

Minute of Meeting

Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 22 January 2020	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Jennifer Marion Adam-McGregor, Councillor Stephen Burns, Councillor Jacqueline Cameron, Councillor Michelle Campbell, Councillor Eddie Devine, Councillor Audrey Doig, Councillor Neill Graham, Councillor John Hood, Councillor Karen Kennedy, Councillor Scott Kerr, Councillor James MacLaren, Councillor Cathy McEwan, Councillor Will Mylet

Chair

Councillor McEwan, Convener, presided.

In Attendance

G McNeil, Director of Environment & Infrastructure; C Grainger, Planning & Performance Manager (Chief Executive's); O Reid, Head of Communities & Public Protection and C Dalrymple, Communities & Regulatory Manager (both Communities, Housing & Planning Services); G Hutton, Head of Operations & Infrastructure, K Anderson, Amenity Services Manager - Waste, G Hannah, Strategic Change Manager, K Gray, StreetScene Manager, L Hepburn, Operations Manager, D Kerr, Service Co-ordination Manager, L Rennie, Operations Manager and S Heron, Facilities Manager, (all Environment & Infrastructure); and J Lynch, Head of Property Services, F Hughes, Asset Manager and R Devine, Senior Committee Services Officer (all Finance & Resources).

Apology

Councillor Don.

Declarations of Interest

Councillor Campbell declared a non-financial interest in item 5 of the agenda – The Renfrewshire Council (Paisley, Corsebar Road & Environs) (Various Restrictions and Pay & Display) Order 2019, Sustained Objections - as she was an employee of NHS Greater Glasgow & Clyde, although not in the Council area, and intimated her intention to remain in the meeting and to take part in any discussion.

1 Revenue Budget Monitoring Report

There was submitted a joint revenue budget monitoring report by the Director of Finance & Resources, Director of Communities, Housing & Planning Services and Director of Environment & Infrastructure for the period 1 April to 8 November 2019 in respect of services reporting to this Policy Board.

DECIDED: That the report be noted.

2 Capital Budget Monitoring Report

There was submitted a joint capital budget monitoring report by the Director of Finance & Resources and Director of Environment & Infrastructure for the period 1 April to 8 November 2019 in respect of services reporting to this Policy Board.

The report highlighted (i) a budget increase for 2019/20 of £0.03 million in respect of revenue contributions associated with multi-purpose bins; (ii) a 2019/20 budget reduction of £0.43 million associated with changes to the planned works for the Paisley to Renfrew cycle route; (iii) a carry forward to the 2020/21 budget of £0.209 million of funding to reflect updated cash flows for the Workshop improvements project; and (iv) £0.36 million of the 2020/21 budget allocation for the Vehicle Replacement Programme had been brought forward into 2019/20.

DECIDED: That the report be noted.

3 Fees and Charges - 1 April 2020

There was submitted a joint report by the Director of Environment & Infrastructure and Director of Communities, Housing & Planning Services relative to proposed amendments to fees and charges for services provided by the Waste and Roads Service, Environment & Infrastructure and Pest Control Services, Communities, Housing & Planning Services.

The report advised that the Council's Scheme of Delegated Functions delegated power to this Policy Board to determine fees for services where no fee was prescribed by legislation. The report provided a summary of the current service provision arrangements for the supply of bins, collection and processing of commercial waste, provision of pest control services and accessing and utilising the road and footway infrastructure together with changes to the proposed operational arrangements. Appendix 1 to the report detailed current and proposed fees and charges payable in respect of the aforementioned services.

In addition, it was highlighted that to support minimal disruption by utility providers and developers to Renfrewshire's roads network, two new road opening permit application charges were proposed for Town Centres and arterial roads. Appendix 2 of the report set out the defined Town Centre areas for Renfrew, Johnstone and Paisley and detailed the charges applicable for road opening permit applications within those boundaries while Appendix 3 indicated the charges applicable in respect of road opening permit applications within one of the arterial roads detailed therein.

The Convener advised that the additional rate per hour for Pest Control of £45 for commercial premises detailed within the report was incorrect and should be amended to read £90.50.

DECIDED: That the fees & charges, detailed in the appendices, be approved for implementation on 1st April 2020, subject to the additional rate per hour for Pest Control of commercial premises being amended to £90.50.

