

## Notice of Meeting and Agenda Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 23 January 2019	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

KENNETH GRAHAM  
Head of Corporate Governance

### Membership

Councillor Jennifer Marion Adam-McGregor: Councillor Bill Binks: Councillor Stephen Burns:  
Councillor Jacqueline Cameron: Councillor Michelle Campbell: Councillor Carolann Davidson:  
Councillor Eddie Devine: Councillor Audrey Doig: Councillor Neill Graham: Councillor John Hood:  
Councillor Karen Kennedy: Councillor James MacLaren: Councillor Will Mylet:  
Councillor Cathy McEwan (Convener): Councillor Natalie Don (Depute Convener):

### Members of the Press and Public

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

### Further Information

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

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

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

## Items of business

### Apologies

Apologies from members.

### Declarations of Interest

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

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### **FINANCE**

#### **1 Revenue Budget Monitoring Report 5 - 10**

Joint report by the Directors of Finance & Resources, Communities, Housing & Planning Services and Environment & Infrastructure.

#### **2 Capital Budget Monitoring Report 11 - 16**

Joint report by the Directors of Finance & Resources, Communities, Housing & Planning Services and Environment & Infrastructure.

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### **ENVIRONMENTAL ISSUES**

#### **3 Operational Performance 17 - 24**

Report by Director of Environment & Infrastructure.

#### **4 Renfrewshire Council Carbon Management Plan 2014/20 - 25 - 30 Update 2017/18**

Report by Director of Finance & Resources.

#### **5 Scottish Food Enforcement Liaison Committee: Brexit Working Group 31 - 34**

Report by Director of Communities, Housing and Planning Services.

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### **ROADS AND TRANSPORTATION**

#### **6 Vegetation Removal from Private Land 35 - 40**

Report by Director of Environment & Infrastructure.

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## **LAND AND PROPERTY**

- |           |  |                |
|-----------|--|----------------|
| <b>7</b>  | <b>Community Asset Transfer - Land within the On-X,<br/>Linwood</b>                          | <b>41 - 46</b> |
|           | Report by Director of Finance & Resources.   |                |
| <b>8</b>  | <b>Community Asset Transfer Request - Land within<br/>Fountain Gardens, Paisley</b>          | <b>47 - 52</b> |
|           | Report by Director of Finance & Resources.   |                |
| <b>9</b>  | <b>Proposed Occupational/Leasing Agreements at<br/>Renfrewshire House for Scotland Excel</b> | <b>53 - 58</b> |
|           | Report by Director of Finance & Resources.   |                |
| <b>10</b> | <b>Former Foxbar Civic Amenity Site, Leitchland Road,<br/>Paisley</b>                        | <b>59 - 64</b> |
|           | Report by Director of Finance & Resources.   |                |
| <b>11</b> | <b>Disposal of Land at Millarston Drive, Paisley</b>   | <b>65 - 70</b> |
|           | Report by Director of Finance & Resources.   |                |
| <b>12</b> | <b>Disposal of Land at Skye Crescent, Paisley</b>  | <b>71 - 76</b> |
|           | Report by Director of Finance & Resources.   |                |
| <b>13</b> | <b>Land at Bridge Isle, Inchinnan Road, Renfrew</b>  | <b>77 - 82</b> |
|           | Report by Director of Finance & Resources.   |                |

## **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 paragraphs 8 and 9 of Part I of Schedule 7A of the Local Government (Scotland) Act, 1973.

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|-----------|--|
| <b>14</b> | <b>Proposed Land Sale - Former Schools Sites off Beith<br/>Road, Johnstone</b> |
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**To:** Infrastructure, Land and Environment Policy Board

**On:** 23 January 2019

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**Report by:** Director of Finance and Resources, Director of Environment & Infrastructure and Director of Community, Housing and Planning Services

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**Heading:** Revenue Budget Monitoring to 9 November 2018

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## 1. Summary

- 1.1 Gross expenditure is £28.362m, £12,000 (0.01%) less than budget and income is £8.281m, £172,000 (2.0%) less than anticipated, which results in a £160,000 overspend for those services reporting to this Policy Board.

This is summarised over the relevant services in the table below:

Division / Department	Current Reported Position	% variance	Previously Reported Position	% variance
Environment & Infrastructure	£160,000 Overspend	(0.7%)	£113,000 Overspend	(0.4%)

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## 2. Recommendations

- 2.1 It is recommended the Infrastructure, Land and Environment Policy Board notes the contents of this report.
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## 3. Budget Adjustments

- 3.1 There are no significant budget adjustments to report.

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#### **4. Environment & Infrastructure**

**Current Position:** £160,000 Overspend  
**Previously Reported:** £113,000 Overspend

##### **4.1 Refuse Collection**

**Current Position:** Net overspend £100,000  
**Previously Reported:** Net overspend £113,000

The overspend is mainly due to lower than budgeted income from trade waste and special uplifts, compounded by a small overspend on supplies and services and transport costs. The income levels from both trade waste and special uplifts have been reducing in recent years due to a reduction in customer base.

##### **4.2 Refuse Disposal**

**Current Position:** Net overspend £20,000  
**Previously Reported:** n/a

The overspend is due to reducing income received from contractors for the separate disposal of textiles. Income is dependent on the weight of textiles disposed of by residents, which is less than in previous years.

##### **4.3 Parking**

**Current Position:** Net overspend £40,000  
**Previously Reported:** n/a

This is due to an under recovery in the level of income received from parking fines.

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

It is currently forecast that the Environment & Infrastructure services reporting to this Policy Board will break even at year end.

The Department and the leadership team are currently undertaking a range of management actions to address the budget pressures outlined, including strict expenditure controls, and the maximisation of alternative income sources for the remainder of the financial year. The position continues to be closely monitored.

There are however a significant number of risks to this forecast position which the service will closely monitor in the final quarter of the financial year.

- **Winter Maintenance.** The projected break even position is based on an average winter period from January to March, with the forecasted costs of salt and employee costs reflecting this. It must be noted that severe weather similar to early 2018 will have a significant effect on this position.
- **Refuse Collection & Disposal.** The projection includes an estimated cost of disposal of both residual and recyclate waste, based on estimated tonnages received for recycling or disposal. The level of tonnages can fluctuate significantly from year to year, and will be closely monitored in the last quarter of the financial year.

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### **Implications of the Report**

1. **Financial** – As detailed in Section 4 of the report
2. **HR & Organisational Development** – none
3. **Community Planning**

**Reshaping our place, our economy and our future** – actively involved in delivering the public realm aspects of Paisley 2021 Legacy and supporting the Invest in Renfrewshire scheme. The service is also contributing towards: the Economic Framework and Paisley Town Centre Action Plan, maintaining and improving strategic road, rail and transport connections; and supporting the Glasgow City Region/City Deal.

**Creating a sustainable Renfrewshire for all to enjoy** – The service leads on the Environment and Place agenda, promotes and encourages waste minimisation through reducing, reusing and recycling, and increasing the use of alternative fuels in the Council fleet. It also works in partnership with the community to make Renfrewshire a cleaner place to live, visit or do business.

**Working together to improve outcomes** – the service is committed to the delivery of the Better Council Change Programme to deliver workforce integration and make better use of the Council's assets.

4. **Legal** – none
5. **Property/Assets** – none
6. **Information Technology** - none.

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

None

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



**RENFREWSHIRE COUNCIL**  
**REVENUE BUDGET MONITORING STATEMENT 2018/19**  
1st April 2018 to 9th November 2018

**POLICY BOARD : INFRASTRUCTURE, LAND AND ENVIRONMENT**

Description	Revised Annual Budget	Revised Period Budget	Actual	Adjustments	Revised Actual	Budget Variance		
(1)	(2)	(3)	(4)	(5)	(6) = (4 + 5)	(7)		
	£000's	£000's	£000's	£000's	£000's	£000's	%	
Employee Costs	17,763	10,820	10,842	(50)	10,792	28	0.3%	underspend
Premises Related	1,239	786	804	(18)	786	(0)	0.0%	breakeven
Transport Related	6,468	4,012	3,604	300	3,904	109	2.7%	underspend
Supplies and Services	16,511	10,046	9,480	691	10,171	(125)	-1.2%	overspend
Third Party Payments	3,230	2,489	2,387	102	2,489	0	0.0%	breakeven
Transfer Payments	21	13	64	(50)	13	0	0.0%	breakeven
Support Services	11,040	207	207		207	(0)	0.0%	breakeven
Depreciation and Impairment Losses	7,321	0	0		0	0	0.0%	breakeven
<b>GROSS EXPENDITURE</b>	<b>63,592</b>	<b>28,373</b>	<b>27,387</b>	<b>975</b>	<b>28,362</b>	<b>12</b>	<b>0.0%</b>	<b>underspend</b>
<b>Income</b>	<b>(24,197)</b>	<b>(8,454)</b>	<b>(7,621)</b>	<b>(660)</b>	<b>(8,281)</b>	<b>(172)</b>	<b>-2.0%</b>	<b>under-recovery</b>
<b>NET EXPENDITURE</b>	<b>39,395</b>	<b>19,919</b>	<b>19,765</b>	<b>315</b>	<b>20,080</b>	<b>(160)</b>	<b>-0.7%</b>	<b>overspend</b>

	£000's	
Bottom Line Position to 9th November 2018 is an overspend of	<u>(160)</u>	<u>-0.7%</u>
Anticipated Year end budget position is breakeven	<u>0</u>	<u>0.0%</u>

**RENFREWSHIRE COUNCIL**  
**REVENUE BUDGET MONITORING STATEMENT 2018/19**  
**1st April 2018 to 9th November 2018**

**POLICY BOARD : INFRASTRUCTURE, LAND AND ENVIRONMENT**

Description (1) £000's	Revised Annual Budget (2) £000's	Revised Period Budget (3) £000's	Actual (4) £000's	Adjustments (5) £000's	Revised Actual (6) = (4 + 5) £000's	Budget Variance (7) £000's      %		
MSS	141	2,308	2,308		2,308	0	0.0%	breakeven
Refuse Collection	4,851	2,339	2,554	(115)	2,439	(100)	-4.3%	overspend
Refuse Disposal	7,963	4,810	4,942	(112)	4,830	(20)	-0.4%	overspend
Steetscene	6,795	3,127	3,354	(227)	3,127	(0)	0.0%	breakeven
Land Services	2,268	604	(259)	863	604	0	0.0%	breakeven
Transport	1,506	926	1,233	(307)	926	0	0.0%	breakeven
Transport Maintenance	(505)	(357)	(319)	(38)	(357)	(0)	-0.1%	breakeven
Regulatory Services	2,142	748	767	(19)	748	(0)	0.0%	breakeven
Roads Maintenance	9,030	1,961	1,659	302	1,961	(0)	0.0%	breakeven
Flooding	368	168	180	(12)	168	0	0.1%	breakeven
Structures	305	116	165	(49)	116	(0)	0.0%	breakeven
Street Lighting	807	537	282	254	536	0	0.1%	breakeven
Traffic Management	1,398	844	805	39	844	(0)	0.0%	breakeven
Parking of Vehicles	(901)	(603)	(336)	(227)	(563)	(40)	-6.6%	under-recovery
SPTA	3,228	2,380	2,380	0	2,380	(0)	0.0%	breakeven
Traffic & Transport Studies	0	13	13	0	13	0	2.4%	breakeven
Roads grant Funded Projects	0	0	37	(37)	(0)	0	0.0%	breakeven
<b>NET EXPENDITURE</b>	<b>39,395</b>	<b>19,919</b>	<b>19,765</b>	<b>315</b>	<b>20,081</b>	<b>(160)</b>	<b>-0.7%</b>	<b>overspend</b>

Bottom Line Position to 9th November 2018 is an overspend of

Anticipated Year end budget position is breakeven

£000's	
<u>(160)</u>	<u>-0.7%</u>
<u>0</u>	<u>0.0%</u>




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**To: INFRASTRUCTURE, LAND & ENVIRONMENT POLICY BOARD**

**On: 23 JANUARY 2019**

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**Report by: Director of Finance and Resources & Director of Environment and Infrastructure**

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**Heading: Capital Budget Monitoring Report**

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## 1. Summary

- 1.1 Capital expenditure to 9<sup>th</sup> November 2018 totals £6.152m compared to anticipated expenditure of £6.155m for this time of year. This results in an under-spend position of £0.003m for those services reporting to this board, and is summarised in the table below:

Division	Current Reported Position	% Variance	Previously Reported Position	% Variance
Environment & Infrastructure	£0.003m u/spend	0% u/spend	£0.006m u/spend	0% o/spend
<b>Total</b>	<b>£0.003m u/spend</b>	<b>0% u/spend</b>	<b>£0.006m u/spend</b>	<b>0% o/spend</b>

- 1.2 The expenditure total of £6.152m represents 39% of the resources available to fund the projects being reported to this board, which compares with 40% at the same stage last year. This expenditure represents actual financial payments processed, as opposed to the value of work completed by the 9<sup>th</sup> November, with the projects expected to be completed within the agreed timescales.
- 1.3 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 the Infrastructure, Land and Environment Policy Board notes the contents of this report.

## 3. **Budget Changes**

- 3.1 Since the last report budget changes totalling £1.143m have arisen which reflect the following:

- Budget re-profiled from 2018/19 into 2019/20 reflecting updated cash flows received for the Community Halls Improvement Programme (£1.143m).
- The delivery of this project in 2019/20 will sit under the Facilities Management function of Environment & Infrastructure, and in line with other Facilities Management functions, delivery of this will be reported through the Finance, Resources & Customer Services Policy Board.

