1 Gross expenditure is £483,000 (5.2%) over budget and income is £483,000 (10.1%) greater than anticipated which results in a **net breakeven position** for the 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
Planning Division	Breakeven	0.0%	Breakeven	0.0%
Property and Construction Services	Breakeven	0.0%	Breakeven	0.0%

2. Recommendations

- 2.1 Members are requested to note the budget position
- 2.2 Members are requested to note there have been net budget realignments of £33,546 processed since the last report related to transfers to the corporate landlord.
-

3. **Planning**

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

The current breakeven position mainly reflects the net effect of a minor overspend in Employee Costs which has been offset by an over-recovery of income.

3.1 **Projected Year End Position**

It is projected that the Planning division will achieve a breakeven position by the year end.

4. **Property and Construction Services**

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

The current breakeven position reflects overspends in Property Costs and Contractors and Others costs offset by an over-recovery in income.

The overspend in property costs of £148,000 is due to additional repair costs within the Corporate Landlord service and will be contained within the overall Property Services budget.

The overspend within Contractor and Other costs of £369,000 reflects the increased levels of professional support to service the significant capital schemes currently being led by Property Services and will be offset by increased fee income.

4.1 **Projected Year End Position**

It is anticipated that Property & Construction Services will achieve a breakeven position at the year end.

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

List of Background Papers

None

Author: David Forbes, Extension 6424

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2014/2015
1st April 2014 to 27 February 2015

POLICY BOARD : PLANNING AND PROPERTY

Description (1)	Revised Annual Budget (2)	Revised Period Budget (3)	Actual (4)	Adjustments (5)	Revised Actual (6) = (4 + 5)	Budget Variance (7)		
	£000's	£000's	£000's	£000's	£000's	£000's	%	
Employee Costs	5,365	4,554	4,462	63	4,525	29	0.6%	underspend
Property Costs	3,751	3,190	2,821	517	3,338	(148)	-4.6%	overspend
Supplies & Services	109	82	119	(16)	103	(21)	-25.6%	overspend
Contractors and Others	493	492	749	118	867	(375)	-76.2%	overspend
Transport & Plant Costs	8	3	3	0	3	0	0.0%	breakeven
Administration Costs	2,964	189	193	(4)	189	0	0.0%	breakeven
Payments to Other Bodies	1,013	779	747	0	747	32	4.1%	underspend
CFCR	0	0	0	0	0	0	0.0%	breakeven
Capital Charges	1,574	0	0	0	0	0	0.0%	breakeven
GROSS EXPENDITURE	15,277	9,289	9,094	678	9,772	(483)	-5.2%	overspend
Income	(10,103)	(4,796)	(5,277)	(2)	(5,279)	483	10.1%	over-recovery
NET EXPENDITURE	5,174	4,493	3,817	676	4,493	0	0.0%	breakeven

£000's

0
0

Bottom Line Position to 27 February 2015 is breakeven of
Anticipated Year End Budget Position is breakeven of

0.0%
0.0%

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2014/2015
1st April 2014 to 27 February 2015

POLICY BOARD : PLANNING AND PROPERTY

Description (1)	£000's	Revised Annual Budget (2)	Revised Period Budget (3)	Actual (4)	Adjustments (5)	Revised Actual (6) = (4 + 5)	Budget Variance (7)		
		£000's	£000's	£000's	£000's	£000's	£000's	%	
Planning		2,390	618	506	112	618	0	0.0%	breakeven
Property and Construction Services		2,786	3,875	3,311	564	3,875	0	0.0%	breakeven
NET EXPENDITURE		5,176	4,493	3,817	676	4,493	0	0.0%	breakeven

Bottom Line Position to 27 February 2015 is breakeven of	£000's	0.0%
Anticipated Year End Budget Position is breakeven of	0	0.0%

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2014/2015
1st April 2014 to 27 February 2015

POLICY BOARD : PLANNING AND PROPERTY : PLANNING

Description (1)	Revised Annual Budget (2)	Revised Period Budget (3)	Actual (4)	Adjustments (5)	Revised Actual (6) = (4 + 5)	Budget Variance (7)		
	£000's	£000's	£000's	£000's	£000's	£000's	%	
Employee Costs	1,740	1,510	1,533	0	1,533	(23)	-1.5%	overspend
Property Costs	104	2	2	0	2	0	0.0%	breakeven
Supplies & Services	10	9	9	0	9	0	0.0%	breakeven
Contractors and Others	23	26	(84)	116	32	(6)	-23.1%	overspend
Transport & Plant Costs	7	2	2	0	2	0	0.0%	breakeven
Administration Costs	1,870	112	116	(4)	112	0	0.0%	breakeven
Payments to Other Bodies	772	620	620	0	620	0	0.0%	breakeven
CFCR	0	0	0	0	0	0	0.0%	breakeven
Capital Charges	586	0	0	0	0	0	0.0%	breakeven
GROSS EXPENDITURE	5,112	2,281	2,198	112	2,310	(29)	-1.3%	overspend
Income	(2,722)	(1,663)	(1,692)	0	(1,692)	29	1.7%	over-recovery
NET EXPENDITURE	2,390	618	506	112	618	0	0.0%	breakeven

£000's

0.0%
0.0%

Bottom Line Position to 27 February 2015 is breakeven of
Anticipated Year End Budget Position is breakeven of

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2014/2015
1st April 2014 to 27 February 2015

POLICY BOARD : PLANNING AND PROPERTY : PLANNING

Description (1)	£000's	Revised Annual Budget (2)	Revised Period Budget (3)	Actual (4)	Adjustments (5)	Revised Actual (6) = (4 + 5)	Budget Variance (7)		
		£000's	£000's	£000's	£000's	£000's	£000's	%	
Policy and Regeneration Development Standards		2,413 (23)	1,126 (508)	1,016 (510)	13 99	1,029 (411)	97 (97)	8.6% -19.1%	underspend under-recovery
NET EXPENDITURE		2,390	618	506	112	618	0	0.0%	breakeven

Bottom Line Position to 27 February 2015 is breakeven of 0.0%

Anticipated Year End Budget Position is breakeven of 0.0%

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2014/2015
1st April 2014 to 27 February 2015

POLICY BOARD : PLANNING AND PROPERTY : PROPERTY AND CONSTRUCTION SERVICES

Description (1)	£000's	Revised Annual Budget (2)	Revised Period Budget (3)	Actual (4)	Adjustments (5)	Revised Actual (6) = (4 + 5)	Budget Variance (7)	
							£000's	%
Employee Costs	3,627	3,044	2,929	2,929	63	2,992	52	1.7%
Property Costs	3,648	3,189	2,820	2,820	517	3,337	(148)	-4.6%
Supplies & Services	98	73	110	110	(16)	94	(21)	-28.8%
Contractors and Others	470	466	833	833	2	835	(369)	-79.2%
Transport & Plant Costs	1	1	1	1	0	1	0	0.0%
Administration Costs	1,094	76	76	76	0	76	0	0.0%
Payments to Other Bodies	241	159	127	127	0	127	32	20.1%
CFCR	0	0	0	0	0	0	0	0.0%
Capital Charges	988	0	0	0	0	0	0	0.0%
GROSS EXPENDITURE	10,167	7,008	6,896	6,896	566	7,462	(454)	-6.5%
Income	(7,381)	(3,133)	(3,585)	(3,585)	(2)	(3,587)	454	14.5%
NET EXPENDITURE	2,786	3,875	3,311	3,311	564	3,875	0	0.0%
								break-even

£000's

0.0%
0.0%

Bottom Line Position to 27 February 2015 is break-even of
Anticipated Year End Budget Position is break-even of

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2014/2015
1st April 2014 to 27 February 2015

POLICY BOARD : PLANNING AND PROPERTY : PROPERTY AND CONSTRUCTION SERVICES

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	%
Directorate		126		316		316		0		316		0	0.0%
Investment & Technical Services		(62)		316		198		1		199		117	37.0%
Finance & Support Services		(45)		414		380		46		426		(12)	-2.9%
Corporate Landlord		2,768		2,548		2,138		526		2,664		(116)	-4.6%
Facilities Management		0		0		0		0		0		0	0.0%
Central Repairs Account		0		0		0		0		0		0	0.0%
Office Accommodation		(1)		281		279		(9)		270		11	3.9%
NET EXPENDITURE		2,786		3,875		3,311		564		3,875		0	0.0%
													breakeven

£000's

0.0%

Bottom Line Position to 27 February 2015 is breakeven of
Anticipated Year End Budget Position is breakeven of

0
0

0.0%



To: PLANNING & PROPERTY POLICY BOARD

On: 12 MAY 2015

Report by: Director of Finance and Resources

Heading: Capital Budget Monitoring Report

1. Summary

- 1.1 Capital expenditure to 27th February totals £5.697m compared to anticipated expenditure of £5.691m for this time of year. This results in an over-spend position of £0.006m for those services reporting to this board, and is summarised in the table below:

Division	Current Reported Position	% Variance	Previously Reported Position	% Variance
Planning Services	£0.095m u/spend	7% u/spend	£0.000m u/spend	0% u/spend
Corporate Projects (Property)	£0.101m o/spend	2% o/spend	£0.111m o/spend	3% o/spend
Total	£0.006m o/spend	0% o/spend	£0.111m o/spend	3% o/spend

- 1.2 The 7% under-spend within Planning Services primarily relates to the Townscape Heritage Initiative Programme and reflects the accumulation of small timing issues in the individual programmes included in the overall scheme. Expenditure is expected to be contained in the revised full year budget.
- 1.3 The 2% over-spend within Corporate Projects (Property) primarily relates to the Energy Efficiency Programme and reflects the a number of timing issues in the individual programmes included in the overall scheme. Expenditure is expected to be contained in the revised full year budget.

- 1.4 The expenditure total of £5.697m represents 70% of the resources available to fund the projects being reported to this board. Appendix 1 provides further information on the budget monitoring position of the projects within the remit of this board.
-

2. **Recommendations**

- 2.1 It is recommended that Members note this report.
-

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 Development & Housing Services.
- 3.2 This capital budget monitoring report details the performance of the Capital Programme to 27th February 2015, and is based on the Capital Investment Programme which was approved by members on 13th February 2014, and adjusted for movements since its approval.
-

4. **Budget Changes**

- 4.1 Since the last report budget changes totalling £0.059m have arisen and reflect the net result of:-
- Re-profiling to 2014/15 from 2015/16 in the Energy Efficiency Programme based on programme delivery timescales (£0.019m).
 - A transfer from Museum Ceramics Storage Facility programme in Leisure Services to the Lifecycle Capital Maintenance Fund (£0.040m) reflecting the fact that Corporate Landlord carried out the work.

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.

List of Background Papers

- (a). Capital Investment Programme 2014/15 & 2015/16 – Council, 13th February 2014.

The contact officers within the service are:

- Paul Davies (Finance & Resources)
- Joe Lynch (Development & Housing)
- Fraser Carlin (Development & Housing)

Author: *Paul Davies, Principal Accountant, 0141 618 7211, paul.davies@renfrewshire.gov.uk.*

Appendix 1

CAPITAL PROGRAMME 2014/15 - BUDGET MONITORING REPORT TO 27 FEBRUARY 2015 (£000s)

POLICY BOARD Department	Council Approved Programme	Current Programme	Share of Available Resources	Year to Date Budget to 27-Feb-15	Spent to 27-Feb-15	Variance to 27-Feb-15	% variance	Unspent Cash Flow For Year	% Cash Spent
<i>Planning & Property</i> Planning & Transport (THI / LGAN) Corporate Issues (Property) TOTAL	1,805	1,643	1,643	1,448	1,353	95	7%	290	82%
	6,354	6,475	6,475	4,243	4,344	-101	-2%	2,132	67%
	8,159	8,118	8,118	5,691	5,697	-6	0%	2,422	70%



To: Planning and Property Policy Board

On: 12 May 2015

Report by: Director of Development and Housing Services

Heading: Service Improvement Plan 2015/16 – 2017/18

1. Summary

- 1.1 The Service Improvement Plan is a comprehensive statement of what Development and Housing Services intends to achieve over the next three years, based on the resources likely to be available. It takes account of the themes, actions, outcomes and targets set out in the Renfrewshire Community Plan, Single outcome Agreement and Council Plan.
- 1.2 Changes to the management structure of Development and Housing Services were approved at the Leadership board in February 2015 and the Service Improvement Plan reflects the new structure and priorities for the service. The future focus of Development and Housing Services is now being directed to deliver the Council's regeneration, employability and economic development priorities, as well as fulfilling the Council's role as landlord to its tenants and performing its statutory planning function to the highest possible standards.
- 1.3 The Service Improvement Plan covers a rolling three year period, and is reviewed and updated annually. The attached Service Improvement Plan covers the period 2015/16 to 2017/18.
- 1.3 This Service Improvement Plan contains:
- A strategic statement which sets out the key activities and key achievements during 2014/15 and an assessment of the challenges and priorities for the service over the next three years;
 - The high level strategic key outcomes the service will deliver
 - Financial Analysis
 - Strategic Improvement Action Plan
 - Service performance scorecard

- 1.4 This service plan is responding to the challenging financial environment and public sector reform which needs to be driven locally as well as responding to the national agenda. Despite these challenges, the Service has continued to make the best possible use of its resources and consequently, there are significant achievements to report over this period.
 - 1.5 As the board will be aware an outturn report detailing progress made with the Service Improvement Plan 2014/15 to 2016/17 is also being presented to the policy board this cycle.
-

2. Recommendations

It is recommended that the Planning and Property Policy Board:

- 2.1 Approves the attached Service Improvement Plan.
 - 2.2 Agrees that progress with the plan should be reported to the board in November 2015.
-

3. Background

- 3.1. One of the main purposes of the Service Improvement Plan is to enable elected members to take stock of what is happening in the service, and to consider and develop policy options which reflect changing circumstances both in terms of customer needs and resource availability in the context of the Council's priorities and the need to deliver Best Value.
 - 3.2. The Service Improvement Plan is part of the process of cascading the Council's priorities throughout the organisation. It also provides the means to integrate the various other operational plans and action plans. Service Improvement Plans link council and community planning priorities to Individual Development Plans, so that every employee knows how they help contribute to the council achieving its objectives.
 - 3.3. The Service Improvement Plan provides the Planning and Property Policy Board with a basis for evaluating the performance of the service, in terms of developing and improving services. Progress on the implementation of the Service Improvement Plan will be monitored and reported to the Planning and Property Policy Board on a six monthly basis. A review of progress will be brought to the board in November 2015.
-

Implications of the Report

1. **Financial** – the report includes a summary of the department's budget for 2015/16 in terms of area of service and type of expenditure and outlines budget changes and efficiencies.
 2. **HR & Organisational Development** – The Action Plan in section 7 of the report contains actions relating to staff involvement and development.
 3. **Community Planning** – The Service Improvement Plan takes account of the themes, actions, outcomes and targets set out in the Council Plan and Community Plan.
 4. **Legal** - None.
 5. **Property/Assets** – Measures are set out in this Service Improvement Plan which deal with the management of Development and Housing Services housing assets.
 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
-

List of Background Papers

- (a) None
-

Author: Douglas Morrison, Service Review and Development Manager, 0141 618 6263, douglas.morrison@renfrewshire.gov.uk



Development and Housing Services

Service Improvement Plan 2015/16 – 2017/18

Housing Strategy and Development

Development and Housing Services

Contact: Douglas Morrison

Phone: 0141 618 6263

Email: douglas.morrison@renfrewshire.gov.uk



Contents

1.Introduction	2
2. Key Activities of the Service	4
3. Financial Anaylsis.....	6
4. Three Year Strategic Assessment.....	8
5. Delivering our Key Outcomes.....	10
6. Measuring our Performance - out Key Targets.....	12
7. Our Strategic Improvement Action.....	13
8. Performance Indicator Scorecard.....	28

I. Introduction

- I.1 This Service Improvement Plan for Development and Housing Services covers the period from 2015/16 to 2017/18. The plan outlines what the service intends to achieve over the next three years based on the financial and employee resources likely to be available.
- I.2 The plan notes the principal factors that will influence service needs, development and delivery. It sets out the main priorities to be pursued and the key outcomes to be achieved over the next three years. The strategic actions and drivers which will help us to achieve the outcomes are outlined in our action plan in section 7.
- I.3 The factors that our service will be required to respond to are the challenging financial environment and public sector reform which will need to be driven locally as well as responding to the national agenda and legislative changes. Outlined below are the main factors facing the service over the life of the Service Improvement Plan and the likely impact that these issues will have on the service and our plans for addressing them.
- I.4 The financial outlook in which the Council is operating remains highly challenging and financial forecasts indicate that there is likely to be continuing pressure on public expenditure in the UK until at least 2018. Additional spending pressures are expected due to increasing demands on services from socio-economic factors, demographic changes and central government policy changes.
- I.5 The Renfrewshire Community Plan was formally approved by the Council in June 2013 and sets out an ambitious vision for the area, with each partner having a role in achieving outcomes for local people and communities. Complementing this, the updated Council Plan, 'A Better Future, A Better Council 2014-17' was approved by the Council in December 2013 and this sets out for our residents, employees and partners how the Council will deliver its part of the vision set out in the Community Plan.
- I.6 The approach taken in the Council Plan is simple; A Better Future in Renfrewshire will be delivered through A Better Council which continues to improve and evolve its services to ensure we remain a high performing Council. This approach is integrated within our service and strategic planning processes and this Service Improvement Plan is organised around these themes (as described in section 5).
- I.7 Our Service Improvement Plan outlines our ongoing commitment to existing priorities including the Invest in Renfrewshire programme, the implementation of the Local Development Plan and delivery of the Local Housing Strategy.
- I.8 As well as our ongoing commitments, we continue to implement and manage exciting new initiatives to help improve Renfrewshire. These include leading for the Council on the £1.13billion Clyde Valley City Deal investment programme and the implementation of our 10 year Paisley Town Centre Heritage Asset Strategy.

- I.9 We will deliver our services against the background of structural change to the way the Council organises the services it delivers. These changes include the integration of Health and Social Care Services and the transfer of Council culture and leisure services to Renfrewshire Leisure Trust in 2015.
- I.10 Renfrewshire's Tackling Poverty Commission recently published its findings and the Commission has formally asked the Renfrewshire Community Planning Partnership to take on progression of its report and recommendations. Development and Housing Services will ensure it is an active and full participant to help deliver the actions agreed.
- I.11 This Service Improvement Plan also outlines the changes to the management structure within Development and Housing Services. The future focus for Development and Housing Services is now being fully directed to deliver the Council's regeneration, employability and economic development priorities, as well as fulfilling the Council's role as landlord to its tenants and performing its statutory planning function to the highest possible standards.
- I.12 In a period of major changes, as detailed above, the Service Improvement Plan provides a focus outlining how we will deliver the strategic priorities over the next three years. The action plan (section 7) highlights our main actions and within this, signposts to the strategies and plans which contain the detail of the operational actions which will deliver the desired outcomes.

2. Key Activities of the Service

- 2.1 Development and Housing Services provides the economic development, planning, housing and the regeneration functions of the Council. This includes helping to deliver sustainable economic and physical regeneration in Renfrewshire, managing the Council's stock of approximately 12,500 houses and leading for the Council on the City Deal programme and the Paisley Heritage Asset Strategy.

Below are the key activities of the service during 2014 – 15.

- Agreement was reached to participate in the Glasgow and Clyde Valley City Deal on the basis of the offer negotiated by the Clyde Valley Councils with the UK and Scottish Governments. The City Deal brings together eight councils, including Renfrewshire, in the Glasgow and Clyde Valley City Region, to share £1.13billion of public sector investment over the next decade, of which £274m will be invested in Renfrewshire, which will be at the centre of three of the most important projects.
- The 10 year Paisley Town Centre Heritage Strategy was launched in June 2014, with the aim of achieving regeneration building on the outstanding cultural assets, heritage, and creative sector. As well as the capital projects which will be a catalyst for the physical and economic regeneration of the town centre, the strategy also includes positioning Paisley for candidacy for UK City of Culture in 2021.
- The Invest in Renfrewshire programme has continued to work with unemployed young people and a wide range of support and employment opportunities are available. The Council's internships alone have created an additional 162 employment opportunities over the last 2 years. Whilst during the same period 594 young people have started new jobs supported through the wage subsidy scheme.
- The Renfrewshire Local Development Plan was adopted on 28th August 2014 delivering a framework for investment and regeneration.
- The Hillington Park Simplified Planning Zone Scheme was adopted in October, 2014. This will encourage investment by removing unnecessary planning barriers to business development and by providing certainty and scope for expansion and growth.
- Between April 2014 and the end of March 2015 we received 947 planning related applications and 1,379 Building Warrants and delivered an efficient and effective Development Management and Building Standards service that seeks to encourage investment and sustainable economic growth.
- We contributed to the work of the Tackling Poverty Commission, and continued to support the workstreams of the corporate Welfare Reform

Programme to further explore options available to the Council as a landlord, our tenant base and internal/ external partners.

- Three new advocacy energy advisors are now in place and working through the actions in the revised Fuel Poverty Strategy. Their efforts are focused on reducing Fuel Poverty by maximising available grants and suggesting energy efficiency improvements for our residents.
- We have now completed the 5 year £138m programme to achieve SHQS compliance for our council housing stock by March 2015. Significant projects completed this year included the district heating replacement and over-cladding of 296 council homes, and 165 privately owned home using £6.8m in eco funding delivered to properties in Alice Street and Calside.
- We delivered our first ARC (Annual Return on the Charter) to the Scottish Housing Regulator in May 2014. We have established new performance reporting arrangements aligned to the Charter with a twice yearly update presented to the Housing and Community Safety Policy board. We completed our first tenant's report, which was produced with input from a group of tenants, and this report was posted to all tenants during October 2014.
- The first tenant panel scrutiny exercise which focused on the voids letting standard was completed. The second scrutiny exercise, looking at our customer's experience of the Customer Service Centre is taking place between February and April 2015.
- Our Property Services team managed the delivery of the capital investment programme, including the new Johnstone Town Hall which was formally handed over in March 2015. We also completed the new St. James Primary School with Phase 2 ongoing (car park and synthetic pitch). The official opening of which took place in October 2014.
- We have reduced the percentage of CO² emissions by the Council by 28% from the 2007/08 baseline. This is better than the ambitious target of 25% in the 2010 Carbon Management Plan. Our new Carbon Management Plan was approved by board in November 2014. This contains a detailed action plan which outlines what we plan to do over the next 6 years.

3. Financial Analysis

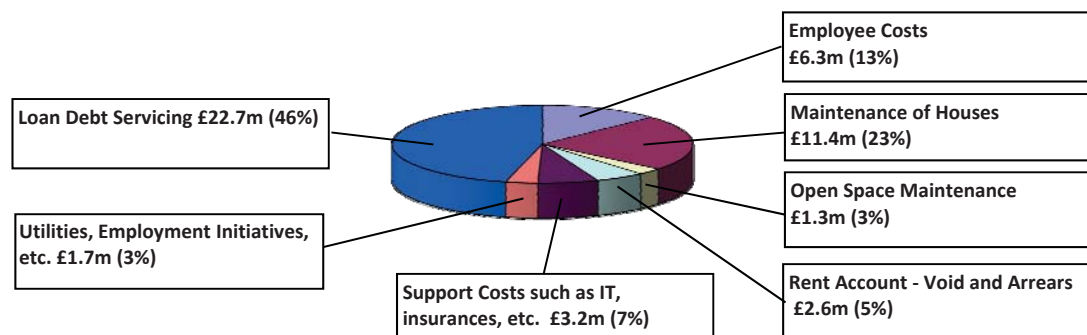
3.1 The diagrams detailed below illustrate the resources allocated to Development and Housing Services for 2015/16 to deliver the strategic priorities of the service. The analysis is provided in terms of area of service and type of expenditure. They are intended to give a broad indication of the relative scale of resources which will be devoted to each of the services principal activities during that period. Resources are allocated to service priorities from both the Housing Revenue Account and the General Fund Account:-

- Housing Revenue Account (HRA)
- General Fund Account
 - Other Housing Services (Homelessness)
 - Planning and Development Standards
 - Paisley Town Centre Heritage Asset Strategy
 - Economic Development (incl Invest in Renfrewshire IIR)
 - Town Centres and Events

3.2 Housing Revenue Account (HRA)

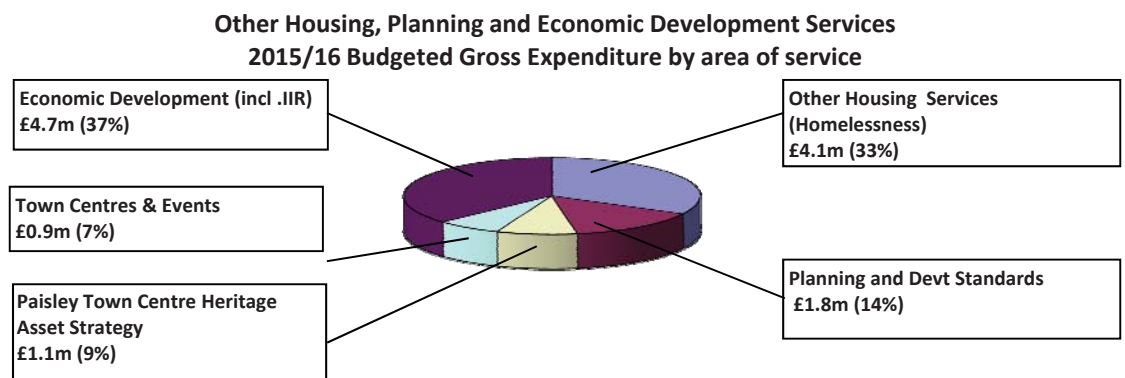
The HRA is the ring fenced account that contains all income and expenditure in relation to the provision of a social housing service to tenants. The gross expenditure is estimated at £49.2m for 2015/16.

Development and Housing Services - 2015/16 HRA expenditure by activity



3.3 Other Housing, Planning and Economic Development Services

Expenditure on non-HRA Services totalling £12.6m have been agreed, allocated over the Council priorities noted below.



- 3.4 **Budget Changes** – On 12th February 2015, Council agreed the budgets for the Housing Revenue Account, with a 3.5% increase in rents agreed for Council tenants. The budgets for the other accounts of the authority and the Capital Investment Programme for the Council were also agreed at this meeting.
- 3.5 **Resource implications of the Service Plan** - The service development issues to be addressed within our action plan will all be met from the existing revenue resources of the department and from the resources currently allocated in the Development and Housing Services existing capital plan.

4. Three Year Strategic Assessment

4.1 The new management structure of Development and Housing Services is designed to provide capacity to create a stronger strategic focus on regeneration including housing regeneration, employability and economic development and to ensure the Council maximises the local economic regeneration potential of the City Deal and its bid for UK City of Culture.

4.2 Looking forward, the service will continue to operate in the context of the financial challenges facing the Council over the next three years. Specific areas of focus are outlined below.

4.3 **Regeneration**

- The service will continue to play a lead role in the Council's ambitions to stimulate the economy and reduce unemployment. This will include continuing to deliver the Invest in Renfrewshire programme, working to support local businesses to grow, and supporting unemployed people in to work.
- We will also lead the delivery of the action plans for all of Renfrewshire's town centres with particular focus on progressing the Paisley Heritage Asset Strategy and preparation for candidacy for the UK City of Culture 2021.
- Glasgow Airport continues to be a key economic driver for Renfrewshire and for the Glasgow City Region and we will continue to work with partners to support the development of the Glasgow Airport Investment Zone, and with local authorities in the Greater Glasgow area to develop a collaborative infrastructure fund which prioritises economic growth.
- In our strategic housing role we will continue to work with our partners to develop and plan for future housing provision to ensure that there is an appropriate supply of affordable housing to meet the needs of our communities.

4.4 **City Deal**

In Renfrewshire, three projects have been identified as being key elements of the Infrastructure investment across the City Region:

- Clyde Waterfront / Renfrew Riverside: This project seeks to secure the ongoing regeneration of Renfrewshire's waterfront and to support private sector investment to ensure that the economic benefits from this area are

realised. This involves investment in road infrastructure, including a new bridge crossing between Renfrew and Yoker, which will in turn provide enhanced employment opportunities and improve access to investment opportunities at Glasgow Airport and Inchinnan Business Park.

- **Glasgow Airport Investment Zone:** This proposal relates to an ongoing commitment that has been pursued by Renfrewshire Council, in partnership with Glasgow Airport, Scottish Enterprise and the City Council to maximise the investment and employment opportunities associated with the Airport. This involves investment in road infrastructure to the east of the current Airport boundary and promoting improved access to the M8 and adjoining roads network.
- **Glasgow Airport Access:** This project will be jointly delivered with Glasgow City Council and involves enhancement to the access between Glasgow Airport / Paisley Gilmour Street and onwards to Glasgow Central and the wider rail network. This project will deliver a long established investment priority and enhance the role of the Airport and surrounding area in the performance of the economy of the city region.
- The project planning and delivery team for the Renfrewshire projects within the City Deal has been established and a project implementation plan for those projects is being prepared.

In addition to the infrastructure projects, there are three labour market projects currently being progressed by the Councils and the City Deal Programme Management Office. Renfrewshire Council is working closely with the other member authorities to ensure that the Labour Market projects deliver maximum benefits and aligns with existing Renfrewshire employment support activities.

4.5 Planning and Housing Services

- The Local Development Plan provides the framework for future development in Renfrewshire and includes a number of important opportunities including the designation of Braehead as a town centre with a potential investment of up to £250m in its expansion.
- The Planning Service will play a key role in supporting the City Deal team in the development of land use planning to ensure economic outcomes are maximised for the infrastructure projects.
- The former ROF Bishopton site is also progressing, with plans for up to 2500 new homes over a 10-15 year period. Management of the Section 75 agreement linked to this development will continue to be a focus of the service.

- Managing the impact of Welfare Reform changes and in particular the change to direct housing payments as Universal Credit is implemented will be a key challenge going forward. This change will impact on circa 5,000 of our working age housing tenants, who previously had rent paid directly to the Council through housing benefit. This change presents a key risk for the Housing Revenue Account, and will continue to be closely monitored.
 - As we complete the Scottish Housing Quality Standard improvement programme, we will be developing forward plans for future investment in our housing stock. This will include delivery of capital investment and regeneration programmes, to ensure that our council housing stock is of an appropriate standard.
 - Continuing to work with our partners in the Homelessness Partnership and others to focus on prevention of homelessness.
- 4.6 Our Improvement action plan in section 7 contains the main strategic actions which will enable us to achieve the key outcomes we have set for the specific areas of activity outlined above.
- 4.7 As well as this, the action plan contains outcomes and strategic actions which will ensure Development and Housing Services continues to contribute to the ongoing 'Better Council' change programme and highlights how it will support and develop new ways of working.

5. Delivering our Key Outcomes

- 5.1 The Improvement Action Plan in section 7 outlines the high level strategic outcomes we aim to achieve and the main strategic actions and drivers which will enable us to achieve our desired outcomes. These are supported by a range of operational plans and actions across our different service areas which are signposted to in the action plan. The action plan also details how these strategic actions link in to our commitments in the Renfrewshire Community Plan.
- 5.2 Development and Housing Services has a total of 9 key outcomes under which all of our improvement actions are grouped. Each of these key outcomes is aligned to one of the Council Plan outcomes, as detailed below, however it should be recognised that we are involved in a range of activities to help deliver the other outcomes detailed within the Council plan.

A Better Future

- Increased, sustainable investment in our economy
- Reduction in the causes and impact of poverty

A Better Council

- People and Organisational Development

A High Performing Council

- Governance and Assurance

Increased, sustainable investment in our economy

Key Outcome 1 – We will work to support investment in the sustainable growth of Renfrewshire's communities

Key Outcome 2 – We will work with partners to contribute to the economic and social regeneration of Renfrewshire

Key Outcome 3 – We will work with partners to ensure people have access to suitable, affordable housing across all tenures.

Key Outcome 4 – We will deliver improvements to the condition of Renfrewshire's housing stock

Key Outcome 5 – We will deliver the Clyde Valley City Deal investment programme

Reduction in the causes and impact of poverty

Key Outcome 6 – We will give homeless people the support they need and we help people from becoming homeless

Key Outcome 7 – We will work to address and manage the impact of welfare reform on rent arrears and tenancy sustainment

People and Organisational Development

Key Outcome 8 – Our service is structured and equipped to meet future challenges and we involve stakeholders in shaping service delivery

Governance and Assurance

Key Outcome 9 – We deliver Best Value and measure and report on our performance

6. Measuring our Performance – our Key Targets

- 6.1 A suite of performance indicators with key targets is included as section 8 of this plan. The indicators are grouped under the same key outcomes as in the action plan with links to the relevant strategic actions.
- 6.2 With the structural changes to Development and Housing Services being implemented over the coming months and the emergence of new strategic priorities, such as the City Deal, a more comprehensive and detailed list of performance indicators will be developed for inclusion in the Service Improvement Plan monitoring report which will be presented to board in November 2015.
- 6.2 The performance indicators scorecard include a number of indicators which form part of performance information reported and evaluated at other strategic forums including
- The Corporate Management Team, made up of the Chief Executive and Directors.
 - The Senior Management Team of Development and Housing Services, made up of the Director and the Heads of Service.
 - The Community Plan thematic boards.
 - The Local Government Benchmarking Framework
 - The Scottish Housing Regulator through our Annual Return on the Charter.
- 6.3 The Service Improvement Plan monitoring report in November 2015 will include a comprehensive scorecard of our performance indicators which will measure how well we are doing in terms of meeting our key outcomes.

7. Our Strategic Improvement Actions

A Better Future – Increased, sustainable investment in our economy				
Key Outcome 1 – We will work to support investment in the sustainable growth of Renfrewshire's communities				
Strategic Action	Link to Community Plan Theme	Dates Due	Outcomes and significant milestones	
1.1 Implement Local Development Plan (LDP)	Jobs and the Economy	2014 - 2019	<p>The Planning and Property Policy Board approved the Renfrewshire Local Development Plan in August 2014.</p> <p>The Renfrewshire LDP Action Programme sets out how the objectives, strategy and policies within the Renfrewshire Local Development Plan (LDP) can be successfully implemented and delivered. Main actions include</p> <ul style="list-style-type: none"> • AUTUMN 2015 - Prepare town centre strategies, management plans and action plans for the following centres: Johnstone, Erskine, Renfrew, Linwood and Braehead (See action 1.2 below) • 2014 - 2015 - Prepare development briefs for areas zoned as Transition Areas. • 2014 – 2016 - Investigate the potential for taking forward a range of initiatives to assist with the funding of development infrastructure requirements for housing identified as Housing Action Programme Sites. 	
1.2 Develop and adopt Town Centre Strategy and Action Plans	Jobs and the Economy	Nov. 2015	<p>Town Centres are important for a range of functions and are central to Renfrewshire's places and communities. They provide economic and social hubs for investment, development and various activities. To ensure they remain attractive, well functioning places there is a continual need to look at their performance along with opportunities to further enhance town centres.</p> <p>The Renfrewshire Local Development Plan (LDP) provides a framework to protect and enhance town centres. The LDP Action Programme sets out a commitment to prepare town centre strategies and action plans for each of Renfrewshire's Centres.</p>	

			<ul style="list-style-type: none"> • JANUARY to MARCH 2015 – Board approval for all draft strategies received (for Johnstone, Renfrew, Braehead, Linwood and Erskine) • MARCH to JUNE 2015 - Consultation with local communities and key stakeholders on draft strategies (for all 5 areas) • AUGUST 2015 - Report back to the Board the outcome of the publicity and consultation exercise for all five of our town centres; • NOVEMBER 2015 - finalised town centre strategies and action plans for each town centre, supported by a detailed baseline report, will then be presented to Board. <p>The baseline report will be prepared every two years to allow for regular review of the town centre strategies and their actions along with monitoring of their performance and delivery. Strategies and action plans for local and village centres will also be prepared and presented to the Board during 2016.</p>
1.3 Deliver Paisley THI/ CARS project	Jobs and the Economy	March 2016	<p>The Planning and Property Policy Board in January 2015 was provided with an update on the progress of the Paisley Townscape Heritage Initiative / Conservation Area Regeneration Scheme and it approved Third Party Grants for building repair and shop front improvements.</p> <p>By March 2016 The THI Projects will have delivered:</p> <ul style="list-style-type: none"> • Building Repairs – includes restoration of Paisley Arts Centre and various addresses in Causeyside Street • Shopfront Restoration – eight shopfronts completed and further one grant application approved and due on site spring 2015. • Bringing historic floorspace back into use – restoration of 4-6 Forbes Place into 8 one bed flats (work due to start again on site in April 2015) • Complementary Initiatives – includes delivery of the Activity & Training Plan. Programme of activities continues to be being delivered in partnership with Arts & Museums, UWS and West College Scotland. <p>In January 2014 the Economy and Jobs Policy Board approved The Paisley Town Centre Heritage Asset Strategy. The strategy contains a number of ambitious plans within it, including</p> <ul style="list-style-type: none"> • DECEMBER 2015 – Develop outline business case for main museum refurbishment.
1.4 Implement the Paisley Town Centre Heritage Asset Strategy	Jobs and the Economy	2021	

			<ul style="list-style-type: none"> • MARCH 2016 – Develop Paisley T.H. programme. This further scheme focussing on New Street and the western end of High Street will seek to build on the success of the current project. • SEPTEMBER 2016 – Complete the refurbishment of the iconic Russell Institute. • 2015 ONWARD - <ul style="list-style-type: none"> ○ to develop support and funding for the delivery of the strategy ○ the development of business cases for capital works. ○ to take forward a bid for UK City of Culture 2021 ○ to support cultural and tourism activity in Paisley and across Renfrewshire ○ to commission and recruit such specialist advice as required <p>Progress on delivering the strategy is reported to the Economy and Jobs Policy Board on a regular basis.</p>
1.5 Deliver Green Networks investment	A Greener Renfrewshire	March 2016	<p>Green networks continue to be a key factor in regenerating our communities and are identified as a priority in the Regeneration Strategy for Scotland, the Development Plan and the Renfrewshire Community Plan 2013 - 2023.</p> <ul style="list-style-type: none"> • AUGUST 2015 – The programme of Local Green Network Projects to be delivered in 2015/16 will be presented to the Planning and Property Policy Board for approval.