4 Performance

There was submitted an update report by the Director of Environment & Infrastructure relative to the operational performance of services together with an overview of key projects delivered since the previous report submitted to the meeting of this Policy Board held on 6 November 2019.

The report detailed the main projects and key service activities delivered by: Roads and StreetScene; Fleet and Social Transport services; Waste services; Transportation and Infrastructure services; Environment and Place/Team Up to Clean Up and outlined service developments and recognition awards attained.

DECIDED: That the operational performance update detailed within the report be approved.

Declaration of Interest

Councillor Campbell having declared an interest in the following item of business remained in the meeting.

5 The Renfrewshire Council (Paisley, Corsebar Road & Environs) (Various Restrictions and Pay & Display) Order 2019, Sustained Objections

There was submitted a report by the Director of Environment & Infrastructure relative to the proposed Renfrewshire Council (Paisley, Corsebar Road & Environs) (Various Restrictions and Pay & Display) Order 2019 and to the objections made following advertisement of the proposals which had not been withdrawn. It was noted that the making of a Traffic Regulation Order (TRO) was a function delegated to the Director of Environment & Infrastructure after consultation with the Convener of the Infrastructure, Land & Environment Policy Board and local elected members.

The report proposed that a TRO be approved to enable the Council to introduce a residents' parking scheme combined with pay and display parking between 52 – 74

Corsebar Road, Paisley to contribute to the protection of the public roads around the Royal Alexandra Hospital which suffered from inconsiderate, congestive and dangerous parking. A summary of the TRO proposals, consultation responses and objections were provided. In addition, a plan identifying the proposed location of the TRO was appended to the report. Following advertisement of the proposed TRO, eight objections had been received. Discussions had resulted in four of these objections being withdrawn.

The report advised of the options available, in terms of the Local Authorities' Traffic Orders (Procedure) (Scotland) Regulations 1999 and the Council's procedures, in relation to considering and determining the remaining objections, namely (i) to consider the objections in fulfilment of the Council's statutory obligations to give consideration to all objections made and not withdrawn or (ii) to appoint an independent Reporter to convene a hearing to consider the objections. It was proposed and agreed that the Policy Board consider the objections and that no Reporter be appointed on this occasion. Having considered the objections made and which had not been withdrawn it was proposed that the objections be noted, that the implementation of the Traffic Regulation Order as advertised on Corsebar Road, Paisley be approved and that the Convener write to the Chief Executive of Greater Glasgow and Clyde NHS Board, on behalf of the Policy Board, requesting that appropriate remedial action be taken to address the parking issues associated with the Royal Alexandra Hospital Paisley. This was agreed.

DECIDED:

(a) That it be agreed that the Policy Board consider the four sustained objections in relation to the Renfrewshire Council (Paisley, Corsebar Road & Environs) (Various Restrictions and Pay & Display) Order 2019, in fulfilment of the Council's statutory obligations to give consideration to all objections made and not withdrawn;

(b) That an independent Reporter be not appointed on this occasion; and

(c) That the objections be noted and that the implementation of the Traffic Regulation Order for Corsebar Road, Paisley, as advertised, be approved; and

(d) That the Convener write to the Chief Executive of Greater Glasgow and Clyde NHS Board, on behalf of the Policy Board, requesting that appropriate remedial action be taken to address the parking issues associated with the Royal Alexandra Hospital Paisley.

6 Parking Spaces at Whiteford Road, Paisley

Under reference to item 24 of the Minute of the meeting of the Council held on 27 September 2019 there was submitted a report by the Director of Environment & Infrastructure relative to the proposed conversion of grassed areas at Whiteford Road, Paisley to hard standing areas to facilitate vehicle parking spaces.

The report referred to the Notice of Motion agreed at the meeting of the Council held on 27 September 2018 and highlighted that Whiteford Road, Paisley was a no-through road located in a residential area of Paisley with two large grassed areas owned by Renfrewshire Council which were detailed on a plan appended to the report. The width of the road was around 6.5 metres with a turning head at the end of the road. Properties at the location were serviced by on-street parking with vehicles parking on both sides of the road but staggered to keep a running line. The report advised that traffic monitoring surveys and a consultation exercise had been undertaken and outlined the outcomes

of these initiatives.