## 4 **Background**

- 4.1 This monitoring report details the performance of the Capital Programme to 9<sup>th</sup> November 2018 and is based on the Capital Investment Programme approved by members on 2<sup>nd</sup> March 2018, adjusted for movements since its approval.
- 4.2 The Department of Environment and Infrastructure has a Capital Investment programme for 2018/19 of £15.8m, allocated over 11 separate projects. The delivery of all projects is progressing well, notably with the £7 million investments in roads/footways infrastructure being over 95% physically complete, with the remainder of the programme planned for completion by March 2019.

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## **Implications of the Report**

1. **Financial** – The programme will be continually monitored, in conjunction with other programmes, to ensure that the available resources are fully utilised and that approved limits are achieved.
2. **HR & Organisational Development** – none.
3. **Community Planning** –  
**Creating a sustainable Renfrewshire for all to enjoy** – Capital investment in new and existing assets will ensure Renfrewshire is 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 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.
8. **Health & Safety** – none.
9. **Procurement** – none.
10. **Risk** – none.
11. **Privacy Impact** – none.
12. **Cosla Policy Position** – none.

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### **List of Background Papers**

- (a). Non-Housing Capital Investment Programme 2018/19 to 2020/21 – Council, 2<sup>nd</sup> March 2018.

The contact officers within the service are:

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

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## Infrastructure, Land & Environment - Appendix 1

RENFREWSHIRE COUNCIL

CAPITAL INVESTMENT STRATEGY - NON-HOUSING SERVICES

BUDGET MONITORING REPORT

BOARD: INFRASTRUCTURE, LAND & ENVIRONMENT

Project Title	Approved Programme @02/03/18 £000	Current Programme MR 8 £000	Year To Date Budget to 09-Nov-18 £000	Cash Spent to 09-Nov-18 £000	Variance to 09-Nov-18 £000	% Variance	Cash to be Spent by 31-Mar-19 £000	% Cash Spent
<b>ENVIRONMENT &amp; INFRASTRUCTURE</b>								
Cycling, Walking & Safer Streets (Funded by Specific Consent)	239	239	95	91	4	4%	148	38%
Vehicle Replacement Programme	1,500	1,628	360	360	0	0%	1,221	22%
Bridge Assessment/Strengthening	500	561	45	47	-2	-4%	514	8%
Roads/Footways Upgrade Programme	3,000	7,122	4,675	4,674	1	0%	2,448	66%
Lighting Columns Replacement	250	252	50	50				
Waste Transfer Station Upgrade	0	400	365	362	3	1%	38	91%
Parks Improvement Programme	0	607	80	79	1	1%	528	13%
LED Street Lighting Strategy	0	1,926	420	422	-2	0%	1,504	22%
Depots Improvements (Underwood Road)	0	0	0	0	0	0%	0	-
HDPE Bins	0	1,256	0	0	0	0%	1,256	0%
Improvements to Cemetery Estate	0	1,000	20	22	-2	-10%	978	2%
Strathclyde Partnership Transport	0	775	45	45	0	0%	730	6%
<b>TOTAL INFRASTRUCTURE, LAND &amp; ENVIRONMENT BOARD</b>	<b>5,489</b>	<b>15,766</b>	<b>6,155</b>	<b>6,152</b>	<b>3</b>	<b>0%</b>	<b>9,614</b>	<b>39%</b>







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**To:               INFRASTRUCTURE, LAND AND ENVIRONMENT POLICY BOARD**

**On:               23 January 2019**

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**Report by:     DIRECTOR OF ENVIRONMENT & INFRASTRUCTURE**

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**Heading:       OPERATIONAL PERFORMANCE REPORT**

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## **1.       Summary**

- 1.1     This report provides an overview of key service activities since the last Policy Board report in November 2018. This report provides an operational performance update on the services and key projects delivered during this period.
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## **2.       Recommendations**

It is recommended that the Infrastructure, Land and Environment Policy Board:

- 2.1     Approves the operational performance update detailed within this report.
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## **3.       Background**

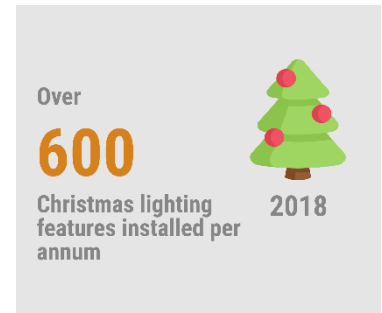
- 3.1     Environment & Infrastructure provides essential services to every household in Renfrewshire and works in partnership with the local community, other services and Community Planning Partners to deliver key Council priorities and initiatives. A progress update on the main projects and activities delivered by the services within Environment & Infrastructure in respect of the areas of activity delegated to this Policy Board, together with key performance indicators, is detailed below.

## Operational Updates

### 4. Operations & Infrastructure Services

#### Winter Events Programme

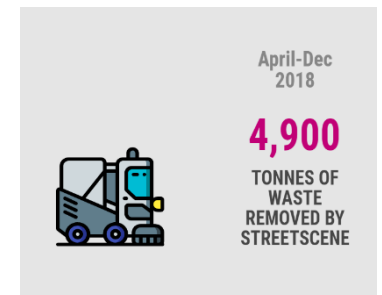
- 4.1 The service supported all the Christmas light 'switch on' events across Renfrewshire. The first major 'switch-on' event was Paisley on the 17th of November 2018 and was followed by events in Renfrew and Johnstone. 11 surrounding villages also celebrated festive light 'switch-on' events prior to 9th of December 2018. Over the last few years the service has greatly assisted Community Councils with expansion of their festive displays, including design, infrastructure works, installation, removal, storage and maintenance. The service now installs over 600 lighting features per annum.



- 4.2 StreetScene provided a street sweeping, graffiti and litter removal service prior to all events. In addition, litter removal and bin emptying was carried out during each event and a street sweeping service was carried out following the events.

#### Roadside Litter Rapid Response Team

- 4.3 The Roadside Litter Rapid Response Team has been working throughout Renfrewshire to tackle roadside litter and has cleaned more than 10 miles of litter on rural roads to date. Every rural road has been tackled at least once. The team will continue to be deployed throughout the winter months to tackle issues throughout Renfrewshire as and where required.



#### Autumn/Winter Storms

- 4.4 StreetScene and Road Services were active during the severe weather episodes through November to January. The main focus has centred on flooding and high winds, blocked water courses, clearing of pathways, and removal of fallen trees to ensure that roads remained clear.

#### Winter Maintenance

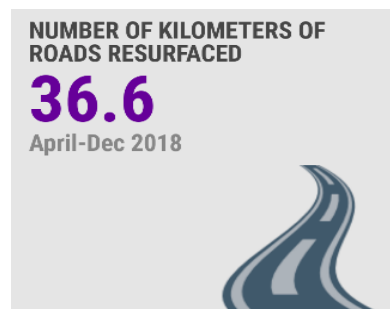
- 4.5 The public were given the opportunity to name Renfrewshire's nine gritters after its local heroes, places and landmarks. The competition was part of the annual #RenReady campaign which aims to ensure Renfrewshire, and its local community, are fully prepared for winter weather. The competition generated considerable interest from the public with over 1.2 million participating via the Council's Twitter and Facebook pages. An online monitoring facility was launched on the Council website in December. This allows members of the public to view the movement of the nine newly named gritters. To date there has been more than 1,200 tonnes of salt used this winter on Renfrewshire's roads.



## Roads Maintenance

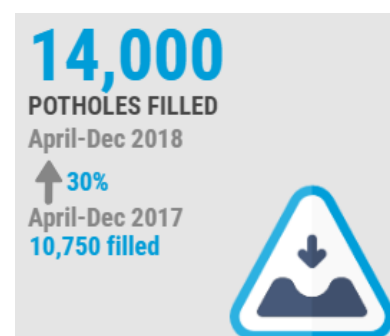
- 4.6 The roads capital investment for 2018/19 was approved by Council in March 2018.

The capital investment programme of £7.2m is improving the surfaces of Renfrewshire's roads, pavements, paths and cycle tracks. The programme commenced in April 2018 and is 95% complete with 84 roads now having undergone resurfacing. Works also included surface dressing of 24 carriageways which is now complete. The programme addresses footways across Renfrewshire, with 26 resurfacing projects having been completed. The drainage capital contracts will commence in January and will run until the end of the financial year tackling known problem areas and defective gullies.



- 4.7 A new approach to the management of pothole repairs has ensured that both backlog repairs and new reports are being managed in a timeous and efficient manner. The main changes include:

- Temporary "Throw and Go" patching being reduced to a minimum and full permanent patching being applied where possible. Although permanent patching takes longer to prepare and fill, this approach stops repeated return to the same locations when temporary patching fails.
- Roadworkers now repair all potholes within the street they are visiting whether these have been reported or not. This approach ensures that the whole street is free of potholes and prevents future pothole reporting.



## 5. Fleet Services

- 5.1 The Council was awarded a grant of £208,168 in 2018/19 for Electric Vehicles (EV) and a grant of £415,000 for Electric Vehicle charging infrastructure in 2018/19. In addition to this grant funding, Renfrewshire Council had submitted funding applications to Transport Scotland and Scottish Power to further increase our fleet of Electric Vehicles (EV) and EV Charging Infrastructure. In November 2018, feedback was received that funding applications for 'Transport Scotland Switched on Towns' and 'Cities Challenge Fund' and 'Scottish Power Energy Networks Green Economy Fund' were unsuccessful. Representatives from the Council and Transport Scotland met in November 2018 to discuss the funding applications and grant funding plans for 2018/19. The Council was encouraged to submit bids for the consideration of Transport Scotland for extra EV funding due to unfulfilled grant claims by other Local Authorities.
- 5.2 As part of the grant funding of £208,168 in 2018/19 for Electric Vehicles, an order for 24 Electric Vehicles was placed in December 2018 with anticipated delivery in April 2019.
- 5.3 An additional grant funding bid for 24 Electric Vehicles (£198,171) was submitted to Transport Scotland in December 2018. This submission for additional EV grant funding includes community partners of University of West of Scotland, Linstone Housing Association and Strathclyde University (Inchinnan Campus). The

announcement for additional funding should be made by end of January 2019. If the additional grant funding bid is successful, the number of Electric Vehicles in the Council Fleet will increase from 41 to 86.

- 5.4 The EU Charging Infrastructure Grant funding of £415,000 in 2018/19 will be used to provide Electric Vehicle charging infrastructure in Council car parks in Johnstone, Renfrew, Houston, Bridge of Weir and Paisley. An additional grant funding bid of £230,000 was submitted to Transport Scotland in December 2018 for charging infrastructure in public accessible car parks in Paisley. The grant funding bid was approved on 21st December 2018 by Transport Scotland. This will fund EU Infrastructure in 4 car parks in Paisley. In total, 9 Council car parks will be upgraded with Electric Vehicle Charging Equipment during 2019.

## 6. Waste Services

### Planned Service Changes

- 6.1 The launch of the new recycling and waste collection service commenced on the 3 December 2018 as planned:

- During November and December 2018, the Green wheeled bin containers were delivered to households throughout Renfrewshire.
- Calendars and information packs were received by residents.
- In December around 35,000 of Renfrewshire's 90,000 households had grey or blue bin transition collections, to their new recycling and waste collection service. These were households where an extended gap would have existed to these new collection dates.
- The new website is live, and the website will detail your next bin for collection and the date. Residents can also download their bin collection calendar to their smartphone, tablet or computer calendar. Residents can also sign up to email reminders to be advised the day before what their collection date is and services they shall receive.
- The Customer Service Unit and Environment & Infrastructure worked closely ahead of the launch. A range of actions were developed to deal with the anticipated impact of the service changes. These included a dedicated email address ([mybins@renfrewshire.gov.uk](mailto:mybins@renfrewshire.gov.uk)) and social media messaging. The contact centre provided an important first point of contact during the launch receiving 14,419 calls during November and December. This compares to 5,033 in the same period in 2017.



### Festive Service Delivery

- 6.2 Festive Service Delivery went according to plan with the collections schedule for 25<sup>th</sup> December and 1<sup>st</sup> January collected over a 2-day period in advance of the public holidays. The new service calendars highlighted the festive collection arrangements therefore negating the need for separate leaflets to demonstrate festive collections. The household waste recycling centres remained open during the festive period, only

closing on 25<sup>th</sup> December and 1<sup>st</sup> January. The centres were busy over the whole festive period, as has been the case in previous years.

### 6.3 Household Waste Recycled

This data relates to the first three quarters in the calendar year 2018, January to September. It is an estimate which has not yet been verified by SEPA. The recycling rate was estimated to be 49.5%. This is an improvement on performance compared to the same period last year, 48.6%, and an improvement on the first 2 quarters of 2018 which was 48%.



## 7. Transportation, Fleet and Infrastructure Services

### Cycling, Walking and Safer Streets

7.1 The 2018/19 Cycling, Walking and Safer Streets programme is underway with several projects ongoing. These include:

- Zebra crossing and road safety measures on Park Road at Brodie Park, where high volumes of traffic were preventing pedestrians from crossing the road;
- A programme of signalised pedestrian crossing replacement over the whole financial year 2018/19, where the asset is life expired, will ensure Renfrewshire is ready for its change to digital communications; and
- Preliminary design work to refurbish the White Cart Footbridge for foot and cycle use which connects to the Paisley to Renfrew cycle route.