A Better Future – Increased, sustainable investment in our economy				
Key Outcome 2 – We will work with partners to contribute to the economic and social regeneration of Renfrewshire				
Strategic Action	Link to Community Plan Theme	Dates Due	Outcomes and significant milestones	
2.1 Deliver the Invest in Renfrewshire programme	Jobs and the Economy	March 2016	<p>The Invest in Renfrewshire Programmes and Services provide a clear and joined up approach to support the growth of the local economy and to tackle unemployment rates. Upcoming actions Include</p> <ul style="list-style-type: none"> • APRIL 2015 – Start of new EU Employability Programmes in Renfrewshire • JUNE 2015 – Opening of Retail Incubator hub • JUNE 2015 – 2nd Annual 'Celebrating Success' Awards ceremony • JUNE 2015 - Annual Invest in Renfrewshire partnership conference both being held • SEPTEMBER 2015 – Planned opening of retail academy/ incubator shop. • DECEMBER 2015 – Carry out 3 year evaluation of Invest in Renfrewshire programme • JANUARY 2016 – Launch of new LEADER programme <p>The Invest in Renfrewshire economic development programmes are subject to regular and ongoing reports to the Economy & Jobs Policy Board.</p>	
2.2 Town Centre and Events Programme	Jobs and the Economy	April 2016	<p>The Town Centre and Events Programme for 2014/15 were approved by the Economy and Jobs Policy Board in May 2014. It provides a broad overview of the activities to be undertaken in relation to Town Centres, Events and Tourism as delivered by Development and Housing Services during 2014/15.</p> <p>Main events organised include</p> <ul style="list-style-type: none"> • MAY 2015 – Street Velodrome 	

			<ul style="list-style-type: none"> JULY 2015 – Sma' shot day OCTOBER 2015 – Spree OCTOBER 2015 – Halloween Festival NOVEMBER 2015 – Christmas Lights switch on (Paisley, Johnstone, Renfrew)
2.3 Deliver Renfrewshire Tourism Framework and Action Plan	Jobs and the Economy	2017	<p>The Economy and Jobs Policy Board in November 2014 Approved the Renfrewshire Tourism Framework and authorises officers to progress activity in line with the identified Action Plan.</p> <p>The Action Plan looks to build on the current position of Renfrewshire's tourism product and the key opportunities for growth in the sector, developing a set of robust and deliverable actions over the period 2015-2017. Upcoming actions include;</p> <p><u>Theme 1 – Leadership and Collaboration</u></p> <ul style="list-style-type: none"> Spring/Summer 2015 – Develop strategic partnerships with key organisations to assist in the delivery of key objectives. <p><u>Theme 2 – Building the Capabilities and Capacity of Our Assets</u></p> <ul style="list-style-type: none"> Spring 2015 –Autumn 2015 – Building our knowledge of baseline information and tourism intelligence - Asset Mapping/Market Research/ Visitor Profiling Autumn 2015 – Spring 2016 – Prepare a package of support for attractions to assist in sustainability planning and growth, marketing and customer care. Summer 2015 – Development of a funding strategy to assist in securing external funding for tourism assets and projects. <p><u>Theme 3 – Providing Authentic Experiences</u></p> <ul style="list-style-type: none"> Spring 2015 – Events and Festival Development Spring 2015 – Autumn 2017 – Tourism Product Development Spring2015 - Spring 2016 – Promotion of existing tourism product <p><u>Theme 4 – Marketing and Promotion</u></p> <ul style="list-style-type: none"> Spring 2015 – Spring 2016 – Development of a marketing and promotion strategy Spring/Summer 2015 - Develop opportunities to integrate and cross market assets of similar

			<p>interest.</p> <ul style="list-style-type: none"> • Spring 2015 – Spring 2016 - Development of thematic and segmented 'proposition' for Renfrewshire targeted at key visitor groups. <p>Moving forward, updates on the delivery of the framework will be reported to the Economy and Jobs Policy Board on a regular basis.</p>
2.4 LEADER Programme 2014/20	Jobs and the Economy	2020	<p>A draft Development Strategy 2014 – 20 for the LEADER programme was presented to the Economy and Jobs Policy Board in November 2014.</p> <p>The Development Strategy has three priority action areas containing actions designed to deliver this vision. Milestones include;</p> <ul style="list-style-type: none"> • SEPTEMBER 2015 – Anticipated award of LEADER grant • JANUARY 2016 – Launch of LEADER programme • MARCH 2016 – First LEADER grants awarded <p>Regular updates will be provided to the Policy Board on the development of the new LEADER 2014-20 programme for Greater Renfrewshire and Inverclyde.</p>
2.5 European Structural Fund programme 2014/20	Jobs and the Economy	2020	<p>The Economy and Jobs Policy Board in November 2014 authorised the Director of Development and Housing Services to accept the full indicative offer of EU grant of £3.77M to Renfrewshire Council for the delivery of the CPP Employability and Skills agenda in Renfrewshire from January 2015 and to develop an employability proposal around this.</p> <ul style="list-style-type: none"> • AUTUMN 2015 – Details of the proposal finalised and reported to the Economy & Jobs Board, which will also be provided with regular updates on activity thereafter.

A Better Future – Increased, sustainable investment in our economy

Key Outcome 3 – We will work with partners to ensure people have access to suitable, affordable housing across all tenures.

Strategic Action	Link to Community Plan Theme	Dates Due	Outcomes and significant milestones
3.1 Deliver actions within Local Housing Strategy (LHS)	Community Care, Health and Wellbeing. Jobs and the Economy	May 2016	<p>Renfrewshire's Local Housing Strategy 2011-2016 was approved in November 2011. It sets out 5 Strategic Outcomes relating to addressing housing and related support needs that partners and the Council agreed to work towards. These are;</p> <ul style="list-style-type: none"> • Strategic Outcome 1: Residents live in good quality housing. • Strategic Outcome 2: Homes are energy efficient, fuel poverty is minimised and the environmental impact of housing is reduced. • Strategic Outcome 3: Regeneration programmes are progressed to create stable mixed communities that are attractive places to live. • Strategic Outcome 4: People are able to live independently in suitable housing with appropriate support. • Strategic Outcome 5: Homelessness is prevented where possible and services meet the needs of people who become homeless. <p>The most recent LHS Strategy Update was presented to the HACS board in November 2014, and it outlines key progress and summarises the position on key actions (See actions 3.3 and 3.4 below). It also highlights any changes in policy and resources.</p>
3.2 Develop new Local Housing Strategy (LHS)	Community Care, Health and Wellbeing Jobs and the Economy	June 2016	<p>Our new LHS will be presented to board during 2016. The main milestones in the creation of this are;</p> <ul style="list-style-type: none"> • JANUARY 2015 – HNDA completed and sent to Centre for Housing Market Analysis for a 'Robust and Credible' assessment • MARCH 2015 till NOVEMBER 2015 – Development and consultation work • NOVEMBER 2015 – Draft LHS completed and presented to HACS Board • DECEMBER 2015 till APRIL 2016 – Consultation on draft LHS • MAY/ JUNE 2016 – Finalised LHS presented to HACS Board for approval

3.3 Deliver Strategic Housing Investment Plan (SHIP)	Jobs and the Economy	2019/20	<p>Local authorities are required to prepare a Strategic Housing Investment Plan (SHIP) each year and submit this to the Scottish Government. The SHIP should show how investment in affordable housing will be targeted to achieve the objectives set out in the Local Housing Strategy (LHS).</p> <p>The SHIP for the period 2015/16 to 2019/20 was developed following consultation with partners and stakeholders, and approved by the Housing and Community Safety Policy Board in January 2015.</p> <p>4 new projects are highlighted here as high priorities for delivery in 2015/16 to 2019/20</p> <ul style="list-style-type: none"> • Orchard Street/Causeyside Street - comprehensive tenement improvement • Bishopton - affordable housing • Paisley West End - regeneration • Johnstone Castle – regeneration <p>In addition, three projects have been brought forward to start in 2014/15 which will have a funding requirement into the next three-year period:</p> <ul style="list-style-type: none"> • Braille Crescent (phase II) • Renfrew new supply (second site) • Low cost housing for older people in Paisley town centre <p>The Housing and Community Safety Policy Board agreed that around 290 tenement flats in Johnstone Castle should be demolished and that detailed plans should be developed for newbuild Council housing in the area.</p> <p>Main actions for Johnstone Castle include</p> <ul style="list-style-type: none"> • ONGOING - continue to progress the rehousing of existing tenants on a phased basis and the acquisition of privately owned properties • 2015-2017 - procure contracts for the design and construction of newbuild Council housing • 2017 - commence the first phase of newbuild <p>Other regenerations actions include;</p> <ul style="list-style-type: none"> • October 2015 - Identify an RSL partner and private developer to develop regeneration plans for Paisley West End • November 2015 - Review existing stock and assess the need for further housing regeneration and renewal projects.
3.4 Progress housing regeneration programmes	Jobs and the Economy	2017	

A Better Future – Increased, sustainable investment in our economy				
Key Outcome 4 – We will deliver improvements to the condition of Renfrewshire's housing stock				
Strategic Action	Link to Community Plan Theme	Dates Due	Outcomes and significant milestones	
4.1 Ensure the Council's housing stock meets SHQS.	A Greener Renfrewshire	April 2015	A report will be presented to Board as soon as practical after conclusion of the SHQS programme setting out compliance achieved. As noted (in improvement action 4.3 below) the revised Asset Management Strategy will address post 2015 actions.	
4.2 Deliver Private Sector Housing Investment Programme	Community Care, Health and Wellbeing.	March 2016	The Private Sector Housing Grant (PSHG) supports a range of services to private sector homeowners. This includes Disabled Adaptation grants, support costs for Care & Repair Renfrewshire, and grant support for homeowners involved in Council Investment Programmes, including common works carried out as part of the SHQS programme.	
4.3 Implement revised Housing Asset Management Strategy	A Greener Renfrewshire	December 2015	<p>A revised strategy will take account of the outcomes from the 2010-2015 SHQS programme and will set out proposals to deal with abeyances and exemptions which have arisen, and programmes to maintain delivery of the standard post 2015. The strategy will also address the delivery of new Energy initiatives and the impact of proposed regeneration strategies and potential stock re-provisioning on the asset base.</p> <ul style="list-style-type: none"> • DECEMBER 2015 – Revised Strategy presented to board for approval 	
4.4 Implement Housing Capital Investment Plan 2015/16 to 2017/18	A Greener Renfrewshire	2018	<p>The Housing Capital Investment Plan 2015/16 to 2017/18 was approved by the Council in February 2015.</p> <p>This includes Continuing with a range of programmes including kitchens and bathrooms, rewiring upgrades and heating replacements and Roofing projects.</p> <p>In addition for 2015/16 Council have secured additional investment under the Scottish Government HEEPS: ABS and the ECO carbon reduction programme to contribute to external wall insulation programmes across common blocks.</p>	

A Better Future – Increased, sustainable investment in our economy				
Key Outcome 5 – We will deliver the Clyde Valley City Deal investment programme				
Strategic Action	Link to Community Plan Theme	Dates Due	Outcomes and significant milestones	
5.1 Deliver Glasgow and Clyde Valley City Deal programme	Jobs and the Economy	2034	<p>Over the last year the Glasgow and Clyde Valley Councils developed a set of proposals which would deliver over £2 billion of additional economic activity and 29,000 new jobs over the next twenty years.</p> <p>In Renfrewshire, three projects have been identified as being key elements of the Infrastructure investment across the City Region: Clyde Waterfront / Renfrew Riverside, Glasgow Airport Investment Zone and Glasgow Airport Rail Link.</p> <p>Main actions include;</p> <ul style="list-style-type: none"> • JUNE 2015 – Strategic Business Case for Glasgow Airport Investment Zone and Clyde Waterfront / Renfrew Riverside presented to Leadership board for approval. • AUGUST 2015 – Strategic Business Case presented to City Deal Cabinet for approval. • AUGUST 2015 - Employment Support Allowance Programme element of labour market project to commence. • OCTOBER 2015 – Appointment of consultants and other professional services to help develop scope of programmes. <p>Regular reports will be submitted to Council or the relevant Policy Board on progress with the City Deal Project.</p>	

A Better Future – Reduction in the causes and impact of poverty				
Key Outcome 6 – We will give homeless people the support they need and we help people from becoming homeless				
Strategic Action	Link to Community Plan Theme	Dates Due	Outcomes and significant milestones	
6.1 Review existing homelessness strategy and incorporate high level outcomes within the new Local Housing Strategy 2015 -2021.	A Greener Renfrewshire	May 2016	A lower level operational working document will be developed during 2015/16. The Homelessness Partnership will develop and monitor the outcomes of the working document. High level strategic outcomes will be incorporated within the new LHS and progress will be reported within the LHS annual updates.	

A Better Future – Reduction in the causes and impact of poverty				
Key Outcome 7 – We will work to address and manage the impact of welfare reform on rent arrears and tenancy sustainment				
Strategic Action	Link to Community Plan Theme	Dates Due	Outcomes and significant milestones	
7.1 Contribute to Welfare Reform corporate group	Children and Young People	March 2016	<p>We continued to support the workstreams of the corporate Welfare Reform Programme to further explore options available to the Council as a landlord, our tenant base and internal/ external partners. Whilst taking opportunities that arise to access external funding in partnership for the benefit of Renfrewshire tenants and residents. Actions include</p> <ul style="list-style-type: none"> • APRIL 2015 – We are carrying out an exercise to project potential UC customer base – to help provide relevant support and assistance. • APRIL to JUNE 2015 – Carrying out internal (staff) and external (RSL's) training on the process of Universal Credit from a customers and the Council's perspective. • AUGUST 2015 – Present paper to board to update position and actions. 	

A Better Council – People and organisational Development				
Key Outcome 8 – Our service is structured and equipped to meet future challenges and we involve stakeholders in shaping service delivery				
Strategic Action	Link to Community Plan Theme	Dates Due	Outcomes and significant milestones	
8.1 Implement changes to Development & Housing Services structure	Council action with no direct linkage to Community Plan	March 2016	<p>The Leadership board on 18 February 2015 approved a report 'Better Council Programme – Management Structures' which outlined changes to chief officer management arrangements for the Council. For Development and Housing Services this will mean a Senior Management structure, below Director level of;</p> <ul style="list-style-type: none"> • Head of Planning and Housing Services • Head of Regeneration • City Deal Project Director <p>This structure will focus on delivering against the Council's regeneration, employability and economic development priorities, as well as fulfilling the Council's role as landlord to its tenants and performing its statutory planning function.</p> <p>A review of the revised structure will be carried out after the first year of operation to review its effectiveness and any further changes will be reported to the board, as necessary.</p>	
8.2 Implement changes contained in Housing (Scotland) Act 2014	Council action with no direct linkage to Community Plan	Subject to Scottish Gov. guidance	Ensure changes within the Housing (Scotland) Act 2014 are implemented within the appropriate timescales and decide on approach to be adopted in relation to new powers being made available.	
8.3 Implement Sheltered Housing Review recommendations	Community Care, Health and Wellbeing	June 2015	A review of the service was undertaken and new service delivery arrangements were designed in response to the findings and feedback from tenants and to incorporate the benefits from the Health and Wellbeing activities. It is anticipated that the new service arrangements can be in place by June 2015.	

8.4 Implement recommendations from external Reviews of Older Persons' Housing in Renfrewshire	Community Care, Health and Wellbeing	March 2016	<p>Renfrewshire Council commissioned external Consultants to carry out two separate reviews of all older persons sheltered housing developments in Renfrewshire including those owned by Registered Social Landlords (RSLs). The two Reviews were for :</p> <ul style="list-style-type: none"> • very sheltered and extra care housing • sheltered housing <p>In partnership with RSLs, Social Work and Health Services an action plan will be developed to take forward the recommendations from the Reviews.</p>
8.5 Implement 2013 - 2015 Corporate Workforce and Organisational Strategy Action Plan.	Council action with no direct linkage to Community Plan	March 2016	Implement action plan items within Development and Housing Services to ensure efficient and effective use of workforce resource to deliver services required.
8.6 Continue to implement and monitor the impact of policies and activities aimed at reducing staff absence levels.	Council action with no direct linkage to Community Plan	March 2016	Sickness absence levels are reduced.

A High Performing Council – Governance and Assurance				
Key Outcome 9 – We deliver Best Value and measure and report on our performance				
Strategic Action	Link to Community Plan Theme	Dates Due	Outcomes and significant milestones	
9.1 Implement Risk Management Plan	Council action with no direct linkage to Community Plan	April 2016	<p>In keeping with 'Risk Matters', the Council's combined risk management policy and strategy, the Development and Housing Services Risk Register is refreshed on an annual basis and is approved by the Housing and Community Safety Policy (HACS) Board as part of the Risk Management Plan. The Plan identifies relevant risks and the significance of each is assessed in terms of the current nature of the risk.</p> <ul style="list-style-type: none"> • MAY 2015 – Updated Risk Management Plan presented to board for approval • NOVEMBER 2015 – Present midyear progress report on the management of the service's risks to HACS board. • MAY 2015 till APRIL 2016 – Close monitoring and scrutiny of the identified risks is carried out throughout the year. 	
9.2 Submit Annual Return on the Charter to Scottish Housing Regulator (SHR) and report back to stakeholders	Council action with no direct linkage to Community Plan	March 2016	<p>The Annual Return on the Charter (ARC) is the primary avenue through which our performance as a landlord is measured. It enables our tenants and other customers to evaluate our performance in areas of interest to them, and also to compare us against other social landlords. Key milestones in this process are;</p> <ul style="list-style-type: none"> • MAY 2015 – ARC submitted to Scottish Housing Regulator detailing our performance in 2014/15. • AUGUST 2015 – Present report on our performance on the SSHC to Housing and Community Service Policy Board. • OCTOBER 2015 - We will produce a tenants report (in collaboration with our tenants) in order for our customers to evaluate our performance as a landlord. • MAY 2015 till MARCH 2016 – We will implement those improvement actions identified through analysis of our performance and our return to the SHR. 	
9.3 Produce Planning Performance Framework (PPF) for 2015	Council action with no direct linkage to Community Plan	August 2015	<p>The Planning Performance Framework is produced annually and the framework gives a balanced measurement of the overall quality of the planning service and will be used to drive a culture of continuous improvement. The main milestones in this process are</p> <ul style="list-style-type: none"> • JULY 2015 – Submit approved PPF to Scottish Government • AUGUST 2015– Present Renfrewshire Planning Performance Framework for 2015 to the Planning and Property Policy Board for noting 	

9.4 Deliver revenue efficiency savings in line with agreed targets	Council action with no direct linkage to Community Plan	March 2016	<ul style="list-style-type: none"> • Housing Revenue Account - £305, 000.00 • Other Housing - £156, 000.00 • Planning and Economic Development - £181, 094.00 <p>Expected outcome: Revenue efficiency savings targets are met for 2015/16</p>
--	---	------------	---

8. Performance Indicator Scorecard

Priority Theme 01: A Better Future

Service Outcome Key Outcome 1 - We will work to support investment in the sustainable growth of Renfrewshire's communities

PI Code	Performance Indicator	Reporting Frequency	2014/15		2011/12	2012/13	2013/14	2015/16	2016/17	2017/18
			Value	Target						
SOA13DH.01	Reduction on the number of urban vacant and derelict land sites.	Years	*	DATA ONLY		171	170	DATA ONLY	DATA ONLY	DATA ONLY

* We are currently undertaking the vacant and derelict land audit for 2014/15; the figures will not be available until July 2015

Priority Theme 01: A Better Future

Service Outcome Key Outcome 2 - We will work with partners to contribute to the economic and social regeneration of Renfrewshire

PI Code	Performance Indicator	Reporting Frequency	2014/15		2011/12	2012/13	2013/14	2015/16	2016/17	2017/18
			Value	Target						
*Code TBA:	Number of unemployed people being supported through Renfrewshire Employability Programme.	Years	1462	*	N/A	2001	2294	*	*	*
*Code TBA:	Number of people supported into work through Renfrewshire Employability Programme.	Years	629	*	N/A	376	929	*	*	*
*Code TBA:	Number of people supported, sustained in work at 6 Months through Renfrewshire Employability Programme	Years	475	*	N/A	48	310	*	*	*
*Code TBA:	Number of new companies signed up to the 'Invest in Renfrewshire'	Years	156	*	N/A	266	337	*	*	*
*Code TBA:	Number of new companies supported to create new and additional jobs	Years	111	*	N/A	85	305	*	*	*
*Code TBA:	Number of new people employed through wage subsidy support (includes graduates and traineeships)	Years	394	*	N/A	81	382	*	*	*
*Code TBA:	Number of new companies supported to grow their business (through development and training grants and business loans)	Years	82	*	N/A	48	141	*	*	*
*Code TBA:	Number of new business start ups in Renfrewshire with Business Gateway Support	Years	311	*	N/A	343	330	*	*	*

* Targets will be set once the new European Programmes have been agreed.

Priority Theme 01: A Better Future

Service Outcome Key Outcome 3 - We will work with partners to ensure people have access to suitable, affordable housing across all tenures

PI Code	Performance Indicator	Reporting Frequency	2014/15		2011/12	2012/13		2013/14	2015/16			2017/18
			Value	Target		Value	Value		Value	Target		
HPSIP01	Newbuild: Affordable housing units*	Years	56	150	283	175	196	150	150	150	150	
SOA10.10a	Newbuild: Private housing units*	Years	467	745	282	276	343	745	632	632	632	

* Supply targets are set out in the Local Housing Strategy

Priority Theme 01: A Better Future

Service Outcome Key Outcome 4 - We will deliver improvements to the condition of Renfrewshire's housing stock

PI Code	Performance Indicator	Reporting Frequency	2014/15		2011/12	2012/13		2013/14	2015/16	2016/17	2017/18
			Value	Target		Value			Target		
HPBS14b1	Number of PSHG awarded to disabled tenants to adapt private homes	Years	109	DATA ONLY	123	122	123	DATA ONLY	DATA ONLY	DATA ONLY	
HPCHARTER08	Percentage of properties at or above the appropriate NHER (National Home Energy Rating) or SAP (Standard Assessment Procedure) ratings specified in element 35 of the SHQS, as at 31 March each year.	Years	*	100%	N/A	N/A	85%	**	**	**	
HPCMT13a	% of Council housing stock which meets the Scottish Housing Quality Standard	Years	*	100%	15.1%	32.3%	62.1%	**	**	**	

* SHQS Completion figures will be available June 2015, and after applying allowable exclusions and abeyances the Council is scheduled to be 100% compliant with the target to meet SHQS by 2015. ** Targets – Assessment methodology to be confirmed, on receipt of guidance from Scottish Government.

Priority Theme 01: A Better Future

Service Outcome Key Outcome 6 - We will give homeless people the support they need and we help people from becoming homeless

PI Code	Performance Indicator	Reporting Frequency	2014/15		2011/12	2012/13	2013/14	2015/16	2016/17	2017/18
			Value	Target						
HPCMT05	Average time from client presenting themselves as homeless to completion of duty (number of weeks)	Years	18.4	21	20.4	19.8	20.5	19	19	19

Priority Theme 01: A Better Future

Service Outcome Key Outcome 7 - We will work to address and manage the impact of welfare reform on rent arrears and tenancy sustainment

PI Code	Performance Indicator	Reporting Frequency	2014/15		2011/12	2012/13	2013/14	2015/16	2016/17	2017/18
			Value	Target						
DHSSIP03	Amount of arrears accrued due to impact of Bedroom Tax	Years	£0*	DATA ONLY	N/A	N/A	£105,844	DATA ONLY	DATA ONLY	DATA ONLY
HPCHARTER30	Rent collected as percentage of total rent due in the reporting year.	Quarters	100.2%	96.5%	N/A	100.5%	99.5%	95%	91.5%	91.5%
HPCHARTER31	Gross rent arrears (all tenants) as at 31 March each year as a percentage of rent due for the reporting year.	Quarters	6.3% **	10%	N/A	5.8%	5.6%	8%	10%	12%

*Bedroom tax arrears funded through DHP (823k) or written off (109k) **This figure is calculated using a different methodology than that used to calculate the figure in previous years. If the same methodology as previous years had been used, the figure for 2014/15 would have been 4.93%

Priority Theme 02: A Better Council

Service Outcome Key Outcome 8 - Our service is structured and equipped to meet future challenges and we involve stakeholders in shaping service delivery

PI Code	Performance Indicator	Reporting Frequency	2014/15		2011/12	2012/13	2013/14	2015/16	2016/17	2017/18
			Value	Target						
DHSSIP05	DHS employees having completed IDPs (Percentage)	Years	81.9%	95%	*	*	78.1%	95%	95%	95%
DHSSIP06	% of days lost due to sickness absence	Quarters	3.6%	4.9%	*	*	3.1%	4.9%	4.9%	4.9%

* 2013/14 Was the first year of the new directorate of Development and Housing Services

Priority Theme 03: A High Performing Council

Service Outcome Key Outcome 11 - We deliver Best Value and measure and report on our performance

PI Code	Performance Indicator	Reporting Frequency	2014/15		2011/12	2012/13	2013/14	2015/16	2016/17	2017/18
			Value	Target						
HPCMT07	% Overall Repairs Completed Within Target	Quarters	92.8%	95%	88.8%	88.1%	93.8%	95%	95%	95%
DHS.SPSO.03a	Percentage of complaints closed at the frontline resolution stage within 5 working days	Months	98%	N/A	N/A	N/A	94.9%	N/A	N/A	N/A
DHS.SPSO.08a	Percentage of complaints resolved at investigation stage within 20 working days	Months	97%	N/A	N/A	N/A	94.9%	N/A	N/A	N/A
HPCHARTER12	Average length of time taken to complete non emergency repairs (days)	Quarters	TBC	15	N/A	N/A	8.5	15	15	15

PI Code	Performance Indicator	Reporting Frequency	2014/15		2011/12	2012/13	2013/14	2015/16	2016/17	2017/18
			Value	Target	Value			Target		
HPCHARTER13	% of reactive repairs carried out in the last year completed right first time	Years	TBC	90%	N/A	N/A	87.8%	91%	92%	92%
HPCHARTER35	Average length of time taken to re-let properties in the last year	Quarters	44	55	52	63	56	42	40	35
HPCHARTER34	% of rent loss due to voids	Quarters	2.03%	2.7%	3.7%	3.1%	2.57%	2.0%	1.9%	1.8%
PT.DS.PPF.CMT01	Average Time (weeks) for processing Planning Applications (Householder) (weeks)	Years	*	DATA ONLY	8.2	7.8	6.9	DATA ONLY	DATA ONLY	DATA ONLY
PT.DS.PPF.CMT02	Average Time (weeks) for processing Planning Applications (Non Householder) (weeks)	Quarters	*	DATA ONLY	10.8	11.2	8.7	DATA ONLY	DATA ONLY	DATA ONLY
PT.DS.PPF.CMT03	Average Time (weeks) for processing Planning Applications (Major) (weeks)	Quarters	*	DATA ONLY	27.9	36.6	12	DATA ONLY	DATA ONLY	DATA ONLY

* Quarter 4 figures submitted to the Scottish Government – summary analysis normally available mid May



To: Planning and Property Policy Board

On: 12 May 2015

Report by: Director of Development and Housing Services

Heading: Service Improvement Plan 2014/15 – 2016/17 Outturn Report

1. Summary

- 1.1 Development and Housing Services' improvement plan for 2014/15 – 2016/17 was approved by the Planning and Property Policy Board in March 2014. The plan sets out how we will develop services over the next three years and details the specific measures which will be taken to contribute to the implementation of the Community Plan, Single Outcome Agreement and Council Plan. It also sets out the actions which will be taken to deliver Best Value and ensure that continuous improvement occurs across all service areas. Our service scorecard of core performance indicators ensures that the impact of the actions carried out can be measured.
- 1.2 Implementation of the Service Improvement Plan is monitored and reported to the Planning and Property Policy Board on a six monthly basis to allow the Board to review progress. We previously provided the Board with a progress report on the 2014/15 – 2016/17 Service Improvement Plan in November 2014.
- 1.3 This current report contains details of performance over the period 1 April 2014 to 31 March 2015. The main purpose of this report is to provide:
 - details of the key achievements of the service over this period;
 - a progress update on implementing the action plan linked to the service improvement plan for 2014/15 – 2016/17; and
 - an assessment of performance in relation to the service scorecard of core performance indicators.
- 1.4 This Service Improvement Plan is responding to the challenging financial environment and public sector reform which needs to be driven locally as well as responding to the national agenda. Despite these challenges, the Service

has continued to make the best possible use of its resources and consequently, there are significant achievements to report over this period.

- 1.5 As the Board will be aware a new Service Improvement Plan covering the period 2015/16 to 2017/18 is also being presented to the Policy Board this cycle.
-

2. Recommendations

It is recommended that the Planning and Property Policy Board:

- 2.1 Notes the progress that has been made with the implementation of the Development and Housing Services 2014/15 – 2016/17 Service Improvement Plan actions and performance indicators for the activities relating to this Board's remit.
-

3. Background

- 3.1 One of the main purposes of the Service Improvement Plan is to enable elected members to take stock of what is happening in the service, and to consider and develop policy options which reflect changing circumstances both in terms of customer needs and resource availability in the context of the Council's priorities and the need to deliver Best Value.
- 3.2 The Service Improvement Plan is a comprehensive statement of what the service intends to achieve. It takes account of the themes, actions, outcomes and targets set out in the Council Plan, Single Outcome Agreement and Community Plan. The Single Outcome Agreement and Community Plan detail how the Council and its partners will work together to deliver the vision, outcomes and targets for Renfrewshire.
- 3.3 Service Improvement Planning also provides the Board with a mechanism for evaluating the performance of the service in terms of developing and improving services. The Action Plan lies at the core of the Service Improvement Plan. This lists the priorities being addressed, the key tasks to be implemented over the plan period, the implementation timetable and details performance indicators against which progress can be measured.
- 3.4 Section 4 provides details of our achievements between April 2014 and March 2015 of the Service Improvement Plan. Further detail is provided in Appendix 1 which provides a summary of progress achieved over the same period in tackling the key areas set out in the Service Improvement Plan Action Plan. It highlights areas where significant advances have been made and gives targets for completing actions that have been reviewed or delayed. The report provides the basis for assessing the effectiveness of our service delivery.

- 3.5 Appendix 2 contains the core performance indicators. These are the performance indicators which we use to measure how well we are performing in relation to our service priorities. The appendix shows the performance in relation to each core indicator for the financial year 2014/15.
- 3.6 This report is a key part of the Public Performance Reporting framework, and it ensures that progress on core performance indicators is reported to the relevant Policy Board for them to note and to approve targets for future years.
-

4. Summary of main achievements

- 4.1 The principal role and purpose of Development and Housing Services is to provide the economic development, regeneration, housing, planning, and property (up until March 2015) and asset management functions of the Council. This includes helping to deliver sustainable economic and physical regeneration of Renfrewshire, managing the Council's stock of approximately 12,500 houses and managing just fewer than 400 commercial, industrial and other properties.
- 4.2 The Key Achievements of Development and Housing Services from April 2014 to March 2015 are highlighted below in sections 4.5 to section 4.10.
- 4.3 Development and Housing Services have a total of 12 key outcomes and we have grouped our key outcomes against one of six of the Council plan outcomes as shown below, however it should be recognised that we are involved in a range of activities to help deliver the other outcomes detailed within the Council plan.

A Better Future

- Increased, sustainable investment in our economy
- Improved support to vulnerable adults
- Reduction in the causes and impact of poverty

A Better Council

- People and Organisational Development
- Managing Assets

A High Performing Council

- Governance and Assurance

Increased, sustainable investment in our economy

Key Outcome 1 – By 2015 all Council tenants have a home which meets the Scottish Housing Quality Standard (SHQS).

Key Outcome 2 – We work with partners to ensure people have access to suitable, affordable housing across all tenures.

Key Outcome 3 – We will support investment in the sustainable growth of Renfrewshire's communities.

Key Outcome 4 – We will work with partners to contribute to the economic and social regeneration of Renfrewshire.

Key Outcome 5 – We will support and encourage the sustainable development of Renfrewshire’s natural and built environment.

Improved support to vulnerable adults

Key Outcome 6 – We will work to improve the health and wellbeing of our residents

Reduction in the causes and impact of poverty

Key Outcome 7 – We give homeless people the support they need and we help prevent people from becoming homeless

Key Outcome 8 – We will work to address the impact of welfare reform on rent arrears and tenancy sustainment

People and Organisational Development

Key Outcome 9 – Our workforce is structured and equipped to meet future challenges

Managing Assets

Key Outcome 10 – Our communities have modern, fit for purpose facilities

Key Outcome 11 – The Council’s Assets are managed effectively and efficiently

Governance and Assurance

Key Outcome 12 – We deliver Best Value and involve stakeholders in shaping service delivery

- 4.4 Full detail on the service’s progress in terms of implementing the tasks outlined in the current Service Improvement Plan over this period, is included as Appendix 1 to this report.

4.5 A Better Future - Increased, sustainable investment in our economy

Key Outcome 3 – We will support investment in the sustainable growth of Renfrewshire’s communities.

- In August 2014 the Council became a partner in the Glasgow and Clyde Valley City Deal project. City Deal will bring together eight councils, including Renfrewshire, in the Glasgow and Clyde Valley City Region, to share £1.13billion of public sector investment over the next decade. This presents a step change opportunity for the local economy. Renfrewshire will be at the centre of three of the most important projects.
 - Clyde Waterfront/ Renfrew Riverside – to support the regeneration programme along with a new bridge crossing between Renfrew and Yoker.
 - The proposed Glasgow Airport Investment Zone will build on commitments to capitalise on the airport’s economic and employment strengths including new investment in roads and access to the M8.
 - Glasgow Airport access link will create links between Glasgow Airport via Gilmour Street station and the wider rail network.

The project planning and delivery team for the Renfrewshire projects within the City Deal has been established, Strategic Business Cases are being prepared and a project implementation plan for those projects is being prepared.

- The Renfrewshire Local Development Plan was adopted in August 2014. This includes a framework for development which will enable;
 - The potential for £200 million of private sector investment in the expansion of Braehead
 - A strong framework that sets out Green Network priorities for the next 10 years
 - Significant investment opportunities to our economic areas such as Glasgow Airport International Investment Quarter and Hillington.
 - Innovative delivery mechanisms to build new homes on vacant and derelict land and regeneration areas
 - Private sector housing investment bringing over 800 new homes to Renfrewshire in the next 5 years
 - Certainty for communities and investors with an up to date Development Plan
- We have completed Supplementary Planning Guidance in relation to the LDP with the final guidance being presented to the Planning and Property Policy Board in May 2015.
- The Renfrewshire Local Development Plan Action programme was presented to the Planning and Property Policy Board in November 2014. This contains 51 actions which will help deliver the objectives of the LDP. We have completed 25 of these actions including all of those due to be completed by March 2015.
- We are promoting and assisting in the delivery of major development opportunities across Renfrewshire's Town Centres. Missives are in the process of being concluded for the conversion of the basement of the former Littlewoods store for use as a museum store in Paisley Town Centre. We continue to liaise with potential developers and Landlords considering development opportunities around the Town Centres.
- We have supported the new 'Paisley First' Business Improvement District (BID) which was agreed in November 2014. The new Paisley town centre BID will cover 676 businesses, making it the third-biggest of the 25 already running in Scotland.
- We are raising awareness of external funding opportunities. A new funding opportunities email is now provided quarterly to Council Services and a new Social Economy post was created and filled in autumn 2014. The new Social Economy grant fund was launched in late 2014 and a number of grants have now been issued. The team provide support to the Council Community Planning Partners and the third sector across Renfrewshire in external funding and contribute to a range of funding events.

- We are implementing our Core Path Plan and Access Strategy, with all actions on target as per our programme for the year.
- We continue to deliver Green Network Investment, with all actions on target as per our programme for the year.

Key Outcome 1 – By 2015 all Council tenants have a home which meets the Scottish Housing Quality Standard (SHQS).

- During 2014/15 we delivered the £34.3 million worth of improvements to Council housing stock through our capital improvement programme (including the final year of the Scottish Housing Quality Standard delivery plan).
- As of the 31st March 2015, we had completed
 - A total of 9411 kitchen, bathroom and rewiring combinations.
 - A total of 6524 new heating combinations.
 - The over cladding to 9 of our multi-story blocks is now complete.
 - The first 7 phases of our external works to deck access, 4 in-a-block properties. The other two phases of this programme will be completed by July 2015.

Final SHQS completion figures will be available in June 2015, and after applying allowable exclusions and abeyances, the Council is scheduled to be 100% compliant with the target to meet SHQS by 2015.

Key Outcome 2 – We work with partners to ensure people have access to suitable, affordable housing across all tenures.

- We continue to implement the actions within the Renfrewshire Local Housing Strategy with work ongoing with partners. The 2013/14 LHS Annual update was reported to Housing and Community Safety Policy board in November 2014 and work has started on the preparation of a new LHS covering the period 2016 to 2021.
- We are working with RSL partners to deliver affordable housing projects in the updated Strategic Local Programme – this includes;
 - 40 units were completed at Renfrew (Sanctuary Housing Association), a second phase is planned which will provide a further 15 new affordable homes on adjacent land.
 - Work is progressing well at Shortroods (phase 3) where Sanctuary is developing 86 new affordable homes and at the Arnotts site in Paisley Town Centre where Link H.A. is developing 31 new affordable homes. Work on both sites is due to be completed in summer 2015.

- Work has started onsite at Thrushcraigs, Paisley. This is a development of 70 new affordable homes by Link Group which will include 56 homes for social rent and 14 homes for shared equity low cost ownership.
- Following consultation with tenants and residents on regeneration proposals for Johnstone Castle, the Housing and Community Safety Policy Board agreed in August 2014 that 288 properties (including around 250 Council-owned tenement flats which are difficult to let and for which there is no long term sustainable demand), should be demolished and plans for new build housing within Johnstone Castle should be developed.
- The demolition programme of our surplus housing stock is in progress and on programme. The demolition of Arkleston Court, Gallowhill is now complete.
- The construction of the new shops at Hallhill Road has started, with the old shops and the flats above them scheduled to be demolished in September 2015 and the first block of flats at Johnstone Castle has been demolished.
- We have commissioned external consultants to work with the Council and Housing Association partners to prepare a draft Renfrewshire wide allocations policy. This is as an early stage of the Common Housing Register action.

Key Outcome 4 – We will work with partners to contribute to the economic and social regeneration of Renfrewshire.

- The Paisley Heritage Asset Strategy has been approved and will provide a framework to progress and promote the economic development of Renfrewshire, through the use, regeneration and marketing of Paisley's world class cultural and heritage assets.
- Our Tourism Framework and Action Plan was approved by board in November 2014 and we have appointed a Tourism Officer. The framework and action plan will be delivered through to 2017 to maximise Renfrewshire's tourism potential through engagement with Visit Scotland and local private sector partners.
- We have delivered a number of initiatives to improve Paisley Town Centre such as enhanced maintenance regime, new visitor signage, more events, assisting businesses through property improvement grant scheme and marketing and promotion of the Town.
- We have developed the partnerships and delivery mechanisms with the Council's community planning partners, national agencies and external funders for the implementation of the Paisley Town Centre Heritage Strategy. Proactive delivery involving partner agencies is being taken forward on a

project by project basis. The Strategy was recently acknowledged in the national Planning Awards for best use of arts or culture in Placemaking.

- We delivered the Renfrewshire Employability Partnership Programme in partnership with East Renfrewshire Council. The programme was due to complete at the end of June 2014 but was extended to the end of March 2015. The Programme has exceeded its projected outcomes and, to date, 1,934 people have secured employment and a total of 5,757 people have been supported.
- We are continuing to build on the success of the Invest in Renfrewshire programme to help tackle the economic and social challenges impacting on individuals and businesses in Renfrewshire. 759 companies have signed up to the initiative to date with 260 companies having been offered grants to pursue development, training, exhibition and ICT projects, amounting to combined funding of over £1.25million.
- Furthermore, through the Invest in Renfrewshire programme, 162 internships have been approved; 110 with the council and 52 with companies and, so far, 594 young people have started new jobs supported through the Wage Subsidy Scheme.
- We have developed a new service level agreement (SLA) with the Renfrewshire Chamber of Commerce to further promote the Invest in Renfrewshire programmes of support to businesses. This new SLA will run between January 2015 and December 2017.
- We are assisting start up businesses and entrepreneurial activity through the creation of the Retail Incubator Hub focused on Paisley Town Centre. The Retail Incubator will open in Summer 2015 and the competition for places has been launched.
- The LEADER programme 2007 – 13 is complete. The proposals for the next LEADER programme 2014-20 are now submitted and plans for the new programme to commence in June 2015 are underway.
- We are taking a lead role in the economic development of the third sector organisations across Renfrewshire and are working to improve the capacity of local organisations to contribute to local economic development.
- We have delivered an increased programme of town centre activities. As well as annual events such as The Spree, Sma' Shot Day and the Christmas Lights Switch On, we have organised a number of 'one off' and new events this year such as The Queens Baton Relay as part of the Commonwealth Games, the start of the world famous Monte Carlo rally, Street Velodrome and Halloween Festival.