A summary of the works necessary to convert the current grassed areas to hard standing vehicle parking spaces was provided. It was highlighted that conversion of the grassed areas as outlined would create approximately 20 parking spaces, however, ten existing on-street parking spaces would be lost. The estimated cost to convert the grassed areas, excluding any diversions of underground utility services required, was £60,000. It was noted that if there was a requirement to relocate utilities the typical cost was between £10,000 and £100,000 with the exact cost only known following excavation works. It was highlighted that proposed conversion of grassed areas to hard-standing areas was contrary to the Council's position on climate change.

Based on the survey information obtained, the estimated costs associated with implementation of the project and the Council's position on climate change the report recommended that the grassed areas in Whiteford Road, Paisley be not converted to hard standing areas for vehicle parking.

DECIDED:

(a) That the outcome of the consultation and traffic monitoring surveys and the climate change implications relating to the proposed conversion of grassed areas in Whiteford Road, Paisley to car parking be noted; and

(b) That the grassed areas in Whiteford Road, Paisley, identified in the plan appended to the report, be not converted to hard-standing areas for vehicle parking.

7 Provision of Top Up Taps and Audit on Condition of Drinking Fountains

Under reference to item 17 of the Minute of the meeting of the Council held on 27 June 2019 there was submitted a report by the Director of Environment & Infrastructure relative to the provision of top-up taps together with an audit of the condition of drinking fountains in Renfrewshire.

The report referred to the Notice of Motion approved at the meeting of the Council held on 27 June 2019 in connection with the installation by Scottish Water of top-up taps to help reduce use of single-use plastic bottles and boost the benefits of drinking water in Renfrewshire; and seeking information regarding the number of and cost to refurbish obsolete drinking fountains in Council parks and public places. In addition reference was made to the national drive to encourage people to stay hydrated and healthy by drinking tap water from refillable bottles, as outlined in the Scottish Government's Programme for Government 2018/19 and the Scottish Water "Your Water, Your Life" campaign which advocated topping up from the tap to benefit health and wellbeing, save money and help reduce waste and impact on the environment.

During September 2018 Scottish Water had announced that a network of high-tech public water refill points was to be introduced across the country to encourage people to top-up from the tap using refillable bottles. One of the aims of the initiative was to use the new top-up taps as a catalyst to encourage more people to choose to carry a refillable bottle. It was noted that Scottish Water was working with every local authority in Scotland to identify suitable locations in their area, based on criteria of public footfall and distance from the public water supply connection, and had provided an initial

commitment to provide one top-up tap per local authority area. The top-up taps, made from marine-grade steel, would be connected safely and securely to the mains water supply, take cognisance of public health and legislative requirements and be regularly inspected by Scottish Water. The location for the tap in Renfrewshire had yet to be confirmed.

The report also provided an audit of the condition of the 12 historic park and public spaces drinking fountains in Renfrewshire. It was noted that these drinking fountains had been designed to allow the public to drink directly from the well. It was highlighted that the design of the water fountains and wells was not conducive to facilitating the topping up of modern refillable bottles nor did they comply with the requirements of the Equality Act 2010 while the three fountains originally fed by natural underground springs at MacDonalds Fountain, Gleniffer Road, Paisley; Tannahill's Well, Waterfall Paisley; and Elderslie Well, Main Road Elderslie were no longer deemed fit for human consumption due to various water quality contamination issues. The cost of making the remaining nine obsolete historic drinking fountains operational was estimated to be in the region of £450,000 while the estimated ongoing daily cleaning and maintenance cost to ensure that there was no risk to public health was in the region of £15,000 per annum.

DECIDED:

- (a) That it be noted that Scottish Water had made an initial commitment of one top-up tap in Renfrewshire within the current financial year;
- (b) That it be noted that Scottish Water had logged Renfrewshire's interest in relation to installing additional top-up taps based on their location criteria and connection to the public water supply;
- (c) That the cost of providing mains water supply to Renfrewshire's historic drinking fountains, as detailed in Section 4 of the report, be noted;
- (d) That it be noted that Renfrewshire's drinking historic fountains and wells were not suitable for modern sustainable drinking receptacles and would require significant modification to provide a top up facility; and
- (e) That the drinking water fountains, detailed in Section 4 of the report, be not restored on the basis that to do so was a risk to public health and safety and it was not financially viable.