7.2 Design work on the 'Renfrew to Glasgow City Council boundary' and 'Paisley to Renfrew' cycle routes is being undertaken in partnership with Sustrans, aiming to move to construction of cycle paths in 2019/20.

### Public Transport

7.3 A programme of bus stop improvement works in Erskine and the Beith Road corridor aims to provide high access kerbs and shelters where appropriate to encourage more bus patronage. The Erskine works were completed in early December and the Beith Road improvements commenced in early January and is expected to be complete in late February.

## 8. Environment and Place, Team Up to Clean Up

### Operational Activity

8.1 The Team Up to Clean Up Campaign has been evaluated on a quantitative basis since its launch in October 2017. In the campaign's first year the number of community clean up's increased by 474%, delivering 213 clean-ups, with over 3,000 volunteers removing over 3,500 bags of litter.



8.2 Partnerships are recognised as being key to the success of the Campaign. The partnership between Renfrewshire Council and communities is key, however this has only been made possible with strong internal joined-up working. The efforts of StreetScene, Corporate Communications and Public Protection have been

recognised by the Chief Executive's Staff Recognition Awards. The Team Up to Clean Up team has been shortlisted for a Sustainability Award as well as Environmental Co-ordinator for Team Member of the Year.

- 8.3 Community Clean-ups have slowed down somewhat over the winter months however there are a few core groups and schools venturing out. The "Santa's Little Helpers" Council led clean-up of Houston was enjoyed by the pupils of Gryffe High School, St Fillian's and Houston Primaries.

- 8.4 The Team Up to Clean Up Facebook community continues to grow with over 500 members now involved in the group. As litter pick events have decreased during the winter period there has been a greater focus on addressing dog fouling issues. The objective is to create a similar drive and impetus from communities that has been a feature of Team Up to Clean Up to improve the issues arising from dog fouling. Community Safety Officers have increased patrols in 181 Renfrewshire streets (to date) with a known dog fouling issue. Signage has been erected on these streets as well as templates being sprayed on footpaths. A new message to compliment the "someone in this street is not picking up after their dog.... is it you?" template has been created with the message "Kids play here.... Please pick up after your dog". This is being used in parks, green spaces and outside schools. Since April 2018 Environment and Place has delivered an additional 8,214 hours of community litter picking and collected 2,120 bags of litter.



## **9. Awards**

- 9.1 The efforts of the Street Lighting Team in delivering the Council's Street Lighting Investment Strategy have been recognised at the 2018 Scottish Public Services Awards, the annual APSE Performance Network Awards and the GO Procurement Project of the Year Award. The Team were shortlisted in the Project and Programme Management category at the Public Services awards held in December and were finalists in the category of best performer for Street Lighting at the annual APSE awards, also held in December. The Team also won the prestigious GO Procurement Project of the Year Award (sub £20m) at the Procurex Scotland 2018, Scotland's Festival of Procurement.
- 9.2 In November, two employees were shortlisted at the 2018 Invest in Renfrewshire Employability Awards. They were shortlisted in two categories; Best Trainee and Apprentice of the Year. Euan Kilcullen, a trainee motor mechanic, was shortlisted in the Best Trainee category and Jack Bain, apprentice horticulturalist, was shortlisted in the Apprentice of the Year category.

## **10. Attendance – April to Dec 2018**

- 10.1 A key priority of Environment & Infrastructure's Workforce Plan is to address levels of absence within the service. This includes a more proactive approach to managing absence and supporting attendance at work. Recent developments have included:



- Joint working with HR across all service areas to provide a more consistent approach to managing absence;
- Introduction of physiotherapy sessions at Underwood Road depot; and
- Engagement with occupational health services to improve appointment timescales

- 10.2 Environment & Infrastructure recorded an overall absence rate, for the first 3 quarters of 2018/19, of 10.35 days lost per FTE employee, which is 2.83 days above the target of 7.52. However, the 10.35 days lost per FTE employee is a slight improvement on 11.28 days lost in the same period in 2017/18. The following table provides an overview of absence performance for the department and operational service areas.



#### Attendance Analysis: April – Dec 2018

Service	Target Days lost per FTE	Actual Days lost per FTE	Short Term Absence	Long Term Absence
Department	7.52	10.35	21%	79%
StreetScene	7.52	5.79	30%	70%
Refuse Collection	7.52	10.27	33%	67%
Roads Services	7.52	4.15	39%	61%
Vehicle Maintenance	7.52	9.71	34%	66%

## 11. Enquiries and Complaints

### Enquiries

- 11.1 Environment & Infrastructure received 3,516 front line resolutions in the first three quarters of 2018/19, of which 2,673 (76%) were responded to within timescale. This is below the 84% response rate at the same time last year.
- 11.2 Over the same period the service dealt with 386 complaint investigations, 248 (64%) of which were dealt with within the agreed timescale.
- 11.3 There have been 4,417 elected member enquiries, 3,294 (75%) of which were dealt with within the agreed timescale.
- 11.4 The complaints process has been changed to allow officers to respond more efficiently to elected members and public enquiries. This has led to continued performance improvements.

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### **Implications of the Report**

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

**Our Renfrewshire is thriving / Reshaping our place, our economy and our future** - the service is actively involved in the Invest in Renfrewshire scheme and investing in road network to support and facilitate economic growth.

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

**Our Renfrewshire is well** - the services encourages use of our parks and open spaces to promote a healthy and active lifestyle.

4. **Legal** – None.
5. **Property/Assets** – The Council's roads, fleet and open space infrastructure is maintained and enhanced.
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.
12. **CoSLA Policy Position** - none

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**List of Background Papers:** None

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**Author:** Gordon McNeil, Director of Environment & Infrastructure  
**e-mail:** Gordon.mcneil@renfrewshire.gov.uk





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**To: Infrastructure, Land & Environment Policy Board**

**On: 23 January 2019**

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

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**Heading: Renfrewshire Council Carbon Management Plan 2014/15 – 2019/20,  
Update 2017/18**

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## **1. Summary**

- 1.1 Reducing Carbon Emissions is one of the principle measures to address climate change and is a key priority for all Local Authorities.
  - 1.2 The Carbon Management Plan was approved by the Planning & Property Policy Board on 11<sup>th</sup> November 2014. The Plan sets a target reduction of 36% carbon emissions from the 2012/13 baseline by March 2020. This covers a number of sectors across the Council.
  - 1.3 This Report provides an update on the achievements of the Carbon Management Plan.
- 

## **2 Recommendations**

- 2.1 It is recommended that the Infrastructure, Land and Environment Policy Board note the Report.
- 

## **3 Background**

- 3.1 Renfrewshire Council recognises that climate change will have far reaching effects on Renfrewshire's economy, its people and its environment and is determined to lead by example in tackling the causes of climate change.

- 3.2 The Carbon Management Plan (CMP), quantifies the Councils CO<sub>2</sub> emissions from an established baseline for the financial year 2012/13. In the baseline year 2012/13 the Council generated carbon emissions of 53,515 tonnes of CO<sub>2</sub> from buildings, fleet, waste, street lighting and staff travel.
- 3.3 The Council identified a target to reduce these carbon emissions by 36% by March 2020, which equates to 19,397 tonnes of CO<sub>2</sub> over the same period. All services contribute to the achievement of the carbon reduction targets.
- 3.4 The programme of carbon reduction activities contained within the Plan not only deliver carbon reductions in line with the Climate Change Declaration and deliver significant cost savings for the authority, but also positions the council well for the Carbon Reduction Commitment (CRC) – Energy Efficiency Scheme. Renfrewshire Councils Climate Change Declaration for 2017/18 was approved at the Infrastructure, Land & Environment Policy Board on 7<sup>th</sup> November 2018. The CRC Energy Efficiency Scheme is a mandatory UK scheme aimed at improving energy efficiency and cutting carbon dioxide emissions in large public and private sector organisations.

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## 4 Update

- 4.1 As detailed in the CMP, Renfrewshire Councils 2019/20 target equated to a reduction of 36% from the baseline position. Current progress after 2017/18 shows a reduction of 45.5%, considerably more than anticipated.
- 4.2 A full breakdown of the target is provided below:

	<b>2012-13 Baseline CO2 Emissions (tonnes)</b>	<b>2017-18 Actual CO2 Emissions (tonnes)</b>	<b>2017-18 Actual % Reduction</b>
Electricity (buildings)	12,505	8,018	35.9%
Gas (buildings)	14,479	8,584	40.7%
Oil (buildings)	1,735	55	96.9%
Water (buildings)	395	392	0.8%
Transport (Council Fleet)	3,521	3,652	-3.7%
Street Lighting	7,016	2,136	69.6%
Waste	13,348	5,863	56.1%
Staff Mileage	516	448	13.2%
Target	53,515	48,107	10.1%
<b>Total CO2 Actual</b>	<b>53,515</b>	<b>29,148</b>	<b>45.5%</b>

4.3 This target has been achieved through a variety of measures, including:

1. Building Management Systems and plant room controls have been installed to provide a greater control over the operation of our heating systems within public buildings and provides remote access to the majority of our larger consuming properties.
2. Photovoltaic Panels have been installed on the roofs of a number of buildings. Installations have been undertaken to date at the following buildings:

Castlehead HS,	Gryffe HS,
Johnstone HS,	Trinity HS,
Renfrew HS,	Parkmains HS,
Montrose Care Home,	Renfrew Care Home,
Weaver Linn Respite,	Hunterhill Care Home,
St James PS,	Houston PS,
St Peters PS,	Heriot PS
Williamsburgh PS,	St Charles PS,
Ralston PS,	St Marys PS,
West PS,	St Pauls PS
Inchinnan PS,	

3. Boiler upgrades have been installed at Houston PS, Our Lady of Peace PS, the Anchor Centre and Auchenlodment PS with future years benefiting from the savings.
4. LED internal lighting has been installed at Bridge of Weir PS, East Fulton PS, St Catherine's PS and St Anne's PS.
5. Work has been complete to replace the oil boilers at Underwood Rd with highly efficient gas boilers.
6. Biomass Boilers complete at St Fergus PS and St Pauls PS.
7. Carbon emissions from the council's transport fleet increased on the baseline. However, the figure reduced when compared to the previous year, partly due to an increased number of vehicles being purchased. However, the council has achieved its target to provide 5% of its fleet from electric vehicles.
8. The diversion of waste from landfill has greatly reduced the tonnage of carbon from waste and is presently exceeding target by creating energy from waste through combustion.

9. The council have invested on the replacement of our street lighting with energy efficient LED's. This has resulted in significant reductions in electricity consumption and carbon emissions.
10. Water consumption has reduced from the baseline. However, the 2017/18 consumption increased on the previous year due to some burst pipes. The overall reduction from the baseline is largely through the installation of automatic meters that highlight increased consumption and possible bursts alerts to help minimise water wastage.

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## Implications of the Report

1. **Financial** – The Energy Investment Fund is used to implement initiatives within our public buildings. Reducing our energy consumption will result in lower fuel costs (although, this is dependent on the utility tariffs agreed through the Scottish Procurement Contract).
  2. **HR & Organisational Development** – *none*
  3. **Community Planning** - *the Carbon Management Plan will reduce carbon emissions.*
  4. **Legal** - *none*
  5. **Property/Assets** - Projects were identified and implemented throughout our public buildings portfolio.
  6. **Information Technology** - *none*
  7. **Equality & Human Rights** - *none*
  8. **Health & Safety** - *none*
  9. **Procurement** - *none*
  10. **Risk** - *none*
  11. **Privacy Impact** - *none*
  12. **Cosla Policy Position** - *none*
-

## List of Background Papers

- (a) Background Paper 1 – Carbon Management Plan 2014/15 – 2019/20

The foregoing background papers will be retained within Development & 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 Craig Doogan, Energy Manager, Tel. 0141-618 6198, e-mail address: [craig.doogan@renfrewshire.gov.uk](mailto:craig.doogan@renfrewshire.gov.uk).

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**To: Infrastructure, Land and Environment Policy Board**

**On: 23 January 2019**

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**Report by: Director of Communities, Housing and Planning Services**

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**Heading: SCOTTISH FOOD ENFORCEMENT LIAISON COMMITTEE: BREXIT WORKING GROUP**

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## **1. SUMMARY**

- 1.1 The Scottish Food Enforcement Liaison Committee (SFELC) has set up a short-term sub-group to focus on and make recommendations relating to the potential impact of a “No Deal” BREXIT on areas of the food regulatory landscape. Areas relating to International Trade; Public Health; Consumer Protection; Resource Implications and Standardisation of Charging will form the core areas which the group will consider.
- 1.2 As part of the role as a Food/Port Health Authority, Renfrewshire Council has responsibility for official controls and certification in terms of food exports from the Renfrewshire area and imports through Glasgow International airport.
- 1.3 At present there are regular food imports from outside the EU through Glasgow Airport, all of which receive documentary checks and a proportion are subject to physical examination. In addition, a number of products originating from Renfrewshire require health certification to allow their export to countries outside the EU.
- 1.4 Glasgow International Airport is not currently approved for carrying out checks on animals and animal products arriving from third countries at an EU border. These products must enter the EU through a designated Border Inspection Post (BIP), the closest to Renfrewshire is at Manchester Airport.