Key Outcome 5 – We will support and encourage the sustainable development of Renfrewshire’s natural and built environment.

- We are delivering the Townscape Heritage Initiative in the Causeyside Street area of Paisley. This initiative is helping to stimulate regeneration and to maximise the value of the built heritage assets in this area. Moving forward, we have considered the final grant schemes which will be carried out during 2015/16.
- We are implementing the Biodiversity Action Plan and are on target as per the programme for the year. A report on the Council’s biodiversity duty and actions was presented to the November 2014 Planning and Property Policy Board.
- Royal Ordinance Factory Bishopton - Further major infrastructure in the form of the road linking the Northern and Southern access roads is due to start on site in Spring 2015 with completion expected early 2016. Detailed permissions now in place for 850 units with many already complete and occupied. Phase 3 remediation expected to commence early 2016 and take two years. Discussions are ongoing to enable delivery of the first tranche of social rented homes (100 units) within the proposed village core as part of the developer obligation.
- Braehead - proposals for a major expansion which comprises mixed uses including retailing, office, hotel, events arena, food and drink, and transport interchange facilities have now been granted planning permission. The permission, and the Local Development Plan, however, are subject to legal challenges and the outcome of these will be matters for the Court of Session
- We have introduced a Simplified Planning Zone (SPZ) scheme for Hillington Park, which was adopted on October 1st 2014. The SPZ has recently been shortlisted in the ‘Excellence in Decision Making in Planning’ category in the 2015 RTPI Awards for Planning Excellence. The winner of each category and the overall winner of the Silver Jubilee Cup will be announced at the Awards ceremony in London in July 2015.

4.6 **A Better Future - Improved support to vulnerable adults**

Key Outcome 6 – We will work to improve the health and wellbeing of our residents

- The new Fuel Poverty Strategy was approved by the Housing and Community Safety Policy board in May 2014. Three new advocacy energy advisors are now in place and working through the actions in the revised Fuel Poverty Strategy. Efforts are focused on reducing Fuel Poverty by maximising available grants and supporting and developing our approach to improving energy efficiency and carbon reduction. In March 2015, the Council committed

£170k to establish a Fuel Poverty Task Team offering crucial one-to-one support for local people.

- The Health and Wellbeing co-ordinator post which was funded via the Change Fund, has now been adopted as a permanent post within Community Services team to work with our older tenants in sheltered and amenity standard homes.
- We are maximising housing's contribution along with partners to help enable older people to live independently. In the last six months;
 - Works at Glencairn Court (including construction of social space and reconfiguration of entrance) is now complete.
 - Reviews of Sheltered Housing and very Sheltered Housing have been completed and the findings were presented to Housing and Community Safety Policy board in November 2014.
 - The Council has plans in place to build 24 grouped amenity flats at Seedhill Road however the site start has been delayed due to infrastructure issues.
- We are implementing the homeless and preventing homelessness related actions from CHP's Health and Homeless Standards Action Plan, with progress being monitored by the Renfrewshire Homeless Partnership.

4.7 A Better Future - Reduction in the causes and impact of poverty

Key Outcome 7 – We give homeless people the support they need and we help prevent people from becoming homeless

- We are implementing the action plan resulting from the review of temporary accommodation provision, and since October 2014 Discretionary Housing Payment has been applied for those under occupying temporary accommodation.
- We are fully compliant with the duty to assess and provide housing support for all homeless applicants, and we are currently awaiting the publication of the review of the new duty by the Scottish Government.
- We have begun to track a random sample of young homeless applicants who have been rehoused in order to help assess the impact of homeless prevention measures on tenancy sustainment levels.
- We are monitoring the impact of 'Housing First – Renfrewshire' in partnership with Turning Point Scotland, through regular steering group meetings which are taking place and early results are positive and new funding has been secured from the Big Lottery Fund. Homeless Action Scotland is carrying out an independent evaluation of the first year of this initiative.

- Despite the challenges of Welfare Reform, rent arrears have been reduced by £107,000.

Key Outcome 8 – We will work to address the impact of welfare reform on rent arrears and tenancy sustainment

- We contributed to the work of the Tackling Poverty Commission, and continued to support the workstreams of the corporate Welfare Reform Programme to further explore options available to the Council as a landlord, our tenant base and internal/ external partners. Whilst taking opportunities that arise to access external funding in partnership for the benefit of Renfrewshire tenants and residents.
- It is anticipated that Universal Credit will roll out in Renfrewshire from June 2015. Initially the customer group involved in this will be:
 - single persons aged between 18 - 60 years and 6 months; and
 - have made a new application for, and are entitled to Job Seeker's Allowance (Income Based).

4.8 A Better Council - People and Organisational Development

Key Outcome 9 – Our workforce is structured and equipped to meet future challenges

- We have well established Business Continuity arrangements within the department, with quarterly Senior Management Team (SMT) meetings taking place. The departmental business continuity plan has been changed, updated and it is reviewed on a regular basis before Senior Management Team meetings.
- We are helping to implement the Corporate Workforce and Organisational Strategy Action Plan 2013–15. Development and Housing Services continues to support the delivery of the objectives and actions contained in the Council Plan. The Economic Development Division supports the delivery of the Invest in Renfrewshire Programme and other service divisions have provided opportunities under the trainee, apprentice and intern schemes available. Employees are supported by Individual Development Plans and by flexible working practices.
- The review of the role of Sheltered Housing Officers has been completed. It was approved by board in November 2014 and is now implemented.
- Work is ongoing to implement the action plan resulting from the George Street Service Review, and a number of new measures have been put in place to ensure the service continues to meet service users need.
- Two Supporting Attendance workshops have been held by HR for Development and Housing Services managers to ensure they remain up to

date on the council's policies and the support available for employees. An electronic Absence Management System was implemented in March 2015 to assist managers in supporting attendance.

4.9 A Better Council - Managing Assets

Key Outcome 10 – Our communities have modern, fit for purpose facilities

- We delivered the Council's major investment programme as per the detailed programme for 2014/15. Between April 2014 and March 2015 this has included;
 - Completed the new Johnstone Town Hall. This has recently scooped the **Development of the Year (Public Buildings)** award in the Scottish Property Awards 2015.
 - Tweedie Hall in Linwood was completed.
 - Customer Contact Centre redesign in Renfrewshire House –completed
 - Completed the new St. James Primary School in Renfrew, pre five and community resource. Phase 2 (Car park and synthetic pitch) was completed in April 2015.
 - Knockhill Park ongoing (funded by Big Lottery Fund) – completed
 - Managing the delivery of the CCTV control room – work has now started on site.
 - Re-roofing programme in three primary schools. Ralston complete. Howwood complete, and Heriot is ongoing and will be completed on programme.
 - Design work is ongoing on the £4million 2014 SEMP project – Mossview/ St James joint campus (Paisley) and the new build St. Fergus primary school in Paisley.
 - Construction on the proposed new school in Linwood is progressing with a completion date of April 2016.
 - Russell Institute – Design work is complete and work has now commenced on the refurbishment.
 - Design work has started on the Council Wide Pitch Strategy and consultation on this is ongoing.

The investment is designed to drive forward the regeneration of our town centres, encourage healthy lifestyles, and increase participation in sport and leisure activities.

Key Outcome 11 – The Council's Assets are managed effectively and efficiently

- We have reduced the percentage of CO2 emissions by the Council by 28% from the 2007/08 baseline. This is better than the ambitious target of 25% (Carbon Management Plan April 2010). Our new Carbon Management Plan was approved by board in November 2014. This contains a detailed action plan which outlines what we plan to do over the next 6 years and £2m capital investment has been approved to help deliver this.
- We have implemented the Corporate Asset Management Information System (CAMIS). The repairs module is now installed and the repairs' helpdesk model implemented and moved to "business as usual". The Estates module is currently being implemented and the Planned Preventative Maintenance (PPM) module will now be implemented through the new Facilities Management structure.
- The draft Corporate Asset Strategy has been prepared and is with service departments for updating and comment. Once this has been completed the Strategy will be presented to the Planning and Property Policy board during 2015.
- The current figure for public areas in Council buildings which are suitable for and accessible to disabled people is 83.5%.
- The Housing Asset Management Strategy review has commenced. Its target date has been revised to reflect the review of investment priorities and emerging energy initiatives. The aim is to have the completed document presented to the Housing and Community Safety Policy Board in November 2015.

4.10 A High Performing Council - Governance and Assurance

Key Outcome 12 – We deliver Best Value and involve stakeholders in shaping service delivery

- We delivered our first ARC (Annual Return on the Charter) to the Scottish Housing Regulator in May 2014. We have established new performance reporting arrangements with a twice yearly update on our performance against the Charter Indicators to the Housing and Community Safety Policy board. In October 2014 we completed our first tenant's report, which was produced with input from a group of tenants, and this report was sent to all tenants as a special edition of the Peoples News.
- We worked with tenants who completed the first tenant panel scrutiny exercise which concentrated on the voids letting standard.
- In Building Services, additional training initiatives are now underway including trainee supervisory work placements. Trade skills workshops have been

completed for staff undertaking charity work in Africa. The proposal for 2015 charity Malawi trip to build a school is now agreed and planning underway.

- Following an extensive external audit in February 2015, Property Services retained its ISO 9001:2008 quality management system accreditation. This was achieved with zero non conformances.
 - Revenue savings targets agreed for Financial Year 2014/15 are on target to be achieved. Revenue monitoring reports are submitted to each policy board cycle detailing the current budget monitoring position as well as a forecast for the remainder of the financial year
 - Completed the programme for phase 2 of the PSIF programme across all service areas.
 - Development and Housing Services retained their full CSE accreditation as part of the corporate wide assessment which was carried out during April 2015.
-

5. Progress against service scorecard

- 5.1. A service scorecard of performance indicators (PI's) is given in Appendix 2. Some of the key indicators are above or below the targets set.

Below target

- Affordable housing completions for the year were 56. However there is a large number (117) across sites in Renfrewshire which will be completed by summer 2015. The annual target of 150 is an average target per year over the lifetime of the current LHS (2011-16).
- Overall repairs completed within target is slightly below our annual target of 95% and at the year end was 92.8%.

Above target

- The absence figures for 2014/15 are below our annual target of 4.9%. The cumulative figure for sickness absence for the year is 3.6%.
- The average time taken to relet was 44 days during 2014/15. This is a major improvement on the figure at the end of 2013/14 which was 56 days, and, improvement work is ongoing.
- We have reduced the percentage of CO² emissions by the Council by 28% from the 2007/08 baseline. This is better than the ambitious target of 25% which we had set ourselves in our Carbon Management Plan which was approved in April 2010.

Implications of the Report

1. **Financial** - None
 2. **HR & Organisational Development** - None
 3. **Community Planning** – The Service Improvement Plan takes account of the themes, actions, outcomes and targets set out in the Council Plan and Community Plan.
 4. **Legal** - None.
 5. **Property/Assets** – Measures are set out in this Service Improvement Plan which;
 - a. Deal with the management of Development and Housing Services housing assets; and
 - b. Reflect the leading role played by Development and Housing Services in delivering the Council's Property Asset Management Strategy.
 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
-








List of Background Papers







- (a) Background Paper 1
Report by the Director of Development and Housing Services to the Planning and Property Policy Board entitled, 'Service Improvement Plan 2014/15 to 2016/17', agenda item 8 on 11th March 2014
- (b) Background Paper 2
Report by the Director of Development and Housing Services to the Planning and Property Policy Board entitled, 'Service Improvement Plan Monitoring Report', agenda item 10 on 11th November 2014











The foregoing background papers will be retained within Development and Housing Services for inspection by the public for the prescribed period of four years from the date of the meeting. The contact officer within the service is Douglas Morrison, Service Review and Development Manager, 0141 618 6263, douglas.morrison@renfrewshire.gov.uk








Author: Douglas Morrison, 0141 618 6263










Appendix 1: Service Improvement Plan – Action Plan 2014-17










Status Icon	Action Code & Title	Progress Bar	Due Date	Latest Note
	DHSIP14 Development & Housing Services Service Improvement Plan 2014-2017	<div><div>84%</div></div>	31-Mar-2017	
	DHSIP14.01 Theme 1: A Better Future- Increased, sustainable investment in our economy	<div><div>83%</div></div>	31-Mar-2015	
	DHSIP14.01.01 Key Outcome 1 - By 2015, all Council tenants have a home which meets the Scottish Housing Quality Standard (SHQS)	<div><div>97%</div></div>	31-Mar-2015	
	DHSIP14.01.01.01 Carry out internal improvements (kitchens, bathrooms, rewires)	<div><div>100%</div></div>	30-Apr-2015	Stock fully compliant at 31 March 2015 allowing for approved exemptions and abeyances
	DHSIP14.01.01.02 Fit more efficient central heating systems	<div><div>100%</div></div>	31-Mar-2015	Stock fully compliant at 31 March 2015 allowing for improved exemptions and abeyances
	DHSIP14.01.01.03 Carry out External Envelope programme. Workstream 2 – (9 multi-story flats)	<div><div>95%</div></div>	31-Mar-2015	Phase 1 (Williamsburgh Court) - complete May 2014. Phase 2 (Camphill and Spiersfield Courts) - complete March 2015. Phase 3 (Calside, Hamilton, Rowan and Union Courts (including Biomass Heating upgrade) - Over cladding substantially complete along with biomass boiler plant and individual heating installations. Final commissioning due by end of July 2015. Overcladding also complete at Gallowhill and Glencairn Courts
	DHSIP14.01.01.04 Carry out External Envelope programme. Workstream 3 – (deck access, 4-in-a-block) NB –Completion subject to owner participation	<div><div>95%</div></div>	31-Mar-2015	Phase 1 - Completed July 2013. Phase 2 - Completed August 2013. Phase 3 - Completed August 2013 Phase 4 - Completed January 2014. Phase 5 - Completed May 2014 Phase 6 - Completed March 2015 Phase 7 - Completed November 2015. Phase 8 - On site - 95% complete - Due for completion April 2015. Phase 9 - On site - 70% complete -Due for completion June 2015. Phase 10 - On site - 40% complete -Due for completion July 2015.







Status Icon	Action Code & Title	Progress Bar	Due Date	Latest Note
	DHSIP14.01.02 Key Outcome 2 -We work with partners to ensure people have access to suitable, affordable housing across all tenures	<div><div>52%</div></div>	31-Mar-2018	
	DHSIP14.01.02.05 Implement the Local Housing Strategy with key partners.	<div><div>65%</div></div>	31-Mar-2016	We continue to implement the actions within the Renfrewshire Local Housing Strategy with work ongoing with partners. The 2013/14 LHS Annual update was reported to Housing and Community Safety Policy board in November 2014.
	DHSIP14.01.02.06 Work with development partners to deliver affordable housing projects in line with priorities set out in LHS & SHIP.	<div><div>10%</div></div>	31-Mar-2018	<ul style="list-style-type: none"> 40 units were completed at Renfrew (Sanctuary Housing Association), a second phase is planned which will provide a further 15 new affordable homes on adjacent land. Work is progressing well at the site in Paisley Town Centre (Link Housing Association), Shortroods (Sanctuary Housing Association) and Linstone have completed the refurbishment of 16 flats at Brown St. Work has started onsite at Thrushcraigs, Paisley. This is a development of 70 new affordable homes by Link Group which will include 56 homes for social rent and 14 homes for shared equity low cost ownership.
	DHSIP14.01.02.07 Agree Common Housing Register (CHR) model for Renfrewshire with RSL partners	<div><div>5%</div></div>	31-Dec-2015	We have commissioned external consultants, to assist with the preparation of a draft Renfrewshire wide allocations policy (for the Council and its housing association partners). This is as an early stage of the Common Housing Register action.
	DHSIP14.01.02.08 Demolition of surplus housing stock	<div><div>90%</div></div>	31-Mar-2016	Craigdonald Place demolition completed. Arkleston Court Demolition - Complete - November 2014, subject to final landscaping in spring 2015. Hallhill Road Demolition - Replacement New Build shops on site allowing for planned demolition of existing shops and maisonettes in autumn 2015 (note - further planned demolitions at Johnstone Castle will be the subject of a new action once timescales are clearer).
	DHSIP14.01.02.09 Review Council Housing	<div><div>60%</div></div>	31-Aug-2014	Draft revised policy was prepared but this has been put on hold. Health









Status Icon	Action Code & Title	Progress Bar	Due Date	Latest Note
	Adaptation Policy.			and Social Care integration now includes adaptations and a revised policy will be considered within that context at a later date.
	DHSIP14.01.03 Key Outcome 3 –We will work support investment in the sustainable growth of Renfrewshire's communities	<div><div>80%</div></div>	31-Mar-2019	
	DHSIP14.01.03.10 Implement the Objectives of the Local Development Plan	<div><div>100%</div></div>	31-Mar-2015	Renfrewshire LDP Action programme was presented to the Planning and Property Policy Board in November 2014. This contains 51 actions which will help deliver the objectives of the LDP. We have completed 25 of these actions including all those due to be completed by March 2015.
	DHSIP14.01.03.11 Develop a programme of Supplementary Planning Guidance	<div><div>100%</div></div>	31-Mar-2015	We have completed Supplementary Planning Guidance in relation to the LDP and final Guidance will be presented to the May 2015 board.
	DHSIP14.01.03.12 Implement Core Path Plan and Access Strategy	<div><div>100%</div></div>	31-Mar-2015	On target as per programme for year
	DHSIP14.01.03.13. Deliver Green Network Investment	<div><div>100%</div></div>	31-Mar-2015	On target as per programme for year
	DHSIP14.01.03.14 Support Development at key business and employment locations identified in the Strategic Development Plan	<div><div>100%</div></div>	31-Mar-2015	Service has successfully secured investment capital through City Deal for the Glasgow Airport Investment Areas and in addition has consented to a SPZ scheme for Hillington. The LDP when adopted will seek to deliver investment in all of these locations.
	DHSIP14.01.03.15 Promote and assist in the delivery of major development opportunities across Renfrewshire's Town Centres	<div><div>95%</div></div>	31-Mar-2015	Missives in the process of being concluded for the conversion of the basement of the former Littlewoods store for use as a museum store. We continue to liaise with potential developers and Landlords considering development opportunities around the Town Centres.
	DHSIP14.01.03.16 Raise awareness of external funding opportunities through organising / delivering training and events.	<div><div>100%</div></div>	31-Mar-2015	A new Social Economy post started in Autumn 2014. The new Social Economy grant fund was launched in late 2014 and a number of grants have now been issued. The team provide support to the Council CPP partners and the third sector across Renfrewshire in external funding and contribute to a range of funding events.
	DHSIP14.01.03.18. Promote and assist in the delivery of housing action sites identified within the Renfrewshire Local Development Plan.	<div><div>20%</div></div>	31-Mar-2019	Implementation of the LDP will seek to bring forward brown field housing development opportunities. This is part of a medium/ long term strategy looking at surplus Council land and restrictive policies on Greenfield development.
	DHSIP14.01.04 Key Outcome 4 - We will work with partners to contribute to the economic and social regeneration of Renfrewshire	<div><div>99%</div></div>	31-Mar-2015	




Status Icon	Action Code & Title	Progress Bar	Due Date	Latest Note
	DHSIP14.01.04.17 Deliver the Renfrewshire Employability Partnership Programme as the Council's response to the shared services agenda.	<div><div>100%</div></div>	30-Jun-2014	The Programme has exceeded its projected outcomes and, to date, 1,934 people have secured employment and 5,757 people have been supported.
	DHSIP14.01.04.19 Through implementation of the Invest in Renfrewshire programme - develop an enhanced role in tackling the economic and social challenges impacting on individuals and businesses	<div><div>100%</div></div>	31-Mar-2015	100% of actions to March 2015. 771 companies have signed up to the initiative to date. 271 companies have been offered grants to pursue development, training, exhibition and ICT projects, amounting to combined funding of over £1,251,233. 162 internships have been approved; 110 with the council and 52 with companies. So far, 649 young people have started new jobs supported through the wage subsidy/ Employer Recruitment Incentive programmes.
	DHSIP14.01.04.20 Deliver Business Gateway services in Renfrewshire in partnership with Inverclyde and East Renfrewshire Councils	<div><div>90%</div></div>	30-Sep-2015	In the last 30 months, since the start of the new Business Gateway contract, 776 new companies have been established with Business Gateway support, 346 businesses have demonstrated growth aspirations and been given a dedicated business advisor and 243 start up workshops and 124 business growth workshops have been delivered.
	DHSIP14.01.04.21 . Maximise Renfrewshire's Tourism potential through engagement with Visit Scotland and local private sector partners	<div><div>100%</div></div>	31-Mar-2015	We have completed the actions to March 2015 with the Tourism Framework and action plan being approved by board and a Tourism officer appointed, for delivery through to 2017.
	DHSIP14.01.04.22 . Deliver the Leader programme within the context of the Scottish Rural Development Fund	<div><div>100%</div></div>	31-Mar-2015	The LEADER programme 2007 – 13 is complete with only some EU funding claims now remaining to be submitted. The proposals for the next LEADER programme 2014-20 are now submitted and plans for the new programme to commence in June 2015 are underway. Additional staff require to be recruited for the augmented programme covering East Ren, Inverclyde and Renfrewshire.
	DHSIP14.01.04.23 . Deliver the support to the local business community via the West of Scotland Loan and Business Venture Funds	<div><div>100%</div></div>	31-Mar-2015	100% Complete but continuing. The Business Venture Funds are now subsumed within the Invest in Renfrewshire Grant programme for business and will not be reported separately in future.
	DHSIP14.01.04.24 Work with the Chamber of Commerce to develop an integrated approach to matching employer's needs	<div><div>100%</div></div>	31-Mar-2015	Since January 2015 we have a SLA in place with the Chamber of Commerce to support a range of business needs in the area. The SLA covers the period from January 2015 till December 2017.











Status Icon	Action Code & Title	Progress Bar	Due Date	Latest Note
	DHSIP14.01.04.25 Secure improvements in the performance and viability of Paisley Town Centre through delivery of Town Centre Action Plan and related funding	<div><div>100%</div></div>	31-Mar-2015	We have delivered a number of initiatives to improve Paisley Town Centre such as enhanced maintenance regime, new visitor signage, more events, assisting businesses through property improvement grant scheme and marketing and promotion of the Town.
	DHSIP14.01.04.26 Manage and delivery a range of civic and corporate functions to enhance the profile of the Council and as a means of promoting successes across community planning partner	<div><div>100%</div></div>	31-Mar-2015	We have delivered a number of initiatives to support the Provost in her role as Civic Leader and support Departments in the delivery of corporate events and discussions are ongoing with Corporate Services to assist with further support for the Provost.
	DHSIP14.01.04.27 . Take a lead role in the economic development of the third sector organisations across Renfrewshire and work to improve the capacity of local organisations to contribute to local economic development.	<div><div>100%</div></div>	31-Mar-2015	100% of March 2015 actions. The new Social Economy officer post has now been filled and the Social economy grant programme has now been launched and the first applications have been approved.
	DHSIP14.01.04.28 Develop an enhanced role in promoting entrepreneurship, encouraging greater business start-up and developing a more enterprising Renfrewshire community.	<div><div>100%</div></div>	31-Mar-2015	Work on the new incubator hub has been completed and the staff have been recruited. The hub opened on 1 st April 2015 and the competition for places has been launched.
	DHSIP14.01.04.29 Develop the partnerships and delivery mechanisms for the implementation of the Paisley Town Centre Heritage Strategy.	<div><div>100%</div></div>	31-Mar-2015	Key partnerships have been facilitated with Council's community planning partners, national agencies and external funders. Proactive delivery involving partner agencies being taken forward on a project by project basis.
	DHSIP14.01.05 Key Outcome 5 - We will support and encourage the sustainable development of Renfrewshire's natural and built environment	<div><div>80%</div></div>	31-Mar-2021	
	DHSIP14.01.05.30 Deliver Townscape Heritage Initiative as a means of maximising the value of the built heritage asset in the Causeyside Street area to stimulate regeneration.	<div><div>90%</div></div>	31-Mar-2015*	Projects now about to enter its final year for the delivery of projects final grant schemes to be considered by the end of March 2015 for delivery in 2015/16. * Change end date of project is June 2016
	DHSIP14.01.05.31 Deliver increased programme of town centre activities as outlined in an approved strategy	<div><div>100%</div></div>	31-Mar-2015	We have delivered and improved existing events programme during 2014-15. A number of new events this year have taken place such as Queens Baton Relay, Street Velodrome and Halloween.
	DHSIP14.01.05.32 . Undertake Strategic Environmental Assessment in accordance	<div><div>100%</div></div>	31-Mar-2015	SEA for LDP completed. POST Adoption SEA statement was prepared in December 2014.








Status Icon	Action Code & Title	Progress Bar	Due Date	Latest Note
	with statutory requirements.			
	DHSIP14.01.05.33 . Implementation of the Biodiversity Action Plan	<div><div>100%</div></div>	31-Mar-2015	On target as per programme for year. A report on the Council's biodiversity duty and actions was presented to the November P&P Policy board.
	DHSIP14.01.05.34 Establish the role and remit of the Development Standards User Group.	<div><div>50%</div></div>	31-Dec-2014	We are in the process of collating and analysing the results of the customer survey. Thereafter we will put together a programme of actions to address the customer survey results (for example 1-2-1 with agents and an annual event for developers, investors and other stakeholders.).
	DHSIP14.01.05.35 Introduce a Simplified Planning Zone (SPZ) scheme for Hillington Park.	<div><div>100%</div></div>	31-Jun-2014	This is now complete with the adoption of the SPZ on 1 st October.
	DHSIP14.01.05.36 . Develop and deliver employability and training programmes to support sustainable improvements to Renfrewshire's natural and built environment.	<div><div>100%</div></div>	31-Mar-2015	Traditional Skills training programme, run in partnership with Renfrewshire Employability Partnership, and delivered by West College Scotland, completed March 2015.
	DHSIP14.01.05.37 Deliver the key projects identified in the Paisley Town Centre Heritage Strategy.	<div><div>5%</div></div>	2020/21	The 10 year strategy has been launched and initial feasibility works on first phase of capital projects has commenced.
	DHSIP14.01.06 Key Outcome 6 - We will work to improve the health and wellbeing of our residents (Improved support to vulnerable adults)	<div><div>80%</div></div>	31-Mar-2016	
	DHSIP14.01.06.38 Implement the actions from the revised Fuel Poverty Strategy action plan	<div><div>100%</div></div>	31-Mar-2015	100% of the actions scheduled to be complete by March 2015. The new Fuel Poverty Strategy was approved by the Housing and Community Safety Policy board in May 2014. Three new advocacy energy advisors are now in place and working through the actions in the revised Fuel Poverty Strategy. In March 2015, Council committed £170k to establish a fuel poverty task team offering crucial one-to-one support for local people.
	DHSIP14.01.06.39 Implement the homeless and preventing homelessness related actions from CHP's Health and Homeless standards action plan.	<div><div>80%</div></div>	31-Mar-2015	Progress on this action is being monitored by the Renfrewshire Homeless Partnership.
	DHSIP14.01.06.40 Evaluate operation and outcomes of Change Fund posts (Health & Wellbeing Co-ordinator, Housing Options Advice for Older People, and Care and Repair	<div><div>80%</div></div>	30-Jun -2015	The Older Persons Housing Options Advice position and the handyman service (based within Care and Repair) have been extended till March 2016.

Status Icon	Action Code & Title	Progress Bar	Due Date	Latest Note
	posts, Housing OT)			The Health and Wellbeing Co-ordinator post has now been adopted as a permanent post within Community Services.
	DHSIP14.01.06.41 Maximise housing's contribution along with partners to help enable older people to live independently.	<div><div>60%</div></div>	31-Mar-2015	Works at Glencairn Court (including construction of social space and reconfiguration of entrance) has now been completed. Reviews of Sheltered Housing and very Sheltered Housing have been completed and the findings were presented to HACS Policy board in November 2014. Construction start of new build Council properties at Seedhill Road has been delayed due to infrastructure issues.
	DHSIP14.01.07 Key Outcome 7 – We give homeless people the support they need and we help prevent people from becoming homeless (Reduction in the causes and impact of poverty)	<div><div>90%</div></div>	31-Mar-2016	
	DHSIP14.01.07.42 . Implement the action plan resulting from the review of temporary accommodation provision	<div><div>90%</div></div>	31-Dec-2014	Stock reconfiguration has progressed and since October 2014 Discretionary Housing Payment has been applied to those under occupying temporary accommodation.
	DHSIP14.01.07.43 . Review the impact of the introduction of the duty to assess and provide housing support for all homeless applicants	<div><div>100%</div></div>	30-Sep-2014	There has been full compliance with the new duty and awaiting the publication of the review of the new duty by the Scottish Government.
	DHSIP14.01.07.44 Evaluate/ Review findings from tenancy sustainability analysis and the impact of new measures to improve sustainability levels.	<div><div>70%</div></div>	31-Mar-2015	A random sample of young homeless applicants who have been rehoused is being tracked in order to inform us on the impact of the various homeless prevention measures. Improvements have been made in the sharing of information in Housing Services and other agencies in order to assist with the early identification of tenancies that are showing signs of failing.
	DHSIP14.01.07.45 . Monitor the impact of 'Housing First – Renfrewshire' in partnership with Turning Point Scotland.	<div><div>100%</div></div>	31-Mar-2015	Regular steering group meetings are taking place and early results are positive. Homeless Action Scotland are carrying out an independent evaluation of the first year of this initiative.

Status Icon	Action Code & Title	Progress Bar	Due Date	Latest Note
	DHSIP14.01.08 Key Outcome 8 - We will work to address and manage the impact of welfare reform on rent arrears and tenancy sustainment (Reduction in the causes and impact of poverty)	<div><div>100%</div></div>	31-Mar-2015	
	DHSIP14.01.08.46 Undertake actions to manage the impact of welfare reform.	<div><div>100%</div></div>	31-Mar-2015	The Welfare Reform actions in the SIP are all business as usual and ongoing in nature, for progress based on reforms implemented to date. The roll out plans for UC in Scotland are still uncertain, however the UK Government target date remains as 2016 for new claims, therefore, we will continue to contribute to the Corporate Welfare Reform programme workstreams and communications as timescales and details become known.
	DHSIP14.02 Theme 2: A Better Council	<div><div>89%</div></div>	30-Jun-2016	
	DHSIP14.02.09 Key Outcome 9 - Our workforce is structured and equipped to meet future challenges (People and Organisational Development)	<div><div>93%</div></div>	31-Jul-2015	
	DHSIP14.02.09.47 Implement 2013 - 2015 Corporate Workforce and Organisational Strategy Action Plan.	<div><div>100%</div></div>	31-Mar-2015	100% of the actions up to March 2015. The service continues to support the delivery of the objectives and actions contained in the Council Plan. The Economic Development Division supports the delivery of the Invest in Renfrewshire Programme and other service divisions have provided opportunities under the trainee, apprentice and intern schemes available. Employees are supported by Individual Development Plans and by flexible working practices.
	DHSIP14.02.09.48 Ensure Business Continuity arrangements are robust and embedded within the service.	<div><div>100%</div></div>	31-Mar-2015	Business Continuity arrangements are well established within the department, with quarterly SMT meetings taking place. Departmental business continuity plan has been changed & updated to include the former P&T. Plan is reviewed on a regular basis just before SMT meetings.
	DHSIP14.02.09.49 Continue to implement and monitor the impact of policies and activities aimed at reducing staff absence levels.	<div><div>100%</div></div>	31-Mar-2015	Two Supporting Attendance workshops were held by HR for D&HS managers to ensure they remain up to date on the council's policies and the support available for employees. An electronic Absence Management System has now been implemented to assist managers in supporting attendance.
	DHSIP14.02.09.50 Implement actions resulting from the review of the role of Sheltered Housing Officers	<div><div>95%</div></div>	31-Mar-2015	Board report approved in November 2014 and will be fully implemented by the end of April 2015.

Status Icon	Action Code & Title	Progress Bar	Due Date	Latest Note
	DHSIP14.02.09.51 Implement actions resulting from the George Street Service Review.	<div><div>70%</div></div>	31-Jul-2015	Work is ongoing, and a number of new measures have been put in place to ensure the service continues to meet service users' need.
	DHSIP14.02.10 Key Outcome 10 - Our Communities have modern, fit for purpose facilities (Managing Assets)	<div><div>100%</div></div>	30-Jun-2016	
	DHSIP14.02.10.52 . We will deliver the Council's major investment programme and Town Centre Regeneration projects	<div><div>100%</div></div>	30-Jun-2016	<p>100% of 2015 actions complete</p> <ul style="list-style-type: none"> Completed the new Johnstone Town Hall. This has recently scooped the Development of the Year (Public Buildings) award in the Scottish Property Awards 2015. Tweedie Hall complete. Customer Contact Centre redesign in Renfrewshire House – completed Completed the new St. James Primary School, pre five and community resource. Phase 2 (Car park and synthetic pitch) was completed in April 2015. Knockhill Park ongoing (funded by Big Lottery Fund) – completed Managing the delivery of the CCTV control room – work has now started on site. Re-roofing programme in three primary schools. Ralston complete. Howwood complete, and Heriot is ongoing and will be completed on programme. Design work is ongoing on the £4million 2014 SEMP project – Mossview/ St James joint campus (Paisley) and the new build St. Fergus primary school in Paisley. Construction on the proposed new school in Linwood is progressing with a completion date of April 2016. Russell Institute – Design work is complete and work has now commenced on the refurbishment. Design work has started on the Council Wide Pitch Strategy and consultation on this is ongoing.






Status Icon	Action Code & Title	Progress Bar	Due Date	Latest Note
	DHSIP14.02.11 Key Outcome 11 - The Council's assets are managed effectively and efficiently (Managing Assets)	<div><div>74%</div></div>	31-Mar-2020	
	DHSIP14.02.11.53 Deliver new Carbon Management Plan and implement the actions contained within.	<div><div>100%</div></div>	2019/20	100% of 2015 actions complete. The new Carbon Management Plan was approved by board in November 2014. This contains a detailed action plan covering the next six years. £2m Capital money has been approved and will address many of the issues contained within the CMP.
	DHSIP14.02.11.54 Complete the implementation of the Corporate Asset Management Information System (CAMIS)	<div><div>100%</div></div>	31-Mar-2015	We have now implemented CAMIS and are working through the various modules. Repairs module installed and repairs' helpdesk model implemented and moved to 'business as usual'. The Planned Preventative Maintenance module will now be integrated into the new Facilities Management structure with the Estates module currently being implemented.
	DHSIP14.02.11.55 Refresh the Corporate Property Asset Management Strategy	<div><div>70%</div></div>	31-Aug-2014	An early draft of the Corporate Property Asset Management Strategy has been produced. This will be updated and presented to board following approval of the Corporate Asset Strategy.
	DHSIP14.02.11.56 Public areas in Council buildings are suitable for, and accessible to disabled people	<div><div>84%</div></div>	31-Mar-2015	The 2014/15 measure of public accessibility stands at 83.5%,
	DHSIP14.02.11.57 Complete revised Housing Asset Management Strategy	<div><div>25%</div></div>	30-Nov-2014	Asset Management Strategy reviewed has commenced. Target date revised to reflect review of investment priorities and emerging energy initiatives. A revised target date for completion is NOVEMBER 2015
	DHSIP14.02.11.58 . Revise Corporate Asset Strategy	<div><div>70%</div></div>	31-Oct-2014	The draft Corporate Asset Strategy has been prepared and is with service departments for updating and comment. Once this has been completed the Strategy will be presented to the Planning and Property Policy board during 2015.
	DHSIP14.03 A High Performing Council	<div><div>81%</div></div>	31-Mar-2016	
	DHSIP14.03.12 Key Outcome 12 - We deliver Best Value and involve stakeholders in shaping service delivery	<div><div>81%</div></div>	31-Mar-2016	
	DHSIP14.03.12.59 Retain Customer Service Excellence accreditation for all services	<div><div>100%</div></div>	31-Mar-2015	Development and Housing Services retained their full CSE accreditation as part of the corporate wide assessment carried out during April 2015.

Status Icon	Action Code & Title	Progress Bar	Due Date	Latest Note
	DHSIP14.03.12.60 Retain ISO 9001:2008 accreditation in Property Services	<div><div>100%</div></div>	31-Mar-2015	External Audit carried out February 2015. No non conformance were noted.
	DHSIP14.03.12.61 Retain Investors in People GOLD STANDARD accreditation for Resources and Building Services	<div><div>50%</div></div>	31-Mar-2016	All IDP's and annual training plan completed. Additional training initiatives are underway including trainee supervisory work placements. September 2015 charity trip to Malawi to build new school is now agreed and planning underway.
	DHSIP14.03.12.62 Deliver revenue efficiency savings in line with agreed targets	<div><div>100%</div></div>	31-Mar-2015	Revenue savings targets agreed for Financial Year 2014/15 have been achieved. Revenue monitoring reports are submitted to each policy board cycle detailing the current budget monitoring position as well as a forecast for the remainder of the financial year.
	DHSIP14.03.12.63 Develop arrangements for monitoring and reporting performance against the Charter and for involving tenants in the scrutiny of performance.	<div><div>100%</div></div>	31-Oct-2014	<ul style="list-style-type: none"> We delivered our first ARC (Annual Return on the Charter) to the Scottish Housing Regulator in May 2014. We have established new performance reporting arrangements with a twice yearly update on our performance against the Charter Indicators to the Housing and Community Safety Policy board. In October 2014 we completed our first tenant's report, which was produced with input from a group of tenants, and this report was sent to all tenants as a special edition of the Peoples News. We completed the first tenant panel scrutiny exercise which concentrated on the voids letting standard.
	DHSIP14.03.12.64 Implement actions from Customer Engagement Annual Report	<div><div>100%</div></div>	30-Sep-2014	<p>We carried out the Tenant Open days initiative during June 2014, and increased the number of editions of our tenants newsletter, 'The Peoples News'.</p> <p>The annual Customer Engagement report was presented to the HACS board in November 2014.</p>
	DHSIP14.03.12.65 . Carry out tenant satisfaction survey and report findings to HACS Policy Board	<div><div>0%</div></div>	30-Sep-2015	The next tenant satisfaction survey will be carried out during 2015.
	DHSIP14.03.12.66 Complete Phase 2 of PSIF programme.	<div><div>100%</div></div>	30-Jun-2014	All PSIF assessments within Development and Housing Services now complete.

Appendix 2 – Service Improvement Plan - Performance Indicators 2014 -17

Priority Theme 01: A Better Future



Service Outcome Service Outcome 01: By 2015, all Council tenants have a home which meets the Scottish Housing Quality Standard (SHQS)

PI Code	Performance Indicator	Reporting Frequency	On Target	2011/12	2012/13	2013/14	2014/15	2014/15	2015/16	2016/17
				Value						Target
HPCMT13a	% of Council housing stock which meets the Scottish Housing Quality Standard	Years		15.1%	32.3%	62.1%	*	100%	**	**
HPCMT13b	% of Council housing stock which is of tolerable standard	Years		100%	100%	100%	*	100%	**	**
HPCMT13c	% of Council housing stock which is free from serious disrepair	Years		44.6%	65.1%	91.6%	*	100%	**	**
HPCMT13d	% of Council housing stock which is energy efficient	Years		60.7%	72.9%	91%	*	100%	**	**
HPCMT13e	% of Council housing stock which has modern facilities and services	Years		51%	67.9%	76.4%	*	100%	**	**

* SHQS Completion figures will be available June 2015, and after applying allowable exclusions and abeyances the Council is scheduled to be 100% compliant with the target to meet SHQS by 2015. ** Targets – Assessment methodology to be confirmed, on receipt of guidance from Scottish Government.