8 Policy for the Inspection of Memorial Monuments and Headstones

There was submitted a report by the Director of Environment & Infrastructure relative to the proposed policy for the inspection of memorial monuments and headstones within Renfrewshire Council's cemeteries and churchyards, a copy of which was appended to the report.

The report stated that there were currently nine cemeteries located within the Renfrewshire Council boundary, while the Council also had responsibility for 14 older, churchyard burial grounds that had previously been part of Church of Scotland grounds. There were estimated to be 25,000 memorials in Renfrewshire's cemeteries and a further 5,000 memorials in the churchyard burial grounds. The safety of staff and visitors in burial grounds was a statutory obligation for local authorities, in terms of the

Health and Safety at Work etc. 1974 Act and the Occupier's Liability (Scotland) Act 1960. It was noted that although Renfrewshire Council had health and safety responsibilities for cemeteries, the memorials belonged to lair holders and were not the property of Renfrewshire Council.

The report referred to the Fatal Accident Inquiry (FAI) held into the death of a child at Craigton Cemetery on 26 May 2015. The FAI had released its findings during January 2018 and there were two recommendations arising which affected Renfrewshire Council, namely (1) that the Scottish Government issue separate guidance on memorial safety in cemeteries for use by local authorities throughout Scotland; and (2) that consideration be given by the relevant agencies and associations that the existing industry guidance on memorial safety and stability testing be re-visited with a view to producing separate guidance on inspection of traditional memorials and, in particular those whose centres of gravity were shifting from vertical. In June 2019 in line with the recommendations of the FAI, the Scottish Government had published guidance on burial ground memorial safety. The report detailed the implications for the Council in applying and complying with this guidance. In this connection, a draft policy for the inspection of memorial monuments and headstones within Renfrewshire Council's cemeteries and churchyards, a copy of which was appended to the report, had been developed. In addition, it was noted that works to prioritise the sequence of inspections across all cemeteries was nearing completion and the issue of the required notifications, prior to the inspection programme, would commence on completion of the site zoning.

DECIDED:

(a) That the policy, as appended to the report, for the inspection of memorial monuments and headstones within Renfrewshire Council's cemeteries and churchyards be approved; and

(b) That the allocation of one-off and annual revenue costs, as detailed in the appendix to the report, to implement Renfrewshire's memorial inspections policy, in compliance with the Scottish Government Guidance on memorial safety, be approved.

9 Allotments Annual Report 2018/19

There was submitted a report by the Director of Finance & Resources relative to the 2018/19 Allotments Annual Report and associated reporting measures which had been prepared in accordance with the provisions of the Community Empowerment (Scotland) Act 2015.

The report indicated that the Community Empowerment (Scotland) Act 2015 encouraged councils to support the development of allotments and community growing spaces, on the basis that their use would create a sustainable food strategy and improve health and well-being. It was highlighted that the Council had a statutory duty to provide allotments and the Act imposed further obligations on the Council including a requirement to prepare and publish an annual allotments report for Renfrewshire. The report detailed six allotment/growing ground associations and the Council-owned land they currently leased or occupied. The six sites had a combined total of 286 individual allotments or plots, and, as at 14 November 2019, the Council was aware of 57 individuals awaiting an allotment or plot. This was below the statutory ratio between waiting lists and plot numbers which required the Council to provide a new allotment site. It was highlighted that there was a potential local need for new allotments in the Erskine area despite the expansion of the Erskine Community Allotments site as 33

people were currently on the waiting list.

During March 2018, the Council had established and allocated £1.5 million to the Community Empowerment Fund (CEF) with the objective of supporting and developing community organisations with a specific focus on assisting organisations that wished to acquire and develop a community asset. In addition, the Council had allocated £1.87 million to the Green Spaces, Parks and Play Areas and Villages Investment Fund to support communities develop, improve and use local green spaces including allotments, growing grounds and community garden projects. It was also noted that the Renfrewshire Food Growing Strategy 2020/25, a key purpose of which was to demonstrate how the Council would deliver its statutory duties for allotments and growing grounds, had been approved at the meeting of the Communities, Housing & Planning Policy Board held on 14 January 2020. In this connection, it was noted that arrangements would be made to engage directly with community groups to promote the redevelopment and/or re-use of previously used and derelict land.