- 1.5 Imports from within the EU or foods from outwith the EU which have already been checked at a previous EU border (for example Manchester or Rotterdam) can currently pass freely without examination as they are being transported within the EU. In addition, businesses exporting to the EU do not currently require health certification for their goods. For Renfrewshire, this is predominantly whisky.
- 1.6 It is anticipated that under a no deal BREXIT or some other form of harder BREXIT there could be major changes to this arrangement and the SFELC Brexit Working Group will seek to understand and influence how the regulatory landscape will operate post BREXIT.
- 

## **2. RECOMMENDATIONS**

- 2.1 It is recommended that the Infrastructure, Land and Environment Policy Board:
- (i) notes that Renfrewshire Council are part of the Scottish Food Enforcement Liaison Committee (SFELC) BREXIT Working Group and will be involved in its work to understand and influence the future shape of the regulatory landscape as it relates to official controls and certification relating to food exports and imports.
- 

## **3. BACKGROUND**

- 3.1 The Scottish Food Enforcement Liaison Committee (SFELC) has a membership made up of local authority staff, representatives of professional groups, Food Standards Scotland (FSS), consumer groups, food industry representatives and other government departments. Three sub-committees covering food safety, food standards and feeding stuffs provide a supporting structure for the Scottish Food Enforcement Liaison Committee and help to implement strategic objectives.
- 3.2 The Scottish Food Enforcement Liaison Committee supports the work of Food Standards Scotland (FSS) by providing information and expert advice in relation to food and feed law enforcement. It contributes to the development and implementation of Food Standards Scotland strategies and policies which allow it to fulfill its core functions in respect of food and feed safety and consumer protection.
- 3.3 The Scottish Food Enforcement Liaison Committee has set up a short-term sub-group which will focus on and make recommendations relating to the effect of BREXIT on areas of the food regulatory landscape. In particular, the group will:
- identify in the context of Official Controls and the certification of food exports, the impacts, impediments, implications and the opportunities of the post BREXIT regulatory landscape and make recommendations thereon;



- identify the immediate barriers to protection of Public Health and international trade in the post BREXIT landscape and identify short term contingencies. Particular attention will be focused upon resourcing;
  - achieve the dual high-level goals of optimal protection of Public Health and the protection of the consumer, together with international trade through a review of the current landscape of certification of exports;
  - examine the roles of various organisations and the potential for simplifying the landscape and streamlining the process of export certification;
  - examine the critical competencies required of authorised officers certifying food exports;
  - establish a harmonised approach to export certification including a standardised export licence certifying Food Control Management systems based upon relevant regulatory standards, - eg World Health Organisation-CODEX and the International Standards Organisation Codes of Practice;
  - establish a standardised system of electronic and automated export certification and charging based on Official Controls which support international trade by ensuring the exercise of Due-Diligence on the part of certifying Bodies and by Food Business Operators.
- 3.4 As part of their role as a Food/Port Health Authority, Renfrewshire Council has responsibility for official controls and certification in terms of food exports from the Renfrewshire area and imports through Glasgow International airport.
- 3.5 At present there are regular food imports from outside the EU through Glasgow International Airport, all of which receive documentary checks and a proportion of which are subject to physical examination. In addition, a number of products originating from Renfrewshire require health certification to allow their export to countries outside the EU.
- 3.6 Imports from within the EU or foods from outside the EU which have been previously checked at an EU border such as Manchester Airport or Rotterdam can pass freely without examination as they are transiting within the EU. In addition, businesses exporting to the EU do not currently require health certification for their goods.

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### **Implications of the Report**

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

**Renfrewshire is safe** – The regulation of food imports and exports ensure that food entering/exporting Glasgow Airport is safe.

4. **Legal** - None
5. **Property/Assets** - None
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. 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
12. **Cosla Policy Position** – None

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### List of Background Papers

None

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OR  
13 December 2018

**Author:** Oliver Reid, Head of Communities & Public Protection  
**Email:** oliver.reid@renfrewshire.gov.uk



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**To:           INFRASTRUCTURE, LAND AND ENVIRONMENT POLICY BOARD**

**On:           23 JANUARY 2019**

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**Report by:   DIRECTOR OF ENVIRONMENT & INFRASTRUCTURE**

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**Heading:    VEGETATION REMOVAL FROM PRIVATE LAND**

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## **1.     Summary**

- 1.1     Under the Roads (Scotland) Act 1984 the Council as the Roads Authority has powers to serve notice on land owners and/or land occupiers where vegetation overhangs and encroaches the road causing danger, obstruction or interference to the passage of vehicles and pedestrians.
  - 1.2     This report seeks to introduce a policy that enables the Council to act in a consistent manner with its statutory duties associated with part 8 of Roads (Scotland) Act 1984, to address vegetation that is overhanging and encroaching on the road and to recover costs incurred in undertaking duties under the Act.
  - 1.3     The Council has established good relationships with many landowners to ensure compliance with the Act, encouraging them to cut back vegetation that encroaches or overhangs the road or footpaths where it interferes or obstructs road users. On occasions where the land owner does not cut back vegetation, the Council has intervened to undertake the works to remove the obstruction and encroaching vegetation.
  - 1.4     Renfrewshire Council has never sought to recover costs from the land owners in accordance with the legislation. This report sets out a policy that will enable the Council to recover costs from land owners who do not undertake the works themselves, subsequent to the Council undertaking the works on their behalf.
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## **2. Recommendations**

It is recommended that the Infrastructure, Land and Environment Policy Board:

- 2.1 Approves the Policy set out at Appendix 1 of this report, to enable the recovery of costs from land owners where vegetation is endangering, obstructing or interfering with the passage of vehicles or pedestrians.

## **3. Background**

- 3.1 The Roads (Scotland) Act 1984, Part 8 section 91 sets out the statutory process for Councils, as the Roads Authority, to require land owners and/or land occupiers to cut back/remove vegetation. Section 141 contains provisions for the Council to step in and do the works, and sections 140 and 141 allow the Council to recover expenses where landowners and/or land occupiers fail to ensure that vehicles and pedestrians can go about their business free from obstruction and risks involved in using the road network.
  - 3.2 Although these powers have been available since the Act was introduced, (with ongoing revisions thereafter to this Act), Renfrewshire Council has not recharged landowners for works the Council undertakes on their behalf if they fail to comply.
  - 3.3 The process Renfrewshire Council shall follow where vegetation is encroaching and overhanging a road or footway causing an endangerment, obstruction or interference is as follows:
    - 1. The issue of an initial letter informing landowners and/or land occupiers of the issue and concern. This is reviewed 10 days later.
    - 2. If no action is taken, landowners and/or land occupiers are issued with a formal letter seeking compliance within 28 days.
    - 3. If action is still not taken, a further letter is issued detailing the cost of the Council undertaking the works if non-compliance continues for a further 7 days.
  - 3.4 In circumstances where it is deemed by the Council that there is an imminent danger the Council is able to carry out the works and recover expenses reasonably incurred from the land owner without serving notice.
  - 3.5 This policy will ensure the Council takes prompt and consistent action to ensure compliance in a measured and appropriate manner, ensuring the adopted road and footway network is managed effectively for the safety of all users.
-

### **Implications of the Report**

1. **Financial** – The issue and recovery of costs may generate a very small level of income to the Council. Administration and recovery of costs will have to be included in line with the Roads (Scotland) Act 1984, Part 8 section 9. Detailed procedures and process to be agreed and implemented with the Council Finance Department
2. **HR & Organisational Development** – Business Support to provide required administrative support in line with this statutory duty in the Act
3. **Community Planning – None**
4. **Legal** – Legal consideration of policy and required input to ensure all correspondence and debt recovery actions are in line with the Act and ensure full legal compliance with the Roads (Scotland) Act 1984.
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** – Improve safety of road network for pedestrians, cyclists and vehicle users.
9. **Procurement** – None
10. **Risk** – None
11. **Privacy Impact** – None
12. **Cosla Policy Position** – None

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**List of Background Papers** - none

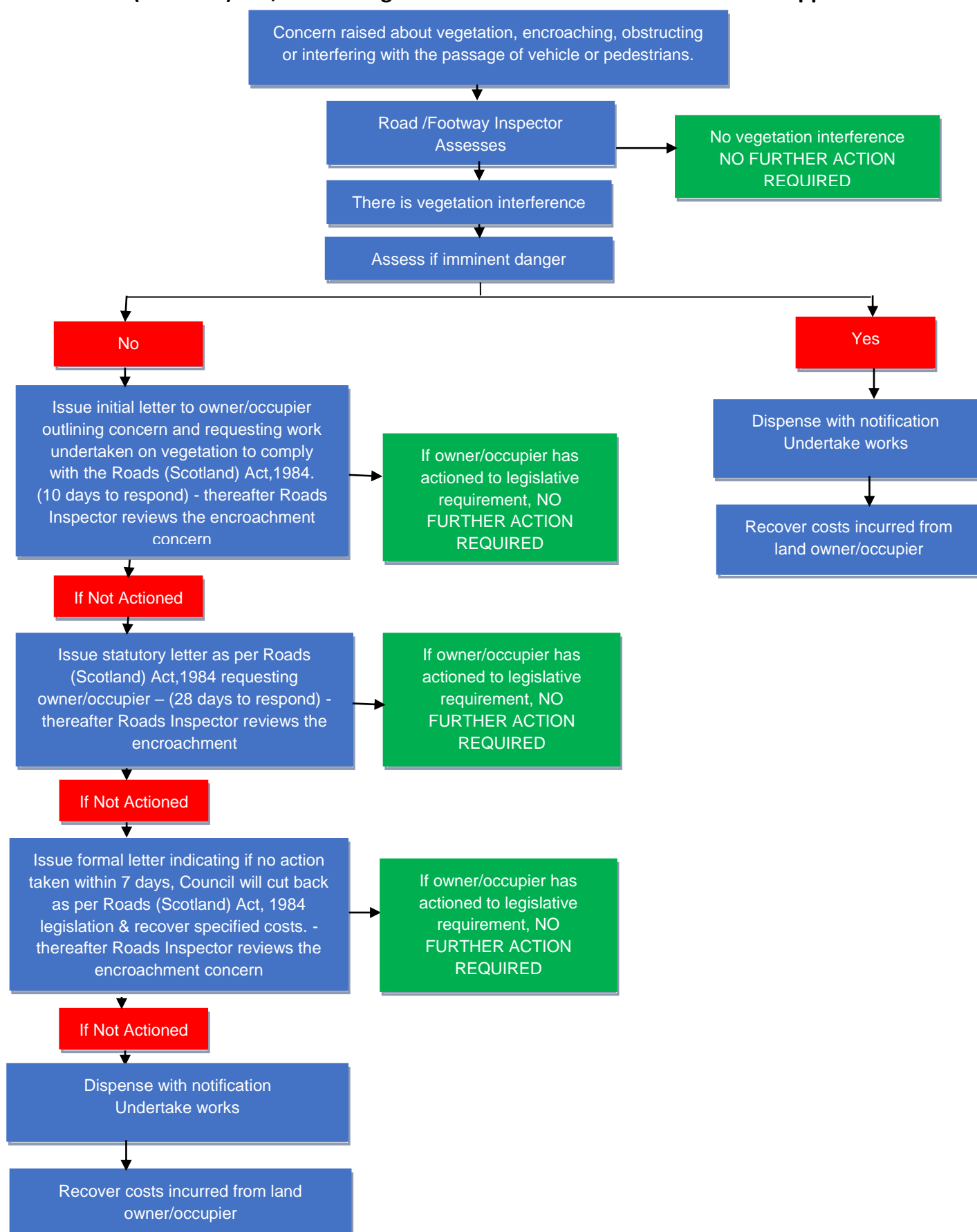
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**Author:** Ken Gray, StreetScene Manager



## Roads (Scotland) Act, 1984 – Vegetation Removal from Private Land

## Appendix 1










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**To:** Infrastructure Land & Environment Policy Board

**On:** 23 January 2019

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

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**Heading:** Community Asset Transfer Request (2) – Land within the On-X, Linwood

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## 1. **Summary**

- 1.1 Provide an update on the request for Kilbarchan Amateur Athletics Club (hereinafter referred to as Kilbarchan Harriers) request for an Asset Transfer for land at the On-X by way of a long-term lease (30 years) in accordance with the Community Empowerment (Scotland) Act 2015.
- 

## 2. **Recommendations**

- 2.1 It is recommended that the Board: -
- 2.2 Authorise the Head of Corporate Governance to accept a renunciation of part of the lease with Renfrewshire Leisure for the area of ground indicated on the attached plan, which is subject to this Community Asset Transfer Request.
- 2.3. Approve the Community Asset Transfer Request.
- 2.4 Authorise the Head of Corporate Services to conclude a long-term lease of 30 years on the terms detailed within this report with Kilbarchan Harriers.