Priority Theme 01: A Better Future

Service Outcome Service Outcome 02: We work with partners to ensure people have access to suitable, affordable housing across all tenures





PI Code	Performance Indicator	Reporting Frequency	On Target	2011/12	2012/13	2013/14	2014/15	2014/15	2015/16	2016/17
				Value						Target
HPSIP01	Newbuild: Affordable housing units*	Years		283	175	196	56	150	150	150
SOA10.10a	Newbuild: Private housing units*	Years		282	276	343	467	745	745	632

* Supply Targets are set out in the Local Housing Strategy

Priority Theme 01: A Better Future
Service Outcome Service Outcome 03 – We will support investment in the sustainable growth of Renfrewshire's Communities

PI Code	Performance Indicator	Reporting Frequency	On Target	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
				Value			Target		
PT.DS.SMT.09	Increase the value of development investment activity (£millions)	Years		£189.11	£228.23	£189.19	£144.13	£180.00	


Priority Theme 01: A Better Future
Service Outcome Service Outcome 04 – We will work with partners to contribute to the economic and social regeneration of Renfrewshire

PI Code	Performance Indicator	Reporting Frequency	On Target	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
				Value			Target		
PT.ED.SMT.09	(Company Training Support) Number of companies assisted	Years		58	50	176	65	100	
PT.ED.SMT.10	(Company Training Support) Number of Individuals Supported	Years		311	141	297	258	255	
PT.ED.11	(Training and Employment Programmes) Number supported to sustain employment	Years		493	477	770	642	400	
PT.DS.PPF.CMT.05	Commercial Floor Space delivered m2	Years		16,940	17,545	31,167	*	DATA ONLY	DATA ONLY





* Figure for 2014/15 will be available in summer 2015. Survey currently being carried out

Priority Theme 01: A Better Future

Service Outcome Service Outcome 05- We will support and encourage the sustainable development of Renfrewshire's natural and built environment

PI Code	Performance Indicator	Reporting Frequency	On Target	2011/12	2012/13	2013/14	2014/15	2014/15	2015/16	2016/17
SOA08.12a	The number of projects delivered to enhance Renfrewshire's Green Network	Years		11	12	16	10	8	8	




Priority Theme 01: A Better Future
Service Outcome Service Outcome 06 – We will work to improve the health and wellbeing of our residents

PI Code	Performance Indicator	Reporting Frequency	On Target	2011/12	2012/13	2013/14	2014/15	2014/15	2015/16	2016/17
DHSSIP01	Amount of grant funding secured for energy efficiency	Years		£1,258,000	£3,954,000	£10,467,000	£7,542,584		DATA ONLY	DATA ONLY
DHSSIP02	Number of Households assisted for energy grant funding (including advice)	Years		2,201	6,918	3,114	TBC		DATA ONLY	DATA ONLY
HPBS14b1	Number of PSHG awarded to disabled tenants to adapt private homes	Years		123	122	123	109		DATA ONLY	DATA ONLY
HPSIP18	Percentage of Renfrewshire households that are in fuel poverty	Years		17%	17%	29%*	N/A		**	**







* Data sourced from SHSC, there is a lag in reporting, the most recent figure of 29% relates to data outturn from 2011/13. The national average during this period was 36%

** Target is a rolling target. Renfrewshire target is set at 5% below the national average.

Priority Theme 01: A Better Future
Service Outcome Service Outcome 7 – We give homeless people the support they need and we help prevent people from becoming homeless



PI Code	Performance Indicator	Reporting Frequency	On Target	Value				Target		
				2011/12	2012/13	2013/14	2014/15	2014/15	2015/16	2016/17
HPCMT22	Homelessness: Proportion of those provided with permanent accommodation who maintain their tenancy for at least 12 months	Years		77%	73%	75%	81.4%	78%	79%	80%
HPSIP17	% of "Time to Mend" clients who are homeless/threatened with homelessness who have reconciled with their family as a result of mediation.	Years		50%	59%	58%	55%	60%	60%	60%
SOA10.10d	Homeless households in temporary accommodation as a percentage of all households	Years		0.3%	0.3%	0.3%	0.3%	0.3%	0.3%	0.3%

Priority Theme 01: A Better Future
Service Outcome 8 – We will work to address the impact of welfare reform on rent arrears and tenancy sustainment

PI Code	Performance Indicator	Reporting Frequency	On Target	Value				Target		
				2011/12	2012/13	2013/14	2014/15	2014/15	2015/16	2016/17
DHSSIP03	Amount of arrears accrued due to impact of Bedroom Tax	Years		N/A	N/A	£105,844	£0*	Data Only	Data Only	Data Only
DHSSIP04	Number of Tenancies abandoned	Years		184	195	196	196	Data Only	Data Only	Data Only
HPCHARTER30	Rent collected as percentage of total rent due in the reporting year.	Quarters		N/A	100.5%	99.5%	100.2%	96.5%	95%	91.5%
HPCHARTER31	Gross rent arrears (all tenants) as at 31 March each year as a percentage of rent due for the reporting year.	Quarters		N/A	5.8%	5.6%	6.3%**	10%	12%	15%
HPSIP10	Number of evictions per year (excluding ASB)	Years		6	5	10	4	Data Only	Data Only	Data Only
HPSIP11	Percentage of tenancies not sustained for more than 12 months	Years		16%	17%	15%	13%	15%	15%	15%










*Bedroom tax arrears funded through DHP (£823k) or written off (109k). **This figure is calculated using a different methodology than that used to calculate the figure in previous years. If the same methodology as previous years had been used, the figure for 2014/15 would have been 4.93%.

Priority Theme 02: A Better Council
Service Outcome 09 – Our workforce is structured and equipped to meet future challenges

PI Code	Performance Indicator	Reporting Frequency	On Target	Value				Target		
				2011/12	2012/13	2013/14	2014/15	2014/15	2015/16	2016/17
DHSSIP05	DHS employees having completed IDPs (Percentage)	Years		N/A	N/A	78.1%*	81.9%	95%	95%	95%
DHSSIP06	% of days lost due to sickness absence	Quarters		N/A	N/A	3.1%*	3.6%	4.9%	4.9%	4.9%













*2013/14 was the first year of reporting of the new directorate of Development and Housing Services

Priority Theme 02: A Better Council
Service Outcome 11 – The Council's Assets are managed effectively and efficiently

PI Code	Performance Indicator	Reporting Frequency	On Target	2011/12	2012/13	2013/14	2014/15	2014/15	2015/16	2016/17
				Value			Target			
HPCMT07	% Overall Repairs Completed Within Target	Quarters		88.8%	88.1%	93.8%	92.8%	95%	96%	97%
HPCHARTER12	Average length of time taken to complete non emergency repairs (days)	Quarters		N/A	N/A	8.5	TBC	15	15	15
HPCHARTER13	% of reactive repairs carried out in the last year completed right first time	Years		N/A	N/A	87.8%	TBC	90%	91%	92%
HPCHARTER35	Average length of time taken to re-let properties in the last year	Quarters		52	63	56	44	55	50	45
HPCMT04	% reduction in CO2 emissions for the Carbon Management Plan	Years		19.4%	19%	28%	TBC *	N/A	N/A	N/A
HPCMT06	% of rent loss due to voids	Quarters		3.7%	3.1%	2.57%	2.03%	2.7%	2.5%	2.4%
HPCMT12	% of council buildings in which all public areas are suitable for, and accessible to, disabled people	Years		80%	83%	82%	83.5%	84%	85%	85%
HPCMT14a	The proportion of operational accommodation in satisfactory condition.	Years		69%	87%	88.5%	88.8%	89%	90%	91%
HPCMT14b	The proportion of operational accommodation that is suitable for its current use.	Years		89.8%	91%	91%	91%	92%	93%	94%

*2014/15 Figures not yet available. A new Carbon Management Plan was approved by board in November 2014. This new plan covers a six year period and has a target of a 36% reduction from the 2013 baseline.

Priority Theme 03: A High Performing Council
Service Outcome Service Outcome 12 – We deliver Best Value and involve stakeholders in shaping service delivery

PI Code	Performance Indicator	Reporting Frequency	On Target	Value				Target		
				2011/12	2012/13	2013/14	2014/15	2014/15	2015/16	2016/17
DHS.SPSO.03a	Percentage of complaints closed at the frontline resolution stage within 5 working days	Months		N/A	N/A	94.9%	98%	N/A	N/A	N/A
DHS.SPSO.08a	Percentage of complaints resolved at investigation stage within 20 working days	Months		N/A	N/A	94.9%	97%	N/A	N/A	N/A
HPBS26d	% of staff employed in all "quality accredited" schemes	Years		100%	100%	100%	100%	100%	100%	100%
PT.DS.PPF.CMT.06	Application Approval Rate	Years		95%	96.4%	97.9%	98.3%	DATA ONLY	DATA ONLY	DATA ONLY
PT.DS.PPF.CMT01	Average Time for processing Planning Applications (Householder) (weeks)	Years		8.2	7.8	6.9	*	DATA ONLY	DATA ONLY	DATA ONLY
PT.DS.PPF.CMT02	Average Time for processing Planning Applications (Non Householder) (weeks)	Quarters		10.8	11.2	8.7	*	DATA ONLY	DATA ONLY	DATA ONLY
PT.DS.PPF.CMT03	Average Time for processing Planning Applications (Major) (weeks)	Quarters		27.9	36.6	12	*	DATA ONLY	DATA ONLY	DATA ONLY
PT.DS.SMT.10	Percentage of First reports issued within 20 days of receiving a valid building warrant application	Months		77%	90%	88%	91%	90%	90%	
PT.DS.05	Average time taken to respond to a submission of completion certificate (days)	Months		1.2	1.6	1.5	2	2	2	
PT.DS.11	Average time taken to grant a building warrant (days)	Years				48	56.5	60		
PT.DS.04	Issue Building Warrant approvals within 6 days of receiving revised information	Months		87%	85%	88%	88%	85%	85%	
PT.DS.SMT.03	Percentage of Completion Certificates Issued within 3 Days	Months		98%	96%	98%	98%	95%	95%	95%

* Quarter 4 figures submitted to the Scottish Government – summary analysis normally available mid May



To: Planning and Property Policy Board

On: 12 May 2015

Report by: Director of Development and Housing Services

Heading: Russell Institute: Project Update

1. Summary

- 1.1 This report seeks to update Members on the good progress made on the Russell Institute project and provide an overview of forthcoming activity, the delivery of which is being led by Development & Housing Services.
-

2. Recommendations

2.1 It is recommended that the Board

- (i) Authorises the Director of Development & Housing Services to accept the external funding awards as referred to in Section 4 of the Report below and to make the appropriate arrangements to deliver the relevant works and investment in relation to the restoration of the Russell Institute.
 - (ii) Notes the £2.5 million capital contribution from the Council funded from Town Centre Heritage Asset Strategy monies as agreed by Council in February 2013 and February 2014, and supplemented by rental income, towards the total project budget of £5 million.
-

3. **Background**

- 3.1 As an integral part of the Paisley Heritage Asset Strategy, the restored Russell Institute will provide office space to accommodate a Skills and Employability Hub which will benefit the Renfrewshire economy. Funded by a range of external funders and the Council through approved service budgets, the project will provide centralised services whilst bringing a valuable historic building back into active use.
-

4. **Progress to date**

- 4.1. **Transfer of ownership:** Ownership of the building was successfully transferred to Renfrewshire Council on 16th January 2015. In order to protect this valuable heritage asset, a security company has been contracted to provide 24hr on site security. This will continue until the main contractor takes control of the site.
- 4.2. **External Funding:** The second and final grant claim for £1,609,126 was submitted for the balance of the approved Regeneration Capital Grant Fund grant and the claim was subsequently paid in full. In relation to the Grant from Historic Scotland, an indicative offer of £475,000 has now been confirmed, however it should be noted that the final grant figure is dependent on tendered costs and it is anticipated that the maximum available grant of £500,000 will be secured.
- 4.3. **Project Team:** Following the conclusion of a successful tender process, the main contractor, CBC (Glasgow) Ltd was appointed in February and is working collaboratively with the Project Team.
- 4.4. **Legal Issues:** In order to obtain the required approval to erect scaffolding over the adjacent property at No28 Causeyside Street to enable works to be carried out to the gable wall, a Licence to Occupy has been agreed.
- 4.5. **Lease Agreement:** Provisional Heads of Terms have now been agreed with Skills Development Scotland.
- 4.6. **Project Timescale:** Internal works have begun on the building with the removal of materials and a detailed programme is being prepared for the main construction phase. These works will be timed to ensure that there is no impact on external funding or the operational requirements of SDS and the Council's Employability Services who will operate from this building. Completion is scheduled for Autumn 2016.
- 4.7 It is anticipated that regular updates will be brought to the Board during the refurbishment of this key part of Renfrewshire's heritage.

5. Project finance

5.1 As referred to in paragraph 4.2 above, significant funds have been confirmed from external sources. Nevertheless there is a requirement for additional Council funds to deliver the project. Council budgets made available to fund Paisley Heritage Asset Strategy projects, supported by rental income from Skills Development Scotland, will support borrowing up to a maximum Council contribution of £2.5 million. It should be noted that the final project costs are dependent on ongoing tender exercises for works. The level of Council funding will be matched to the final project cost.

5.2 The budget estimates and sources are summarised in the following table.

	2014/15	2015/16	2016/17	TOTAL
Russell Institute – Estimate project costs	304,948	2,195,052	2,500,000	5,000,000
Funded by:				
General Capital Grant	0	0		
Regeneration Capital Grant Fund (RCGF)	204,948	1,795,052		2,000,000
Historic Scotland	100,000	400,000		500,000
CFCR	0	0		
Funding Source - Mainline	0	0		
Prudential Borrowing	0	0	2,500,000	2,500,000
	304,948	2,195,052	2,500,000	5,000,000

Implications of the Report

1. **Financial** - The Regeneration Capital Grant Fund has now been received in full. Historic Scotland has approved an indicative Building Repair Grant of £475,000, the final grant being confirmed following the tender process for construction works. The Council's contribution is secured through approved Council budgets for the implementation of the Paisley Heritage Asset Strategy, approved by Council in February 2013 and February 2014.
2. **HR & Organisational Development** – None
3. **Community Planning: Greener:** The project will provide a sustainable future for this key category A listed building within Paisley Town Centre Conservation Area.

4. **Legal** – A Licence to Occupy is being prepared to enable access over the adjacent property and works to the gable wall to be carried out.
5. **Property/Assets** - The property is now in Council ownership and a security company provides 24hr on site security.
6. **Information Technology** – The accommodation will incorporate and ICT provision suitable for Council services and tenant organisations.
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** – The removal of hazardous material from the building and subsequent construction works will be carried out in accordance with statutory requirements.
9. **Procurement** – Appointments are made in accordance with the Council's statutory requirements in respect of the EU regulatory requirements, the Council's Standing Orders Relating to Contracts and the Council's Financial Regulations.
10. **Risk** – none
11. **Privacy Impact** – A Privacy Impact Assessment in relation to the provision of a CCTV system within the Russell Institute has been completed in association with Legal Services.

List of Background Papers

- a) Report to Planning and Property Policy Board on 11th November 2014 "Russell Institute: Update November 2014"
- b) Regeneration Capital Grant Fund application form, project RCGF/13/0092, the Russell Institute Paisley
- c) Motion presented to Council meeting on 13th February 2014 Revenue Budget and Council Tax 2014/15 item no5
- d) Report to Planning and Property Policy Board on 21st January 2014 "Russell Institute Update"
- e) Motion presented to Council meeting on 14th February 2013 Revenue Budget and Council Tax 2013/14 item no9.

Author: Susan Jones, Assistant Manager (Regeneration)
Tel: 0141 618 7836 Email: susan.jones@renfrewshire.gov.uk



To: Planning and Property Policy Board
On: 12 May 2015

Report by: Director of Development and Housing Services

Heading: Renfrewshire Housing Land Supply Supplementary Guidance and Review of Adopted Renfrewshire Local Development Plan

1. Summary

- 1.1. The Scottish Government Reporter to the Examination of the Renfrewshire Local Development Plan (LDP) concluded that Renfrewshire had a shortfall in its housing land supply. To address this, the Reporter recommended that the Council prepare Supplementary Guidance (SG), within 1 year of the adoption of the LDP, which would include a detailed framework to guide the release of additional housing land.
- 1.2. Notwithstanding the above, it is considered that the approach recommended by the Scottish Government Reporter runs counter to the principles which underpin the established "plan-led system" as it exists across the country.
- 1.3. This being the case, Members are asked to agree that as opposed to a process that would effectively identify Green Belt locations for housing in an ad hoc manner, a more appropriate option would be to progress with a review of the current Local Development Plan, this allowing a suitable degree of consultation and scrutiny to be undertaken to ensure that the appropriate locations for new housing are identified in a plan led way.
- 1.4. In this context, in recognition of the Scottish Government Reporter's recommendations a Draft Renfrewshire Housing Land Supply Supplementary Guidance is provided in Appendix 1 as a means of providing a framework for assessing planning applications for new housing in Renfrewshire which together with the commitment to review the Local Development Plan is considered to meet the recommendations issued by the Scottish Government's Reporter.

2. Recommendations

2.1 It is recommended that the Board:

- (i) Authorises the Director of Development and Housing Services to progress the necessary publicity and consultation in relation to the Renfrewshire Housing Land Supply Supplementary Guidance;
- (ii) Notes that following consultation and consideration of the comments made on the draft Renfrewshire Housing Land Supply Supplementary Guidance, that a final Renfrewshire Housing Land Supply Supplementary Guidance be referred to the Board for determination;
- (iii) Agrees that the Director of Development and Housing Services is authorised to commence the formal publicity that is required to begin the review of the Adopted Renfrewshire Local Development Plan.

3. Background

- 3.1. Scottish Planning Policy requires Councils to identify a generous supply of housing land to meet the requirements set by the Strategic Development Plan and Renfrewshire Local Housing Strategy.
- 3.2. The Scottish Government Reporter to the Examination of the Renfrewshire LDP concluded that Renfrewshire had a shortfall in its housing land supply. To address this, the Reporter recommended that the Council prepare Supplementary Guidance (SG), within 1 year of the adoption of the LDP, which would lead further housing land release in the green belt.
- 3.3. The Scottish Government Reporter recommended that the Housing SG is to include a detailed framework with criteria to allow the Council to grant planning permission for planning applications that come forward for new residential developments if they are in accordance with the Housing SG framework.
- 3.4. Work commenced on the preparation of the Housing SG in autumn 2014 with an audit of all land suitable for residential development undertaken. The Housing Land Audit includes all available brownfield sites and the 13 new greenbelt sites that were identified in the Adopted LDP and indicates that at this point in time there remains a shortfall in housing land up to the end of the LDP period in 2019.
- 3.5. The following table indicates the shortfall in the private sector for the next five years, giving a total shortfall of 733 units.

YEAR	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
HOUSING SUPPLY TARGET	745	745	632	632	632
AGREED PROGRAMMING OF CURRENT HOUSING SITES	390	613	585	544	521
SHORTFALL	355	132	47	88	111

- 3.6. To comply with Scottish Planning Policy, ensuring that Renfrewshire maintains an effective five year housing land supply at all times, further housing sites are required in the short term to meet the housing shortfall.
- 3.7. In this case, the Council requires to comply with the Scottish Government Reporter's recommendation and provide a Housing Supplementary Guidance that includes a policy framework for the release of additional land.
- 3.8. As raised at the Examination Hearing into Renfrewshire's Housing Land Supply, the Council is concerned that the approach recommended by the Scottish Government Reporter runs counter to the plan-led system, particularly when the LDP has just been adopted. In this respect it is considered that this approach may encourage speculative greenfield development, with a risk of planning applications coming forward in an ad hoc manner, defeating the purpose of a plan led system or of having an Adopted LDP.
- 3.9. In the preparation of the LDP, the Council, statutory consultees and all other stakeholders could assess the overall impact of all housing sites to be included in the LDP. Should planning applications be submitted in an ad hoc manner, then it will be difficult to assess the cumulative impact on things such as infrastructure, schools and even the delivery of the existing housing sites identified in the LDP. The Housing SG framework should identify the 'best fit' sites in line with the LDP, but the Council has no control over the timeframe of housing sites that will come forward.
- 3.10. As suggested at the Examination Hearing into Renfrewshire's Housing Land Supply, the Council consider that the best option would be to review the Local Development Plan. Allowing for a collective look at all housing sites, with extensive engagement and consultation and more importantly, a collective and fair examination all housing sites.

4. Next Steps

- 4.1. The review of the current Renfrewshire Local Development Plan will commence with the monitoring of existing plan policies and proposals taking account of any changing circumstances as well as progressing Main Issues Report consultation and engagement work.
 - 4.2. The Council require to comply with the recommendation of the Scottish Government Reporter and therefore have prepared a draft Renfrewshire Housing Land Supply Supplementary Guidance with a framework.
 - 4.3. The Renfrewshire Housing Land Supply Supplementary Guidance is required to be issued for formal public consultation for a period of six weeks.
 - 4.4. Following this consultation a finalised version of the SG along with a summary of the representations made throughout the consultation period will be presented to the Board for further authorisation of the Board.
 - 4.5. The finalised SG requires to be sent to the Scottish Government along with a statement setting out the publicity measures that have been undertaken, the comments received through consultation and an explanation of how these comments were taken into account in the finalised document.
 - 4.6. The Scottish Government will then decide whether or not to allow the Council to adopt the SG. Should the Scottish Government not wish to intervene in the adoption of the SG, the Council will adopt the SG, advertising its adoption.
 - 4.7. Renfrewshire Housing Land Supply Supplementary Guidance will be 'statutory' forming part of the development plan. It will have the same status for decision making as the Renfrewshire Local Development Plan.
-

Implications of the Report

1. **Financial** – None
2. **HR & Organisational Development** – None
3. **Community Planning – Jobs and Economy** – The LDP is a key document in establishing a land use framework for supporting, encouraging and delivering economic development in Renfrewshire through investment and are regeneration.
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**

List of Background Papers

(a) None

Author The contact officer within the service is Sharon Marklow, Assistant Manager (Policy), 0141 618 7835, email: Sharon.marklow@renfrewshire.gov.uk



Renfrewshire Local Development Plan

Draft Housing Land Supply Supplementary Guidance (2015)

Introduction

The Adopted Renfrewshire Local Development Plan is made up of two component parts; namely a written report known as the Local Development Plan Document (LDP), and New Development Supplementary Guidance, (SG).

Together these documents set out the overall spatial strategy for Renfrewshire and contain a range of key policies, proposals and guidance.

The LDP sets out the strategy, priorities and principles for development in Renfrewshire while the SG provides criteria against which development is assessed.

Both the Local Development Plan and Supplementary Guidance outline what developers need to do in designing, delivering and implementing development, with an emphasis on sustainable development and place making.

Purpose of the Housing Land Supply Supplementary Guidance

Scottish Planning Policy requires Councils to identify a generous supply of land to meet the housing land requirements as set out by the Strategic Development Plan (SDP) and Renfrewshire Local Housing Strategy (LHS).

The LDP is required to allocate a range of sites for housing which is in the right places which are effective or capable of becoming effective to meet the housing land requirements up to 10 years beyond the predicted year of the plan adoption, ensuring a minimum of 5 years effective land supply at all times.

Renfrewshire Council consider that the Adopted Local Development Plan provides an adequate housing land supply with a range of housing sites, across all tenures, in sustainable places.

The LDP also identifies a housing land supply that focuses on the available brownfield land to meet the majority of the housing land requirements along with a small number of Green Belt release sites to help stimulate supply in the short term.

In Examining the Adopted Renfrewshire LDP, the Scottish Government appointed Reporter concluded that there was a shortfall in housing land in Renfrewshire and that the LDP did not identify sufficient land to meet housing need and demand.

Having identified a shortfall in housing land the Scottish Government Reporter recommended that the Council prepare supplementary guidance. This would be used to set out a framework for the release of additional housing land which in turn could enable further sites in the green belt to be released.

The role of Supplementary Guidance, however is to provide further information or detail in respect of policies or proposals that are already set out in the LDP.

In this respect it is considered that the allocation of additional housing sites in this SG would be inappropriate due to the lack of scrutiny of an Examination and it is proposed that this will be brought forward through a full review of the Renfrewshire Local Development Plan.

Scottish Government Reporter's Recommendation

To address the potential shortfall in housing land supply, the Reporter recommended that the Council prepare Supplementary Guidance (SG), within 1 year of the adoption of the LDP. The SG is to include a detailed framework to guide the release of additional housing land where a 5-year supply of effective housing land is not being maintained. The Council is required to monitor and review that guidance annually in light of changing circumstances. The Council are then to grant planning permission in accordance with the detailed guidance, provided that:

- The site is shown to be effective and can be delivered to address the identified shortfall;
- It will not undermine the spatial strategy of the plan; and,
- Its design would comply with the criteria for implementing the spatial strategy in the local development plan and the Council's New Development SG.

Renfrewshire Housing Land Supply SG

In line with the Scottish Government Reporter's recommendation, the Renfrewshire Housing Land Supply SG sets out a framework to enable the delivery of sites with the established housing land supply.

The SG also sets out how the Council will assess planning applications for housing on sites not allocated for residential development in the adopted Renfrewshire LDP, in circumstances where the 5 year effective land supply is not being maintained.

Renfrewshire's 5 year effective land supply is monitored and reviewed on an annual basis through the preparation of the Housing Land Audit (HLA), this is the established means for monitoring housing land and is recognised as an important indicator in demonstrating the housing land requirement given it reflects the changing nature of housing markets and market conditions.

How to use the Supplementary Guidance

All residential developments must be assessed against the policies set out in the LDP and the guidance / criteria within the New Development Supplementary Guidance as well as the framework set out in this Housing Land Supply Supplementary Guidance.

The LDP and New Development SG is also supplemented by a series of non statutory Planning Advice Notes which provide good practice examples in relation to design and place, in particular reference must be made to Renfrewshire's Places Residential Design Guide.

Consultation

The Renfrewshire Housing Land Supply Supplementary Guidance will be published for consultation on the **26 May 2015** for a period of 6 weeks.

Delivery of existing sites in the Established Land Supply / Housing Action Programme Sites

Renfrewshire Council is committed to utilising a variety of enabling mechanisms and innovative approaches to support the delivery of housing on stalled and more complex or challenging sites.

Almost all of these housing sites, which are in the established housing land supply, are previously developed sites in existing residential areas. Many of these sites are vacant and/or derelict and are only challenging due to the nature of the economy and not due to significant constraints.

This SG therefore includes the methods that the Council will use to make the sites in the established housing land supply and the identified housing action programme sites effective and deliverable.

Regeneration of Previously Developed Land

The Renfrewshire LDP Spatial Strategy supports investment which helps to regenerate, create and enhance communities and places, providing high quality new developments in the right locations.

The regeneration of previously developed land, in line with Scottish Planning Policy, the National Planning Framework, the SDP as well as all of Renfrewshire Council's plans, policies and strategies, has made a significant contribution to the number of residential units built over the last 20 years in Renfrewshire.

Renfrewshire Council expect to see a continuation of this trend, particularly given the amount of brownfield land available for development within Renfrewshire.

The Council's however recognise that despite the strong commitment and priority given to brownfield sites a process is required that would allow Greenfield sites to be identified within the context of

the Council's strategic regeneration priorities.

Current Progress

In monitoring house building activity over the last two years, the Council have seen progress on stalled sites, good progress on sites where house building has already commenced and an increase in build rates overall.

Partnership Working

If this positive trend continues in both market conditions and partnership working then there is a real possibility that many of the sites in the established land supply status will become effective in the plan period.

As such the Council see an opportunity to proactively work with others with a flexible and enabling approach to remove constraints/barriers. As such the Council will actively engage with Homes for Scotland and house builders on a site by site basis, to find appropriate solutions to development constraints.

Housing Action Programme Sites

The Housing Action Programme Sites were identified in the LDP as being an integral part of the housing land supply.

The Council is aiming to enable the implementation of development on these sites by assessing the infrastructure that would be required as part of site implementation works, as well as looking at staggering capital receipts on land owned by the Council on the basis of a licence agreement or an agreed payment structure and disposal of sites at nil value. Each site will require a different method of support or facilitation.

Development Briefs

The Council is also committed to enabling and supporting many of the housing development sites that have not been successfully delivered over the years.

The Council have started this process by identifying areas where there have been a number of smaller vacant and derelict sites within or on the edge of our town centres, where planning consent for

housing has been given and the sites have stalled.

Development briefs are being prepared outlining a vision of how collectively regenerating an area together with various parties and landowners, that that this could make sites more viable, available and therefore more effective. The Council is to develop, implement and roll out this approach in various locations throughout Renfrewshire.

Planning Obligations

The adopted LDP does not set out any policies on developer contributions. The Council consider this is a proactive approach to encouraging development in the right places where the delivery of development is not reliant on large infrastructure investment.

The Council encourage early discussions with developers and key agencies with an aim of implementing suitable development which will have minimal impact on existing infrastructure, timescales or budgets. Developers still

require to make good any infrastructure deficits associated with any new development.

In considering the implementation of planning obligations associated with existing residential consents, consideration will be given to the use of staged or deferred payments to assist development at a site and generate revenue before paying the full costs of related infrastructure.

Framework for the release of further housing land

Each planning application for residential development will be assessed on its merits and in accordance with the following criteria:

Main Considerations

- Compliance with the Glasgow and the Clyde Valley Strategic Development Plan – Spatial Development Strategy and indicative compatible development (Diagram 3), Sustainable location assessment (Diagram 4) and Strategy Support Measure 10 – Housing development and local flexibility;
- Renfrewshire Local Development Plan – Spatial Strategy (Implementing the spatial Strategy – page 4), Policy P1 – Renfrewshire’s Places, Policy P2 – Housing Land Supply, Policy P7 – Green Network, Policy P8 – Open Space, Policy ENV1 – Green Belt;
- Renfrewshire Local Development Plan New Development Supplementary Guidance;
- Renfrewshire’s Places Residential Design Guide;

Other Considerations

- Information must be submitted with any planning application to demonstrate the effectiveness of the site and guarantee delivery in the short term (up to 2019);
- Details of the phasing of the development will required to be submitted with any planning application;
- The site must be capable of being substantially built out by 2019. Should development not commence by 2019 the sites will revert back to its original Green Belt designation;
- Compliance with The Scottish Government Planning Advice Note 2/2010 in relation to the assessment of effectiveness including:
 - Ownership – the site is in the ownership or control of a party which can be expected to develop it or to release it for development;
 - Physical – the site is free from constraints related to slope aspect, flood risk, ground stability or vehicular access which would preclude its development. Where there is solid commitment to removing the constraints in time to allow development by 2019, the site will be considered;

- Contamination – previous use has not resulted in contamination of the site or, if it has, commitments have been made which would allow it to be developed;
- Deficit funding – any public funding required to make residential development economically viable is committed by the public bodies concerned;
- Marketability – the site can be developed in the period up to 2019;
- Infrastructure – the site is free of infrastructure constraints, or any required infrastructure can be provided by the developer or another party to allow development to proceed;
- Land use – Housing is the sole preferred use of the land in planning terms;
- Scale of the site – This SG does not apply to planning applications for single or small groups of houses in the green belt. The scale should also be such that it can contribute to the short term needs of the housing land supply;
- Proposed housing sites must be contained within robust defensible boundaries and must not set a precedent for subsequent future expansion;
- It must be demonstrated that there is sufficient infrastructure is available or can be made available within a timescale that allows for early house completions;
- Proposed developments must not take infrastructure capacity from, or compromise the ability to provide infrastructure to, existing housing land allocations that do not yet have planning permission or are committed but not yet started;
- Proposals for residential development must not be dependent on the prior provision of infrastructure required by existing housing land allocations that do not yet have planning permission or are committed but have not started;



To: Planning and Property Policy Board

On: 12 May 2015

Report by: Director of Development and Housing Services

Heading: Renfrew Town Centre Simplified Planning Zone - Draft Scheme

1 Summary

- 1.1. The Planning and Property Policy Board on 10 March 2015 authorised the Director of Development and Housing Services to progress work on the necessary processes required to establish a Simplified Planning Zone in Renfrew Town Centre.
 - 1.1 A Draft Simplified Planning Zone Scheme (Appendix 1) for Renfrew Town Centre has now been prepared and will form the basis of a 6 week consultation with Key Agencies, Renfrew Community Council, local businesses and other stakeholders. Any representations received during the consultation will be considered and reported back to Board with the finalised Simplified Planning Zone Scheme.
 - 1.2 At that stage, if approved, the Renfrew Town Centre Simplified Planning Zone will be in place for a period of 10 years from the date of its adoption. However the Council has the right to propose alterations to the Scheme by adding, removing or otherwise altering the planning controls. Any alterations will be subject to further public consultation and Board approval.
-

2 Recommendations

- 2.1 It is recommended that the Board:
 - (i) Authorises the Director of Development and Housing Services to progress the necessary publicity and consultation with Key Agencies, Renfrew Community Council, local businesses and other stakeholders

on the content of the Draft Renfrew Town Centre Simplified Planning Zone Scheme.

3 Background

- 3.1 A Simplified Planning Zone (SPZ) is an area where planning permission is granted in advance for specified uses and types of development. In this context, as long as the development proposals comply with the Simplified Planning Zone Scheme, it is not necessary to make an application for planning permission.
- 3.2 The Simplified Planning Zone Scheme sets out the types of developments and the nature of the uses that are authorised as well as the conditions, restrictions and guidelines that must be complied with under the Scheme.
- 3.3 The Scheme does not prevent a prospective developer's ability to apply for planning permission for proposals falling out with the provisions of the Scheme. In these circumstances, the applicant will require to go through the normal planning process.
-

4 Simplified Planning Zone Scheme Content

- 4.1 The main elements of the Scheme as set out in Appendix 1 are:
- A table of developments and uses that are authorised under the SPZ Scheme along with limitations and constraints on the number and type of changes of use to ensure the town centre vitality and viability is protected;
 - Conditions which all developments require to adhere to under the Scheme; and
 - Guidance on other statutory controls which remain in force in the SPZ; as well as guidance on the design of developments authorised under the Scheme.
-

5 Renfrew Town Centre Simplified Planning Zone

- 5.1 The Simplified Planning Zone Scheme seeks to promote a mix of appropriate town centre uses within Renfrew Town Centre in line with Scottish Planning Policy.
- 5.2 To protect the vitality and viability of the town centre, retail will remain the principal use in the centre. The Scheme maintains the retail function by limiting the amount of shops (Class 1) that can change to other uses within the SPZ.

- 5.3 Unlike many other town centres across Scotland, Renfrew Town Centre has a low vacancy rate of around 9%. Currently there are 62 Class 1 units within the town centre (48% of ground floor commercial units). To maintain the vitality and viability in Renfrew Town Centre, the Scheme will not permit the change of use of any Class 1 unit should the total amount of Class 1 units fall below a threshold of 40% of ground floor commercial units within the town centre.
- 5.4 It is anticipated that the increased promotion of the town centre offered by the SPZ will strengthen the retail offer. In this respect by including a threshold on the minimum amount of Class 1 units it will provide an added protection and will ensure that the flexibility offered by the SPZ is not to the detriment of the town centres important retail function.
- 5.5 Uses such as public houses and hot food outlets that can give rise to amenity issues are not permitted without applying for planning permission through the normal planning processes. There is also limitation within the scheme to prevent an over concentration of class 3, restaurants and cafes in the town centre.
- 5.6 In relation to changes of use to Payday Lending Outlets and Betting Offices (uses within Class 2) it should be noted that the outcome of the Scottish Government's Consultation on Planning Controls, Payday Lending and Betting Offices is that there will be no changes to planning legislation at this time. The Scottish Government considered that the Licensing process remained the most effective way to control such uses and in terms of planning legislation they remain part of Use Class 2 along with other town centre uses such as banks, estate agents and dentists.
- 5.7 In line with the Renfrewshire LDP strategy to increase the amount of people living in our town centres the scheme does allow for a change of use to residential at upper floor level but does not permit the change of an existing residential property to any other use.
- 5.8 To preserve the character of the built environment new build development and extensions to existing properties are not covered by the scheme and will still require an application for planning permission.
- 5.9 The Scheme does allow for shop front improvements and minor alterations to existing properties, however, any proposal will be subject to compliance with the Renfrew Town Centre SPZ Design Guide.
-

6 Scheme Operation

- 6.1 In using the SPZ Scheme there are 3 stages that require to be followed.

Stage 1– What types of use and development are permitted by the Scheme and would the development proposal still require an application for planning permission?

Stage 2 – What planning conditions apply to the development proposal and what additional information does the condition require? What other types of consent are still required?

Stage 3 – Notify Council of development proposal to see if it complies. The Council will also be notified of the commencement and completion of development.

- 6.2 The Council will monitor development activity along with the impact and effectiveness of the Scheme to ensure that the development parameters are not exceeded. A monitoring report providing a summary of the development activity will be published each year of the Scheme's operation. This will be available on the Council's Renfrew SPZ webpage www.renfrewshire.gov.uk/webcontent/home/services/planning+and+building+standards/development+planning/pt-renfrewtowncentrespz
- 6.3 The SPZ Scheme relates only to planning permission and other statutory provisions would remain in place including advertisement consent, enforcement of planning controls, building warrants and listed building consents etc.
-

7 Next Steps

- 7.1 The Draft Renfrew Town Centre SPZ Scheme will be subject to consultation and publicity with Key Agencies, Renfrew Community Council, local businesses and other key stakeholders towards the end of May 2015 for a period of 6 weeks.
- 7.2 It is intended to report back to the Board the outcome of the publicity and consultation exercise with a finalised SPZ Scheme for determination.
-

Implications of the Report

1. **Financial** – None
2. **HR & Organisational Development** – None
3. **Community Planning – Jobs and Economy** – The SPZ scheme will help promote Renfrewshire as one of the best locations in Scotland to invest as well as encourage successful town centres through successful regeneration that contributes positively to local communities and economic growth.
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

Author The contact officer within the service is Sharon Marklow, Assistant Manager (Policy), 0141 618 7835, email: Sharon.marklow@renfrewshire.gov.uk

Renfrew Town Centre

Draft Simplified Planning Zone Scheme

May 2015



RENFREW TOWN CENTRE SIMPLIFIED PLANNING ZONE SCHEME

Contents

Introduction

- Promoting Town Centres
- Planning Context
- What is a Simplified Planning Zone (SPZ)?
- SPZ Boundary

Renfrew Town Centre Simplified Planning Zone Scheme

- SPZ Duration
- How to use the Scheme
 - Stage 1 - What types of development are approved by the SPZ Scheme?
 - What still requires consent?
 - Stage 2 – Planning Conditions and Informatives
 - Stage 3 – Notification Requirements

Miscellaneous Information

Appendix 1

- Plan 1: SPZ Area
- Plan 2: Location of Listed Buildings
- Plan 3: Land Use Plan and Table of Existing Uses 2015

Appendix 2

- Renfrew Town Centre Design Guide

Appendix 3

- Pre-development Notification Form
- Commencement and Completion Notification Certificates

Promoting Town Centres

Town centres are central to the local economy and communities offering a base for a range of businesses, community activity and jobs.

Renfrewshire Council is committed to promoting economic growth and regeneration in our centres and continues to identify and deliver a range of innovative approaches to sustain and encourage investment to ensure that all of our town centres remain as the economic and social hubs of our communities and places.