The Allotments Annual Report for 2018/19, a copy of which was appended to the report, provided a summary of community organisations that had received awards from the aforementioned funding sources to support the viability of projects linked to growing ground/allotment projects and supplement the provision of growing grounds in local communities during the reporting period. It was highlighted that arrangements would be made to publish the Annual Report 2018/19 on the Council's website in accordance with legislative requirements.

DECIDED:

(a) That the Annual Allotments Report for 2018/19 and associated reporting measures, prepared in accordance with Part 9 of the Community Empowerment (Scotland) Act 2015, be approved; and

(b) That the Annual Allotments Report for 2018/19 be published on the Council's website in accordance with the legislative requirements.

10 Renfrewshire Council's Carbon Management Plan 2014/20: Update 2018/19

There was submitted a report by the Director of Finance & Resources relative to progress achieved during 2018/19 in delivering the Renfrewshire Council Carbon Management Plan 2014/20.

Renfrewshire Council Carbon Management Plan 2014/20 (the Plan), approved at the meeting of the Council's former Planning & Property Board held on 11 November 2014, aimed to reduce, by March 2020, carbon emissions in Renfrewshire by 36% of the 2012/13 baseline. It was noted that the Council had generated carbon emissions of 53,515 tonnes of carbon dioxide in the baseline year. The report advised that progress as at March 2019 showed a reduction of 55.7% had been achieved against the baseline carbon emission levels and detailed measures that had contributed to this position. It was highlighted that the programme of carbon reduction activities contained within the Plan not only delivered carbon reductions in accordance with the Climate Change Declaration, approved at the meeting of this Policy Board held on 6th November 2019, but also delivered cost savings for the Council and had positioned the Council well in terms of the Carbon Reduction Commitment - Energy Efficiency Scheme. The report referred to the declaration of a Climate Emergency at the meeting of the Council held

on 27 June 2019 and the subsequent establishment of a Climate Emergency Working Group with the aim of working towards Renfrewshire being carbon neutral by 2030.

DECIDED: That the report be noted.

11 Developing Scotland's Circular Economy: Proposals for Legislation - Consultation Response

There was submitted a report by the Director of Environment & Infrastructure relative to the Scottish Government's consultation entitled "Developing Scotland's Circular Economy: Proposals for Legislation".

The report stated that a circular economy was one where resources were kept in use for as long as possible and indicated that a circular economy could benefit the environment, by cutting waste and carbon emissions; the economy, by improving productivity and opening-up new markets; and communities, by providing local employment opportunities.

The Scottish Government had, during 2016, published a circular economy strategy entitled 'Making Things Last' and had launched the consultation, on 7 November 2019, building on that foundation and developing actions which reflected the renewed focus and targets on the climate emergency, entitled "Developing Scotland's Circular Economy: Proposals for Legislation". The consultation document included proposals to tackle the disposable culture of society, encourage use and re-use of materials, improve the approach to household recycling and tackle waste crime and littering from vehicles. The proposals formed part of wider plans for a change in the approach to reducing, re-using and recycling materials to help drive Scotland's circular economy as part of Scotland's transition to net zero emissions. The consultation document outlined the main themes of the circular economy and sought views on 22 specific questions relating to the proposals summarised in the report.

It was highlighted that the deadline for responses to the consultation exercise had been 19 December 2019 and a response had been prepared and submitted on behalf of the Council prior to the stipulated deadline. A copy of the response submitted was appended to the report and homologation was now sought in respect of the action taken in submitting the response.

DECIDED:

(a) That the consultation carried out by the Scottish Government on Developing Scotland's circular economy; Proposals for Legislation be noted; and

(b) That the action taken in submitting the consultation response, a copy of which was appended to the report, be homologated.

12 Disposal of Land to Scottish Power Distribution Plc – Proposed substation site at Hunter Street, Paisley for new electric vehicle charging points

There was submitted a joint report by the Chief Executive and Director of Finance & Resources relative to the proposed declaration of land at Hunter Street, Paisley as

surplus to the Council's requirements and seeking agreement for its disposal to Scottish Power Distribution Plc to facilitate the installation of electric vehicle charging points.