- 2.5 Note that the officer Community Asset Transfer Panel, chaired by the Head of Property was convened on the 1 November 2018 and upon reviewing the application and supporting documentation determined to support this proposal.
- 

### **3. Background**

- 3.1 The land shown on the attached plan E2808 Linwood Community Sports Hub, indicates the area of land with which Kilbarchan Harriers seek to occupy within the On-X Sports Facility, Linwood. The subjects extend to approximately 4,380 sqm.
- 3.2 Kilbarchan Harriers have resided in the premier division of the Scottish Athletics' league, and they have a membership of over 525 (as at May 2016).
- 3.3 The club currently utilise the outdoor track and field facilities at the On-X Sport Centre. During inclement weather, Kilbarchan Harriers' struggle to adequately accommodated their members. They do utilise the facilities within the On-X along with other nearby facilities, but the facilities cannot always accommodate the groups requirements due to public bookings and other groups prior bookings.
- 3.4 The proposed new custom-built facility at the On-X, would provide a 60m sprint track with jumping and throwing areas providing fully accessible facilities for multi-functional use for other activities. The proposal has been supported by various groups including Sports Scotland. Scottish Athletics have also identified the Kilbarchan Harriers proposal for land at the On-X, Linwood as being an important project within the National Facilities Strategy.
- 3.5 The proposal is for the club to lease the area of ground as highlighted within the attached plan at an annual rental of £1 ( if asked). The club then will build their own custom-built facility which will enable them to train all year round within their own facility whilst being part of the On-X sports village. Renfrewshire Leisure have been supportive of the proposal and have agreed to relinquish their existing lease of the ground to support the facility and encourage the creation of a supporting sports facility.
- 3.6 The facility is estimated to cost in the region of £1.07m excluding VAT and the club have secured substantial funding of £1.137m, which includes £500,000 from Renfrewshire Council. The club are confident that they will be exempt from VAT.

- 3.7 The site initially was not the preferred option however following discussions / preliminary investigations it is now the only area being considered. Further detailed site investigations require to be undertaken which may impact upon the estimated costs. The business case and current estimated costs were reviewed by the Community Asset Transfer Panel, which were satisfied by the proposal.
- 3.8 The club have planning permission, but it should be noted that they will still be required to apply for a building warrant;
- 3.9 The funding allocated by the Council is subject to the following
- The club securing sufficient funding for the proposed development and completion of the same.
  - The Club and Council agree lease terms for the land required.
  - The Club obtain all necessary statutory consents
  - The Club provide to the Council and Renfrewshire Leisure a safe working delivery plan for the development of their new centre with no impact on the Linwood On-X operations..

---

## Implications of the Report

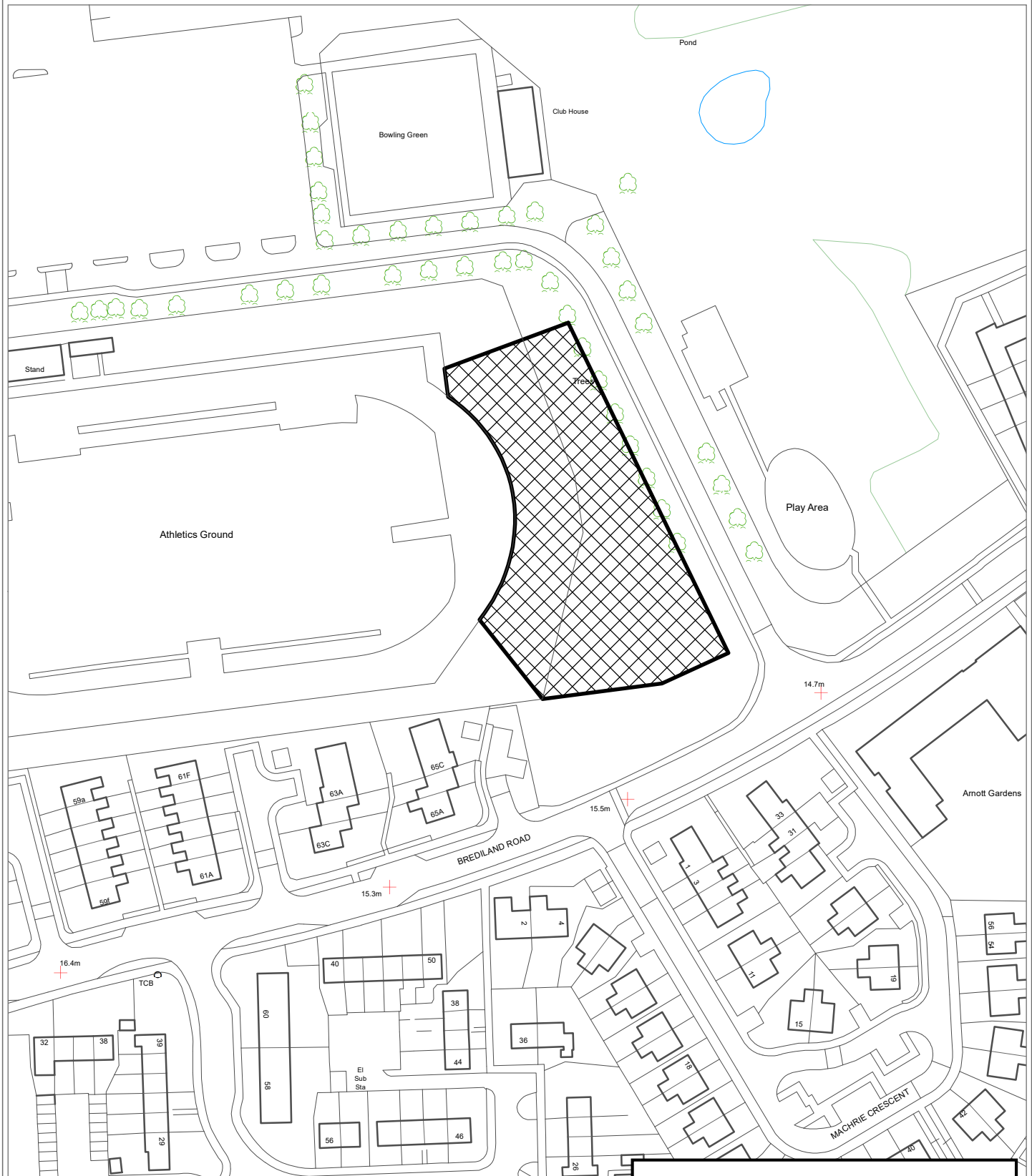
1. **Financial** – There is a potential short fall in terms of the funding which the club have secured to date and the potential build cost however until site investigations are carried out the shortfall is unknown or indeed may not apply.
2. **HR & Organisational Development** - Nil
3. **Community/Council Planning** –
  - *Our Renfrewshire is thriving – new sports facility to enhance the locality;*
  - *Our Renfrewshire is well – Sports facility to enhance sporting activity, health and well-being;*
  - *Our Renfrewshire is fair - providing sporting opportunities to the local community and beyond;*
  - *Reshaping our place, our economy and our future - creating a safe environment.*
4. **Legal** – Renfrewshire Leisure have confirmed that they are happy to relinquish their lease of the land. This would need to be completed in advance of any asset transfer taking place.
5. **Property/Assets** – The land would be transferred to the club for a period of 30 years at a rental of £1pa if asked; There are no anticipated property concerns as the remaining land will be in Council ownership and use.

6. **Information Technology** – Not applicable.
  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 for example 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. (Report author to arrange this).
  8. **Health & Safety** – Not applicable
  9. **Procurement** – Not applicable
  10. **Risk** – Please refer to section 3.6
  11. **Privacy Impact** – not applicable
  12. **Cosla Policy Position** – not applicable.
- 

**Author:** Gillian Beattie  
Senior Asset & Estates Surveyor  
Asset & Estates  
0141 618 6173


User: howardhaughj2

Date: 14/12/2018



Notes:

### Legend

 Area to be relinquished from Renfrewshire Leisure lease






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**To:** Infrastructure Land & Environment Policy Board

**On:** 23 January 2019

---

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

---

**Heading:** Community Asset Transfer Request (1) – Land within Fountain Gardens, Paisley

---

**1. Summary**

- 1.1 Provide an update on the request for a long-term lease from The Star Project, for a piece of land within Fountain Gardens, Paisley for a Community Labyrinth, via a Community Asset Transfer Request in accordance with the Community Empowerment (Scotland) Act 2015.
- 

**2. Recommendations**

- 2.1 It is recommended that the Board: -
- 2.2. Approve the Community Asset Transfer Request received on 28<sup>th</sup> September 2018.
- 2.3 Authorise the Head of Corporate Governance to conclude a long-term lease of 30 years on the terms detailed within this report,
-

### 3. **Background**

- 3.1 The land shown on the attached plan E2742B indicates the area of land with which The Star Project seek to occupy within Fountain Gardens, Paisley. The subjects extend to approximately 20m x 20m.
- 3.2 The Star Project are proposing creating a community Labyrinth as part of their 'Finding Yourself' project. Aspects of the project will be in partnership with RAMH and Create Paisley and supported by Engage Renfrewshire. The process will be community led but will be facilitated by a fully qualified and experienced land/labyrinth artist.
- 3.3 The Star Project have more than eighteen years' experience engaging with the local community and are skilled in facilitating community led activities. The Star Project, have a proven track record of such projects and indeed a track record of working with Renfrewshire Council and other community partners to deliver such projects.
- 3.4 The organisation aims to deliver weekly therapeutic & creative workshop sessions to a minimum of 50 individuals (150 collectively with partners) that will allow for self-expression, facilitate the processing of difficulties / healing, increase awareness of safe experiences, energising and improving self-worth
- 3.5 The sessions will be supported through 1:1 supports and their Drop-In services which offers a wraparound of support services that ensure barriers to engagement are removed / reduced. Half of the weekly sessions will be facilitated by an artist in residence utilising a variety of Labyrinth options for personal, group and community use.
- 3.6 The project will include the launch of the 'Find Yourself' Labyrinth at the Scottish Mental Health Arts Festival in May 2019.
- 3.7 Evidence research indicates that walking in a Labyrinth is an emotional and physiologically engaging practice for those participating. Studies indicate that engaging with a Labyrinth could offer wider benefits for those undergoing mental and physical duress. Those who have used Labyrinths report experiencing positive benefits including feelings of calmness, mental focus and reduced anxiety, agitation and stress (Peel 2004).
- 3.8 RAMH will be delivering holistic mental health employability which will complement and enhance the wider partnership ideals and objectives. This will include access to specialist support including mindfulness and holistic therapies.



Their intervention will focus on enhancing young people's own self-maintenance skills and improving their motivation and functioning.

- 3.9 Collectively the groups aim to work together to increase young people's and adult resilience, improve mental health and well-being, change misconceptions, improve employability and reduce stigma. Each of the organisations will use their specialist skills and networks to run activities with the overall aim of positively impacting the mental health and well-being of the community. The groups will work with the following: -
- Star Project – young children, pre-school age and adult family members;
  - Create Paisley – 12 – 18-year olds;
  - RAMH – 16 – 29-year olds;
- 3.10 The Council's officer Asset Transfer Panel was convened on the 1 November 2018 and considered the application from the Star Project and determined that it would be a positive addition to the park.
- 3.11 The group have secured sufficient funding from the Robertson Trust, and Scottish Children's Lottery to develop and maintain the Labyrinth and are seeking a 30 year lease of the land within Fountain Gardens at a rental of £1 per annum (if asked).

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## Implications of the Report

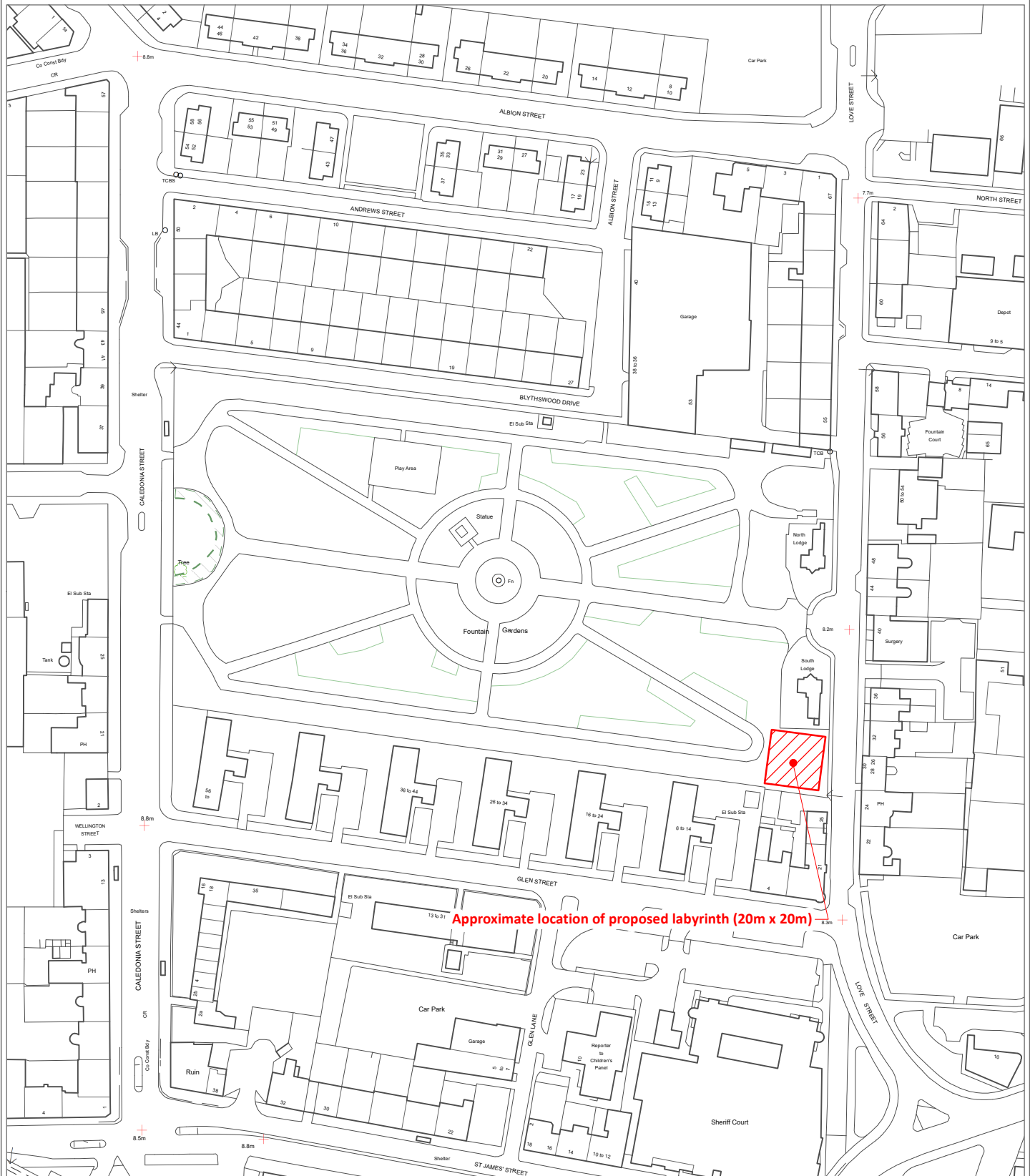
1. **Financial** – not applicable
2. **HR & Organisational Development** – Not applicable
3. **Community/Council Planning** –
  - *Our Renfrewshire* is well – The Labyrinth will be created as part of the 'Finding Yourself' project
  - *Our Renfrewshire* is safe – the Labyrinth will be low level and accessible to all along with a clear view into and out of the facility.
  - Working together to improve outcomes -Multi agencies will be working together to create the community labyrinth
4. **Legal** – Legal Services have been consulted in terms of the title for the Gardens but a lease offers no concerns in this regard.