Following on from the successful adoption of the Hillington Park Simplified Planning Zone (SPZ) in 2014, Renfrewshire Council have sought to prepare an SPZ for one of our town centres as a means to stimulate investment within the context of a wider Town Centre Strategy and Action Plan.

In consultation with colleagues from the Scottish Government, Renfrew Town Centre was selected as a suitable location and the Council agreed to take part in a nationally funded Pilot Project to prepare a SPZ Scheme for the town centre.

The promotion of a simplified planning zone within Renfrew Town Centre is a clear demonstration that Renfrewshire Council is working to promote investment and enhance the town centre, to promote a culture of being 'open for business' and to ensure that planning controls are proportionate.

Planning Context

This SPZ Scheme has been prepared in line with the provisions of Sections 49 and 50 and Schedule 5 of the Town and Country Planning (Scotland) Act 1997 (the 1997 Act) as amended by the Planning Etc. (Scotland) Act 2006 and the Town and Country Planning (Simplified Planning Zones) (Scotland) Regulations 1995 (the Regulations).

Scottish Planning Policy

Scottish Planning Policy (SPP) recognises that town centres are at the heart of local communities and the local economy and can be hubs for a range of activities.

The Scottish Government's Town Centre First Policy is central to the approach being promoted with other broad policy principles including: encouraging a mix of uses in town centres; ensuring development plans, decisions and monitoring supports town centres; and, considering opportunities to increase the amount of people living in town centres.

Renfrewshire 2023 – Renfrewshire's Community Plan

The Renfrewshire Community Plan recognises that attractive and successful town centres are important to the local community and the delivery of sustainable economic growth within Renfrewshire. The Community Plan makes a commitment to: "Deliver a regulatory framework designed to support and encourage investment and area regeneration".

The Glasgow and the Clyde Valley Strategic Development Plan

The Glasgow and the Clyde Valley Strategic Development Plan (SDP) identifies a network of Strategic Centres, their challenges and a range of interventions that will be required to support their long-term roles and functions.

While Renfrew Town Centre isn't one of the Strategic Centres identified in the SDP, a Simplified Planning Zone will have no impact on the role and function of any Strategic Centre (including Braehead and Paisley) and will strengthen the network of centres identified in the Renfrewshire Local Development Plan.

Renfrewshire Local Development Plan

The Renfrewshire Local Development Plan (LDP) Spatial Strategy aims to promote sustainable economic growth by indicating opportunities for change and supporting investment which helps to regenerate, create and enhance communities and places.

Strengthening the vitality and viability of Renfrewshire's centres is central to the LDP Spatial Strategy and requires the channelling of investment to allow a diverse range of activities and uses to develop. In terms of Renfrew Town Centre the LDP identifies that the Council will continue to work to strengthen and refresh the offer within the town centre to maintain its vitality and viability.

Renfrew Town Centre

In comparison to many town centres across Scotland Renfrew town centre is performing well with less than 9% of commercial units / buildings currently vacant, however, it is envisaged that this SPZ will help reduce vacancy further and strengthen the offer within the town centre, delivering benefits for developers, property owners, businesses and residents of Renfrew.

The SPZ offers the flexibility to help Renfrew's businesses to grow and adapt as well as encourage new business to locate in the town centre.

City Deal Investment

Renfrew town centre will also benefit from the City Deal investment programme which will deliver a new bridge crossing between Renfrew and Yoker and a new road to the north of the town. The increased promotion of the town centre and simplified planning framework delivered by this SPZ together with the City Deal infrastructure investment will add to the overall strength of the town centre providing for new economic growth opportunities.

What is a Simplified Planning Zone?

A Simplified Planning Zone is an area where the need to apply for planning permission is removed for certain types of development so long as the development complies with the details, conditions and guidance set out in the SPZ Scheme.

An SPZ Scheme maintains acceptable standards of development, care for the built environment and amenity. These matters are addressed in this Scheme while offering flexibility designed to help Renfrew's businesses to grow and adapt as well as encouraging new business opportunities to locate in the town centre.

The proposed Renfrew Town Centre SPZ allows for certain changes of use, external alterations, and other minor works without the need for a planning application subject to their compliance with the development parameters and conditions detailed in this document.

Under the Town and Country Planning (Use Classes) (Scotland) Order 1997 changes of use can occur without the need for planning permission. Under the SPZ Scheme there is increased flexibility to change the use of properties.

Planning issues are addressed within the Scheme. The types of new/additional uses and new development that are approved within the SPZ area are confirmed.

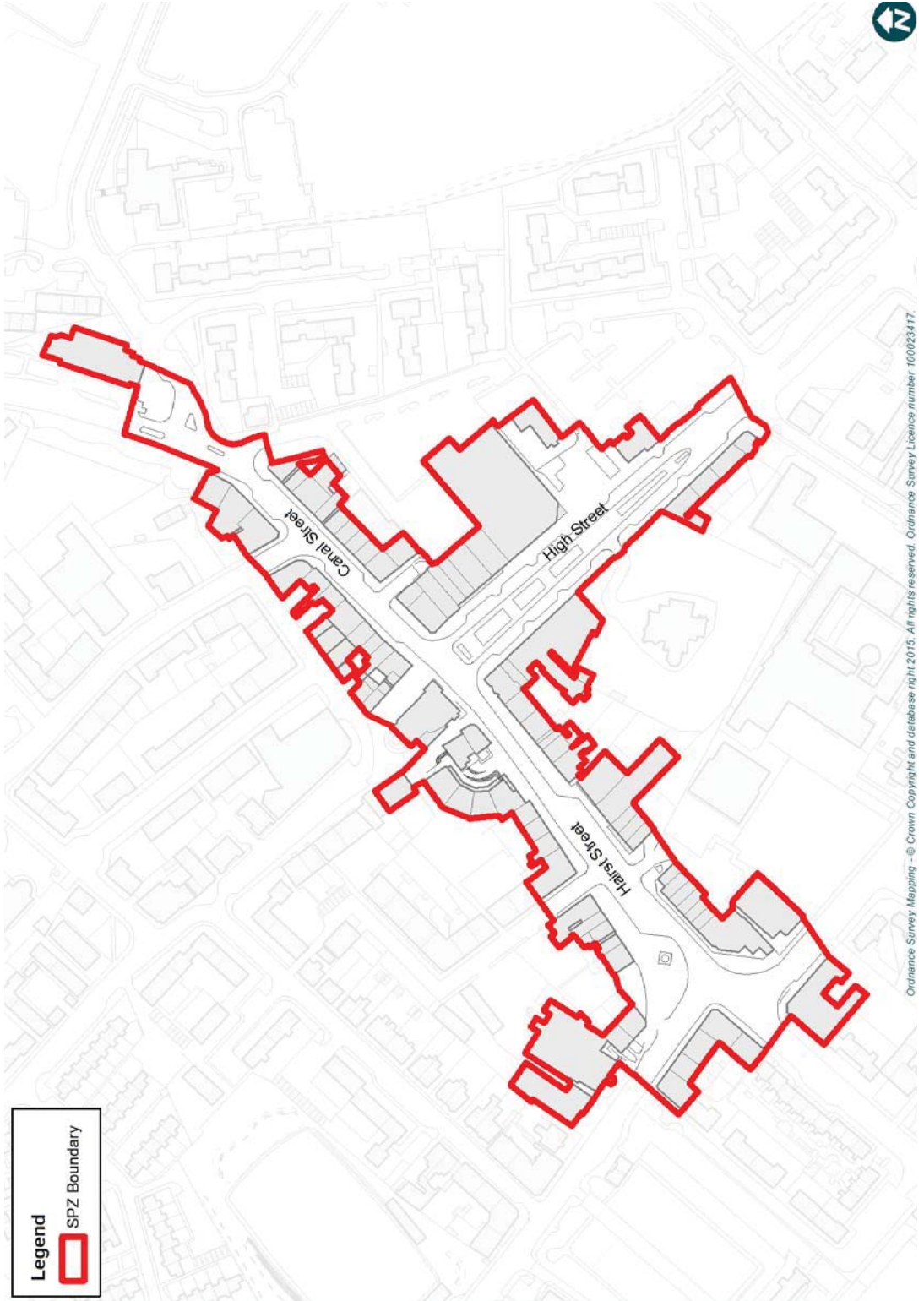
The aim of the SPZ is to assist in informing investment decisions as businesses and investors are able to establish with certainty and speed the acceptability of their proposals.

The savings in terms of time, money and effort in considering these minor changes and the certainty offered by the SPZ status will help promote Renfrew town centre further as a location to invest.



SPZ Boundary

The provisions of this SPZ Scheme apply only to the area identified on the Plan below. Areas outside of this boundary are subject to standard planning control.



RENFREW TOWN CENTRE SIMPLIFIED PLANNING ZONE SCHEME

SPZ Duration

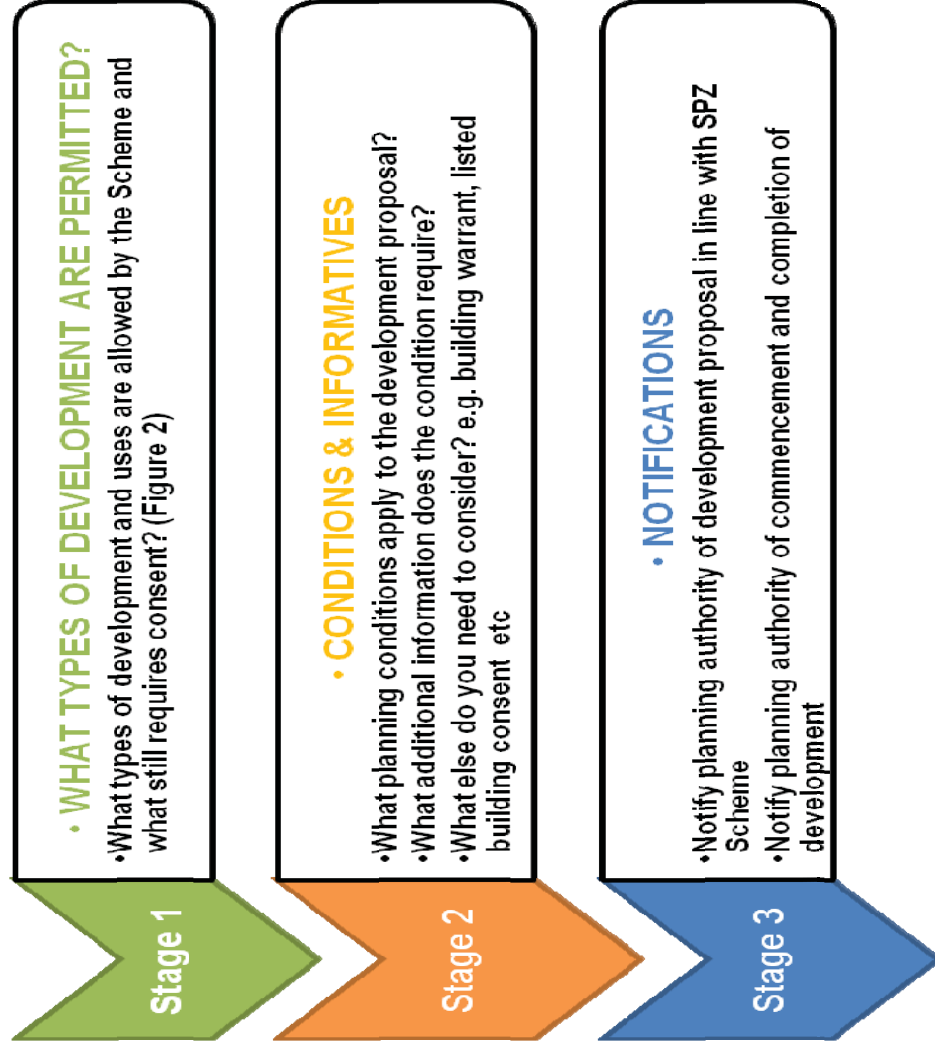
The provisions of this SPZ Scheme are valid for a period of **TEN YEARS** from the date of its commencement on The Council has the right to propose alterations to the Scheme including to add to, remove or otherwise alter the planning controls (see Page 11)

How to Use the Scheme

In using this SPZ Scheme there are three stages that require to be followed before proceeding with your development proposals within Renfrew Town Centre (See Figure 1).

Development is approved by this SPZ Scheme where it is in accordance with the development parameters (Stage 1), and complies with the conditions attached to the scheme (Stage 2). Information on each Stage is detailed in pages 8-13.

Figure 1 – Operation of Renfrew Town Centre SPZ Scheme



WHAT TYPES OF DEVELOPMENT ARE APPROVED BY THE SPZ SCHEME

Development is approved within the SPZ area subject to the development parameters set out in Figure 2. This allows for certain changes of use, external alterations and other minor works within Renfrew Town Centre. Figure 2 details the types of uses and development that are approved under this SPZ scheme. A proposal for any other use or development type will **not** be permitted by this scheme. For example, new build development or extensions to existing properties within the SPZ area and a change of use not indicated below are not covered by this scheme.

Figure 2 – Permitted Developments/Uses and Development Parameters

Uses and Developments Permitted	Development Parameter
Changes of Use To	
Use Class 1 – Shops*	Acceptable at ground floor level
Use Class 2 – Financial, Professional and Other Services (e.g Estate Agents, Banks, Dentist Surgeries*)	Acceptable at ground floor and first floor level
Use Class 3 – Food and Drink (e.g. Restaurants and Cafes*)	Acceptable at ground floor level. (Does not include Public Houses or Hot Food Takeaways) No more than three adjoining Class 3 units are permitted by the SPZ scheme
Use Class 4 – Offices*	Acceptable at ground floor and first floor level. (Does not include Light Industry)
Use Class 7 – Hotels and Hostels*	Acceptable at ground floor and first floor level
Flats – Residential	Acceptable but limited to upper floors. Excludes Houses in Multiple Occupation.
Use Class 10 – Non Residential Institutions (e.g. Nursery, Public Library, Museum, Religious Institution*)	Acceptable at ground floor level
Other Developments	
Shop front alterations	Subject to compliance with Renfrew Town Centre SPZ Design Guide (Appendix 2)
Installation of external refrigeration/ air conditioning units	Subject to compliance with Renfrew Town Centre SPZ Design Guide (Appendix 2)
Notes	
<ol style="list-style-type: none"> Existing uses and floorspace levels within the SPZ area are detailed in Plan 3: Land Use Plan 2015 (Appendix 1). The above uses are approved subject to the number of ground floor Class 1 units not falling below 40% of the total number of ground floor commercial units within the town centre. See Plan 3: Land Use Plan 2015 for a breakdown of Class 1 units. (Appendix 1). Should the number of Class 1 units fall below 40% the Scheme will not permit the change of use of a retail unit to any other use. This scheme does not permit the change of use from Class 9 (Residential) to any other use. Development activity will be monitored throughout the scheme duration and an annual monitoring report will be published. <p>* Examples only, for a full list of uses please see The Town and Country Planning (Use Classes) (Scotland) Order 1997</p>	

WHAT STILL REQUIRES CONSENT?

Proposals Not Permitted by the Scheme

Proposals falling outside of the SPZ scheme that require planning consent will be considered by way of a planning application and determined under the development plan. Renfrewshire Council continue to welcome such submissions.

Permitted Development Rights

This scheme does not affect existing permitted development rights afforded under the Town and Country Planning (General Permitted Development) (Scotland) Order 1992 (as amended). The amended order, subject to specified criteria, allows for certain alterations and extensions to commercial properties and minor developments such as access ramps, trolley stores and the installation of vehicle recharging electrical outlets.

Any alterations or extensions to permitted development rights which may subsequently emerge through future regulatory change would also be available.

Other Consents

The SPZ Scheme relates only to planning permission. It is the developer's responsibility to ensure compliance with all other relevant legislation and requisite fees. For example, separate approval will be required from the Local Authority for, if applicable, Listed Building Consent and Building Warrants.

Advertisement Consent

Proposals for signs and advertisements, unless having deemed consent, will require approval under the terms of the Town and Country Planning (Control of Advertisement) (Scotland) Regulations 1984 (as amended) or its replacement.

Certain types of advertisements do not need permission under the regulations. As a guide, you will normally need to apply for permission for most illuminated signs, advertisements using special structures for display such as poster hoardings and large signs or those positioned high up on buildings.

The following page provides guidance on two types of advertisement which can be displayed without consent. For a full list of advertisements which can be displayed without consent please see Schedule 4 of the Advertisement Regulations.

The Advertisement Regulations are complex and it is always advisable to check the position with the Council's Development Management Section before proceeding.

Figure 3 – Deemed Advertisement Consent

You can display certain types of advertisement on your shopfront without advertisement consent.

Firstly, the sign **MUST** relate to the business or activity being carried out, the goods sold or the services provided or the name and qualification of the person supplying the goods or services from the premises.

Non- illuminated fascia sign with ‘deemed consent’



Maximum height of letters or figures must not exceed 0.75m

Highest part of advert must not exceed bottom of first floor of the building or wall on which it is displayed or if lower, 4.6m above ground level

The advertisement will be displayed on a wall that contains a window

Illuminated fascia sign with ‘deemed consent’



Only one advert will be displayed on the exterior of the shopfront and the maximum height of letters or figures must not exceed 0.75m

Sign must be displayed on external face of the shop front and parallel to that face

Each character of the advert must be individually illuminated from within, the background must remain non-illuminated

The advert must not include any moving feature or animation and must not be illuminated intermittently

No part of the advert will be less than 2.5m above ground level or above 4.6m above ground level

The advertisement will be displayed on a wall that contains a window

No part of the advert will project more than 0.25m from the face of the wall on which it is displayed

Any internal wiring, switches or electrical installations must be concealed as far as is reasonably practicable

PLANNING CONDITIONS AND INFORMATIVES

Development approved by this SPZ Scheme is subject to planning conditions as shown in Figure 4. Please note that some of the conditions are pre-commencement conditions, requiring details to be approved prior to development starting.

Where conditions require further details to be submitted to Renfrewshire Council we will endeavour to provide a response regarding the acceptability of the submitted information within 14 days of receipt.

It is the developer's responsibility to ensure that development is fully in compliance with these conditions and informatives.

Variation or removal of planning conditions

Development carried out under the provisions of the SPZ must adhere to any relevant, applicable condition contained within the SPZ Scheme.

There is no scope to vary or remove planning conditions attached to the SPZ Scheme other than in the circumstances when the Council choose to alter the scheme.

Where developers wish to carry out development without complying with a condition contained within the SPZ Scheme, an application for full planning permission should be submitted for consideration by the Council.

Figure 4 – SPZ Planning Conditions

	Condition	Reason
1	All development shall comply with the parameters of the SPZ Scheme as set out in Figure 2 and in Appendix 1.	To ensure the development accords with the provisions of this Scheme
2	All developments shall comply with the Renfrew Town Centre Design Guide as set out in Appendix 2 unless otherwise agreed in writing with the planning authority.	To ensure that the design and scale of development respects its surroundings
3	Waste and recycling storage areas should be located away from principal frontages and screened from the road.	To maintain and enhance the visual amenity of the area
4	<p>That prior to work commencing on site for the change of use of any unit to a use that will involve the preparation of hot food for consumption on the premises, details shall be provided for the written approval of the Planning Authority which demonstrate that:-</p> <p>a) A suitable mechanical extract system shall be provided which includes an adequately sized stainless steel extraction canopy incorporating suitable grease filters located above cooking equipment; and</p> <p>b) The canopy shall be ventilated direct to the external air via suitable ducting incorporating an adequately sized extract fan; and</p> <p>c) The ventilation system shall terminate via a flue located to the rear of the property at a minimum height of 1 metre above the eaves level of the property or 1 metre above any dormer window of the property. If the property to be altered is single storey, the flue shall terminate at a minimum height of 1 metre above eaves level of the adjoining residential property; and</p> <p>d) The system shall be attached using anti-vibration mountings to prevent the transmission of noise or vibration to dwellings forming part of the building; Reason</p> <p>Thereafter the extraction system shall be installed in accordance with the approved details and prior to the use becoming operational.</p>	In the interests of residential amenity.
5	All residential flats created under the provisions of this Scheme shall include windows to the front and rear of the property.	In the interests of residential amenity.
6	The Internal noise levels within any proposed flat above commercial property shall not exceed 40dB, daytime and 35dB nighttime, measured as LAeq,T.	In the interests of residential amenity.
7	The design, installation and operation of any plant, machinery or equipment shall be such that noise associated with any development does not exceed Noise Rating Curve NR25 between the hours of 2300 to 0700 hours and NR 35 at all other times when measured within any dwelling in the vicinity of the development. Structure borne vibration from the proposed development shall be imperceptible within any dwelling in the vicinity of the development. For an explanation of noise rating curves, refer to BS 8233:2004 Sound insulation and noise reduction in buildings- code of practice, Annex B.	In the interests of residential amenity.

Informatives

Developers must note that compliance with the conditions does not remove the requirement to obtain all other statutory consents. Informatives detailed below are a reminder for developers of some of the issues that they may need to consider.

Land Ownership

The applicant is advised that the granting of planning permission through this Simplified Planning Zone does not remove him/her from the requirement to obtain consent from the owner to undertake the development and adjacent landowners in respect of any access required. Such consent should be obtained prior to the commencement of works on site

Listed Buildings

Proposal which would alter or affect the setting of a listed building will require an application for Listed Building Consent. The Location of existing Listed Buildings within Renfrew Town Centre is detailed in Plan 2 (Appendix 1).

Advertisements and signs proposed for display on or within a listed building –

whether or not they benefit from “deemed consent” under the Advertisement Regulations may require a separate application for listed building consent.

Advertisements

Any advertisement, other than that deemed within the terms of the Town and Country Planning (Control of Advertisements) (Scotland) Regulations 1984, will require an application for advertisement consent. See Pages 9 - 10.

Building Standards

If you propose to alter an existing building or convert a building you will normally require a Building Warrant. A warrant will be granted if the proposals meet the requirements of the Building (Scotland) Act 2003. For further information please contact

email: bc@renfrewshire.gov.uk

phone: 0300 300 0144

Licensing

If you would like advice or help in making a new application for the grant of a license, or you would like to know whether you need a license for a particular

purpose, please contact Renfrewshire Council’s Licensing section:
email: licensing.cs@renfrewshire.gov.uk
phone: 0300 300 0300

SEPA

The applicant should consult with the Scottish Environment Protection Agency concerning the proposed development, in respect of legislation administered by that organisation which is likely to affect proposed development.

Drainage

The applicant should consult Scottish Water in respect of legislation administered by that organisation which is likely to affect development.

NOTIFICATION REQUIREMENTS

Pre-development notification

Prior to the commencement of development under the provisions of the SPZ Scheme, it is the developer's responsibility to notify the local planning authority using the Pre-development notification form attached in Appendix 3.

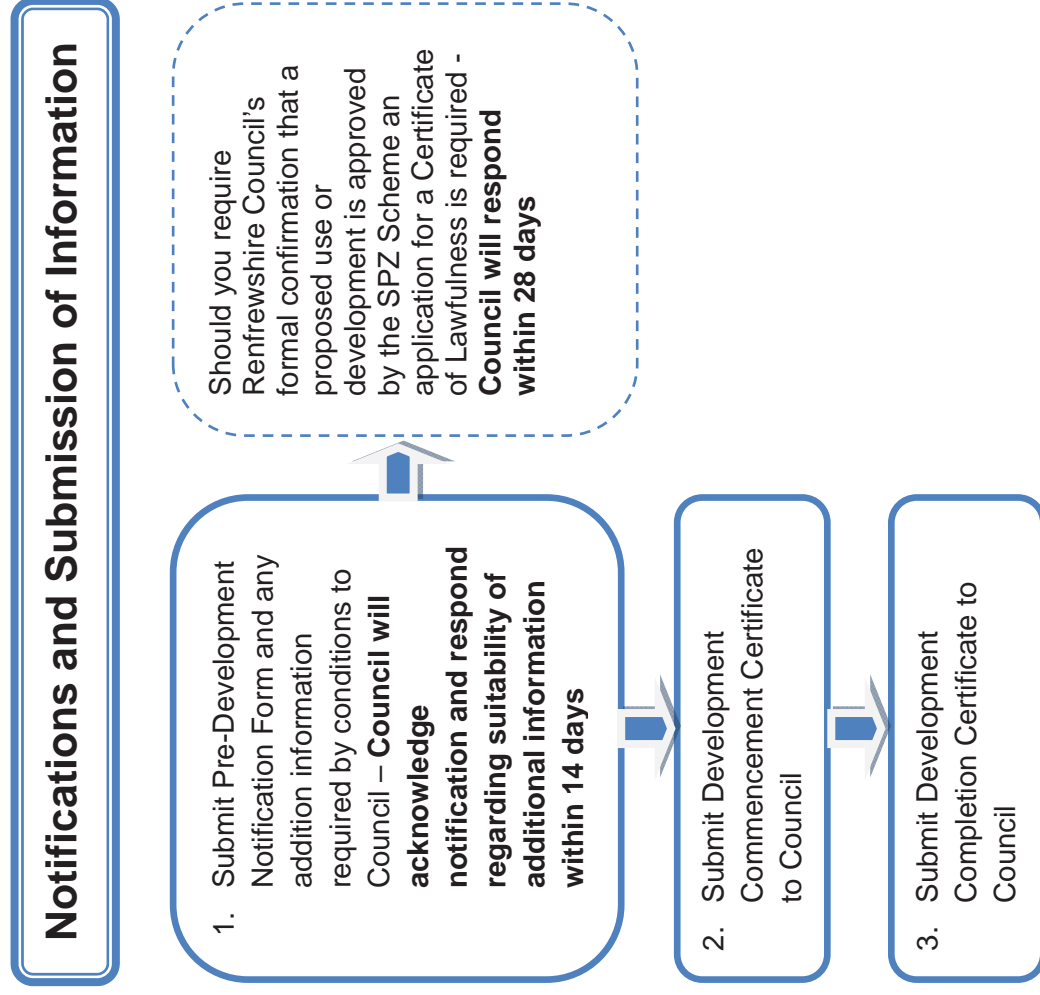
On receipt of a duly completed pre-development notification form, the local planning authority will respond in writing within 14 working days to acknowledge the development proposal. Failure to respond in writing within this period, or to request further information (with specified reasons) will be deemed to be mean that the pre-notification requirement has been fulfilled.

It is important that accurate information is provided on this form to allow the Council to monitor development activity and ensure that development is in accordance with the SPZ development parameters. Failure to provide accurate information may lead to enforcement action being taken by the Council.

Commencement and Completion Notification

In addition to the pre-development notification certificate developers are required to complete and return a notification certificate on commencement and completion of a development being carried out under the provisions of this SPZ Scheme. (Appendix 3)

Figure 5 – Notification Process and Submission of Additional Information



MISCELLANEOUS INFORMATION

Scheme Compliance and Rights of Appeal

Should prospective developers require Renfrewshire Council's formal confirmation that a proposed use or development is approved by the SPZ Scheme, an application for a Certificate of Lawfulness is required together with the requisite application fee (Section 151 of the 1997 Act).

Renfrewshire Council will endeavour to determine applications for a Certificate of Lawfulness in respect of the SPZ Scheme within 28 days.

If the application is refused, the applicant will have the normal rights of appeal.

Enforcement

If Renfrewshire Council considers that a development is in breach of the provisions of the SPZ Scheme, or other planning permission, the Council may take enforcement action. This action is undertaken at the discretion of the Council in accordance with the Renfrewshire Council Planning Enforcement Charter September 2011.

Monitoring Arrangements

For the SPZ Scheme to work efficiently, for outcomes to be measured and for it to achieve its primary objective of encouraging sustainable economic development, it is important that Renfrewshire Council are able to monitor the development activity.

Using the information received through the pre-development notification process and the commencement and completion of development forms (Appendix 3), Renfrewshire Council will publish an annual report providing a summary of the approved development. This information will be used to update Plan 3: Land Use Plan 2015 which will be published in the annual report.

Alteration of the SPZ Scheme

Renfrewshire Council intend that the SPZ Scheme will remain unaltered for the entirety of its period of operation (10 years). Under the provisions of Section 53 of the 1997 Act, however, the Council has the right to propose alterations to the Scheme including to add to, remove or otherwise alter the planning controls. In accordance with the regulations, alterations will be subject to further public consultation and will only come into effect 12 months from the date of adoption of the changes.

Contact information

You can contact Renfrewshire Council in relation to proposals under this SPZ Scheme:

Organisation	Contact details
Renfrewshire Council	Director of Development and Housing Services Renfrewshire Council Cotton Street, Paisley, PA1 1JD localplanconsultation@renfrewshire.gov.uk

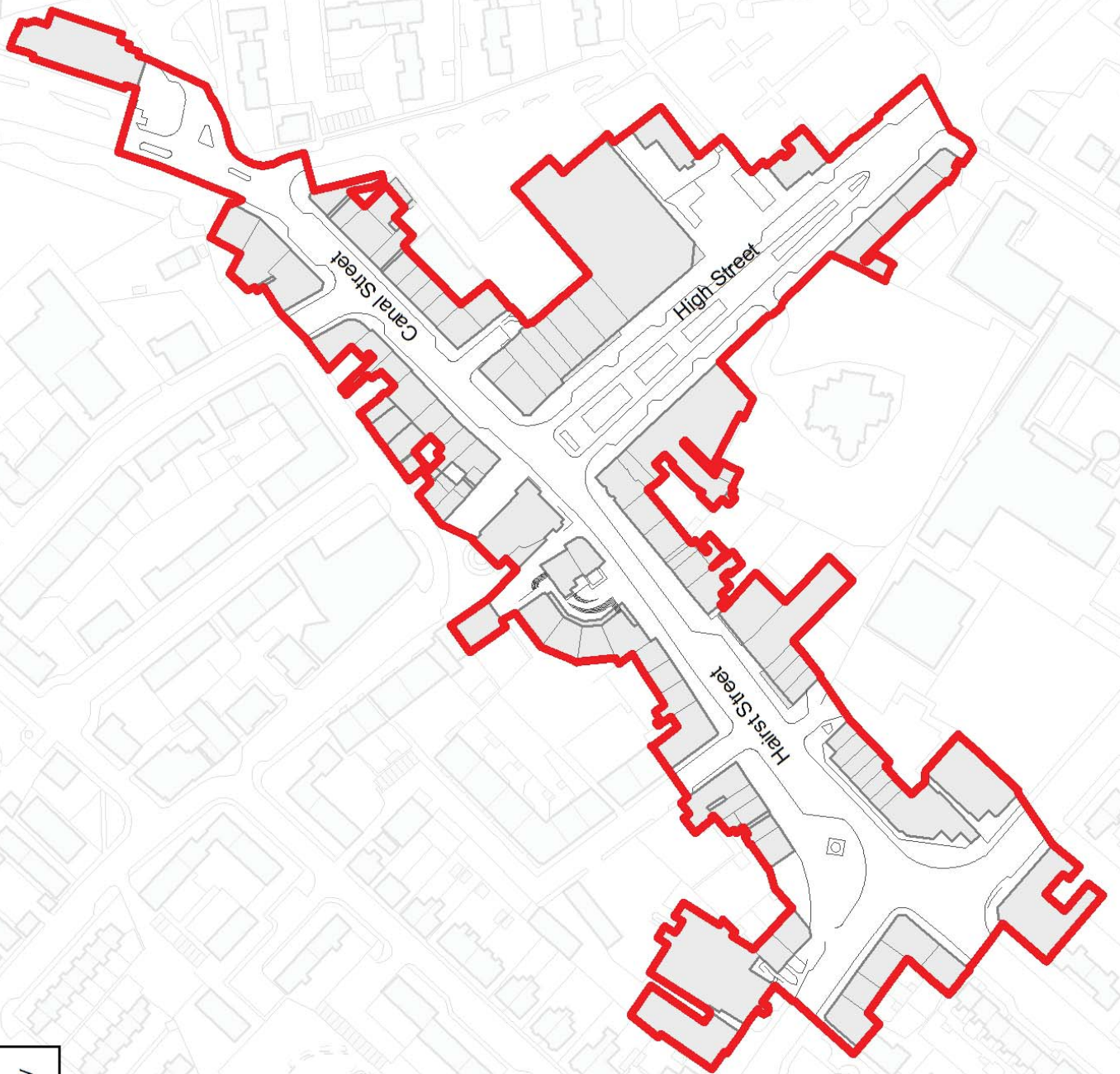
APPENDIX 1- SPZ SCHEME PLANS

Plan 1: SPZ Area

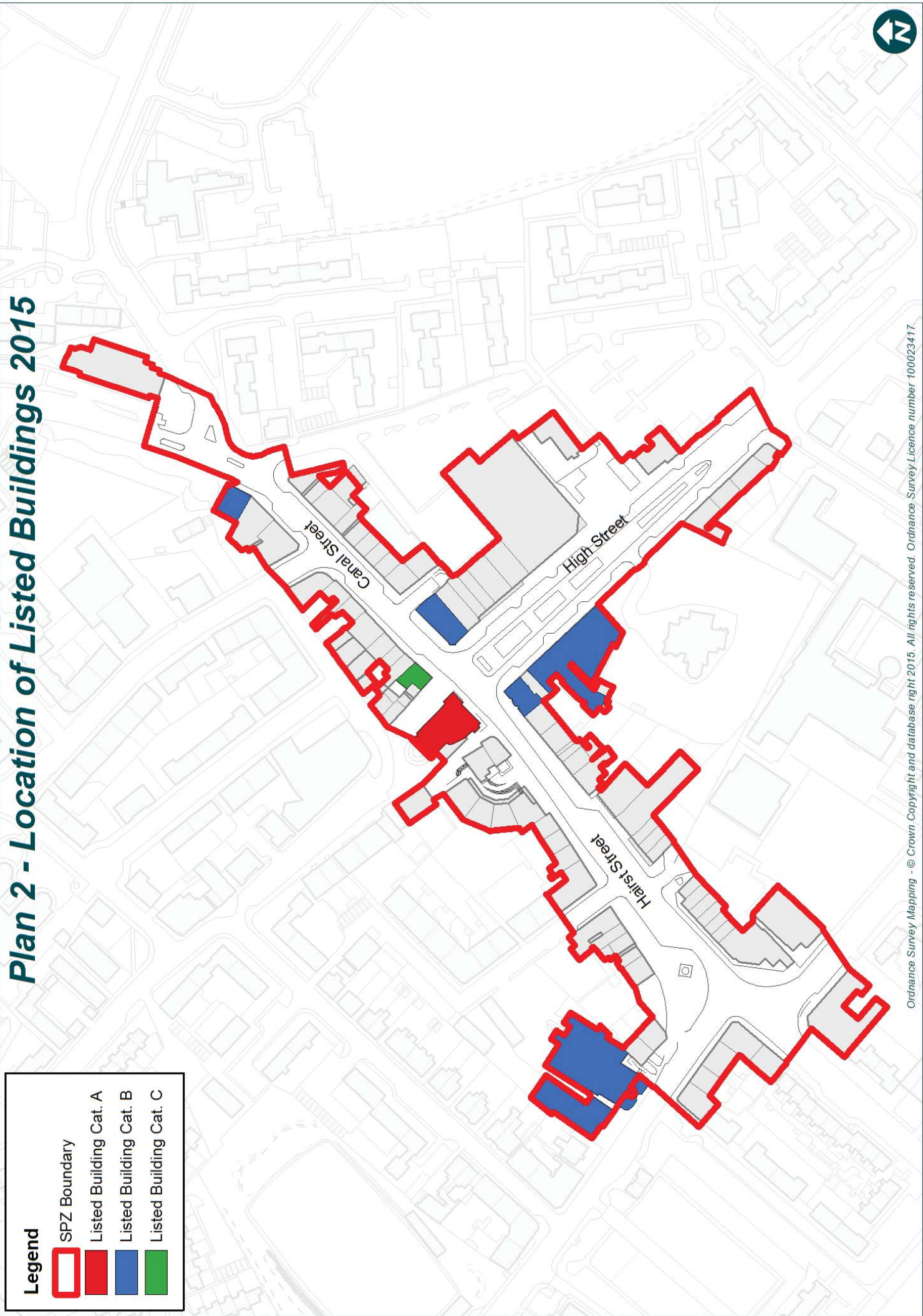
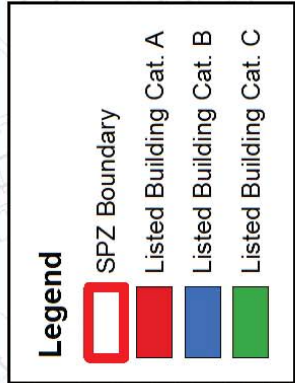
Plan 2: Location of Listed Buildings

Plan 3: Land Use Plan 2015

Plan 1 - Renfrew Town Centre SPZ Boundary



Plan 2 - Location of Listed Buildings 2015



Plan 3 - Land Use Plan 2015 (Ground Floor)

Legend

SPZ Boundary

Use Class (No of Units)

1 (62)

2 (29)

3 (5)

4 (3)

10 (3)

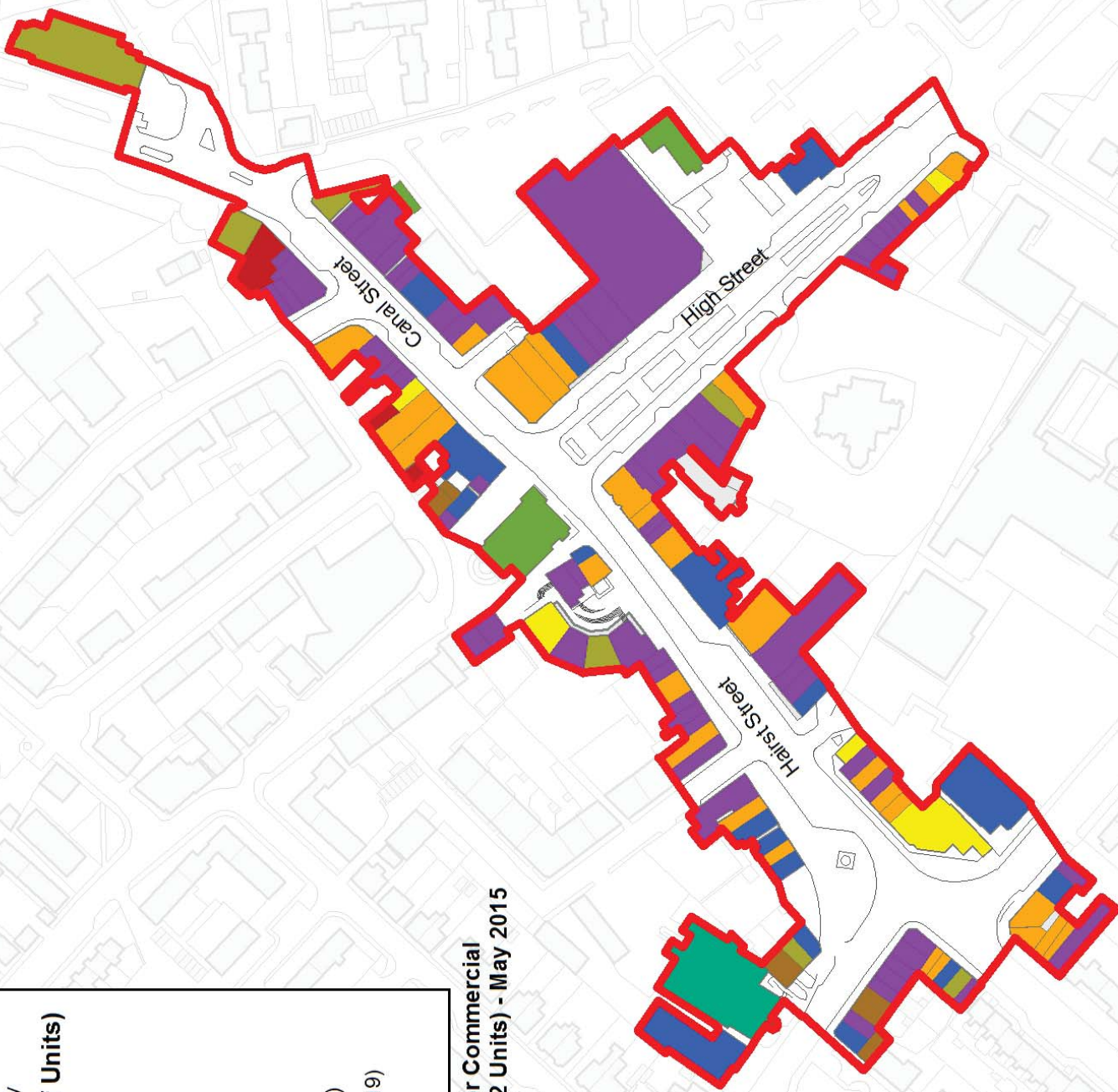
11 (1)