The report advised that the Council had been offered a grant of £645,000 from Transport Scotland towards the cost of installing electric vehicle charging infrastructure in Paisley, Johnstone, Renfrew, Bridge of Weir and Houston. In this connection the report proposed that the Council dispose of land at Hunter Street, Paisley, extending to 25 square metres or thereby, together with servitude rights as required, for the price of £1, to Scottish Power Distribution Plc to facilitate the creation of an outdoor electricity substation with connecting underground cables. Details of the ground burdens that the proposed land transaction would be subject to were provided. It was noted that the installation of the electric vehicle chargers at the site at Hunter Street, Paisley was scheduled to commence during February 2020 and be operational during the first half of 2020.

DECIDED:

- (a) That the land as detailed in the report, be declared as surplus to the Council's requirements;
- (b) That it be agreed to either sell or grant a long lease of the Property to SP Distribution plc, as appropriate, along with servitude rights for appropriate connections, subject to the terms and conditions detailed within the report; and
- (c) That it be noted that the exact size and location of the substations would be determined, once detailed design work had been finalised.

13 Common Good Register

There was submitted a report by the Director of Finance & Resources relative to the intention to publish and consult, in accordance with the provisions of the Community Empowerment (Scotland) Act 2015, on Renfrewshire Council's draft Common Good Register.

The report advised that the Community Empowerment (Scotland) Act 2015 sought to increase transparency about the existence of Common Good assets and ensure there was community involvement in decisions taken about their identification, use and disposal. A summary of the Council's duties arising from the Act in relation to Common Good property was provided. In particular, the requirements to establish and maintain, after consultation, a register of property held as part of the Common Good and to undertake public consultation, before the disposal or change of use of a Common Good property were highlighted.

Renfrewshire Council acted as sole trustee for SC019478 Paisley Common Good Fund, SC019479 Renfrew Common Good Fund and SC019480 Johnstone Common Good Fund which had charitable status and were registered with the Office of the Scottish Charity Regulator (OSCR). The Common Good Funds included both heritable property (land and buildings) and moveable property (civic regalia, cash, securities etc). In Renfrewshire, the bulk of the Common Good comprised land granted by the Crown, grants of land and buildings by local industrialists and other landowners, and the rental income and sale proceeds from such property. In addition, the Paisley and Renfrew Common Good Funds held property portfolios as part of their overall investment holdings. These properties were leased to a range of tenants including the Council,

other public bodies, voluntary and community associations and the private sector. Several of the property assets leased to the Council at market rent had thereafter been sub-leased to Renfrewshire Leisure Limited (RLL) at a peppercorn rental and RLL now had operational responsibility for the management of these assets.

The draft Common Good Register, a copy of which was appended to the report, reflected assets held by the Council as part of the Common Good. The Register was split into sections for each of the former burghs, and then further subdivided by the type of property e.g. land and buildings, heritage, funds etc. For the purpose of transparency, the Register contained a list of assets that were under further legal investigation. It was noted that the draft Register would be published on the Council's website and made available in selected Council offices and libraries for consultation purposes. The consultation would also be advertised on the Council's website, social media platforms and via other relevant means and last for a minimum period of 12 weeks. All written representations made would be published on the Council's website. In accordance with the Scottish Government's guidelines, the Council would respond to submissions and notify local community councils and other relevant community bodies of the publication of the draft Register and consultation process, to enable them as interested groups to consider the Register and make any written representations that they deemed to be appropriate. In addition, it was noted that in the event of a planned disposal or change of use of common good property, the Council would publish details of the proposal and invite representations from local community councils and community bodies before any final decision.

DECIDED:

(a) That the Head of Property Services be authorised to publish Renfrewshire Council's draft Common Good Register and consult interested parties in accordance with the provisions of the Community Empowerment (Scotland) Act 2015;

(b) That the Head of Property Services be authorised to amend the draft Common Good Register following any necessary investigation of the legal position to verify representations received by interested parties with regard to common good property; and

(c) That the requirement for the Council to publish details and invite representations from local community councils and other relevant community bodies before any final decision was made relating to the proposed disposal, or change of use, of a Common Good asset be noted.