5. **Property/Assets** – A small area (20m x 20m) will be used within Fountain Gardens, Paisley as a Community Labyrinth.
  6. **Information Technology** – not applicable
  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. 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** – As the Labyrinth will be low level and be in open view there is limited Health & Safety implications.
  9. **Procurement** – Not applicable
  10. **Risk** – Not applicable
  11. **Privacy Impact** – not applicable
  12. **Cosla Policy Position** – not applicable.
- 

**Author:** Gillian Beattie  
Senior Asset & Estates Surveyor  
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User: howardhaughj2

Date: 12/12/2018



Notes:

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**To: Infrastructure, Land and Environment Policy Board**

**On: 23 January 2019**

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

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**Heading: Proposed Occupational / Leasing Agreements at Renfrewshire House for Scotland Excel**

---

**1. Summary**

- 1.1 The Head of Property has been working with the Director of Scotland Excel, to seek to revise their current occupation arrangement at Renfrewshire House, to utilise additional space.
- 1.2 This report advises the Board of the terms of proposed revised occupation / lease agreement of appropriate premises with Renfrewshire House, through which Scotland Excel and Renfrewshire Council will formalise the occupation.
- 

**2. Recommendations**

The Board is asked to: -

- 2.1 Authorise the Head of Property and the Head of Corporate Governance to conclude an appropriate revised occupational agreement or leasing arrangement over appropriate premises within Renfrewshire House, to accommodate Scotland Excel.

- 2.2 Recognise that actual location / size of the space which will ultimately be occupied by Scotland Excel within Renfrewshire House, together with the fitting out proposal and costing, may change marginally to reflect ongoing Council / Scotland Excel Priorities, but is otherwise as described in part 4 of this report.
- 2.3 Authorise the Head of Corporate Governance to formally implement the provisionally agreed terms detailed within this report.
- 

### 3. **Background**

- 3.1 Scotland Excel currently occupy the majority of the North Wing on the fourth floor of Renfrewshire House, which premises extend to c. 654 square metres or thereby. Scotland Excel currently share the north wing with Communities, Housing and Planning Services, however this service is being relocated within Renfrewshire House to free up their space for Scotland Excel to occupy. Scotland Excel will occupy the North Wing of the fourth floor in its entirety, increasing their space to c. 901 square metres or thereby.
- 3.2 Scotland Excel occupy their current space allocation under a lease / occupation agreement which commenced on 13<sup>th</sup> February 2013 and ran for 5 years until 12<sup>th</sup> February 2018, now continuing by Tacit Relocation for 1 further year until 12<sup>th</sup> February 2019.
- 3.3 Scotland Excel operationally require additional space for expansion and the Head of Property has been in discussion with Scotland Excel for some time in reviewing options to accommodate their requirements. Internal restructuring and current Service move plans, together with consultation with the Director of Communities, Housing and Planning Services, identified ability to make the rest of the North Wing of the fourth floor of Renfrewshire House available for Scotland Excel to expand into. Scotland Excel are satisfied in principle with the proposed layout and space plan.
- 3.4 As Renfrewshire Council act as lead authority for Scotland Excel, the Council would ordinarily procure and maintain Scotland Excel's leasing arrangement in the name of Renfrewshire Council. As the Council cannot lease property to itself however, some other form of occupational arrangement is required and the Head of Property will review with the Head of Corporate Governance in this regard. It is likely however that the current arrangement will merely be revised to reflect the Heads of Terms for a replacement occupation arrangement noted in part 4 below.
-

4. **Provisional Terms and Conditions: -**

- 4.1 The occupation agreement to be a continuation of the current agreement, revised for the additional space allocation, on an all-inclusive basis, whereby all hard and soft facilities, management services generally, together with utility provision, repairs, payment of rates, insurance etc. will be undertaken by Renfrewshire Council.
- 4.2 The occupation agreement will exist for a new period of 10 years from the current expiry date of 12<sup>th</sup> February 2019, extending therefore until 12<sup>th</sup> February 2029. Scotland Excel will have a “break option” to allow termination of the occupation agreement at the 5<sup>th</sup> anniversary of the term commencement date on providing 12 months prior notice. If the break is not exercised, the rental will be the subject of review at the 5<sup>th</sup> anniversary of the new term commencement date.
- 4.3 Current space planning proposals are for the current partitioning separating Scotland Excel from the rest of the North Wing on the fourth floor of Renfrewshire House to be removed to effect increased open plan working. It should be noted that these plans may change marginally, subject to further agreement with Scotland Excel.
- 4.4 Scotland Excel will have their current parking allocation revised appropriately reflecting the additional space and their staff users will continue to be subject to the Salary Sacrifice Scheme which is already in operation with Renfrewshire Council employees, meaning this element is cost neutral to the Council.
- 4.5 The space allocation will increase from c. 654 sqm or thereby to c. 901 sqm or thereby. The rental payments, currently passing at £107.60 per square metre (£10 per square foot), which is competitive in the current marketplace, will remain at that level. Under the current proposals, this will result in the rental income to Renfrewshire Council increasing to c. £97,000 per annum from that passing of £70,320 per annum. The rent will continue to be billed quarterly in advance.
- 4.6 The current service charge arrangements will continue going forward, enhanced only to reflect the additional space allocation. This will include all operational property costs (including Non-Domestic and Water Rates) in relation to Renfrewshire Council servicing the premises to be occupied by Scotland Excel. This will be billed along with the rent quarterly in advance and will reflect the previous year’s cost out-turn figures, subject to an annual reconciliation at the end of each financial year.

Based on the current charging regime, this will result in an annual payment to Renfrewshire Council of c. £119,500, subject to reconciliation, to offset an appropriate share of Renfrewshire Council's ongoing operational costs in maintaining the Renfrewshire House facilities in a sustainable manner.

- 4.7 Renfrewshire Council shall arrange for the procurement of appropriate fitting out works on behalf of Scotland Excel, with Scotland Excel budgeting Renfrewshire Council fully in this regard, including professional fees.
- 4.8 Finalised terms will require the approval of the Scotland Excel Joint Committee, particularly those relating to fit out costs
- 4.9 Each party will bear their own professional and legal expense in concluding an agreement with Scotland Excel responsible for meeting the cost of any land transaction taxes due.
- 4.10 The transaction shall include such other terms and conditions as may be deemed necessary by the Head of Property and the Head of Corporate Governance to protect the interests of Renfrewshire Council.

---

## Implications of the Report

- 1. **Financial – Revenue** – The Rent and Service Charges payable under the proposed occupation agreement will be c. £216,500 per annum exclusive of VAT, subject to any further adjustment to reflect the final agreement over the actual space occupation. Car parking allocation will continue to be cost neutral to the Council as income in this regard will be maintained.
- 2. **HR & Organisational Development** – None.
- 3. **Community Planning** – None.
- 4. **Legal** – Completion of a revised Occupation Agreement.
- 5. **Property/Assets** – As per the report.
- 6. **Information Technology** – Reconfiguration of IT services as per the augmented layout.



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. 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 –** Renfrewshire Council will procure an appropriate fit-out works contract.
10. **Risk –** Only for other move planning actions depending on timescales.
11. **Privacy Impact – None.**
12. **Cosla Policy Position – None.**
- 

### **List of Background Papers**

- (a) Background Paper 1 – Report to the General Management and Finance Policy Board on 13<sup>th</sup> June 2012 entitled "Proposed Occupational / Leasing Agreements at Renfrewshire House for Scotland Excel.

The foregoing background papers will be retained within Property 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 Joe Lynch, Head of Property, tel. 0141 618 6159, email [joe.lynch@renfrewshire.gov.uk](mailto:joe.lynch@renfrewshire.gov.uk)

---

**Author:** John Mitchell  
Tel: 0141 618 6177  
Email: [john.mitchell@renfrewshire.gov.uk](mailto:john.mitchell@renfrewshire.gov.uk)






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**To:** Infrastructure, Land & Environment Policy Board

**On:** 23 January 2019

---

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

---

**Heading:** **Former Foxbar Civic Amenity Site, Leitchland Road, Paisley**

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**1. Summary**

1.1 This report seeks consent to lease the former Foxbar Civic Amenity Site at Leitchland Road, Paisley.

---

**2. Recommendations**

It is recommended that the Board:-

2.1 Grant authority to the Head of Property and the Head of Corporate Governance to conclude a lease of the former Foxbar Civic Amenity Site at Leitchland Road, Paisley, on the basis of the main terms and conditions contained in this report.

---

**3. Background**

3.1 As part of the Council's redesign of its Civic Amenity operations and the opening of the improved Civic Amenity Hub at Underwood Road, the Leitchland Road Amenity Site became surplus to requirements and closed in 2014. Thereafter the site was cleared, and marketed as available for lease

- 3.2 Board has previously granted approval to lease this site on 3 separate occasions, however no lease has ever been finalised, and the site has remained on the market.
- 3.3 An application to lease has now been received from a company called M & S Civil Engineering Ltd. who primarily provide services to large construction companies that require civil engineering and groundworks sub-contractors. The applicants anticipate that 8 full time staff would be employed on site, 5 of them new positions, if this lease gets approval.
- 3.4. Discussions have taken place with the applicants, and the following main terms and conditions of lease have been provisionally agreed.
- 

4. **Proposed terms and conditions of lease**

- 4.1 The date of entry shall be at a mutually agreed date.
- 4.2 The lease shall be for a period of 3 years and shall be in terms of the Council's standard Full Repairing and Insuring style of lease.
- 4.3 The initial annual rental shall be £5,000 payable quarterly in advance. The tenant shall be granted a 1 month rent free period at the start of the lease to allow for service and utility installation works.
- 4.4 The subjects are available for let in their current condition, and it is the responsibility of the tenant to satisfy itself as to their suitability.
- 4.5 The premises shall be used for a civil engineering business, subject to receipt of all necessary planning, statutory and licensing consents that may be required in connection with the proposed use.
- 4.6 The tenant shall meet the Council's reasonable legal and professional expenses incurred in concluding the lease.
- 4.7 Any other reasonable terms and conditions considered necessary by the Head of Corporate Governance and the Head of Property to protect the Council's interest.
- 

**Implications of the Report**

1. **Financial** – Annual rental of £5,000 to be received
2. **HR & Organisational Development** – None.
3. **Community Planning**

Jobs and the economy. Potentially 5 new jobs will be created

4. **Legal** – Lease of land required.
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** – Not applicable.
10. **Risk** – None.
11. **Privacy Impact** – Not applicable.
12. **Cosla Policy Position** – Not applicable.