Residential (5)

Sui Generis (19)

Vacant (7)

48% of Ground Floor Commercial Units are Class 1 (62 Units) - May 2015



Plan 3 - Land Use Plan 2015 (First Floor)

Legend

SPZ Boundary

Use Class (No of Units)

2 (3)

3 (1)

4 (1)

11 (1)

Residential (50)

Storage (9)

Sui Generis (1)

Vacant (5)



Plan 3 - Land Use Plan 2015 (Second Floor)

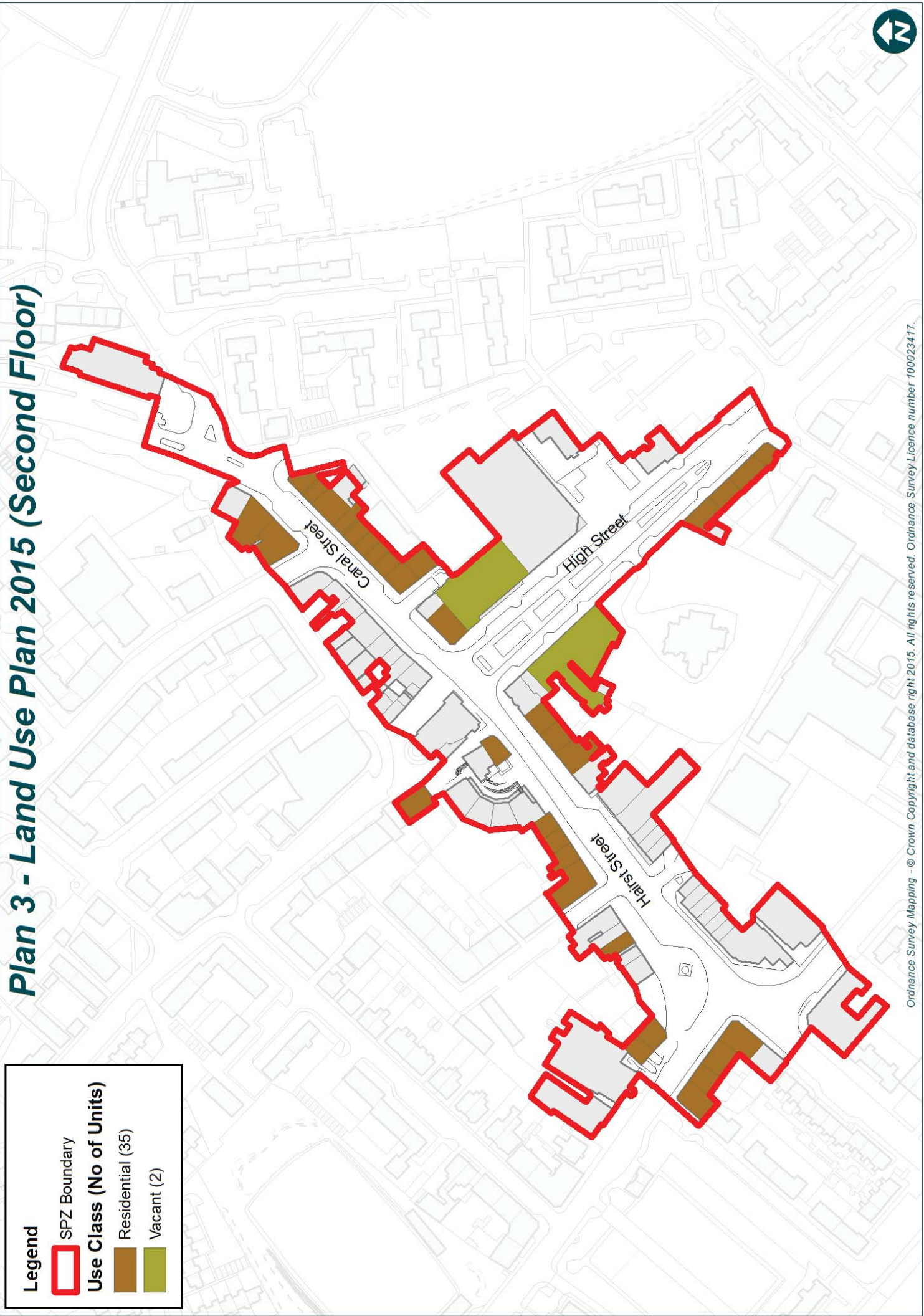
Legend

SPZ Boundary

Use Class (No of Units)


Residential (35)


Vacant (2)

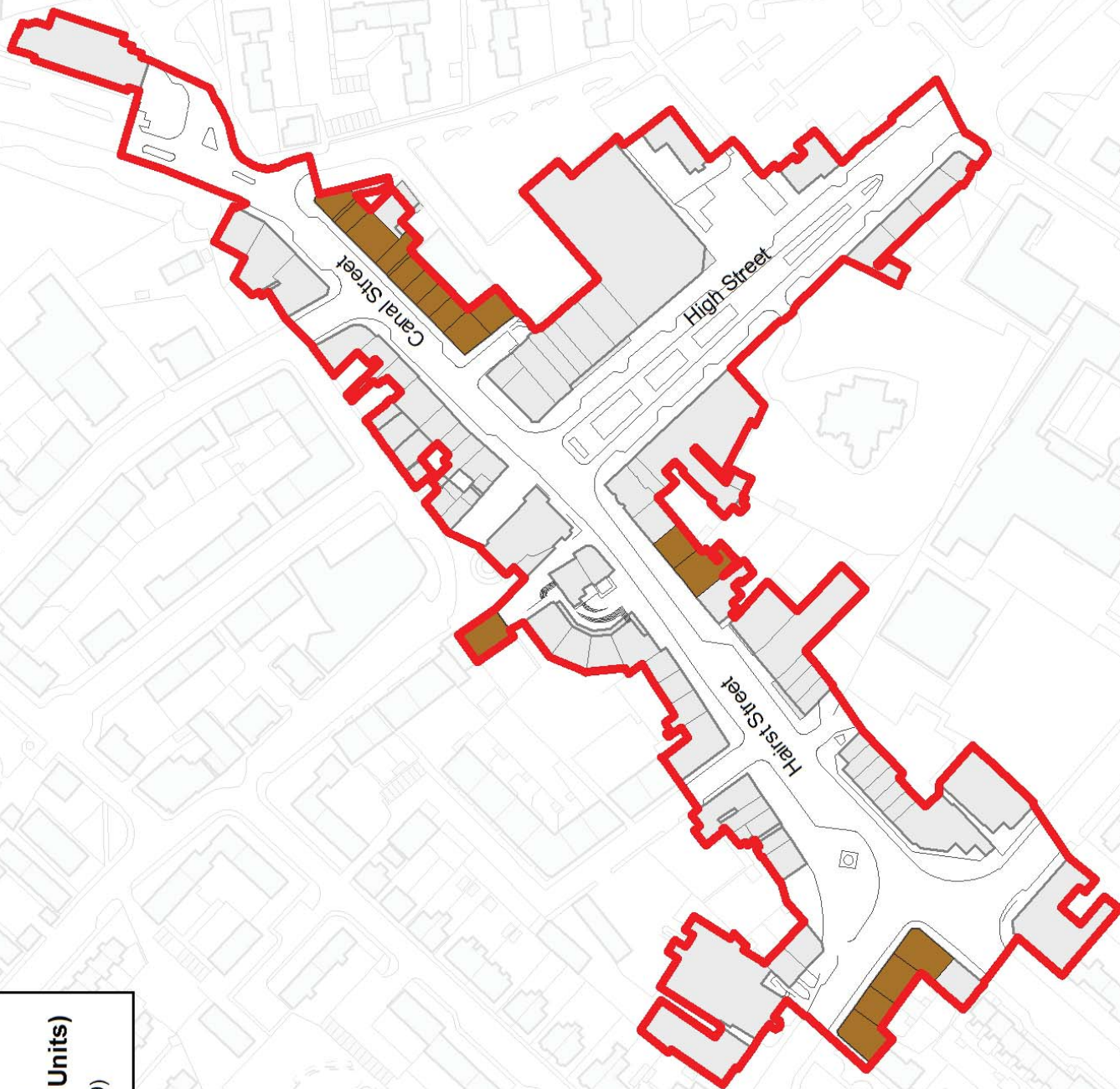


Plan 3 - Land Use Plan 2015 (Third Floor)

Legend

 SPZ Boundary

 Use Class (No of Units)
Residential (19)

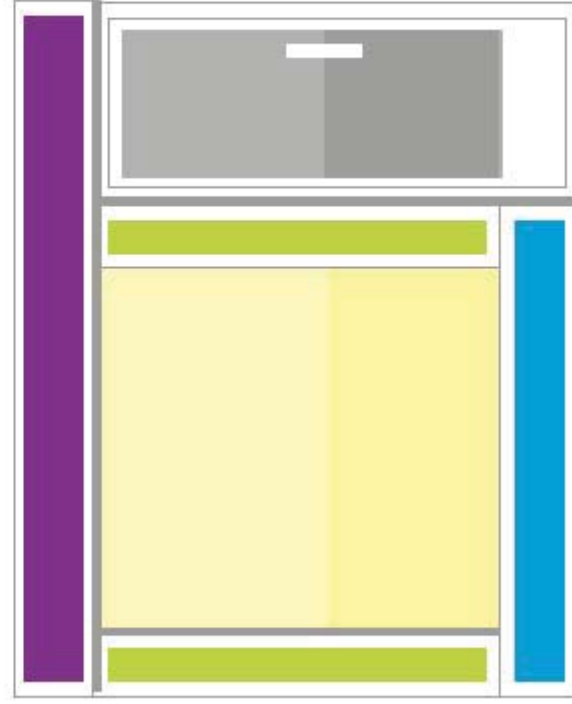


APPENDIX 2 - Renfrew Town Centre Design Guide

Well designed shop fronts make a positive contribution to the character and appearance of Town Centres. In the Renfrew Town Centre Simplified Planning Zone the following design principles will apply:

- Frame the shop window – The basic frame of a shop front consists of the fascia at the top for signage, the stall riser at the bottom, the pillars or columns to the sides of the unit and the separation between units;
- Respect the main building – there should be a relationship between the shop and the building that it is a part of rather than trying only to achieve uniformity with adjoining units;
- Add visual interest – The use of colour, materials, signage and window displays can add visual interest to individual units and the wider street scene;
- Use good quality materials and finishes – materials should complement the existing building. Keeping the range of materials used to a minimum can create a degree of unity in the street scene;
- External air conditioning and refrigeration units require to be located at the rear of the building, screened from public view.

Layout for a basic shop front



Fascia / Top

Window Display

Pillars / Sides

Stall Riser / Bottom

APPENDIX 3

- Pre-development Notification Form
- Development Commencement Certificate
- Development Completion Certificate

Renfrew Town Centre Simplified Planning Zone Pre-development notification form

Notes for developers

By submitting this form you are notifying the Renfrewshire Council that you intend to carry out works under the Renfrew Town Centre Simplified Planning Zone (SPZ) Scheme.

Completion of this form is a mandatory requirement if development is undertaken under the provisions of the SPZ scheme. It is essential that the local planning authority maintains an accurate record of the development activity so that the terms of the SPZ are not exceeded.

On receipt of this form, the local planning authority will acknowledge within 10 working days to the agent or developer if no agent is specified.

Acknowledgement of the form does not constitute the local planning authority's confirmation that the proposal is compliant with the SPZ. Developers requiring a formal decision from the local planning authority about the proposal's compliance with the SPZ must apply for a certificate of lawfulness of proposed use or development under section 151 of Town and Country Planning (Scotland) Act 1997.

Please complete this form and return to the local planning authority together with the following minimum information:

- Location plan (scale 1:1250 or 1:2500)
- A Block plan for Residential Proposals (1:500 or 1:200)

All measurements should be provided in metric and floor areas specified as gross internal area (GIA)

The completed form and plans should be sent by post/e-mail to:

Director of Development and Housing Services
Renfrewshire Council
Cotton Street, Paisley, PA1 1JD
localplanconsultation@renfrewshire.gov.uk

Submitted information

I/we submit the following information (please tick):

Site location plan (scale 1:1250 or 1:2500) ☐

Block plan (Residential proposals) (1:500 or 1:200) ☐

Other information provided with the pre-development notification, if applicable (please list):

Renfrew Town Centre Simplified Planning Zone Pre-development notification form

1. Developer details	
Applicant Contact name: Company/organisation: Address: Postcode: Telephone no. E-mail:	Agent Contact name: Company/organisation: Address: Postcode: Telephone no. E-mail:
2. Location of proposed development	
Address/location of proposed development:	
3. Details of the proposed development	
Description of development or change of use (and Use Classes):	

Gross floor area and use of existing development (GIA):	
Gross floor area and use of proposed development (GIA):	
Estimated date works will commence on:	
4. Developer declaration	
Declaration: I/we hereby give notice of the intention to carry out the above development under the provisions of the Renfrew Town Centre SPZ. I/we shall carry out the proposed work in accordance with the details included on this form and the associated scaled plans. I/we also confirm that the development will be undertaken in accordance with the conditions and informatives of the SPZ. I/we understand that any material variation from the details I/we have provided will require a revised pre-development notification to be made. I/we also understand that the local planning authority may take enforcement action if it considers that the proposed development is not permitted by the SPZ, or is not in accordance with the details that have been provided herewith.	
Name:	
Signature:	
Date:	

Renfrew Town Centre Simplified Planning Zone

Notification of Initiation of Development: Confirmation of start of works

A person who has commenced development for which notification has been given under the terms of the SPZ, must, as soon as practicable after starting works, give notice to Renfrewshire Council by returning this completed Notice to:

Renfrewshire Council, Development and Housing Services,
Cotton Street, Paisley, PA1 1JD;
localplanconsultation@renfrewshire.gov.uk

Signed

Date

*On behalf of

*Delete where inappropriate

Address:	
Reference Number:	
Proposal:	
Applicant:	
Previous notification Date:	
Full name and address of person(s), company or body carrying out the development (if different from applicant):	
Full name and address of all owner(s) of the property/ land to be developed (if different from applicant):	
Full name, address and contact details of person(s), company or body appointed to oversee the carrying out of the development:	
START DATE:	

Renfrew Town Centre Simplified Planning Zone
Notification of Completion of Development

A person who completes development for which notification has been given under the SPZ, should, as soon as practicable after completion, give notice of completion to Renfrewshire Council by returning this completed Notice to:

Renfrewshire Council, Development and Housing Services,
Cotton Street, Paisley, PA1 1JD;
localplanconsultation@renfrewshire.gov.uk

Address:	
Reference Number:	
Proposal:	
Applicant:	
Previous notification Date:	
COMPLETION DATE FOR DEVELOPMENT:	

Signed

Date

*On behalf of *Delete where inappropriate



To: Planning and Property Policy Board

On: 12th May 2015

Report by: Director of Finance and Resources

Heading: Lease of Premises at the Tannahill Centre, Paisley

1. Summary

- 1.1 This report seeks authority to renew the lease of the existing premises used as the Ferguslie Pre-5 Centre within the larger Tannahill Centre facility, shown on the attached Plan Ref: E2283.
 - 1.2 It also seeks authority to renew the lease of the existing premises used as the Ferguslie Library within the larger Tannahill Centre facility, shown on the attached Plan Ref: E2282.
-

2. Recommendations

- 2.1 Authorise the Head of Property Services and the Head of Legal and Democratic Services to enter into a new lease of the premises used as the Ferguslie Pre-5 Centre within the larger Tannahill Centre facility shown on the attached Plan Ref: E2283, based on the terms and condition noted in 4 below.
- 2.2 Authorise the Head of Property Services and the Head of Legal and Democratic Services to enter into a new lease of the premises used as the Ferguslie Library within the larger Tannahill Centre facility shown on the attached Plan Re: E2282, based on the terms and condition noted in 4 below.

3. Background

- 3.1. The Ferguslie Pre-5 Centre and Ferguslie Library have operated under separate leases within the Tannahill Centre since 13th October 2006. The

original leases were for 5 years expiring on 29th October 2011, but have been held over on a year to year basis with an actual ultimate expiry on 29th October 2014 for both leases. The occupation of both premises has continued on an informal basis whilst revised lease terms are put in place.

- 3.2. Accordingly, negotiations on the new leases have been provisionally agreed, and are broadly in line with the existing lease terms, but most notably with changes in the rent and service charge provisions. Repairing obligations of the parties to each lease have also been clarified. The revised lease terms are summarised in 4. below.

4.0 Provisional Terms and Conditions

- 4.1 The leases will be for 5 years from the date of entry agreed to be 30th October 2014.
- 4.2 The leases will be on Full Repairing and Insuring Terms, with the Landlord undertaking much of the Tenant's usual repairing obligations, as common practice within the Tannahill Centre. Renfrewshire Council as Tenant will undertake the remnant of works required to comply with its obligations under the proposed lease.
- 4.3 In the case of the Ferguslie Pre-5 Centre, the Rent will rise from £27,544 to £31,931 per annum exclusive of VAT, for the duration of the lease. Renfrewshire Council will pay a Service Charge in addition to the rent from the date of entry and throughout the period of the lease, fixed initially at £36,000 exclusive of VAT for the first year of the lease, rising on the anniversary of the date of entry in each year of the lease thereafter in line with the Retail Price Index.
- 4.4 In the case of the Ferguslie Library, the Rent will rise from £19,300 to £22,374 per annum exclusive of VAT, for the duration of the lease. Renfrewshire Council will pay a Service Charge in addition to the rent from the date of entry and throughout the period of the lease, fixed initially at £25,000 exclusive of VAT for the first year of the lease, rising on the anniversary of the date of entry in each year of the lease thereafter in line with the Retail Price Index.
- 4.5 Each party will bear their own professional and legal expenses in the conclusion of the leases with the Tenant meeting any stamp duty and registration fees due.
- 4.6 The transaction for the new leases will include such other terms and conditions as may be deemed necessary by the Head of Property Services and the Head of Legal and Democratic Services to protect the interests of Renfrewshire Council.

Implications of the Report

1. **Financial** – Payment of rent, service charge and insurance payments, along with other overheads associated with the continuing operation of the services from these properties.
2. **HR & Organisational Development** - continuation of existing services.
3. **Community Planning – Children and Young People** – continuation of existing services for the local community.
Community Care, Health & Well-being – as above.
4. **Legal** – The Head of Legal and Democratic Services will require to conclude the two lease agreements.
5. **Property/Assets** – As per the report.
6. **Information Technology** – None.
7. **Equality & Human Rights**
 - (a) 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 as the outcome is a continuation of an existing service. 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.

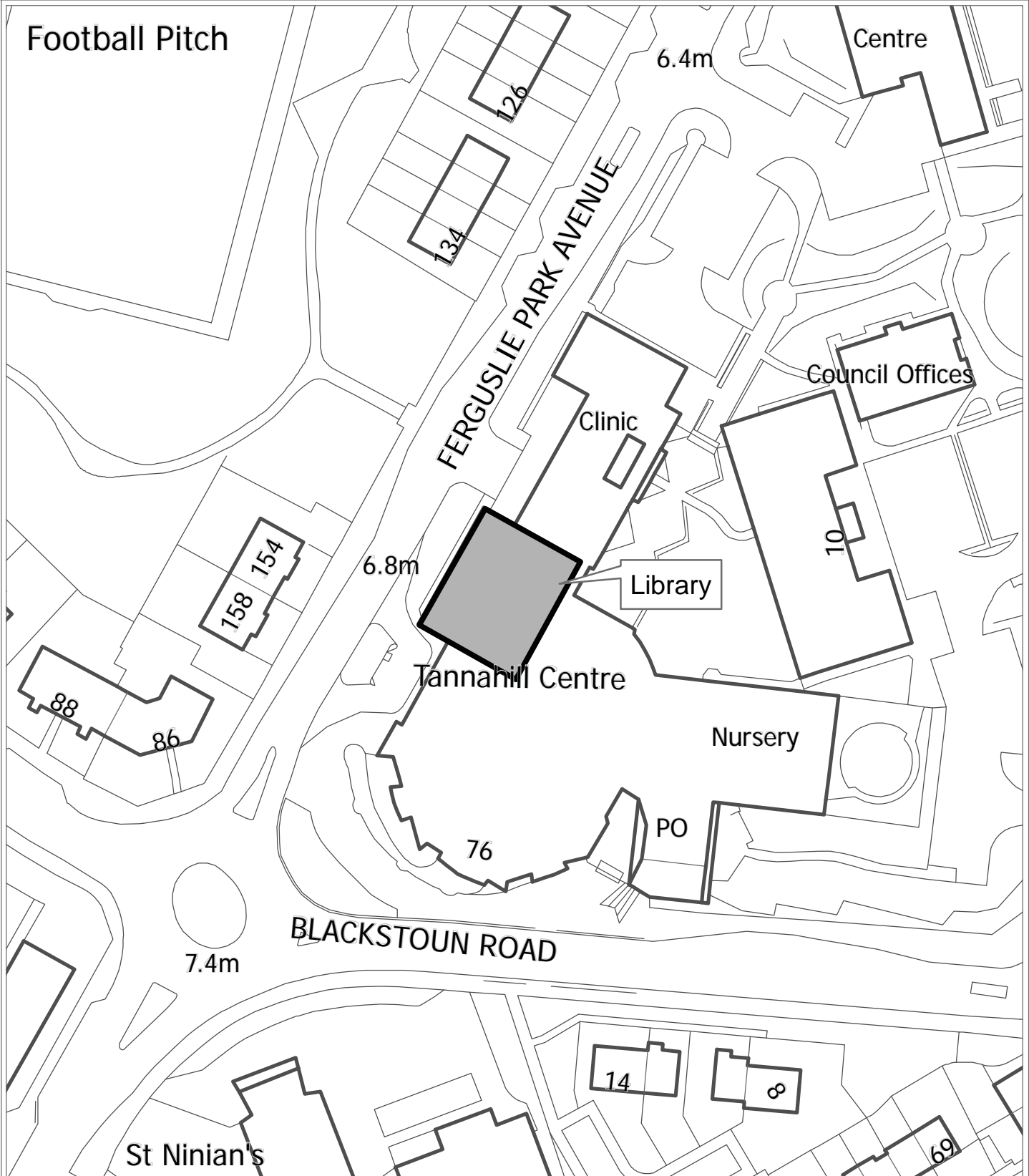
List of Background Papers

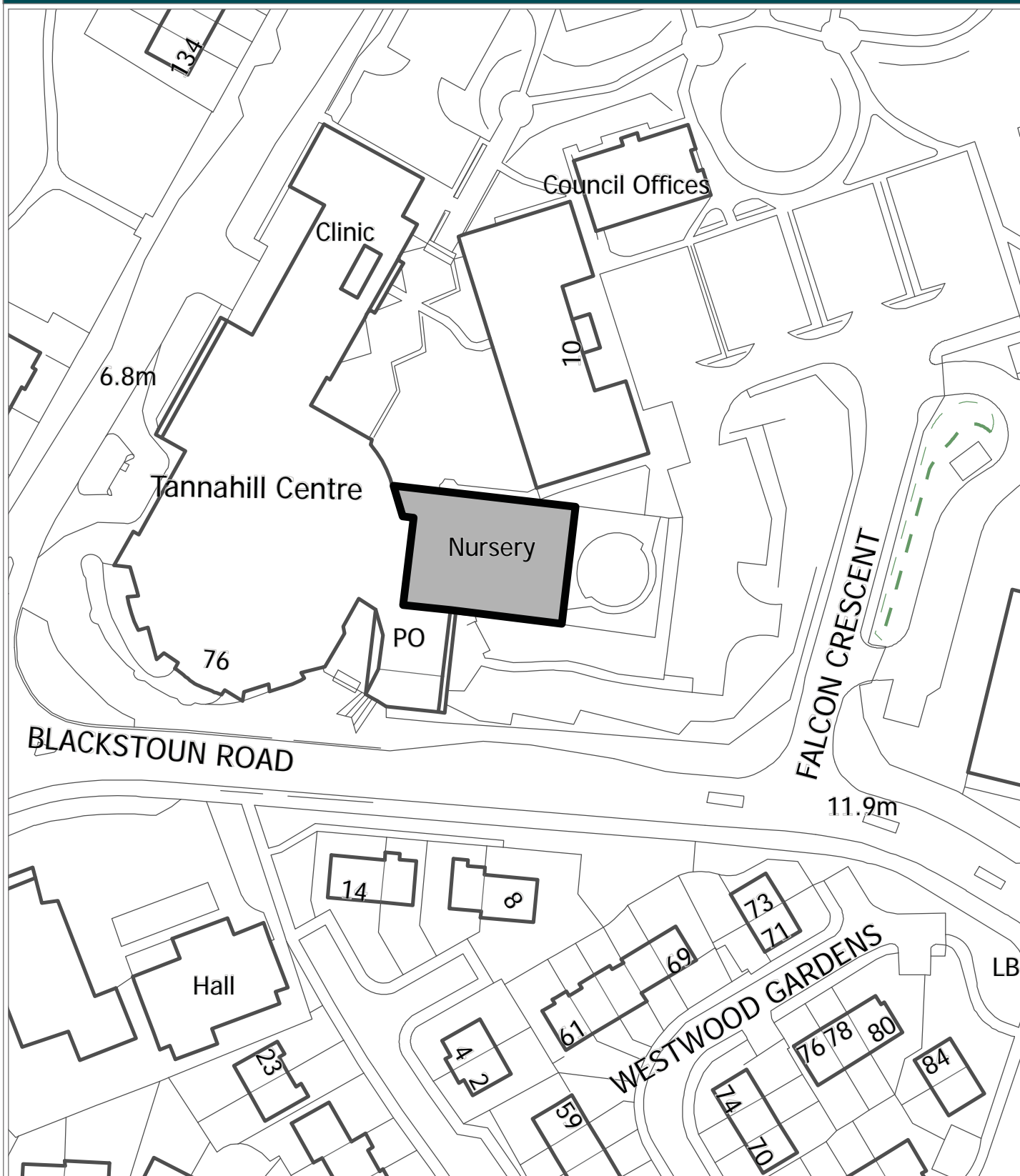
- (a) Background Paper 1 - None.
-

Author: John Mitchell, tel. 0141 618 6177,
email - john.mitchell@renfrewshire.gov.uk

Ref: Document1

Date: 05/05/2015







To: Planning & Property Policy Board

On: 12th May 2015

Report by: Director of Finance & Resources

Heading: Update Report Re-provision of shops at Hallhill Road Johnstone

1. Summary

- 1.1 This report seeks to update the Board on progress with the construction of the replacement shops at Hallhill Road, Johnstone and to seek consent to grant 10 year leases to the existing three tenants, who will be relocated to the new units once constructed.
-

2. Recommendations

It is recommended that the Board:-

- 2.1 Notes that Building Services has been appointed to undertake the construction of the 3 replacement shop units and that this has started with a scheduled hand over date of 17 July 2015.
- 2.2 Authorise the Head of Corporate Governance to conclude the three respective leases for the shop units with Mr Hussain, Mr Salwan and Mr Ali on the terms and conditions detailed in this report.
- 2.3 Note that should any of the three prospective tenants fail to conclude their respective offer of lease the Head of Property Services will seek to advertise the availability of the relevant unit on the open market.

3. Background

- 3.1. The Council at its meeting on the 1 May 2014 allocated a budget of £400,000 to provide for the re-provision of three retail units on the site of the former library at Hallhill Road, Johnstone. This was to be the replacement for the existing retail units at this locality, which are scheduled to be demolished as part of a regeneration of this part of Johnstone, following a decision by the Housing & Community Safety Policy Board of 29 November 2011.
- 3.2. The Director of Development & Housing was authorised to prepare a design and tender for the replacement shop units and to report the outcome to the Procurement Sub Committee of Finance & Resources.
- 3.3. The Head of Property Services secured assistance from external consultants to work with the Council officers to design the replacement shop units and to ensure that it could be completed within budget. Consultation was undertaken with the local community on the design and appropriate statutory consents obtained. 14/0796/pp on 19 December 2014 and 14/1765/ST on 11 February 2015.
- 3.4. The Council's Building Services expressed an interest in undertaking this build project. Following an in house evaluation, that the development cost was within budget and would enable an earlier start on site, the build contract was allocated with a site start date of 9th March 2015 with scheduled completion date of 17 July 2015.
- 3.5. Work is progressing on site and it is anticipated the project will be delivered on time and within budget.
- 3.6. Negotiations with the three existing tenants, Mr Hussain, Mr Salwan and Mr Ali has resulted in the following provisional terms and conditions of lease being agreed with each:-

4. Lease Terms and Conditions

Mr Hussain

- a. Has been allocated unit 1, and it is proposed that he is granted a 10 year lease on the Council's standard full repairing and insuring lease, with a rent review at the end of year 5, at an initial rent of £12,500 (twelve thousand five hundred pounds sterling) per annum.
- b. The date of entry shall be the 18 July, 2015 or such other mutually agreed date following the completion of the construction of the unit.
- c. Mr Hussain shall trade as per his existing lease as a licensed grocer, albeit he is in discussion with the post office about the possibility of incorporating a post office within the new unit and should discussions prove fruitful he will offer this service.

- d. Recognising the Council is providing a shell unit , Mr Hussain, will be granted a rent free period of 2 months to undertake his own internal fit-out
- e. Mr. Hussain will require, to obtain all necessary licences and consents for his proposed use and the transfer of his existing Off -sales licence to the new unit.
- f. Mr Hussain shall meet the Council's reasonable legal expenses in concluding the new 10 year lease.

Mr Salwan

1. Has been allocated Unit 2, and it is proposed that he is granted a 10 year lease on the Council's standard full repairing and insuring lease, with a rent review at the end of year 5, at an initial rent of £7,500(seven thousand five hundred pound sterling) per annum.
2. The date of entry shall be the 18th July, 2015 or such other mutually agreed date following the completion of the construction of the unit.
3. Mr Salwan shall trade as per his existing lease as a Pharmacy and for no other use without the landlords consent.
4. Recognising the Council is providing a shell unit, Mr Salwan, will be granted a rent free period of 2 months to undertake his own internal fit-out.
5. Mr Salwan will require to obtain all necessary consents for the proposed use of the premises and the transfer of his existing pharmacy licence to the new unit.
6. Mr Salwan shall meet the Council's reasonable legal expenses in concluding the new lease.

Mr Ali

- Has been allocated Unit 3, and it is proposed that he is granted a 10 year lease on the Council's standard full repairing and insuring lease, with a rent review at the end of year 5, at an initial rent of £12,500(twelve thousand five hundred pound sterling) per annum.
- The date of entry shall be the 18th July, 2015 or such other mutually agreed date following the completion of the construction of the unit.
- Mr Ali shall trade as per his existing lease as a Grocer and Newsagent and for no other use without the landlords consent.
- Recognising the Council is providing a shell unit, Mr Ali, will be granted a rent free period of 2 months to undertake his own internal fit-out.
- Mr Ali will require to obtain all necessary consents for the proposed use of the premises and the transfer of his existing pharmacy licence to the new unit.
- Mr Ali shall meet the Council's reasonable legal expenses in concluding the new lease.

Implications of the Report

1. **Financial** – Three new lets will generate an income £32,500 per annum to meet the prudential borrowing costs for the new units.
2. **HR & Organisational Development** – None.
3. **Community Planning** –
Wealthier & Fairer – The new units will assist retaining a retail provision within this part of Johnstone and enable the early demolition of the existing properties for the benefit of the area.
4. **Legal** – Grant of three leases to be concluded.
5. **Property/Assets** – As per this report.
6. **Information Technology** – none.
7. **Equality & Human Rights** -
(a) 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 no groups or individuals have any involvement currently at the property. 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** – Should any of the existing tenants fail to conclude the offer of lease, then there is a risk that there will be a longer void period as the Head of Property Services advertises the new units' availability. This is a low risk as all three existing tenants have expressed a keen interest to remain in the area.
11. **Privacy Impact** – none.

Author: Frank Hughes, tel. 0141 618 6175,
email frank.hughes@renfrewshire.gov.uk

Hallhill Road, Johnstone

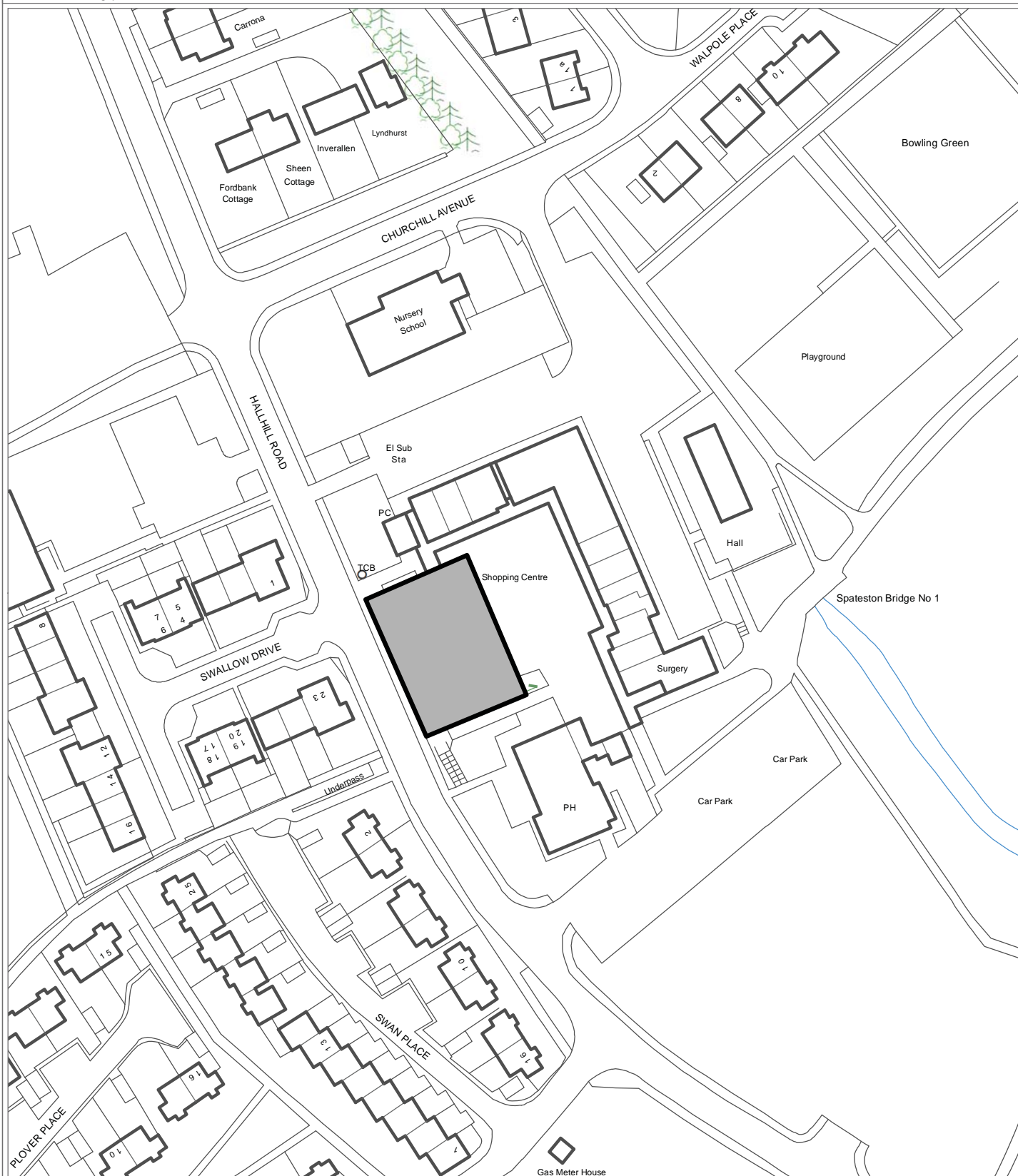
Indicative site of Replacement Shops

Report Plan Ref. E1945



User: howardhaughj2

Date: 11/04/2014



Notes:
Please enter notes here

Ordnance Survey Mapping - © Crown Copyright and database right 2014. All rights reserved. Ordnance Survey Licence number 100023417. Aerial Photography 2009 - Cities Revealed © copyright by The Geoinformation ® Group, 2009 and Crown Copyright © All rights reserved. Aerial Photography 2004/6 - © 2004 Getmapping plc © 2006 Getmapping plc Aerial Photography 2001 - Cities Revealed © copyright by The Geoinformation ® Group, 2009 and Crown Copyright © All rights reserved. Historic Map Data - © Crown Copyright and Landmark Information Group Limited 2012. All rights reserved.



To: Planning & Property Policy Board

On: 12th May 2015

Report by: Director of Finance & Resources

Heading: Riverside House, Old Ferry Road, Erskine

1. Summary

- 1.1 The purpose of this report is to approve the grant of landlord's consent for a variation of an existing ground lease agreement with Mr Leonard Riley to enable the construction of a modular building and the sub-let of the ground to Crisis Ltd., the occupiers, adjacent to Riverside House in Erskine as shown on Plan E2301.
-

2. Recommendations

- 2.1 To approve the request for landlord's consent for a variation of the existing lease agreement between Renfrewshire Council and its tenant, Mr Leonard Riley, to allow the construction of a modular building and to regulate the sub - lease to Crisis Ltd.
- 2.2 Authorise the Head of Corporate Governance to conclude the necessary lease variation subject to the recovery of the Council's reasonable professional & legal expenses.
-

3. Background

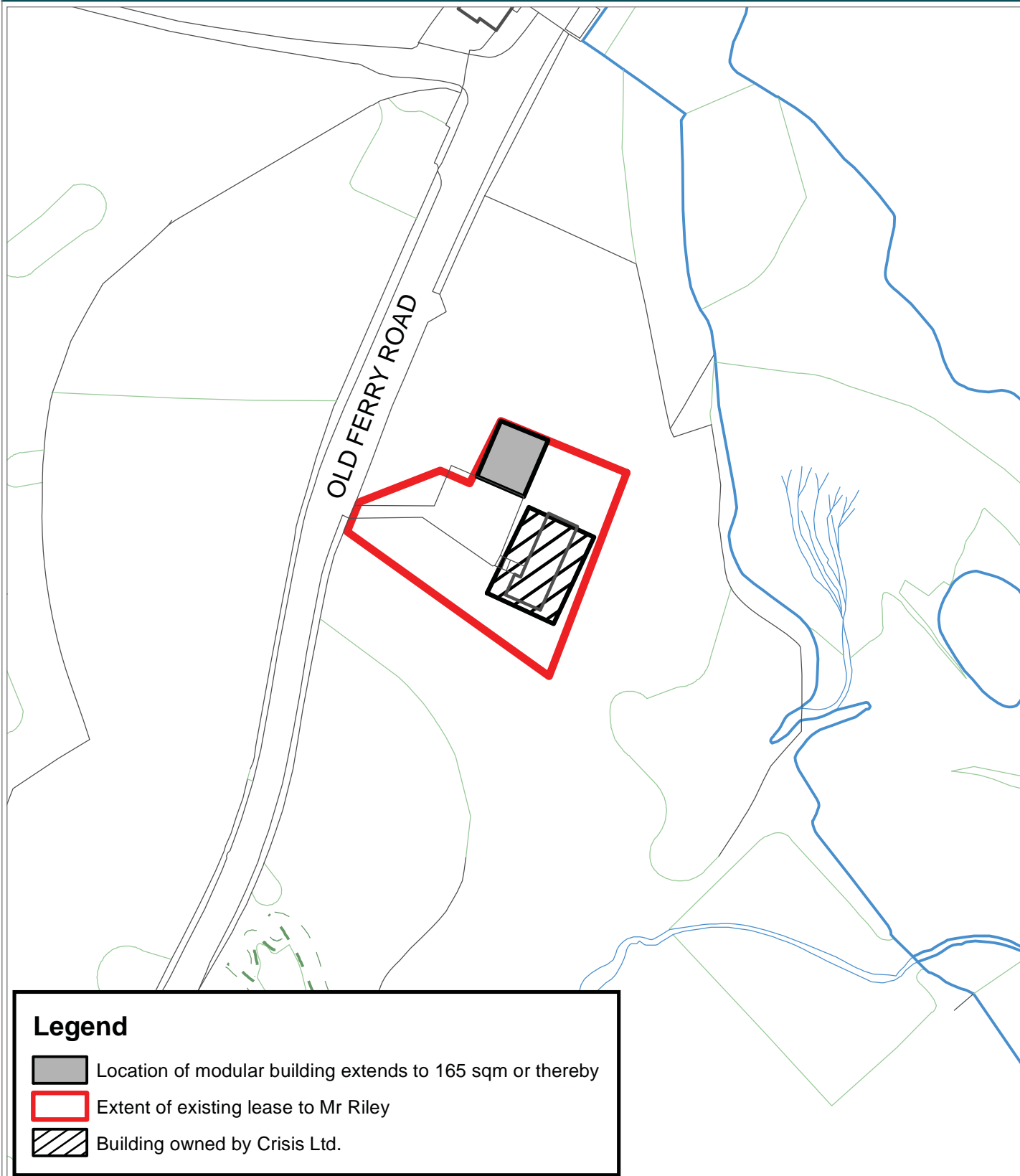
- 3.1. The existing tenant, Mr Riley has a long ground lease for the area of ground outlined bold on the attached plan for a period of 99 years from 11 July 1974, the rights of which he acquired by way of assignment in 1982. This is for access and the formation of a car park to serve the adjacent Riverside House.
- 3.2. Mr Riley subsequently sold his ownership interest in Riverside House to Crisis Limited in 2007, however due to an oversight, he did not seek or obtain landlord's consent for a sub-lease to Crisis Ltd. for the area leased.
- 3.3. Although formal landlord's consent for the unregulated sub-lease has not been given to Mr Riley, the Council has been aware of the ongoing use of the leased area.
- 3.4. Crisis Limited, provide a counselling service, and obtained planning permission (15/0072/pp) to erect a modular building on the land currently leased to Mr Riley. They have obtained grant funding for this facility and are keen to progress its construction.
- 3.5. Mr Riley on being made aware of the need for landlord's consent for the building to be erected on the land leased, has confirmed that he would not object to Crisis Ltd. erecting the modular building on the land concerned and has sought landlord's consent in terms of the lease to enable this to occur and to regulate Crisis Ltd.'s occupation of the leased area. This will require a minute of variation to the lease.
- 3.6. Mr Riley has been advised of the likely costs for a variation to the lease and that this is in respect of the Council's recovery of its reasonable professional & legal expenses with this transaction.

Implications of the Report

1. **Financial** – The Cost of a request for landlords consent and a minute of variation totalling £408 requires to be met.
2. **HR & Organisational Development** – None.
3. **Community Planning** – None
4. **Legal** – None.
5. **Property/Assets** – As per this report.
6. **Information Technology** – none.
7. **Equality & Human Rights** -

- (a) 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 no groups or individuals have any involvement currently at the property. 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.
-

Author: Louise Le Good, tel. 0141 618 6111,
Email louise.legood@renfrewshire.gov.uk



Notes:
Please enter notes here



To: Planning & Property Policy Board

On: 12th May 2015

Report by: Director of Finance & Resources

Heading: KGV Playing Fields Renfrew Compensation Claim.

1. Summary

- 1.1 This report seeks to notify the Board of the compensation that has been received from Scottish Water in connection with the works that have been undertaken at KGV Playing Fields in Renfrew.
 - 1.2 This report also provides an updates on the progression of these works and potential future compensation due to Renfrewshire Council as a result of the delay in completion.
-

2. Recommendations

- 2.1 To note the level of compensation received from Scottish Water for the loss of income from the pitches at KGV Playing Fields to date.
 - 2.2 To note a further report will be provided on any future compensation as a result of Scottish Water's works.
-

3. Background

- 3.1. As part of an on-going works to improve the sewerage system in the Renfrew area, Scottish Water have been carrying out works to the Dean Park Pumping Station located off Provost Driver Court, beneath the KGV playing fields. These works commenced in early 2012 and are essential to improve the quality of the water to the residents of this part of Renfrew.

- 3.2. Scottish Water encountered significant issues with the ground conditions which in turn resulted in reconstruction of the pumping station and the need to revisit the area. Scottish Water are now anticipating that the works will not be complete before December 2015.
- 3.3. Due to the working area required by Scottish Water, two of the pitches at KGV Playing fields have been out of commission which has resulted in a loss of income for Education and Leisure Services.
- 3.4. An interim compensation payment of £6599.99 has been paid to Renfrewshire Council to cover the loss of income from the period from the 1st of August 2012 to the 31st of July 2014 in terms of the Sewerage (Scotland) Act 1968 section 20(1). This was based on target income figures compared to the actual income received for this period.
- 3.5. Scottish Water in terms of the more recent works have required to create a site compound on Renfrewshire Council's land and a temporary site compound agreement has been entered into with Scottish Water's contractor Morrison Construction. A charge of £600 per month has been agreed which commenced on the 11th of August 2014.
- 3.6. A further compensation claim will be made to Scottish Water for the loss of income for the period from the 1st of August 2014 until the works are completed.
- 3.7. The pitches are included in the Council's Pitch Strategy which is being undertaken by Education & Leisure Services and any delay in the works by Scottish Water could have an impact on commencement of these works.
- 3.8. Scottish Water have been notified of these works and should they impact on the scheduling of the proposed strategy and result in additional costs for the Council, an additional sum in compensation will be submitted to Scottish Water

Implications of the Report

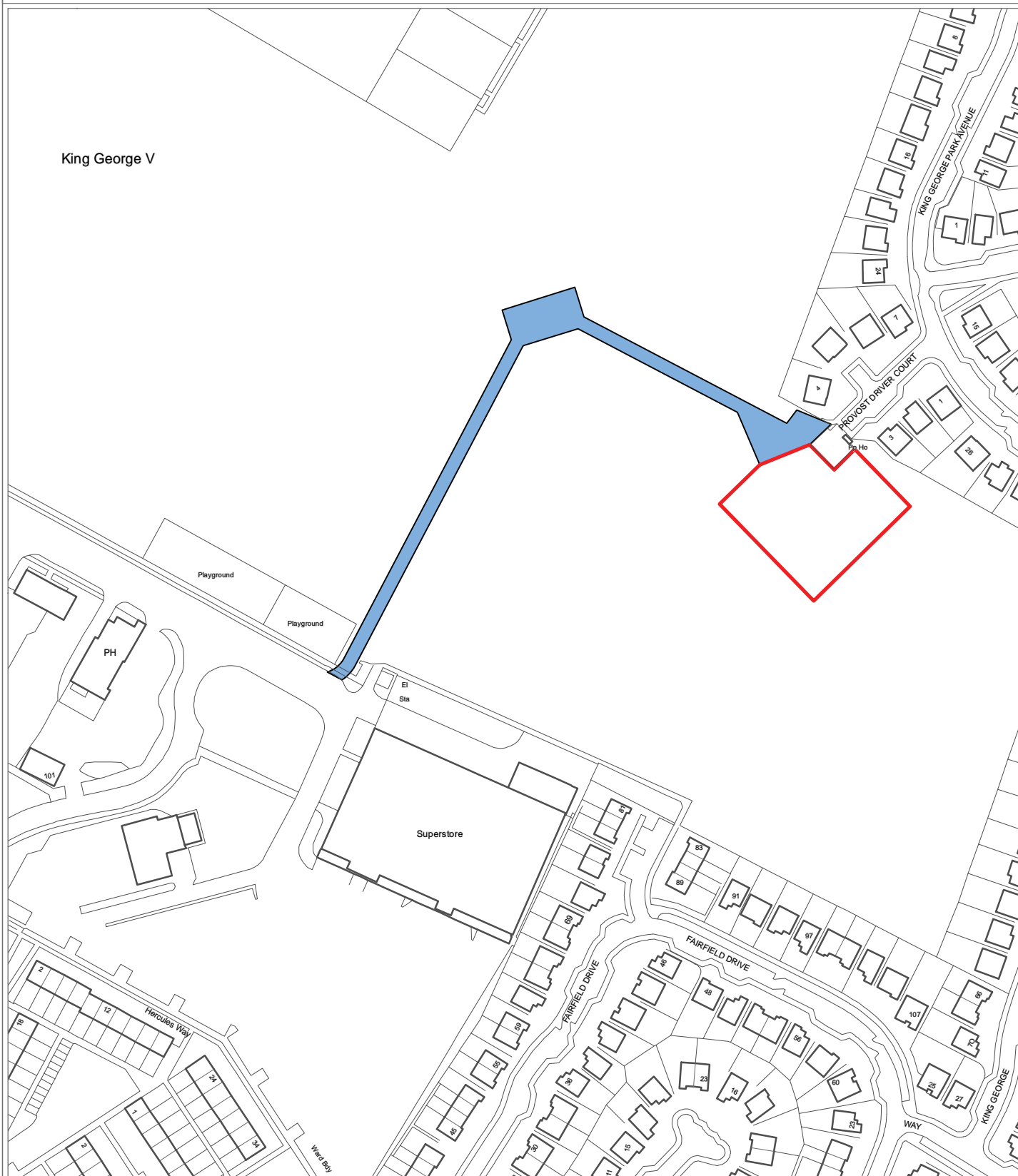
1. **Financial** – Compensation monies received £6599.99. Monthly charge of £600 until completion of the works received since August 2014. Total anticipated income for duration of works = £9,600.
2. **HR & Organisational Development** – None.
3. **Community Planning** – None
4. **Legal** – None.
5. **Property/Assets** – As per this report.

6. **Information Technology** – none.
 7. **Equality & Human Rights** -
 - (a) 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 no groups or individuals have any involvement currently at the property. 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.
-

Author: Louise Le Good, tel. 0141 618 6111,
Email louise.legood@renfrewshire.gov.uk

User: hocameronc1

Date: 05/05/2015



Notes:

Compound area to be leased

Right of access

Ordnance Survey Mapping - © Crown Copyright and database right 2015. All rights reserved. Ordnance Survey Licence number 100023417. Aerial Photography 2009 - Cities Revealed © copyright by The GeoInformation @ Group, 2009 and Crown Copyright © All rights reserved. Aerial Photography 2004/6 - © 2004 Getmapping plc © 2006 Getmapping plc Aerial Photography 2001 - Cities Revealed © copyright by The GeoInformation @ Group, 2009 and Crown Copyright © All rights reserved. Historic Map Data - © Crown Copyright and Landmark Information Group Limited 2012. All rights reserved.



To: Planning & Property Board

On: May 12 2015

Report by: Director Development & Housing Services

Heading: AWARDS & NOMINATIONS

1. Summary

- 1.1. This report seeks to update Members on a series of Awards and Nominations that have recently been secured for projects that are within the remit of the Planning & Property Board.
-

2. Recommendations

- 2.1 That Members note the success of Renfrewshire Council in relation to awards secured against projects and initiatives that are within the remit of the Planning & Property Policy Board.
-

3. Background

- 3.1 The remit of the Planning & Property Policy Board covers an extensive range of issues and to this end it is considered that external recognition of the work of the Board is a measure of its success and an indication that the Board and the Officers of the various teams involved in delivering Projects are making to deliver regeneration and economic growth for the benefit of all of Renfrewshire's communities.
- 3.2 In this context this Board Paper seeks to update Members on recent successes and awards that the Council has secured.
-

Johnstone Town Hall

Renfrewshire Council's £14.5 million investment in the construction of the new Johnstone Town Hall has secured the Development of the Year (Public Buildings) in the Scottish Property Awards 2015.

Members will be aware that this "state-of-the-art" development will include a library, theatre and conference space, dance studio, cafe and meeting rooms. The building will also offer a range of Council Services under one roof. Police Scotland and Macmillan Cancer Support will also be located within the building.

The building will open officially on May 16 2015, but is already a well used asset for the town and will be a catalyst for ongoing investment by the public and private sector.

Paisley Town Centre Heritage Asset Strategy

The Paisley Town Centre Heritage Asset Strategy picked up two titles at the recent Placemaking Awards in London, designed to honour the very best planning and regeneration projects from across the UK.

The Awards for Best Use of Arts, Culture and Sport in Placemaking; and Best Placemaking in Scotland were praised by the Judges for its 'town-wide scale', saying it 'showed good community engagement, and made good use of economic heritage'.

Grand Fountain, Fountain Gardens Paisley

The project to restore Paisley's Grand Fountain won the Restoration / Conservation category at the UK Museums and Heritage Awards which recognises projects of excellence and innovation across the UK and Europe.

The intricate cast-iron A-listed structure – one of the town's architectural treasures – was painstakingly returned to its original Victorian-era condition last year and the project won the Restoration/Conservation category ahead of nominees from the Tate galleries and the Bletchley Park World War 2 heritage site.

Judges praised the Renfrewshire-Council-led scheme, saying it 'combined painstaking research with clear community outcomes resulting in the greatest reward of all, civic pride'.

Hillington Simplified Planning Zone

Finally it is also noted that the work of the Council in delivering the Hillington Simplified Planning Zone has also been recognised as a joint submission with Glasgow City Council and consultants Terence O'Rourke has been

shortlisted within the category “Excellence in Decision Making in Planning” in the forthcoming Royal Town Planning Institute UK Annual Awards to be held on July 5th.

Implications of the Report

1. **Financial** - None
 2. **HR & Organisational Development** - None
 3. **Community Planning:** None.
 4. **Legal:** None.
 5. **Property/Assets** – N/A
 6. **Information Technology** – N/A
 7. **Equality & Human Rights** – N/A
 8. **Health & Safety** – N/A
 9. **Procurement** – N/A
 10. **Risk** – N/A
 11. **Privacy Impact** – N/A
-

List of Background Papers

- (a) None

Author: Fraser Carlin



To: Planning and Property Policy Board

On: 12 May 2015

Report by: Director of Development and Housing Services

Heading: Planning Applications Quarterly Performance – Q3 & Q4 2014-15

1. Summary

- 1.1 This report sets the performance of the Development management functions in relation to planning applications and related matters for the third and fourth quarters of 2014-15.
-

2. Recommendations

- 2.1 That the Board notes the performance statistics for the Development Management function for quarters October – December 2014 and January – March 2015 as indicated in Annexe 1 and Annexe 2 to this report.
-

3. Background

- 3.1 All planning authorities are required to report on their performance on planning applications and related matters to the Scottish Government.
- 3.2 Analysis of the performance data demonstrates Renfrewshire Council's continuing strong performance by improving the average processing timescales of planning applications

- 3.3 The performance data shows that the rate of approval for the third quarter of 2014 -2015 shows a consistent rate of approval against the Scottish Average. Q3 remains high at 98.8% compared favourably with the Scottish Average of 93.1%. Similarly, Renfrewshire scores well in terms of delegated decision making, returning a figure of 98.3% compared to 94% for Scotland.
- 3.4 Renfrewshire's quarter four 2014-2015 again shows a consistent rate of approval of 98.7% and 99.3% for delegated decision making.
- 3.5 In almost all application categories, the average time taken to process applications compares favourably with the Scottish Average (with Renfrewshire achieving in a number of instances a substantially shorter average time). As an example, it is noted that for Renfrewshire in Quarter 3, it took an average processing time of 11.4 weeks to decide 'Housing Developments Local' whereas for Scotland as a whole, the average processing time was 13.9 weeks. Renfrewshire's quarter four figures for this category improved significantly on quarter three to 7.3 weeks. .
- 3.6 The 'Householder Developments' average processing time of 7.1 weeks in Q3 2014-15 also remains a shorter average time compared to the Q3 Scottish average of 7.6 weeks and the 2013-14 Scotland average of 7.7 weeks. Renfrewshire's quarter four for this category returns a consistent figure of 7.1 weeks.
- 3.7 The average processing time for 'Business & Industry Local' increased from 8.7 weeks in Q2 to 12.5 weeks in Q3 below the Scotland Average of 10.5 weeks; this was affected by the consideration of three of the nine applications decided. Renfrewshire's quarter 4 figure for this category improved significantly on quarter 3 to 6.8 weeks.
- 3.8 Members will note from a report submitted to the Planning and Property Board on 13 May 2014 that a protocol has been introduced to encourage Processing Agreements for all 'Major' applications with an advisory note included with each decision letter on Proposal of Application Notices. This protocol is now being used for more substantial 'local' applications which encourages discussion with developers/applicants

- 3.9 In summary, quarter 3 and quarter 4 continues to show a consistent improvement in the average processing time compared to previous quarters and the Scottish Average with Renfrewshire. Regular updates will be brought to the board including the full year 2014-15 returns for Renfrewshire and Scotland as a whole.
-

Implications of the Report

1. **Financial** – None.
 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; this report 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.
-

List of Background Papers

- (a) Background Paper 1 – Renfrewshire's Quarter 3 data and summary analysis from the Scottish Government and Renfrewshire's Quarter 4 data.

The foregoing background papers will be retained within Development and Housing Services for inspection by the public for the prescribed period of four years from the date of the meeting. The contact officer within the service is David Bryce, 0141 618 7892, david.bryce@renfrewshire.gov.uk

Author: David Bryce, Development Standards Manager
Tel 0141 618 7892; email: david.bryce@renfrewshire.gov.uk

Renfrewshire 2014/15 - Quarter 3 (1 October 2014 - 31 December 2014)			Scotland 2014/15 - Quarter 3	Renfrewshire 2014/15 - Quarter 2	Renfrewshire 2014/15 - Quarter 1
Total Number of Planning Applications	176				
Approved and Delegated					
Percentage Approved	98.8%		93.1%		
Percentage Delegated	98.3%		94.0%		
	Total Number of Decisions	Average Time (Weeks)	Average Time (Weeks)	Average Time (Weeks)	Average Time (Weeks)
All Major Developments	0	-	44.5	12.6	6.0
Without Legal Agreement	0	-		-	6.0
With Legal Agreement	0	-		-	-
All Local Developments	131	8.1	10.2	7.8	7.4
Without Legal Agreement	131	8.1		7.8	7.4
With Legal Agreement	0	-		-	-
EIA Developments	0	-	36.3	-	-
Other Consents	40	8.2	9.5	8.8	6.5
Local Developments (Non-Householder)	66	9.2	12.2	8.5	7.8
Householder Developments	65	7.1	7.6	7.3	7.1
Housing Developments - Major (>50 houses)	0	-	49.7	16.5	-
Housing Developments - Local (<50 houses)	16	11.4	13.9	9.0	8.5
Business & Industry - Major (>2 hectares)	0	-	44.6	-	-
Business & Industry - Local (<2 hectares)	9	12.5	10.5	11.8	8.7
Decision Making: Applications subject to					
Planning/Legal Agreements	0	-	53.0	-	-
Local Reviews	2	14.1	14.6	-	11.1
Processing Agreements					
	Total number of decisions				
Major Applications	1				
Local Applications	4				
EIA Developments	0				
Other Applications	0				
Decision Making: Local Reviews and Appeals					
	Total number of decisions				
Local Reviews	2				
Appeals to Scottish Ministers	0				
Enforcement Activity					
	Number				
Cases Taken Up	11				
Notices Served	3				
Reports to Procurator Fiscal	0				
Prosecutions	0				

Renfrewshire 2014/15 - Quarter 4 (1 January 2015 - 31 March 2015)		
Total Number of Planning Applications	160	
Approved and Delegated		
Percentage Approved	98.7%	
Percentage Delegated	99.3%	
	Total Number of Decisions	Average Time (Weeks)
All Major Developments	1	12.0
Without Legal Agreement	1	
With Legal Agreement	0	
All Local Developments	118	7.5
Without Legal Agreement	118	7.5
With Legal Agreement	-	-
EIA Developments	0	-
Other Consents	41	8.1
Local Developments (Non-Householder)	57	7.9
Householder Developments	62	7.1
Housing Developments - Major (>50 houses)	0	-
Housing Developments - Local (<50 houses)	13	7.3
Business & Industry - Major (>2 hectares)	1	12.0
Business & Industry - Local (<2 hectares)	8	6.8
Decision Making: Applications subject to		
Planning/Legal Agreements	0	
Local Reviews	0	
Processsing Agreements		
	Total number of decisions	
Major Applications	0	
Local Applications	1	
EIA Developments	0	
Other Applications	0	
Decision Making: Local Reviews and Appeals		
	Total number of decisions	
Local Reviews	0	
Appeals to Scottish Ministers	0	
Enforcement Activity		
	Number	
Cases Taken Up	10	
Notices Served	2	
Reports to Procurator Fiscal	0	
Prosecutions	0	

Prospective Planning Application

Reference No. 15/0237/NO



Renfrewshire
Council

KEY INFORMATION

Ward

9 Houston, Crosslee and
Linwood

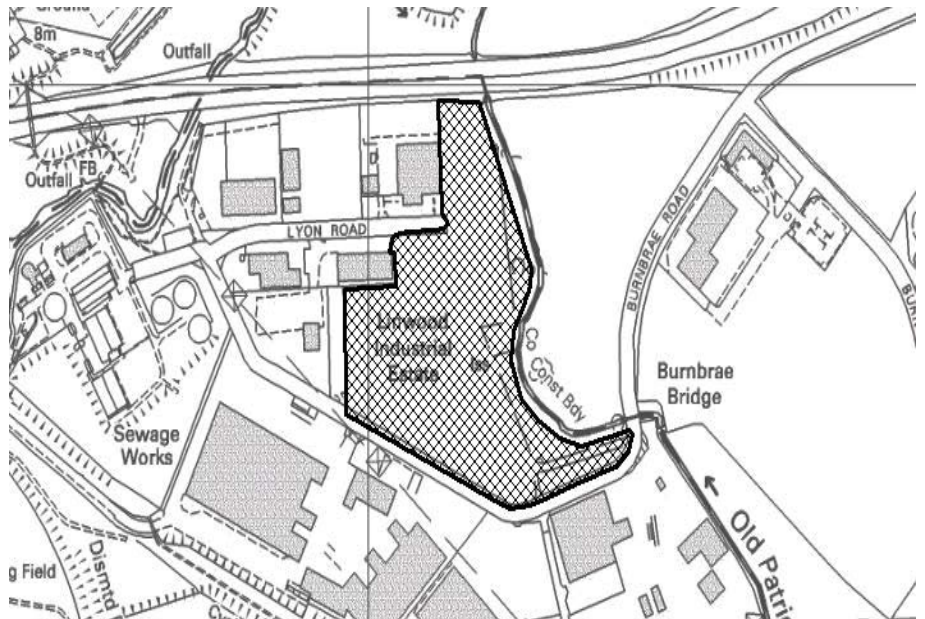
Prospective Applicant

Eco 2 Ltd
Vision House
Oak Tree Court
Mulberry Drive
Cardiff Business Park
Cardiff
CF23 8RS

Report by Director of Development and Housing Services

PROSPECTIVE PROPOSAL: ERECTION OF ENERGY
RECOVERY PLANT AND ASSOCIATED INFRASTRUCTURE

LOCATION: LAND AT LYON ROAD, BURNBRAE ROAD,
LINWOOD



© Crown Copyright and database right 2013. All rights reserved. Ordnance Survey Licence number 100023417.

RECOMMENDATION

That the Board note the
key issues identified to
date and advise of any
other issues.

Fraser Carlin
Head of Planning and
Development

IDENTIFIED KEY ISSUES

- The site is part of a larger site which is subject to two extant planning permissions for formation of a long stay car park and erection of a hotel/office development and associated engineering and other works.
- The site is identified within the Renfrewshire Local Development Plan, under the terms of Policy E1, Renfrewshire's Economic Investment Locations for the development of Class 4 Business, Class 5 General Industry and Class 6 Storage and Distribution development.
- Traffic, parking, access and related matters will require to demonstrate compliance with the relevant guidelines and Infrastructure Strategies of the New Development Supplementary Guidance.
- Supporting technical information will require to demonstrate that all necessary infrastructure can be accommodated, in terms of sewage, drainage and land stability and that there are no infringements with regard to airport safeguarding.

Site Description and Proposal

The site comprises an area of open ground, extending to approximately 5 ha, which has been largely cleared of any vegetation. The site is located immediately to the west of the Old Patrick water and is bounded to the north by the A737, to the south by Burnbrae Road, to the east by a land raised site which remains vacant and has been cleared of vegetation and to the west by a variety of industrial and commercial buildings and uses.

It is proposed to develop the site for an energy recovery plant with associated infrastructure.

Local Development Plan

The site is identified within the adopted Renfrewshire Local Development Plan as a Strategic Economic Investment Location (SEIL) under Policy E1, where Class 4 Business, Class 5 General Industry and Class 6 Storage and Distribution development and ancillary services will be supported. Figure 7 specifically identifies this location for distribution, waste and industry adjacent to freight rail head. The development of the site will require to comply with the criteria set out in the New Development Supplementary Guidance to ensure that the development proposed will support sustainable economic growth and strengthen the SEIL's role as a key economic investment location.

Relevant Site History

07/0291/PP – Formation of long stay car park and erection of hotel/office development and associated land engineering works, formation of vehicular access and erection of gatehouse reception building. Granted subject to conditions.

07/0292/PP – Formation of long stay car park and associated land engineering works, formation of vehicular access and

erection of gatehouse/reception building. Granted subject to conditions.

09/0535/PP (Adjacent site at 49 Burnbrae Road) - Erection of building to accommodate a biomass power plant and installation of associated plant and equipment. Granted subject to conditions on 11 February, 2010.

Community Consultation

The Proposal of Application Notice (15/0237/NO) specified that a public meeting is to be held, the details of which are to be confirmed and that Linwood, Johnstone and Elderslie Community Councils have received a copy of the Proposal of Application Notice.

A report, prepared by the applicant on the results of the community consultation event will require to accompany any forthcoming application for planning permission.

Key Issues

The principle matters which would require to be assessed should the prospective application be submitted are:

- (1) Whether the development would be acceptable in principle having regard to the development plan, to Scotland's Zero Waste Plan, Scottish Planning Policy and the National Planning Framework;
- (2) Whether the design, layout, form and external finishes respect the character of the area;
- (3) Whether access, parking, circulation and other traffic arrangements are acceptable in terms of road safety and public transport accessibility;
- (4) Whether there are any other environmental considerations that require to be addressed; including how the site will be drained and in this instance consultation with Glasgow Airport Safeguarding if any part of the development would exceed 10 metres in height, consultation with the Coal Authority with regard to a Coal Mining Risk Assessment; consultation with Transport

Scotland given the proximity to the Trunk Road; and the Scottish Environmental Protection Agency who are likely to have a licensing remit.

Recommendation

That the Board note the key issues identified to date and advise of any other issues that it is considered should be brought to the attention of the prospective applicant.

Members are reminded of the advice contained in 'Guidance on the Councillors' Code of Conduct' (Standards Commission Scotland, 2011); 'Guidance on the Role of Councillors in Pre-Application Procedures' (Commissioner for Ethical Standards in Public Life in Scotland/CoSLA 2014); and 'The Planning System in Scotland: An Introduction for Elected Members' (The Improvement Service, 2011). Members must be mindful that any opinions or views expressed at this stage are done so having regard to the overarching requirements of fairness and impartiality and of keeping an open mind.

Local Government (Access to Information) Act 1985
- Background Papers: For further information or to inspect other background papers, please contact David Bryce on 0141 618 7892.

Prospective Planning Application

Reference No. 15/0261/NO

KEY INFORMATION

Ward

10 Bishopton, Bridge of Weir and Langbank

9 Houston, Crosslee and Linwood

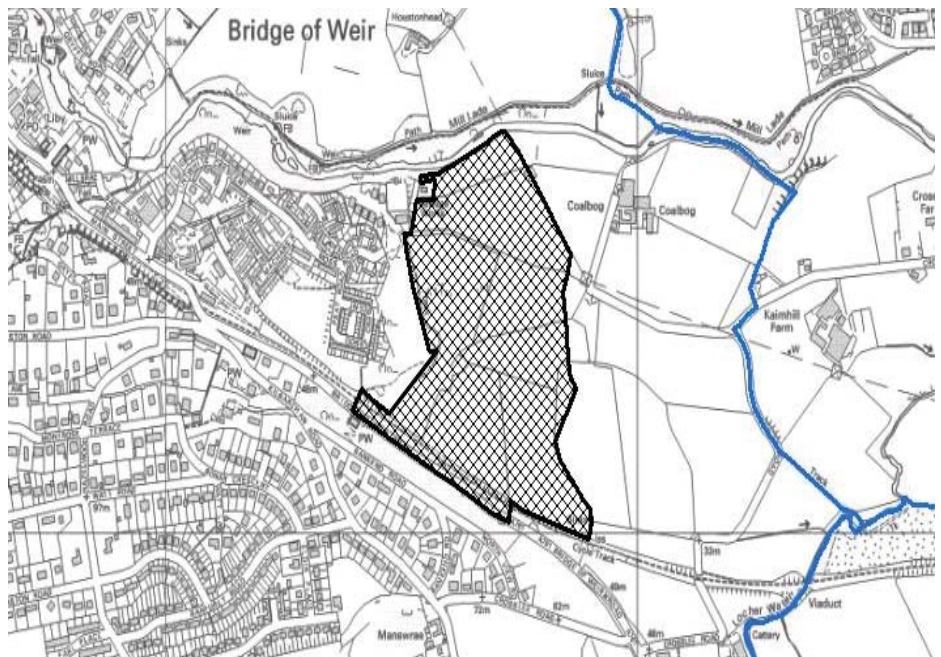
Prospective Applicant

Barratt Homes/ David Wilson Homes West Scotland/ Paterson Partners

Report by Director of Development and Housing Services

PROSPECTIVE PROPOSAL: ERECTION OF MIXED USE DEVELOPMENT COMPRISING RETAIL DEVELOPMENT OF 25,000 SQ FT, WITH ANCILLARY PETROL FILLING STATION, RESIDENTIAL DEVELOPMENT OF 200 DWELLINGS, CYCLE FACILITIES, LANDSCAPING AND ACCESS

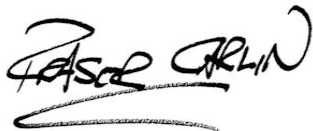
LOCATION: SITE AT WHITELINT GATE, JOHNSTONE ROAD, BRIDGE OF WEIR



© Crown Copyright and database right 2013. All rights reserved. Ordnance Survey Licence number 100023417.

RECOMMENDATION

That the Board note the key issues identified to date and advise of any other issues.



Fraser Carlin
Head of Planning and Development

IDENTIFIED KEY ISSUES

- The site is identified within the Renfrewshire Local Development Plan as Green Belt.
- Any forthcoming planning application should be supported by a justification as to why such a development would be acceptable in this location contrary to policy. This should be accompanied by a Retail Impact Assessment to demonstrate that a retail development of the size proposed can be supported in this location and any technical information required to demonstrate that all necessary infrastructure can be accommodated including school capacity, sewerage, drainage and access and parking arrangements.

Site Description and Proposal

The site comprises an area of open agricultural and wooded land, extending to approximately 18 hectares, on the south eastern boundary of Bridge of Weir, outwith the established village envelope. It is located to the east of Moss Road/Bracken Place and bounded to the north by the River Gryffe and agricultural land beyond, to the south by Bridge of Weir Road, to the east by agricultural land, all in designated green belt. There is an established residential area on the western side of Moss Road/Bracken Place. It is proposed to develop the site for a mixture of uses including retail use of up to 25,000 square ft net, a petrol filling station, approximately 200 residential units, ancillary works, including cycle facilities, and open space. Vehicular access will be taken from Bridge of Weir Road via a new roundabout.

Local Development Plan

The site is identified within the adopted Renfrewshire Local Development Plan as Green Belt (ENV 1).

Relevant Site History

04/0547/PP – Removal of landfill material to create 5.4 hectares of land for housing, with associated 12 hectares of community woodlands. Dismissed at appeal.

Community Consultation

The proposal of application notice (15/0261/NO) has specified that a public exhibition is to be held, the details of which are to be confirmed, and that Bridge of Weir Community Council has received a copy of the Proposal of Application Notice. A report, prepared by the applicant on the results of the community consultation event will require to accompany any forthcoming planning application.

Key Issues

The principal matters which would require to be assessed should the prospective application be submitted are:-

(1) The development proposal is contrary in principle to the designation of the site within the Renfrewshire Local Development Plan.

(2) Whether a retail development of the size proposed can be acceptably justified in terms of its impact on existing retail facilities within Bridge of Weir and the wider area.

(3) Whether the design, layout, density, form and external finishes respect the character of the area;

(4) Whether access parking, circulation and other traffic arrangements are acceptable in terms of road safety and public transport accessibility;

(5) Whether local infrastructure, particularly sewerage, drainage and educational facilities are capable of accommodating the requirements of the development proposed; and

(6) Whether there are any other environmental considerations that require to be addressed, including ground conditions and flooding.

Recommendation

That the Board note the key issues identified to date and advise of any other issues that it is considered should be brought to the attention of the prospective applicant.

Members are reminded of the advice contained in 'Guidance on the Councillors' Code of Conduct' (Standards Commission Scotland, 2011); 'Guidance on the Role of Councillors in Pre-Application Procedures' (Commissioner for Ethical Standards in Public Life in Scotland/CoSLA 2014); and 'The Planning System in Scotland: An Introduction for Elected Members' (The Improvement Service, 2011). Members must be mindful that any opinions or views expressed at this stage are done so having regard to the overarching requirements of fairness and impartiality and of keeping an open mind.

Local Government (Access to Information) Act 1985 - Background Papers: For further information or to inspect other background papers, please contact David Bryce on 0141 618 7892

RENFREWSHIRE COUNCIL

SUMMARY OF APPLICATIONS TO BE CONSIDERED BY THE PLANNING & PROPERTY POLICY BOARD ON 12/05/2015

APPN. NO: WARD:	APPLICANT:	LOCATION:	PROPOSAL:	Item No.
15/0206/CC Ward 10: Bishopton, BoW, Langbank	Mr D Lamont	Holywell House, Prieston Road, Bridge of Weir, PA11 3AN	Demolition of detached garage.	A1
RECOMMENDATION:	GRANT			
15/0025/PP Ward 10: Bishopton, BoW, Langbank	BAE Systems	Royal Ordnance, Station Road, Bishopton, PA7 5NJ	Extension of area for the extraction of soils and landscape works	A2
RECOMMENDATION:	GRANT subject to conditions			
15/0049/PP Ward 9: Houston, Crosslee & Linwood	Stewart Milne Homes	Site 120 metres North East of Houstonfield, Fleming Road, Houston, Johnstone	Erection of residential development comprising 32 houses and associated works.	A3
RECOMMENDATION:	GRANT subject to conditions			
Total Number of Applications to be considered =		3		

Planning Application: Report of Handling

Application No. 15/0206/CC

KEY INFORMATION

Ward

10 Bishopton, Bridge of Weir and Langbank

Applicant

Mr D Lamont
Holywell House
Prieston Road
Bridge of Weir
PA11 3AN

Registered: 19/03/2015

Report by Director of Development and Housing Services

PROPOSAL: DEMOLITION OF DETACHED GARAGE

LOCATION: HOLYWELL HOUSE, PRIESTON ROAD, BRIDGE OF WEIR, PA11 3AN

APPLICATION FOR: CONSERVATION AREA CONSENT



© Crown Copyright and database right 2013. All rights reserved. Ordnance Survey Licence number 100023417.

RECOMMENDATION

Grant.



Fraser Carlin
Head of Planning and
Development

SUMMARY OF REPORT

- The proposals accord with the adopted Renfrewshire Local Development Plan and Scottish Historic Environment Policy and associated guidance.
- There have no objections.
- The building is of plain design and finish with little adornment and its original character has been eroded over the years through the application of paint to the external walls and modern interventions in the form of non-traditional windows.
- The garage sits in a private rear garden, is not readily visible from any public vantage point and its removal would have a neutral impact on the character and appearance of the conservation area.

Description

Conservation Area Consent is sought for the demolition of a single storey, double garage, located in the rear garden area of a large, detached traditional villa, located on Prieston Road, Bridge of Weir. The main part of the garage building is constructed with random rubble walls, which have been painted, a slate roof and timber windows. There is also a smaller section to the rear of the main building, which is constructed in painted brick, with a continuation of the slate roof plane. The garage has a total footprint of 51sqm and the apex of the roof reaches a height of 4.7m. The garage is intended to be replaced by an outbuilding, which will be two storeys in height and will have ancillary, habitable accommodation space on the upper floor and car parking on the ground floor. A concurrent planning application has been submitted for this proposed replacement structure, which is currently under consideration.

History

06/0538/PP - Erection of single storey extension to rear of dwelling house, installation of replacement windows and removal of patio doors - Granted - 19th July 2006.

15/0070/PP - Erection of a two storey garage at rear of dwellinghouse - Withdrawn - 17th March 2015.

15/0205/PP - Erection of two storey detached outbuilding to rear of dwellinghouse - Pending.

Policy and Material Considerations

Development Plan - Adopted Renfrewshire Local Development Plan 2014

Policy ENV3: Built Heritage

New Development Supplementary Guidance

Delivering the Environment Strategy: Conservation Areas

Material considerations

The SHEP: Scottish Historic Environment Policy
Managing Change in the Historic Environment - Demolition

Planning legislation requires that planning decisions are made in accordance with the Development Plan unless material considerations indicate otherwise. In this case the proposal requires to be considered against the policies and guidance set out above, the comments of any consultees, the history of the site and any objections received.

Publicity

The application was advertised in the Paisley & Renfrewshire Gazette and the Edinburgh Gazette with deadlines for the submission of representations of 22nd April 2015 and 28th April 2015 respectively.

**Objections/
Representations**

None received.

Consultations

None required.

Summary of Main Issues

Environmental Statement - Not applicable.

Appropriate Assessment - Not applicable.

Design Statement - Not applicable.

Access Statement - Not applicable.

Other Assessments - Not applicable.

Planning Obligation Summary - Not applicable.

Scottish Ministers Direction - Not applicable.

Assessment

With respect to the demolition of unlisted buildings in Conservation Areas, Historic Scotland's guidance advises that planning authorities should take into account the contribution of the building to the character, appearance and history of the Conservation Area.

The building in this instance is a single storey, detached garage, located to the rear of the main dwelling by 18m. The rear garden area in which it is located, is not visible from any public vantage points within the area and the garden itself is also reasonably well screened from other properties by existing trees on the site boundaries. The building itself, although constructed from traditional materials such as random rubble walls with a slate roof above, is not considered to contribute to the amenity of the Conservation Area. The building is of plain design and finish with little adornment and its original character has been significantly compromised over the years with the application of paint and modern interventions in the form of non-traditional windows.

A concurrent planning application has been submitted for a replacement structure directly to the rear of the site of the existing garage. This proposed structure is a two storey out building, with garage space on the ground floor and ancillary accommodation on the upper floor. This application has not been determined, however the initial view appears that the proposal is well designed and finished in high quality materials and would be an acceptable replacement structure; however this will be fully considered during the formal assessment of the application. The acceptability of the demolition of the existing garage is not considered to be contingent in this instance on a replacement building being re-erected.

Having assessed the proposal against the SHEP, the Adopted Local Plan and relevant Supplementary Guidance, I am satisfied that the demolition of the building will not be detrimental to the character of the Conservation Area. It is therefore recommended to grant this application.

Recommendation and Reasons for Decision

Having given consideration to the above assessment it is considered that the

proposal accords with the policies of the Council and the relevant Historic Scotland guidance. It is therefore recommended that the application be granted.

Recommendation

GRANT

Conditions & Reasons

1. Reason for Decision

The proposal accords with the provisions of the Development Plan and there were no material considerations which outweighed the presumption in favour of development according with the Development Plan.

Local Government (Access to Information) Act 1985 - Background Papers: For further information or to inspect any letters of objection and other background papers, please contact David Bryce on 0141 618 7892.

The site has been visited and the photographs archived.

Planning Application: Report of Handling

Application No. 15/0025/PP



KEY INFORMATION

Ward

10 Bishopton, Bridge of Weir & Langbank

Applicant

BAe Systems
Georgetown Reception
Centre
Houston Road
Houston
Johnstone
PA6 7BG

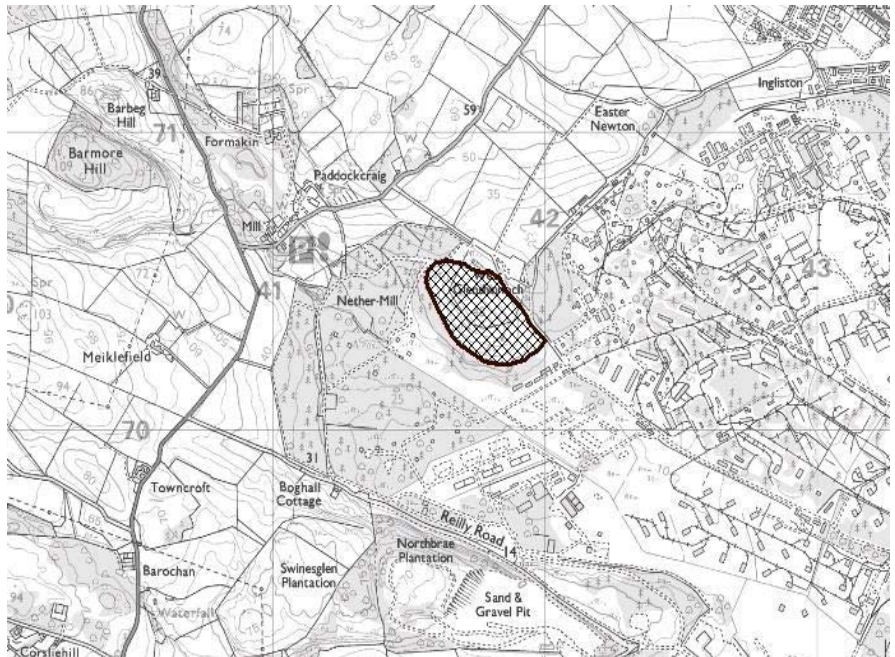
Registered: 14/01/2015

Report by Director of Development and Housing Services

PROPOSAL: EXTENSION OF AREA FOR THE EXTRACTION OF SOILS AND LANDSCAPE WORKS

LOCATION: ROYAL ORDNANCE, STATION ROAD, BISHOPTON PA7 5NJ

APPLICATION FOR: PLANNING PERMISSION - FULL



© Crown Copyright and database right 2013. All rights reserved. Ordnance Survey Licence number 100023417.

RECOMMENDATION

Grant subject to conditions.



Fraser Carlin
Head of Planning and
Development

SUMMARY OF REPORT

- The proposals accord with the adopted Renfrewshire Local Development Plan and are consistent with Policy ENV1 'Green Belt' designation and Policy P5 'Community Growth Areas'
- There have been no objections or representations.
- Consent has previously been granted on this site for the borrow pit for soil extraction at a reduced quantity.
- The proposed restoration arrangements should ensure that there will be no lasting impact on the immediate landscape or on the character or appearance of the wider area.

Description

Planning permission is sought (partly in retrospect) for an extension to the area previously approved for the extraction of soils under the provisions of planning approval 09/0527/PP, on land associated with the former Royal Ordnance Factory, at Station Road, Bishopton; to be followed by restoration works.

The application site is a drumlin feature which lies some 300m to the southwest of Houston Road at the north western sector of the former Royal Ordnance site, within a zone identified for the formation of a Community Woodland Park under outline planning approval 06/0602/PP.

The overall earthworks strategy for the site was initially set out in 2009, including a borrow pit area. At the time it was anticipated that around 130,000 cubic metres of clay would be extracted from one section of the mounded landform, however a higher than anticipated demand for excavated soils has resulted in the need to excavate more soil to meet the requirements of the remaining phases of the land reclamation programme. It is now estimated that a further 175,000 cubic metres of soil shall require to be excavated from the borrow pit, to meet forecast engineering needs across the Royal Ordnance site as a whole.

Restoration works are to be carried out in three phases, over a ten year period, with landscaping works predicted to take place in the next available planting season following the phased completion of restoration earthworks. Landscaping works aim to reinstate the rural appearance of the landscape using a simple mix of trees, hedgerows and open grassland.

History

06/0602/PP - Regeneration of the site to form a mixed use community growth area. Granted subject to conditions and a Section 75 Legal Agreement, August 2009.

09/0527/PP - Engineering operations comprising remediation and bulk earthworks. Granted subject to conditions March 2010.

11/0547/PP - Bulk earthworks and landscape treatment to create enhanced wildlife habitat. Granted subject to conditions September 2011.

14/0633/EO - Excavation of additional soils from the borrow pit followed by phased restoration and landscape treatment. Environmental Assessment Not Required, September 2014.

14/0698/NO - Extraction of additional soils from borrow area followed by phased restoration and landscape treatment. Accepted September 2014.

Policy and Material Considerations

Adopted Renfrewshire Local Development Plan 2014

Policy P5: Community Growth Areas
Policy ENV1: Green Belt

New Development Supplementary Guidance

Delivering the Places Strategy
Delivering the Environment Strategy:
Green Belt

Material considerations

Planning legislation requires that planning decisions are made in accordance with the Development Plan unless material considerations indicate otherwise. In this case the proposal requires to be considered against the policies and guidance set out above, the comments of the consultees, the history of the site and any objections received.

Publicity

Neighbour notification has been carried out in accordance with statute. The application was also advertised in the Paisley and Renfrewshire Gazette on 4

February 2015, with a deadline for representations to be received of 18 February 2015.

**Objections/
Representations**

None received.

Consultations

Bishopton Community Council – A strategy should be put in place to ensure there is no flood risk or erosion leading to the silting up or overwhelming of Dargavel Burn or other watercourses. Sufficient clay material should be retained within the borrow area to ensure adequate capping of the landfill site within the development.

Director of Community Resources - No objections subject to the submission of a Dust Management Plan.

SEPA - No objections.

Glasgow Airport Safeguarding - No objections.

Head of Roads (Design Services) - No objections.

Summary of Main Issues

Environmental Statement - Screening Opinion requested under 14/0633/EO, determined no requirement for further EIA.

Appropriate Assessment - N/A

Design Statement - N/A

Access Statement - N/A

Landscape and Visual Assessment -

Provides a background to the requirement for the current application, and explains that a comprehensive earthworks review has highlighted the need for the extraction of additional soil, which has informed the extent of the extraction works now proposed. The reinstated landform shall be similar in profile to that which existed prior to any soil extraction works commencing, albeit 1 metre lower and shall be landscaped post re-profiling. A programme of earthworks has also been incorporated as well as tree survey information.

Public Consultation Statement - The applicant submitted a Proposal of Application Notice (14/0698/NO) to the

Council on 16 September 2014. This required a Pre-Application Consultation (PAC) process prior to the submission of a planning application. The PAC report provides an overview of all pre-application consultations which have been undertaken including details of a public event held on 16 October 2014 at Bishopton Community Centre. The summary states that comments were raised in relation to the retention of tree screening, drainage from the site and water management. Overall the applicant opines that although response to the consultation was limited, support was expressed for the works. The accompanying Landscape and Visual Treatment document attempts to address the points raised.

Planning Statement - The overall earthworks strategy for the site was initially set out in 2009, including a borrow area. At the time it was anticipated that around 130,000 cubic metres of clay would be extracted from one section of the mounded landform, however a higher than anticipated demand on the need for excavated soils has resulted in the need to excavate more soil to meet the requirements of the remaining phases of the land reclamation programme. It is now estimated that a further 175,000 cubic metres of soil shall require to be excavated from the borrow area, to meet forecast engineering needs across the Royal Ordnance site as a whole.

Planning Obligation Summary - N/A

Scottish Ministers Direction - N/A

Assessment

The former Royal Ordnance site is identified within the Adopted Renfrewshire Local Development Plan as a Community Growth Area. Within these areas the Council will support and encourage development where it supports the principles set out in the approved masterplan for the site. In this case, planning approval has previously been granted for the extraction of soils from this area of land, albeit at a reduced scale. Following review, the applicant has

discovered that additional excavation shall be necessary in order to meet the requirements of the remaining phases of land reclamation within the wider Community Growth Area. In this regard consideration shall require to be given to the impact of the proposal on the Green Belt and its landscape features, the nature of the proposed materials proposed for restoration of the site and the level of restoration achievable.

In terms of impact on the Green Belt, development should protect and enhance the landscape setting of the area, whilst protecting and promoting access opportunities to open space. In this regard, the additional works are required to enable the formation of engineered landforms to ensure the continued delivery of the Community Growth Area, with the applicant opting to use materials currently contained within the site, negating the requirement to import the necessary materials which could have additional impacts on the wider community in terms of traffic generation and potential nuisance. The applicant has also set out a comprehensive restoration scheme to ensure delivery of the works within a specified period of 10 years. To ensure this programme is monitored effectively, it is considered prudent to impose conditions on any consent requiring the ongoing updating of programme delivery, in accordance with the projected delivery timetable, to allow the Planning Authority to maintain effective control of the development. In relation to the nature of the works and material usage, SEPA and the Director of Community Resources have raised no objections to the proposals, subject to the submission of a Dust Management Plan.

With regard to the enhancement of the landscape, the applicant proposes to recreate the rural appearance of the landscape using a simple mix of trees, hedgerows and open grassland, in the restoration of the site, within the first available planting season, following

completion of restoration works, which shall contribute to the delivery of a woodland area, with access arrangements adjacent by 2024.

Overall, the proposal is considered to comply with the provisions of Policy ENV1 relating to green belt development as well as Policy P5 'Community Growth Areas'.

Recommendation and Reasons for Decision

The proposals are considered to be consistent with the provisions of the Adopted Local Development Plan and the New Development Supplementary Guidance and there are no over-riding material planning considerations which would justify setting aside the presumption in favour of development. It is therefore recommended that planning permission be granted subject to conditions.

Recommendation

GRANT SUBJECT TO CONDITIONS

Conditions & Reasons

1. Reason for Decision

The proposal accords with the provisions of the Development Plan and there were no material considerations which outweighed the presumption in favour of development according with the Development Plan.

Conditions

2. No later than one year from the date of this permission the applicant shall submit a monitoring report to the planning authority, with the necessary plans, showing the levels that have been reached by landfilling. Similar reports shall thereafter be submitted at no less than yearly intervals. In the event of two consecutive reports showing that the rate of landfilling has fallen below that required to complete restoration by 2024, revised

restoration plans shall be submitted to and approved in writing by the planning authority based on the lower rate of landfilling to ensure that the site is fully restored by that date.

Reason: To ensure that all landfilling ceases by 2024 and that the site can be satisfactorily restored and landscaped at the levels achieved at that date.

3. The finished ground levels shall not exceed or fall below the restoration levels shown on approved Drawing Nos 715-1638 'Long Section' and 715-1638 'Earthworks Phases and Landscape Restoration Stages' up to a maximum tolerance of 1.0 metres either above or below, or as subsequently modified under the terms of condition 2 above.

Reason: To ensure that the approved restoration levels are adhered to so that full restoration can be achieved in accordance with the drawings hereby approved.

4. That within three months of the date of this consent, the applicant shall prepare a Dust Management Plan for the written approval of the Planning Authority. The plan shall set out how potential dust arising from the development will be managed to prevent or minimise emissions from the development. Thereafter all works carried out on site shall be in accordance with the Dust Management Plan finally approved.

Reason: In the interests of amenity.

5. That within the first planting season following the completed restoration of each phase of the site hereby approved, the developer shall hydro seed within that specified area. The specifications including mix shall be agreed in writing prior to its application on site. Thereafter, within the first planting season following the completed restoration of the entire site, all planting seeding, turfing and earth

moulding included in the scheme of landscaping and planting, as shown on approved Drawing No. 715-1640 'Landscape Restoration Plan', shall be completed (unless modified under the terms of condition 2 above); and any trees, shrubs or areas of grass which die, are removed, damaged, or diseased, within 5 years of the completion of the development, shall be replaced in the next planting season with others of a similar size and species.

Reason: In the interests of amenity.

Local Government (Access to Information) Act 1985 - Background Papers: For further information or to inspect any letters of objection and other background papers, please contact David Bryce on 0141 618 7892.

The site has been visited and the photographs archived.

Planning Application: Report of Handling

Application No. 15/0049/PP

KEY INFORMATION

Ward

9 Houston, Crosslee &
Linwood

Applicant

Stewart Milne Homes
Kestral House
3Kilmartin Place
Tannochside Business
Park
Uddingston
G71 5PH

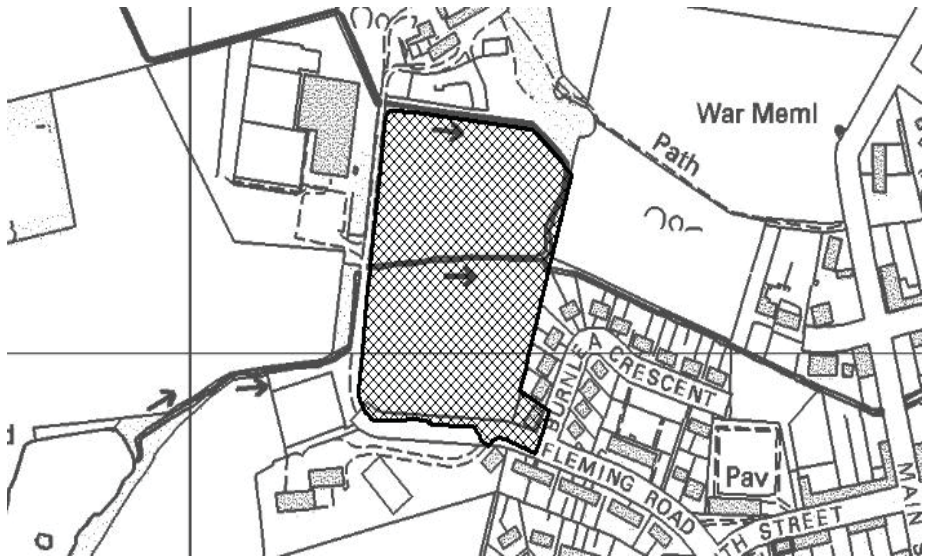
Registered: 23/01/2015

Report by Director of Development and Housing Services

PROPOSAL: ERECTION OF RESIDENTIAL DEVELOPMENT
COMPRISING 32 HOUSES AND ASSOCIATED WORKS

LOCATION: SITE 120 METRES NORTH EAST OF
HOUSTONFIELD, FLEMING ROAD, HOUSTON, JOHNSTONE

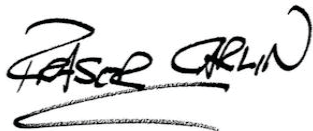
APPLICATION FOR: FULL PLANNING PERMISSION



© Crown Copyright and database right 2013. All rights reserved. Ordnance Survey Licence number 100023417.

RECOMMENDATION

Grant subject to
conditions.



Fraser Carlin
Head of Planning and
Development

SUMMARY OF REPORT

- The proposals accord with the adopted Renfrewshire Local Development Plan and are consistent with the Policy P1 'Places' and Policy P3 'Additional Housing Sites' designation within which the site is included in Renfrewshire's Housing Land Supply.
- There have been twenty-one letters of objection relating to effect on character, traffic, access and parking arrangements; privacy and overshadowing; drainage and flooding; and impact on wildlife.
- The form, design, density and layout of the development are considered to be acceptable; and all major infrastructure requirements have been appropriately considered.

Description

This application seeks planning permission for the erection of 32 detached two storey dwellings and associated landscaping and roads on a site located on the north western edge of Houston between the residential area of Fleming Road/Burnlea Crescent and the Strathgryffe Tennis Club. The site extends to approximately 2.2 hectares, is generally undulating and is currently under rough grass. It is bisected by a burn flowing through the middle of the site. On the eastern boundary of the site it joins the Houston Burn which flows around the north and north-east boundaries of the site heading east along the rear gardens of the properties fronting Burnlea Crescent.

There are a variety of mixed deciduous mature trees located along its boundaries and towards the middle of the site bordering the burn. The site is bounded by Fleming Road to the west and south and by the rear gardens of properties on Burnlea Crescent to the east. The site is well contained by established hedges and trees to the north, south and west. A single track road passes the site to the south and west. There are established tree belts immediately outwith the site to the north, south and west that provides an additional degree of containment.

The dwellings proposed are of mixed design and orientation, with the southern row of houses fronting onto Fleming Road. Development of the site is divided into two sections due to the presence of the burn, spanned by a vehicular bridge. The floodplain has dictated the developable areas. Access to the site is via a new junction on Fleming Road. Boundary treatments comprise a mixture of existing trees augmented by new planting and a variety of boundary features including walls, timber fencing and willow walls.

History

14/0549/NO - Erection of residential development with associated works. Accepted 14/08/2014.

14/0654/EO - Request for a Screening Opinion. Environmental Impact Assessment not required.

Policy and Material**Considerations**

Development Plan - Adopted Renfrewshire Local Development Plan 2014

Policy P1 – Renfrewshire's Places
Policy P3 - Additional Housing Sites
Policy I5 - Flooding and Drainage

New Development Supplementary Guidance 2014

Places Development Criteria
Infrastructure Development Criteria
Trees, Woodland and Forestry
Contaminated Land
Flooding and Drainage
Noise

Material considerations - At the national level SPP highlights the need for good design and achieving high quality residential development and Designing Streets gives guidance on and promotes better quality street design. Renfrewshire's Places Residential Design Guide is non statutory guidance and sets out the objectives of sustainable placemaking, design considerations and the process through which high quality designs can be achieved.

Planning legislation requires that planning decisions are made in accordance with the Development Plan unless material considerations indicate otherwise. In this instance, the application requires to be assessed taking account of the guidance and policies outlined above, the supporting information submitted, the views of the consultees, the representations received and the physical attributes of the site.

Publicity

The council has undertaken neighbour notification in accordance with the requirements of the legislation. The

application was advertised in the Paisley & Renfrewshire Gazette for the purposes of neighbour notification with a deadline for representations of 25/02/2015.

Objections/ Representations

There have been 21 letters of objection submitted in respect of this application including an objection from a local ward member, Councillor Clark. The main issues raised can be summarised as follows.

1. This application is for 32 units whereas the original proposal in the LDP was for 23 units. The Reporter agreed the site on the basis of the original 23 units and this application is contrary to the agreed LDP.
2. Renfrewshire Council have previously declared that this land is "not suitable for residential development due to constraints of access and flooding". Renfrewshire Council are ignoring their own recommendations and risking the homes of their current residents.
3. The proposal will impact unacceptably on the village with regard to traffic, schooling and other amenities and will impact on birds, bats, and other wildlife which inhabit the site.
4. The feedback from the public exhibition held on the 2nd September 2014, has not influenced the design process.
5. The proposal will result in a strain to public utilities especially to water connections.
6. The proposal will develop a site and change the character of an area currently utilised by locals for walking.
7. Contrary to the Design and Access Statement, the nature of the site and character of the village will be destroyed.
8. Claims made in the Design Statement that the development would enhance links between the village and the tennis centre are not supported.
9. There are title problems with the land.
10. The location of a residential development close to kennels will adversely impact on the amenity of residents.

11. Proposed ground levels will be higher leading to unacceptable impacts on the privacy of existing residents on Burnlea Crescent.

12. Issues of privacy and overshadowing have not been given proper consideration. The roof line of the new houses should be no higher than existing properties. The proposal to raise the ground level within the development will also increase water run-off towards adjacent rear garden areas.

13. The increase in vehicular movements associated with the development will impact upon the safety of the junction with Burnlea Crescent.

14. Surrounding roads from the centre of the village, including the junction of Main Street/South Street, will not be able to safely accommodate the level of additional traffic.

15. The houses are too close to an area prone to flooding.

16. The development would result in an increased flood risk. The land is a natural flood plain that protects other properties further down the Houston Burn from flooding. The developer has not adequately assessed the risk that building on this flood plain poses to these properties.

17. Concern that the SUDs system will not be adopted nor monitored to ensure that water release to the burn meets SEPA recommendations.

18. The access road to the development is likely to increase the risk of flooding.

19. Concern at the risk of sewage flooding around the village as a result of development without any upgrades taking place.

20. The Scottish Water, Development Impact Assessment - Wastewater assessment stands alone, and does not take into account the impact of any other developments known to be taking place within Houston. A cumulative impact assessment should consider the total burden upon the existing sewage system.

21. Filtration beds within the curtilage of private houses require maintenance to be effective and there is no indication as to

how this will be achieved. Without maintenance they will become ineffective, resulting in possible flooding of adjacent properties and/or the sewage system. 22. Concern is expressed that the surface water is being directed into the main line sewer instead of being attenuated then discharged into the Houston Burn.

Consultations

Director of Community Resources (Environmental Services) - No objection subject to conditions in respect of noise and ground conditions.

Head of Roads (Design Services) - No objection subject to compliance with Flood Risk Assessment and Drainage Impact Assessment.

Head of Roads (Traffic & Transport) - No objection subject to conditions which can be satisfied through the Roads Construction Consent process.

Scottish Water - No objection.

West of Scotland Archaeological Service - No objection subject to a condition that appropriate monitoring and recording is undertaken.

SEPA - No objection to the proposed development on flood risk grounds.

Houston Community Council - No comment.

Summary of Main Issues

Environmental Statement - A request for a screening opinion determined that the proposal would not fall within Schedule 2 of the Town and Country Planning (Environmental Impact Assessment) (Scotland) Regulations 2011, nor is it likely that the proposed works would have a significant environmental impact which would require an Environmental Impact Assessment to be undertaken.

Appropriate Assessment - N/A

Design Statement - States that the site does not contain any notable landscape features but is well contained visually by surrounding woodland, development and the escarpment to the north. The key

feature on site is the watercourses and associated floodplain. The aim of the proposal is to create a high quality, attractive residential development with a distinct identity and sense of place that responds to the rural character of the surrounding area while extending the village into the development site. The development of the site has been limited to the portions of the site outwith the identified floodplain, maximising accessibility to the latter for informal recreational purposes while linking well with the rest of the village. While the design principles of 'Designing Streets' can be applied to a degree on the site, the desirability of retaining the existing countryside section of Fleming Road and the need to work around the floodplain dictate that a more refined approach is adopted which looks at how individual plots relate to each other and to the strong, surrounding landscape setting. Footpaths are provided within the floodplain for recreational and occasional use.

Access Statement - States that the development site abuts the existing built up area and pedestrian, cycling and vehicular access are all by means of Fleming Road which provides good connections to the community centre, local shops, play facilities and primary and secondary schools. Bus stops are within reasonable walking distance of the application site. The access road, lanes and footways will comply with the gradients required for wheelchair users and formal and informal paths will be surfaced in a manner which maximises accessibility.

Other Assessments

Planning Statement - States that the land has been allocated for housing in the adopted Renfrewshire Local Development Plan. A design led approach has been adopted in the preparation of detailed proposals which has confirmed the capacity of the site and its ability to deliver

housing completions in the short term. Policy and guidance regarding design and place making has been reflected in the proposals and account has been taken of flood risk, drainage and traffic issues.

Flood Risk Assessment - States that as the Houston Burn flows along the northern and eastern boundaries of the site and an unnamed tributary of the burn traverses the site west to east, the site is potentially at risk from fluvial flooding. Hydrological analyses were undertaken and a model of the burn and its tributary was developed and used to assess flood risk to the site. The model predictions indicated that the low-lying land along the burn is at risk of flooding and suggested that development be limited to areas outwith the predicted floodplain. There is high ground to the north and west of the site and therefore potential for some surface water to enter the western and northern boundaries of the site. However, flows from the north would be intercepted by the Houston Burn and it is suggested that overland flow paths are provided through the site to direct any excess flows away from the buildings without ponding or flooding properties. No significant risk of flooding was predicted at potential access points from Burnlea Crescent.

Drainage Impact Assessment and Surface Water Management Plan and Drainage Strategy - States that the proposed development will be serviced by a new foul and surface water drainage network. The proposed surface water design will incorporate a Sustainable Urban Drainage System (SUDS). It is proposed to install a separate system, draining both the foul and surface water by gravity to the existing public sewer located to the rear of Burnlea Crescent. SUDS treatment is proposed to be provided by at source filter trenches. Filter trenches will be located in plot curtilages to treat roof and driveway run-off, which will be maintained by the property owners. There will also be filter trenches located under adoptable service strips which will provide road treatment. In

relation to flooding, the site will be subject to a limited discharge not greater than the 2 year pre-development greenfield run-off. This discharge has been identified in the Flood Risk Assessment. The surface water run-off shall be limited to a greenfield release figure by the use of a hydrobrake flow control device within the outfall manhole of each surface water network prior to discharging to the adjacent watercourse. By limiting the discharge, the surface water system will require to incorporate on-site attenuation. In this instance, it is proposed to utilise the upsizing of pipes and manholes throughout the development as an attenuation structure. During more extreme events the proposed piped network will likely become inundated and drawings submitted to illustrate the overland flood layout demonstrates that no flooding to the proposed properties will result.

Site Investigation - Given the nature of the underlying bedrock, mining is not considered likely and this is confirmed by the Coal Authority. All soil contamination concentrations were below conservative criteria and no pollutant linkages to human health or plant growth exist. It concluded that no remedial measures are required. There is no soil or groundwater source of contamination which could affect the identified groundwater resource or surface water receptors. Therefore no remediation measures are required to protect water environment receptors.

Tree Survey and Arboriculture Constraints - Tree cover is restricted to the site boundary, with occasional specimens along the western road verge and the northern burn forming a wide hedgerow; and to the west a mature shelterbelt forming a buffer between the site and adjoining open countryside. Minor pruning of trees adjacent to the road may be required to provide sufficient site clearance along the southern boundary but there should be no adverse impact on tree health as a result. Of the 44 trees

surveyed it is recommended that 3 trees be felled (because of die back and decay).

Transport Statement - The proposed development will be accessed from a new junction on Fleming Road. It concludes that the potential traffic generation of the proposal is minimal and will have no detrimental impact upon the local road network.

Pre Application Consultation Report - The report states that more than 106 individuals examined the display material over the period of the exhibition and 11 comments were received. The key themes to emerge from the responses were concerns regarding road safety; regarding the design of the proposed new site access and the capability of surrounding roads to accommodate additional traffic; regarding existing flooding problems in the area and the possibility that development could make matters worse; regarding cumulative effects of new developments in the village on local shops; and that the proposed layout represents overdevelopment and impinges on the Houston Burn flood plain.

Noise Impact Assessment - Indicates the noise environment at the application site is generally quiet. The influence of the kennels is clearly audible on the occasions when barking was heard. The noise monitoring of the tennis club did not capture any noise associated with social events at the club but did capture vehicles. The modelling exercise identified that mitigation measures were required to protect future residents from noise associated with the kennels and social events at the club. An acoustic fence was recommended as a remediation measure.

Planning Obligation Summary - N/A
Scottish Ministers Direction - N/A

Assessment

The proposal requires to be assessed against the national guidance outlined above, the policies contained within the

Development Plan and any other material considerations. In this case the relevant documents of the Development Plan comprises the Adopted Renfrewshire Local Development Plan 2014 (LDP) and the New Development Supplementary Guidance (SG).

The application site is identified in the LDP proposals map under Policy P3 'Additional Housing Sites'. Policy P3 states that the Council will support and encourage residential development on these sites, as identified in Schedule 1 and 2, as additional allocated housing sites to meet identified housing requirements. Schedule 2 identifies the application site as having an indicative capacity of 23 units. The development of these sites requires to comply with the criteria set out in the New Development SG to ensure that they make a positive contribution to Renfrewshire's places.

The New Development Supplementary Guidance, Places Development Criteria, sets out a number of criteria which new residential developments are required to meet. It considers that development proposals require to ensure that the layout, built form, design and materials of all new developments will be of a high quality; density will require to be in keeping with the density of surrounding areas; surrounding land uses should not have an adverse effect on the proposed residential development and; development proposals should create attractive and well connected street networks which will facilitate movement. Assessing the development in terms of these criteria, the following conclusions can be made.

Development density is considered appropriate to this semi rural location and fits well with surrounding dwellings and the wider area. The proposed form, layout, design and scale are all commensurate with the character of the surrounding area. Key features of the site and surroundings have influenced the design of the layout including the woodland setting which

provides a high degree of visual containment and rural character; no development lies within the 1 in 200 year floodplain; and development constraint on the floodplain has resulted in extensive areas of open space in and around the development creating permeability through the development and connectivity to the village.

The site benefits from a high degree of enclosure provided by woodland, road side trees and the wooded escarpment to the north. The layout is outward facing along the new access from Fleming Road and thereafter the orientation of individual properties is mixed respecting the site constraints. House types are varied in their layout, roof form, orientation and finishing materials. Substantial areas of public open space will provide an appropriate landscape setting for the development reflecting its semi rural location. The palette of materials to be used reflects those found in the immediate area assisting in assimilating the development into its location. Creating a junction between the housing access road and the rural section of Fleming Road should reduce traffic speeds and enhance road safety while retaining the semi-rural character. While Fleming Road remains the vehicular access route to the tennis club, the layout incorporates a direct, lit pedestrian route.

The SG on noise sets out the criteria against which noise sensitive developments will be assessed. Given the commercial kennels to the north and Strathgryffe Tennis Club to the west, measures for protecting these houses from noise has been considered by the Director of Community Resources who is satisfied, subject to conditions, that acoustic fencing will ensure that there is no unacceptable impact on the amenity of residents. The Head of Roads is satisfied that the proposal meets the relevant parking, access and traffic requirements.

Policy I5, and the Flooding and Drainage SG, are also material planning considerations and set out a series of criteria which require to be considered. These generally require minimum standards to reduce the risk of flooding in new developments and to ensure that the risk of flooding is fully taken into account in the assessment of new development proposals. The applicants have, through the submission of a Drainage Impact Assessment (DIA) and Flood Risk Assessment (FRA), demonstrated that subject to compliance with the DIA and FRA the buildings and persons occupying the developed site would not be at an unacceptable risk from flooding. Scottish Water have confirmed that they have no objections to the proposal subject to a suitable connection to their infrastructure and SEPA have no objection to the proposal on flood risk grounds.

In terms of the SG on infrastructure design the proposals are considered to demonstrate an acceptable layout with appropriate access, parking and pedestrian arrangements.

In terms of the SG relative to contamination the Director of Community Resources has no objection to the proposals and is satisfied that any potential contamination of the site can be addressed by a condition.

Referring to the points of objection not already addressed I would comment as follows.

At the consultation stage of the Renfrewshire Local Development Plan Main Issues Report (MIR) in 2011 the housing preferred strategy indicated that additional land would require to be identified to provide a generous and effective housing land supply. Brownfield and green belt sites were identified to meet the overall housing land requirement set at that time. It was not considered necessary at this stage to include East of Fleming Road to meet the overall housing

land requirements. However in preparing the Proposed Renfrewshire Local Development Plan in 2012, various changes, alterations and updates to the housing land supply required to be taken into account and this resulted in the need to identify more sites in the green belt to meet Renfrewshire's housing needs and demand. The site was therefore included in the Renfrewshire Local Development Plan as subsequently adopted.

With particular regard to the allocation of 23 units within the LDP, this was indicative only and was based on an initial appraisal of the then available flood risk information. A more detailed flood risk assessment has been undertaken and this has detailed the extent of the 1:200 year floodplain and the consequent developable areas. This detailed design work has resulted in a layout showing 32 units which can be reasonably accommodated within the site. It has been demonstrated, that the proposal complies with the relevant policies and SG of the Adopted Plan and the supporting Renfrewshire Places Residential Design Guide.

With regard to drainage infrastructure and flooding it is a requirement of SEPA, Renfrewshire Council and Scottish Water that a suitable drainage network is designed and constructed to ensure adequate drainage of surface water and wastewater to appropriate outfalls, without compromising the capacity of the existing sewerage network or the quality of the adjacent watercourse. Given the floodplain affecting the site and the surrounding area, particular attention has been given to ensuring that the proposed development will not exacerbate the pre-existing issues with flooding and drainage. In this regard two means of attenuation are proposed for surface water within the site and the rate of run-off will now be controlled to ensure that there is no adverse impact on the surrounding area during flood events. In addition the drainage impact assessment submitted in support of the application demonstrates

that the site can be appropriately drained both in terms of surface water and foul water. Through consultation with the Head of Roads (Design Services), SEPA and Scottish Water it has been established that the proposed development is acceptable.

With regard to impact on the amenity of residents on Burnlea Crescent, the layout has been designed to ensure that levels of privacy are maintained and that no unacceptable impact will occur. The dwellings are positioned to take account of privacy and overlooking and to ensure that adequate separation distances are maintained. No directly opposing windows will be closer than 18 metres, which is in line with Renfrewshire's Places Residential Design Guide and acceptable amenity space has been provided commensurate with surrounding development. Although ground levels will change due to a requirement for land raising, the sections submitted as part of the application demonstrate that roof levels of the dwellings proposed on the boundary with Burnlea Crescent will not appear unacceptably overbearing.

The availability of services including adequate provision within schools was considered when the site was identified for release through the LDP process.

Details of the parking arrangements at 1 Burnlea Crescent have been submitted for information purposes and satisfactorily demonstrate that adequate parking arrangements are capable of being provided after the realignment of the junction as proposed as part of the application.

It is therefore concluded that, subject to conditions, the proposed development complies with the policies and guidance of the Adopted Renfrewshire Local Development Plan and that all issues raised by consultees can be satisfied through the imposition of conditions. The issues raised by the representees have

been addressed above; therefore, there are no other material considerations which would justify refusal.

**Recommendation and
Reasons for Decision**

In light of the foregoing, it is considered that the proposals are acceptable having regard to the relevant National Guidance, Local Development Plan policies and associated SG. It is therefore recommended that planning permission be granted subject to conditions.

Recommendation

GRANT SUBJECT TO CONDITIONS

Conditions & Reasons

1. Reason for Decision

The proposal accords with the provisions of the Development Plan and there were no material considerations which outweighed the presumption in favour of development according with the Development Plan

2. Prior to the commencement of any construction works on site the developer shall provide for the written approval of the Planning Authority:-

- a) a site investigation report, characterising the nature and extent of any land, water and gas contamination within that development, and
- b) a remediation strategy / method statement, identifying the proposed measures to implement all remedial recommendations contained within site investigation reports; Reports shall be prepared in accordance with BS10175: 2011- Investigation of potentially contaminated sites - Code of Practice, Planning Advice Note 33 (PAN33) and the Council publication "An Introduction to Land Contamination and Development Management" and be submitted to, and

approved in writing by, the Planning Authority.

Reason: To ensure that the site will be made suitable for its proposed use.

3. Prior to the occupation of any residential unit within the development, a Verification Report confirming completion of the works specified within the approved Remediation Strategy for that unit, submitted under the terms of Condition 2 above, shall be submitted to the Planning Authority for written approval.

Reason: To demonstrate that the works necessary to make the site suitable for use have been completed.

4. Prior to the development commencing, the developer shall secure the implementation of archaeological works in accordance with a written scheme of investigation which has been submitted by the applicant and approved by the Planning Authority. Thereafter, the developer shall ensure that the programme of archaeological works is fully implemented and that all recording and recovery of archaeological resources within the development site is undertaken to the satisfaction of the Planning Authority.

Reason: To ensure that any archaeological remains which may be disturbed can be identified, excavated and recorded.

5. That before any development of the site commences, a scheme of landscaping shall be submitted to and approved in writing by the Planning Authority ; the scheme shall include:-
(a) details of any earth moulding and hard landscaping, grass seeding and turfing; (b) a scheme of tree and shrub planting, incorporating details of the number, variety and size of trees and shrubs to be planted; (c) an indication of all existing trees and hedgerows, plus details of those to be

retained, and measures for their protection in the course of development, and (d) details of the phasing of these works;

Reason: In the interests of the visual amenity of the area.

6. That prior to occupation of the last 3 dwellinghouses within the development hereby permitted, all planting, seeding turfing and earth moulding included in the scheme of landscaping and planting, approved under the terms of condition 5 above, shall be completed; and any trees, shrubs, or areas of grass which die, are removed, damaged, or diseased within 5 years of the completion of the development, shall be replaced in the next planting season with others of a similar size and species;

Reason: In the interests of amenity.

7. That the drainage arrangements including SUDs shall be implemented in accordance with the details contained within the Flood Risk Assessment Report by Kaya Consulting Limited dated 21st January 2015, the Scottish Water Development Impact Assessment - Wastewater Stage 1 Report by Clear Environmental Consultants dated January 2015, the Surface Water Management Plan and Drainage Strategy by Stewart Milne Homes dated April 2015 and the following drawings; ENG/101 - Overland Flood Route; ENG-005 (Rev A) - Drainage Layout; ENG - 007 - Roads and Drainage Longitudinal Sections; ENG-010 - Drainage Construction Details; ENG - 011 - Filter Trench Details (Roads Treatment) and ENG- 020 - Manhole Schedule. These drainage arrangements shall be formed and fully operational prior to the occupation of the last dwelling house hereby approved.

Reason: In the interests of residential amenity and to ensure that the site drainage arrangements are implemented in a sustainable manner.

8. That before development starts, details of the surface finishes to all parking and

manoeuvring areas shall be submitted to, and approved in writing by, the Planning Authority;

Reason: These details have not been submitted.

9. That before construction works commence on site details of the design and materials of the bridge to be constructed across the burn shall be submitted to, and approved in writing by, the Planning Authority and thereafter erected as approved prior to the occupation of any of the dwellings located to the north of the burn.

Reason: These details have not been submitted.

10. That before development commences on site, full details of mitigation measures to address noise from the nearby kennels and tennis club shall be submitted for the written approval of the Planning Authority. The details thereafter agreed shall be implemented on site in the approved manner prior to the occupation of any of the houses hereby approved.

Reason: These details have not been submitted and in the interest of residential amenity.

Local Government (Access to Information) Act 1985 - Background Papers: For further information or to inspect any letters of objection and other background papers, please contact David Bryce on 0141 618 7892.

The site has been visited and the photographs archived.