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### **List of Background Papers**

Background Paper 1 – Report to Planning & Property Policy Board on  
14 March 2017 entitled 'Former Foxbar Civic Amenity Site, Leitchland Road, Paisley'

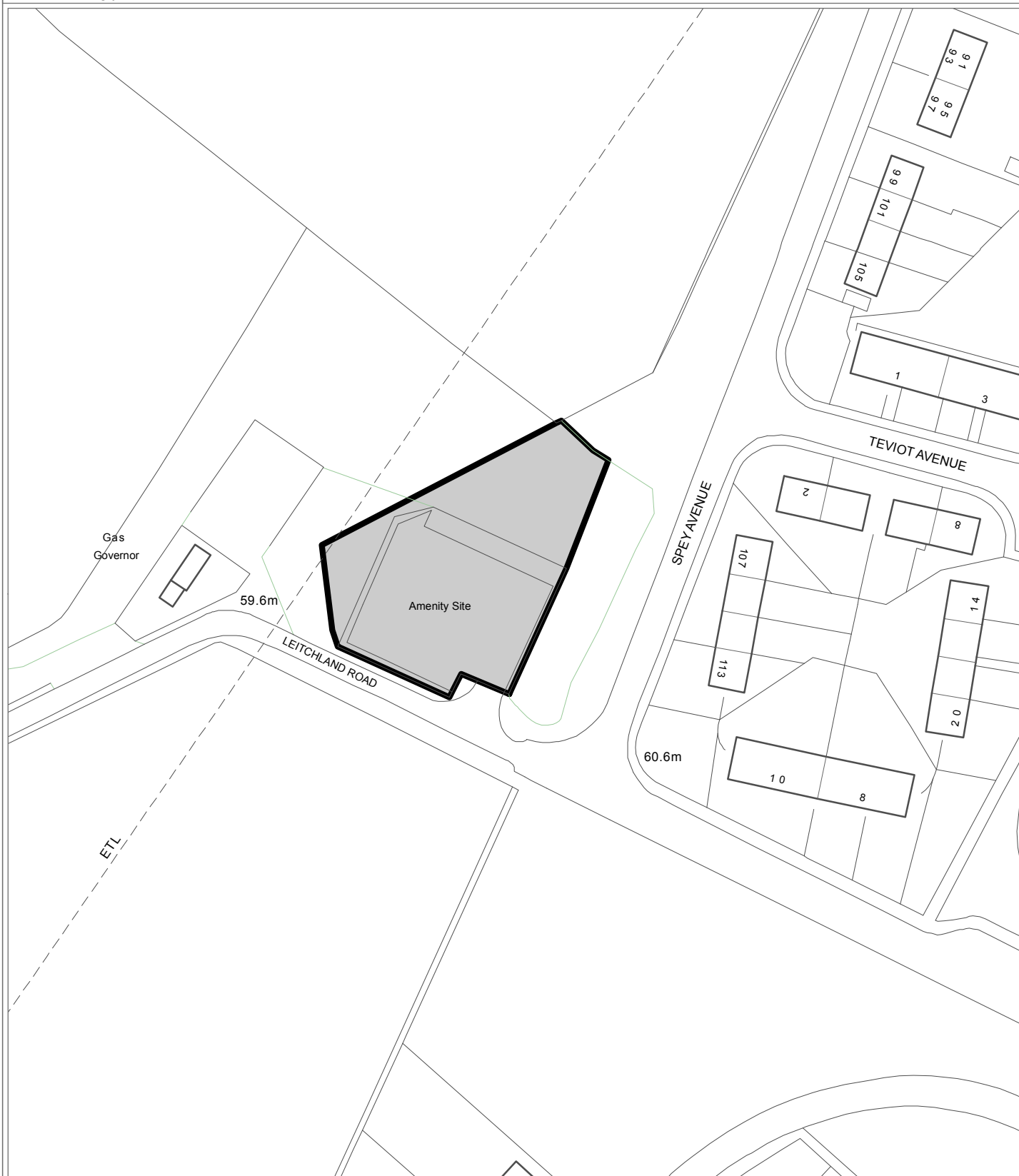
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**Author:** Andrew Smith – 0141 618 6180 - [andrew.smith@renfrewshire.gov.uk](mailto:andrew.smith@renfrewshire.gov.uk)



User: howardhaughj2

Date: 08/08/2014



### Notes:

**Site extends to 1,606 sqm or thereby.**

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**To:** Infrastructure, Land & Environment Policy Board

**On:** 23 January 2019

---

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

---

**Heading:** Disposal of land at Millarston Drive, Paisley

---

**1. Summary**

1.1 This report advises the Board of a proposed disposal of land at Millarston Drive, Paisley to Link Housing Association.

---

**2. Recommendations**

It is recommended that the Board:-

2.1 Authorise the Head of Property and the Head of Corporate Governance to dispose of the land at Millarston Drive shown indicated on the attached plan E2806 to Link Housing Association, on the terms and conditions detailed within this report.

---

**3. Background**

3.1 The Strategic Housing Investment Plan was approved by the Communities Housing & Planning Board at its meeting on 7 November 2017 and sets out how investment in affordable housing will be targeted to achieve the objectives of the Local Housing Strategy.

This was approved following consultation and engagement with Community Planning partners, including the Housing Associations operating in Renfrewshire.

- 3.2 The plan identified Link Housing Association as the partner for the development of the site at Millarston Drive identified on plan E2806. Following discussions with Link Housing Association, they have indicated a proposal to develop approximately 92 new homes on the area of ground shown indicated on the attached plan
- 3.3 Board would ordinarily be asked to reach a decision when in receipt of a finalised offer, which would be subject to caveats, including the purchaser being satisfied with the ground conditions following a site investigation. At the time of drafting this report, the site investigation reports were not available, and are expected in early January 2019. Upon receipt they will need to be analysed by Council officers to determine if they are reasonable. This can be time consuming. It is however financially in the interests of both the Council and Link Housing Association that the transaction concludes during the current financial year, therefore, a degree of discretion is sought to enable progress on the conveyancing required to meet this deadline, pending agreement on the final price.

---

4. **Proposed terms and conditions of sale**

- 4.1 The following provisional terms and conditions of sale have been agreed with Link Housing Association;
- 4.2 The purchase price payable for the land shown outlined on the attached plan, which extends to approximately 3.85 Hectares, shall be £1,104,000.
- 4.3 The Head of Property shall however be granted authority to negotiate a revised purchase price, if appropriate, following detailed analysis of Site Investigation reports still to be received, limited though to 20% less than the headline price of £1,104,000.
- 4.4 The sale of the land is subject to the purchasers obtaining all necessary planning and statutory consents required for their proposed development.
- 4.5 Each party shall bear their own legal and professional expenses incurred in concluding the sale with the purchaser responsible for meeting any land transaction taxes and registration dues.
- 4.6 Any other reasonable terms and conditions considered necessary by the Head of Corporate Governance and the Head of Property to protect the Council's interest.

---

## Implications of the Report

1. **Financial** – Capital receipt of £1,104,000 to be received, subject to a possible 20% reduction following Site Investigation negotiations.
  2. **HR & Organisational Development** – None.
  3. **Community Planning**  
  
Building strong, safe and resilient communities. Increasing the supply of affordable housing and regenerating communities.
  4. **Legal** – Disposal of land required.
  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** – Not applicable.
  10. **Risk** – None.
  11. **Privacy Impact** – Not applicable.
  12. **Cosla Policy Position** – Not applicable.
-

## **List of Background Papers**

Background Paper 1 – Report to Communities, Housing and Planning Policy Board on 7 November 2017 entitled ‘Renfrewshire Strategic Housing Investment Plan 2018/19 to 2022/23’

---

**Author:** Andrew Smith – 0141 618 6180. [andrew.smith@renfrewshire.gov.uk](mailto:andrew.smith@renfrewshire.gov.uk)



Renfrewshire  
Council

# Land at Millarston, Paisley

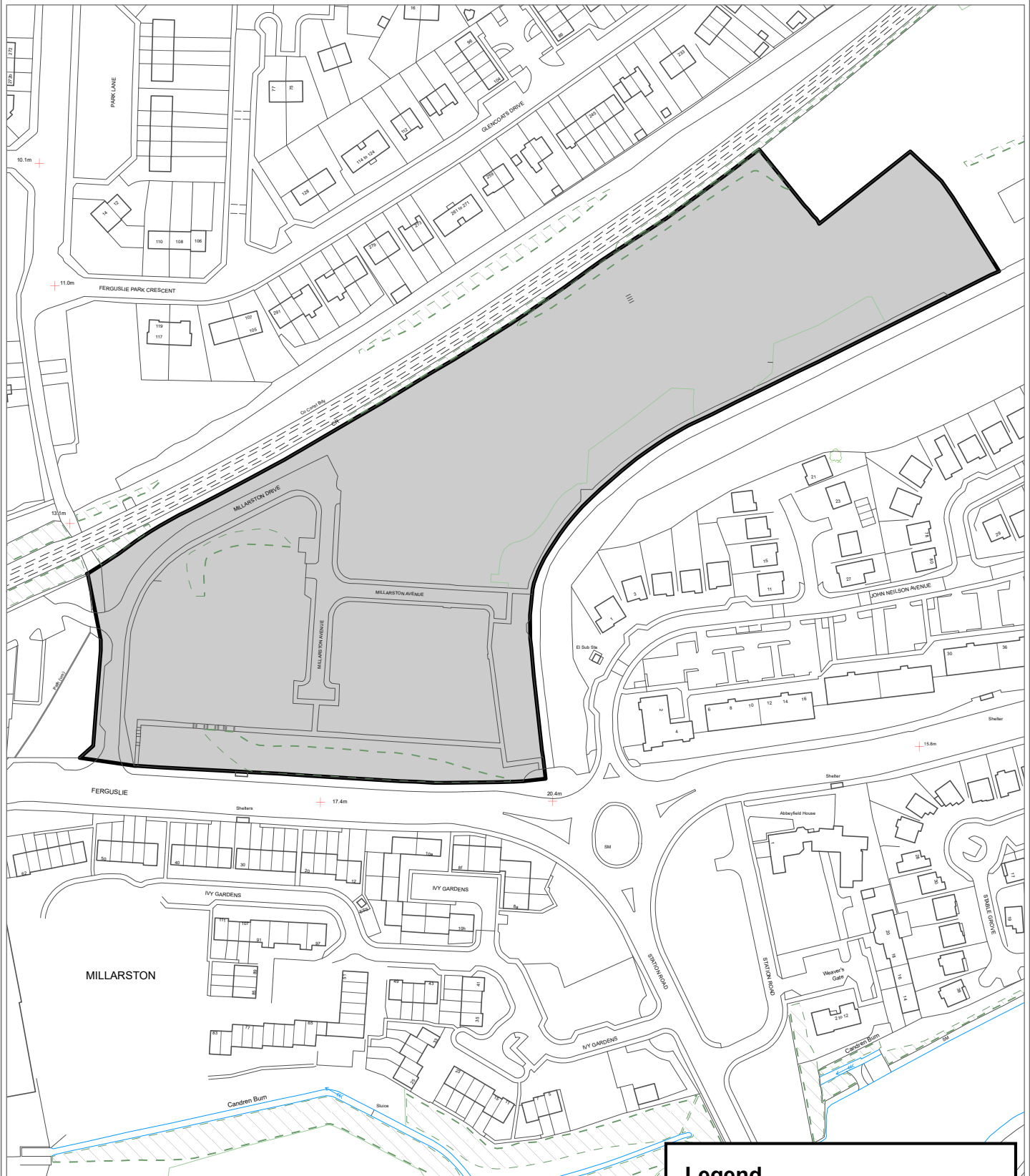
## Report Plan Ref. E2806



1:2,200


User: howardhaughj2

Date: 14/12/2018



Notes:

### Legend

 Area extends to 3.85 hectares or thereby

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---

**To:** Infrastructure, Land & Environment Policy Board

**On:** 23 January 2019

---

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

---

**Heading:** Disposal of land at Skye Crescent, Paisley

---

**1. Summary**

- 1.1 This report advises the Board of a proposed disposal of land at Skye Crescent, Paisley to Sanctuary Housing Association.
- 

**2. Recommendations**

It is recommended that the Board:-

- 2.1 Authorise the Head of Property and the Head of Corporate Governance to dispose of the land at Skye Crescent shown indicated on the attached plan E2805, to Sanctuary Housing Association, on the terms and conditions detailed in this report.
- 

**3. Background**

- 3.1 The Strategic Housing Investment Plan was approved by the Communities Housing & Planning Board at its meeting on 7 November 2017 and sets out how investment in affordable housing will be targeted to achieve the objectives of the Local Housing Strategy.

This was approved following consultation and engagement with Community Planning partners, including the Housing Associations operating in Renfrewshire.

- 3.2 The plan identified Sanctuary Housing Association as the partner for the development of the site at Skye Crescent identified on plan E2805. Following discussions with Sanctuary Housing Association, they have indicated a proposal to develop approximately 130 new homes on the area of ground shown indicated on the attached plan.
- 3.3 Board would ordinarily be asked to reach a decision when in receipt of a finalised offer, which would be subject to caveats, including the purchaser being satisfied with the ground conditions following a site investigation. At the time of drafting this report, the site investigation reports were not available, and are expected in early January 2019. Upon receipt they will need to be analysed by Council officers to determine if they are reasonable. This can be time consuming. It is however financially in the interests of both the Council and Sanctuary Housing Association that the transaction concludes during the current financial year, therefore, a degree of discretion is sought to enable progress on the conveyancing required to meet this deadline, pending agreement on the final price.

---

4. **Proposed terms and conditions of sale**

- 4.1 The following provisional terms and conditions of sale have been agreed with Sanctuary Housing Association;
- 4.2 The purchase price payable for the land shown outlined on the attached plan, which extends to approximately 3.3 Hectares, shall be £1,560,000.
- 4.3 The Head of Property shall however be granted authority to negotiate a revised purchase price, if appropriate, following detailed analysis of Site Investigation reports still to be received, limited though to 20% less than the headline price of £1,560,000.
- 4.4 The sale of the land is subject to the purchaser obtaining all necessary planning and statutory consents required for their proposed development.
- 4.5 Each party shall bear their own legal and professional expenses incurred in concluding the sale with the purchaser responsible for meeting any land transaction taxes and registration dues.



- 4.6 Any other reasonable terms and conditions considered necessary by the Head of Corporate Governance and the Head of Property to protect the Council's interest.
- 

### **Implications of the Report**

1. **Financial** – Capital receipt of £1,560,000 to be received, subject to a possible 20% reduction following Site Investigation negotiations.

2. **HR & Organisational Development** – None.

3. **Community Planning**

Building strong, safe and resilient communities. Increasing the supply of affordable housing and regenerating communities.

4. **Legal** – Disposal of land required.

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** – Not applicable.

10. **Risk** – None.

11. **Privacy Impact** – Not applicable.

12. **Cosla Policy Position** – Not applicable.
-

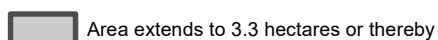
## List of Background Papers

Background Paper 1 – Report to Communities, Housing and Planning Policy Board on  
7 November 2017 entitled ‘Renfrewshire Strategic Housing Investment Plan 2018/19 to  
2022/23’

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**Author:** Andrew Smith – 0141 618 6180. [andrew.smith@renfrewshire.gov.uk](mailto:andrew.smith@renfrewshire.gov.uk)

Date: 12/12/2018



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**To:           Infrastructure, Land and Environment Policy Board**

**On:           23 January 2019**

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

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**Heading:    Transfer of Land at Bridge Isle, Inchinnan Road, Renfrew**

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**1.       Summary**

- 1.1    The purpose of this report is to seek consent to declare the property at Bridge Isle, Inchinnan Road, Renfrew, shown on the attached plan E2799, surplus to requirements.
  - 1.2    This is to allow the property to be disposed to the adjoining owner in exchange for land required from them, as shown on plan E2800, for the Glasgow Airport Investment Area project, part of the Glasgow City Region City Deal.
- 

**2.       Recommendations**

**It is recommended that the Board:**

- 2.1    Declare the area of land located at Bridge Isle, Inchinnan Road, Renfrew shown on the attached plan E2799, as surplus to requirements.
- 2.2    Authorise the transfer thereof to the adjoining owner in exchange for land required from them, as shown on plan E2800, as part of the City Deal, Glasgow Airport Investment Area Project (GAIA) on such terms and conditions as may be approved by the Head of Property utilising delegated powers, including retaining a servitude right over the area hatched on the plan.

- 2.3 Authorise the Head of Corporate Governance to conclude the transfer incorporating into the bargain such terms and conditions as may be deemed appropriate.
- 

### **3. Background**

- 3.1. The area of land, which is held on the General Services Account, is currently woodland and grass between the former Netherton Farm and land south of the Inchinnan Bridge. This is reclaimed land which was formerly part of the foreshore and bed of the River White Cart and was transferred from the Crown to the Burgh of Paisley in April 1949.
- 3.2. The land will be exchanged for land to the south of Inchinnan Bridge, as shown on plan E2800, which will be utilised to construct a new segregated cycleway/footpath from the bascule bridge to the realigned Abbotsinch Road, where it connects into the larger GAIA project.
- 3.3. An exchange of land ensures the current owners have land to support the continued growth of their local Club.
- 3.4. The GAIA project, which is part of the Glasgow City Region City Deal, comprises new alignment and upgrading of the existing Abbotsinch Road; shared cycleway / footway on both sides of the new and upgraded road; improvements to the existing junctions at Abbotsinch Road / A8 Greenock Road / A8 Inchinnan road junctions and the Arran Avenue / Abbotsinch Road roundabout; connections to existing cycleways and core paths. All of which are aimed at providing the infrastructure and environmental improvements necessary to deliver the vision of creating an internationally recognised centre for innovation, research and advanced manufacturing within a world class business and commercial location centred on an international airport, providing up to 10,000 new jobs.
- 3.5. The Leadership Board approved the Outline Business Case (OBC) for the Glasgow Airport Investment Area (GAIA) on 30 November 2016. The City Region Cabinet approved the OBCs on 12 December 2016 and authorised further funding of £6.64m to progress the Project and develop the Final Business Case (an additional £2.720m was previously authorised to develop the OBC), including funding for this land acquisition.
- 3.6. The City Deal team submitted a Planning Application on 5 July 2017 and planning consent was granted on 8 November 2017.
- 3.7. The Director of Environment & Infrastructure has confirmed that the area of ground has no operational requirement and would not be opposed to the ground being declared surplus.
- 3.8. The Head of Property has advised that the land value is such that the transfer is at a level upon which he would utilise delegated powers.

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## Implications of the Report

1. **Financial** – None.

2. **HR & Organisational Development** - None.

3. **Community Planning** –

**Children and Young People** –The new safer walking and cycling infrastructure will help encourage active travel by children and young people, as well as adults.

**Community Care, Health & Well-being** – Active travel will offer improved health opportunities.

**Empowering our Communities** - None

**Greener** - The completed infrastructure will include segregated provision for walking and cycling. It will also enable improved public transport links. The cycle ways will link east to the boundary of the complementary City Deal Project at Clyde Waterfront and Renfrew Riverside.

**Jobs and the Economy** - The GAIA Project will create opportunities for transformational change resulting in improved business conditions and increased employment and development opportunities including the creation of up to 10,000 new jobs. The creation of significant areas of employment land (industrial, commercial and office) resulting in job opportunities for the local population (including a boost to the incomes of young people, those in longer term unemployment and those tackling barriers to gaining employment.

**Safer and Stronger** - None

4. **Legal** – Conclude the legal terms of the land transfer.

5. **Property/Assets** – Conclude the property transfer.

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.

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** – Cruising club changes its mind in terms of the bargain reached. The promoted CPO would require to be implemented.
11. **Privacy Impact** – None.
12. **Cosla Policy Position** – N/A

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### List of Background Papers

- (a) None

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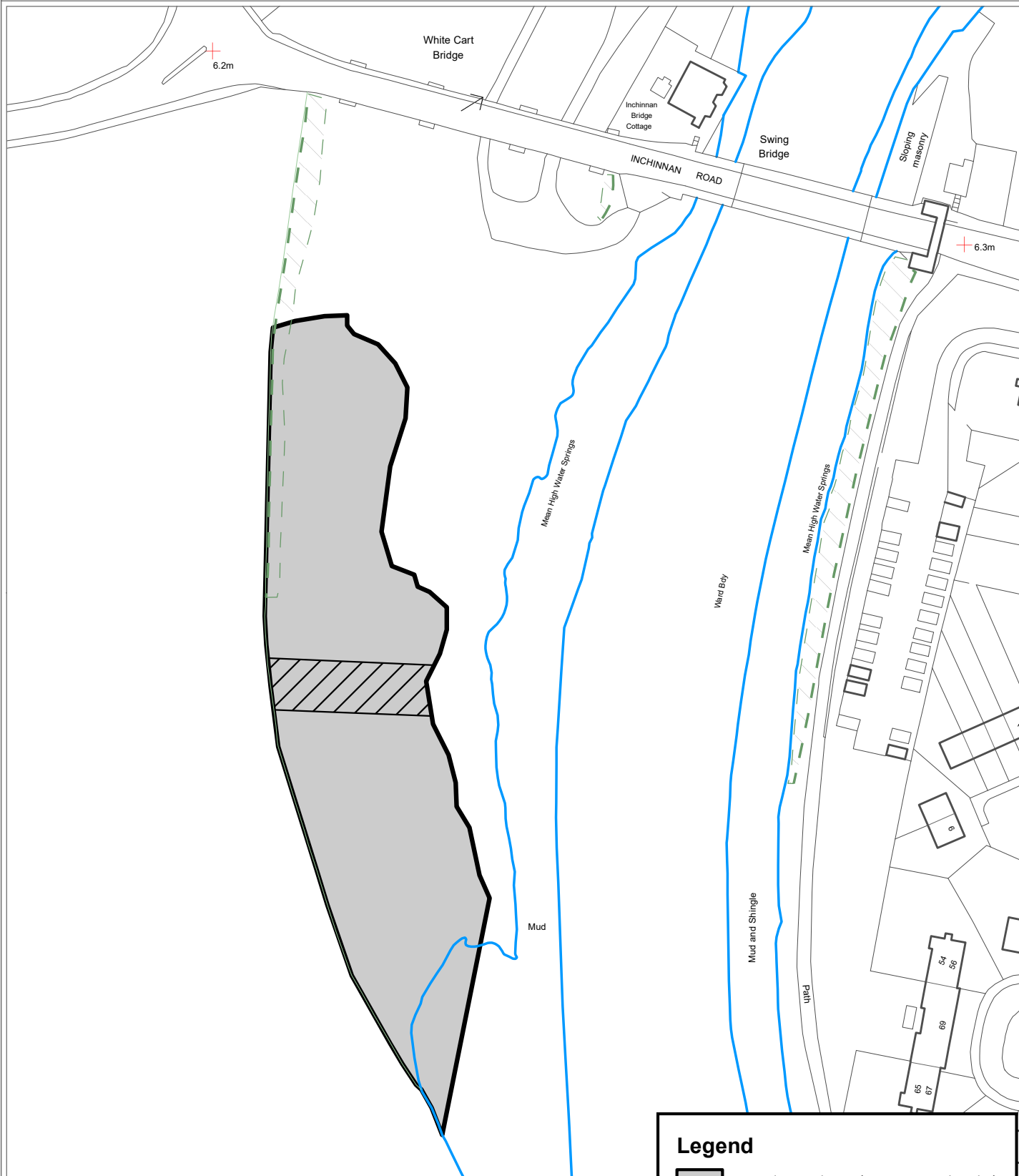


# Inchinnan Road, Renfrew

## Report Plan Ref. E2799

User: howardhaughj2

Date: 26/11/2018



### Legend

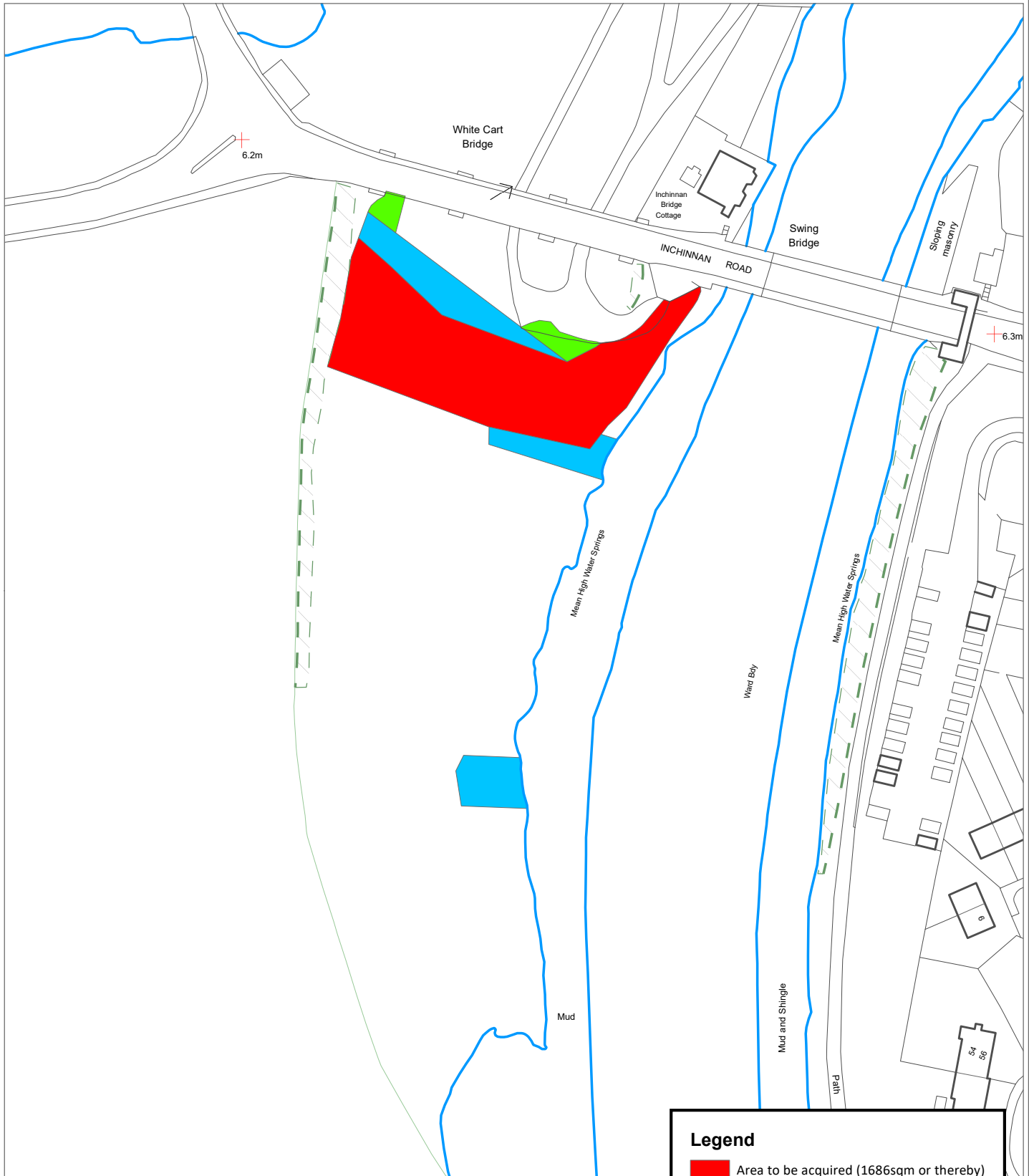
- Council owned area (5600sqm or thereby)
- Servitude (433sqm or thereby)

Notes:

# Inchinnan Road, Renfrew Plan Ref. E2800

User: howardhaughj2

Date: 26/11/2018



## Legend

- Area to be acquired (1686sqm or thereabouts)
- Servitude in favour of RC
- Temporary servitude in favour of RC

Notes: