

Notice of Meeting and Agenda Environment Policy Board

Date	Time	Venue
Wednesday, 25 January 2017	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

KENNETH GRAHAM
Head of Corporate Governance

Membership

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

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

Members of the Press and Public

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

Further Information

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

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

For further information, please either email 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.

- | | | |
|----------|--|----------------|
| 1 | Revenue Budget Monitoring Report | 5 - 10 |
| | Joint report by the Director of Finance & Resources and the Director of Community Resources. | |
| 2 | Capital Budget Monitoring Report | 11 - 16 |
| | Report by the Director of Finance & Resources. | |
| 3 | Operational Performance Report | 17 - 28 |
| | Report by the Director of Community Resources. | |
| 4 | Recycling Performance | 29 - 36 |
| | Report by the Director of Community Resources. | |
| 5 | The Smoking Prohibition (Children in Motor Vehicles) (Scotland) Act 2016 | 37 - 42 |
| | Report by the Director of Community Resources | |
| 6 | Street Lighting - LED Investment Programme and Maintenance & Repairs | 43 - 48 |
| | Report by the Director of Community 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.

- | | | |
|----------|---|----------------|
| | Statement of Exempt Reports | 49 - 50 |
| 7 | Roads Trading Budget Monitoring Report | |
| 8 | Vehicle Maintenance Budget Monitoring Report | |
| 9 | Catering Trading Budget Monitoring Report | |



To: Environment Policy Board

On: 25 January 2017

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

Heading: Revenue Budget Monitoring to 11 November 2016

1. Summary

- 1.1 Gross expenditure is £61,000 (0.2%) less than budget and income is £61,000 (1.2%) less than anticipated which results in a net breakeven position for those services reporting to this Policy Board. This is summarised over the relevant services in the table below:

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

2. Recommendations

- 2.1 Members are requested to note the budget position
- 2.2 Members are requested to note there have been net budget realignments of (£57,665) processed since the last report. This relates to income for staff parking at Renfrewshire House, with the budget transferring from Finance and Resources to Community Resources (Facilities Management).
-

3. **Community Resources**

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

3.1 **Refuse Collection**

Current Position:	Net overspend of (£55,000)
<i>Previously Reported:</i>	<i>Net Overspend of (£32,000)</i>

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

3.2 **School Crossing Patrollers**

Current Position:	Net underspend £30,000
<i>Previously Reported:</i>	<i>Net Underspend £22,000</i>

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

3.3 **Regulatory Services**

Current Position:	Net underspend £8,000
<i>Previously Reported:</i>	<i>Net underspend £10,000</i>

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

3.4 **Traffic Management**

<i>Current Position:</i>	<i>Net underspend £12,000</i>
<i>Previously Reported:</i>	<i>n/a</i>

The underspend is due to a small over recovery of income.

3.5 **Projected Year End Position**

It is currently forecast that Community Resources will break even at year end. This forecast position will be reviewed on an ongoing basis during the financial year, particularly with regard to recycling performance and the level of tonnages received for recycling or

disposal, and the costs of roads maintenance throughout the remainder of the winter maintenance period to March 2017. Further information on Community Resources recycling performance can be found in a separate report to this policy board.

Implications of the Report

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

List of Background Papers

None

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RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2016/2017
1st April 2016 to 11 November 2016

POLICY BOARD : ENVIRONMENT

Description (1)	Revised Annual Budget (2)	Revised Period Budget (3)	Actual (4)	Adjustments (5)	Revised Actual (6) = (4 + 5)	Budget Variance (7)	
	£000's	£000's	£000's	£000's	£000's	£000's	%
Employee Costs	24,123	14,875	15,080	(97)	14,983	(108)	-0.7% overspend
Property Costs	1,093	585	748	(184)	564	21	3.6% underspend
Supplies & Services	4,210	1,863	2,088	(255)	1,833	30	1.6% underspend
Contractors and Others	16,341	9,334	8,850	452	9,302	32	0.3% underspend
Transport & Plant Costs	4,926	2,978	2,838	37	2,875	103	3.5% underspend
Administration Costs	10,419	261	250	28	278	(17)	-6.5% overspend
Payments to Other Bodies	3,422	2,548	2,514	34	2,548	0	0.0% breakeven
CFCR	0	0	0	0	0	0	0.0% breakeven
Capital Charges	6,743	0	0	0	0	0	0.0% breakeven
GROSS EXPENDITURE	71,277	32,444	32,368	15	32,383	61	0.2% underspend
Income	(17,292)	(4,981)	(4,983)	63	(4,920)	(61)	-1.2% under-recovery
NET EXPENDITURE	53,985	27,463	27,385	78	27,463	0	0.0% breakeven

£000's

Bottom Line Position to 11 November 2016 is breakeven of
Anticipated Year End Budget Position is breakeven of

0.0%
0.0%

0
(0)

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2016/2017
1st April 2016 to 11 November 2016

POLICY BOARD : ENVIRONMENT

Description (1)	£000's	Revised Annual Budget (2)	Revised Period Budget (3)	Actual (4)	Adjustments (5)	Revised Actual (6) = (4 + 5)	Budget Variance £000's (7)	%
MSS		(213)	1,653	2,105	(452)	1,653	0	0.0%
Refuse Collection		4,483	2,629	2,903	(219)	2,684	(55)	-2.1%
School Crossing Patrol		695	370	340	0	340	30	8.1%
Regulatory Services		2,239	708	677	23	700	8	1.1%
Public Conveniences		0	0	0	0	0	0	0.0%
Refuse Disposal		7,890	5,021	4,952	69	5,021	0	0.0%
Steetscene		6,511	3,397	3,329	68	3,397	0	0.0%
Cleaning & Janitorial		7,354	3,848	3,810	38	3,848	0	0.0%
Catering Client		4,077	2,528	2,347	180	2,527	1	0.0%
Parks & Cemeteries		744	(152)	(178)	26	(152)	0	0.0%
Transport		1,713	771	736	35	771	0	0.0%
Renfrewshire Wardens		2,660	1,410	1,331	79	1,410	0	0.0%
Civil Contingencies Service		111	3	4	(1)	3	0	0.0%
Maintenance		8,807	1,514	1,509	5	1,514	0	0.0%
Flooding		365	80	85	(5)	80	0	0.0%
Structures		307	132	129	0	129	3	2.3%
Street Lighting		2,073	630	572	58	630	0	0.0%
Traffic Management		1,627	711	698	0	698	13	1.8%
Traffic & Transport Studies		0	190	6	184	190	0	0.0%
Road Safety Training		0	0	0	0	0	0	0.0%
Parking of Vehicles		(824)	(497)	(480)	(17)	(497)	0	0.0%
Trunk Road		11	11	4	7	11	0	0.0%
SPTA		3,355	2,506	2,506	0	2,506	0	0.0%
NET EXPENDITURE		53,985	27,463	27,385	78	27,463	0	0.0%

£000's
0
0

Bottom Line Position to 11 November 2016 is breakeven of
Anticipated Year End Budget Position is an overspend of



To: ENVIRONMENT POLICY BOARD

On: 25 JANUARY 2017

Report by: Director of Finance and Resources

Heading: Capital Budget Monitoring Report

1. Summary

- 1.1 Capital expenditure to 11th November 2016 totals £6.184m compared to anticipated expenditure of £6.056m for this time of year. This results in an over-spend position of £0.128m for those services reporting to this board, and is summarised in the table below:

Division	Current Reported Position	% Variance	Previously Reported Position	% Variance
Community Resources	£0.128m o/spend	2% o/spend	£0.067m u/spend	2% u/spend
Total	£0.128m o/spend	2% o/spend	£0.067m u/spend	2% u/spend

- 1.2 The over-spend position to 11th November is due to the timing of actual expenditure compared to the original plan, and it is forecast that the actual and anticipated expenditure will be in line at the financial year end.

- 1.3 The expenditure total of £6.184m represents 35% of the resources available to fund the projects being reported to this board. This reflects the large capital value programmes due to be completed within the final quarter of the financial year, including, the LED Street Lighting Strategy, Vehicle Replacement Programme, Community

Halls and Facilities Investment Programme, and the Parks Improvement Programme.

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

2. **Recommendations**

- 2.1 It is recommended that Members note this report.

3. **Background**

- 3.1 This report has been prepared by the Director of Finance and Resources in conjunction with the Chief Executive and the Director of Community Resources.
- 3.2 This capital budget monitoring report details the performance of the Capital Programme to 11th November 2016, and is based on the Capital Investment Programme which was approved by members on 3rd March 2016, adjusted for movements since its approval.

4. **Budget Changes**

- 4.1 Since the last report budget changes totalling £2.990m have arisen which reflects the following:-

Budget re-profiled from 2016/17 to 2017/18:

- LED Street Lighting Strategy (£3.000m) reflecting the revised cashflows received following the award of Phase 3 of the project at the Procurement Sub-Committee on the 30th November 2016.

Budget transferred in 2016/17:

- Community Halls & Facilities Improvement Programme (£0.010m) reflecting a transfer from the Lifecycle Capital Maintenance Fund for energy measures which were part of the original funding package.

Implications of the Report

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

List of Background Papers

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

The contact officers within the service are:

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Environment - Appendix 1

RENFREWSHIRE COUNCIL

CAPITAL INVESTMENT STRATEGY - NON-HOUSING SERVICES

BUDGET MONITORING REPORT

BOARD: ENVIRONMENT

Project Title	Approved Programme @03/03/16	Current Programme MR 8	Year To Date Budget to 11-Nov-16	Cash Spent to 11-Nov-16	Variance to 11-Nov-16	% Variance	Cash to be Spent by 31-Mar-16	% Cash Spent
COMMUNITY RESOURCES								
Programme Funded By Specific Consent	191	191	10	15	-5	-48%	176	8%
Vehicle Replacement Programme	1,500	1,514	150	147	3	2%	1,367	10%
Bridge Assessment/Strengthening	1,400	1,319	620	565	55	9%	755	43%
Roads/Footways Upgrade Programme	3,000	2,978	1,975	2,115	-140	-7%	864	71%
Lighting Columns Replacement	0	278	159	223	-64	-40%	55	80%
Traffic Management	0	5	0	0	0	0%	5	0%
Paisley Town Centre Signage	0	120	0	0	0	0%	120	0%
LED Street Lighting Strategy	11,000	8,003	2,670	2,674	-4	0%	5,329	33%
Parks Improvement Programme	0	1,000	70	68	2	3%	932	7%
Community Halls & Facilities Improvement Programme	3,000	1,010	60	55	5	8%	955	5%
Improving Community Safety (CCTV)	0	27	27	19	8	29%	8	71%
North Renfrew Flood Prevention Scheme	0	298	125	114	11	9%	185	38%
Free School Meals (Capital)	0	16	0	0	0	0%	16	0%
Strathclyde Partnership Transport	0	710	190	190	0	0%	520	27%
TOTAL ENVIRONMENT BOARD	20,091	17,470	6,056	6,184	-128	-2%	11,286	35%



To: ENVIRONMENT POLICY BOARD

On: 25 JANUARY 2017

Report by: DIRECTOR OF COMMUNITY RESOURCES

Heading: OPERATIONAL PERFORMANCE REPORT

1. Summary

- 1.1 Community Resources brings together a range of Council services and activities, with both strategic and operational responsibilities. This report provides an operational performance update on the services and key projects delivered by Community Resources during the period 1 April 2016 to 11 November 2016.
-

2. Recommendations

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

3. Background

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

Operational Updates

4 Events and Activities

- 4.1 The Council's recent programme of major events and activities was well received across Renfrewshire with Community Resources and local communities playing an active role in their success. The major events programme continues to make a significant contribution to economic activity in Renfrewshire and helps to promote the cultural economy, providing support for the 2021 City of Culture bid.
- 4.2 The events included; The Spree, Halloween Festival, Fireworks display, Remembrance events, and Christmas light 'switch-on' events. The first major 'switch-on' event took place in Paisley on the 12 November 2016 and was followed by similar events in Renfrew and Johnstone. Surrounding towns and villages also celebrated festive light 'switch-on' events prior to 6 December 2016. These events boosted local footfall and proved successful in providing a seasonal boost to local town centres.

5. Amenity Services

Land Services – Park Regeneration

- 5.1 Tenders as specific to the approved investment priorities / projects within the flagship parks of Barshaw Park and Robertson Park are progressing. This being the first stage of progressing the Council's major £2.25million programme of investment in parks across Renfrewshire, the detail of which was agreed by Council on 29 September 2016. It is anticipated that contracts will be awarded in February / March 2017 with projected site starts April / May 2017. A report will be brought to a future Environment Policy Board to update members on the progress of the overall investment programme, as approved by Council on 29 September 2016.

Roads Capital Programme, 2016/17

- 5.2 In support of physical and economic regeneration, the majority of the capital resurfacing programme for 2016/17 has now been completed, with all works delivered on time and within budget. Remaining works will be carried out in February and March 2017.

Winter Maintenance, 2016/17

- 5.3 The winter maintenance programme for Renfrewshire continues to operate as planned in the event of severe snow, ice, wind or rain. The service has been engaged extensively in treating roads and pavements and responding to flooding concerns. The Council's salt stock is being monitored on a weekly basis and maintained at the required levels to keep the road network in a safe condition.

Street Lighting – LED Investment Programme

- 5.4 Renfrewshire's £11m LED street lighting investment programme has made significant progress on the delivery of LED street light conversions. More than 50% of street lights are now LEDs with the overall programme being on schedule to be completed by summer 2017. Under this programme 28,613 lights will be replaced which will see

a total of 30,756 street lights converted to LEDs across Renfrewshire. A separate report to this Policy Board provides details on progress of the approved LED investment programme and also routine repairs of the Council's street lighting stock.

Sewerage Improvement Works

- 5.5 The Council is working in close partnership with Scottish Water to support major infrastructure improvements in Paisley. The first phase of Scottish Water's £17million capital investment programme to the sewerage system in Paisley began on 10 October 2016 and is scheduled to last for 60 weeks.
- 5.6 The project involves building new sewers from the White Cart Water in the vicinity of Cotton Street and Bridge Street to Brodie Park in the south side of Paisley. A new storm water overflow system is also being constructed to serve the Seedhill Road area. The project will increase sewer capacity as well as improving water quality in the Espedair Burn and White Cart Water.

6. Renfrewshire Community Safety Partnership

Purple Flag

- 6.1 On 10 January 2017 Paisley First were advised that their bid for Purple Flag status had been successful. This independent assessment confirms that Paisley meets or surpasses standards of excellence in managing the evening and night time economy. Achievement of the award supports the Paisley Town Centre Regeneration Strategy and the City of Culture 2021 Bid. The award recognises the work of the Renfrewshire Community Safety Partnership and key services and initiatives that operate in the town centre.

Vehicle Emissions Testing

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

Street Stuff

- 6.3 The Street Stuff programme has been fully active throughout Renfrewshire. Recorded attendances for the core programme in the year to date for 2016/17 have already exceeded the totals for 2015/16. To date, in 2016/17, 32,024 attendances have been recorded at core activities with over 100 attendances per day during the October school week and Christmas/New Year festival holiday activities.
- 6.4 The Street Stuff festive programme for 2016/17 offered a range of activities which included Street Stuff favourites: football; table tennis; a FIFA tournament; and dance. However, new activities were introduced this year to support the Paisley 2021 City of Culture bid and encourage people to get involved in culture, unlocking the area's creative potential. The new activities included Plate & Glass design creation, Gingerbread cake design, Photography Workshop, a Talent Show and Stop motion

workshop. Hot meals, as supported by the Council's tackling Poverty funding, are provided as part of the StreetStuff programme.

- 6.5 Street Stuff continues to deliver routine night time activities throughout the week. Additional activities were delivered in each of the 5 LAC areas in Renfrewshire - Paisley 2021 Stadium, Bargarran, Glenburn, Linwood and Gallowhill as part of a wider partnership approach responding to youth disorder and underage drinking in the area.

7. Regulatory Services

Trading Standards - Best Bar None Awards

- 7.1 Twelve applications were received for Best Bar None Renfrewshire 2016/17. Assessment visits are complete; the information processed and judging took place in November 2016. In addition to the existing national categories such as Best Pub or Best Bar, applicant venues were also considered for new local categories; best newcomer, best family venue and best venue manager. The local Awards Ceremony was held on Thursday 12 January 2016 when the successful applicants were announced.

Environmental Improvements – ROF Bishopton

- 7.2 Officers continue to work closely with BAE Systems working towards successful remediation of the former ROF site at Bishopton. The works are progressing well with many of the remediated areas now occupied with new housing, boosting economic regeneration in the area. New housing developments on this scale have an operational impact, particularly on roads and waste services and this will be managed and taken into consideration when developing future service improvement plans.

Environmental Improvements – Tackling Poverty

- 7.3 Through the Council's Tackling Poverty funding, the service is continuing to identify unregistered private landlords and to take enforcement action, where appropriate, to ensure that these landlords comply with their legal responsibilities. The service is also investigating landlords who own property in poor condition. Where landlords fail to maintain their privately let property the service passes details to the Private Rented Housing Panel. This work will assist in driving up standards within the sector. The Council's powers to make third party applications to the Private Rented Housing Panel came into effect in April 2016. To date we have undertaken inspections of 30 properties and made three applications to the Private Rented Housing Panel.

Business Regulation – Special Interventions

- 7.4 Business Regulation completed a series of planned special interventions for safety in swimming pools where Health & Safety is enforced by the local authority. This involved an audit of the premises, practices and procedures. As a result of the six interventions, several warning letters were issued to businesses and work is ongoing to ensure that standards continue to meet requirements. This does not include pools in the ownership or control of Renfrewshire Council, e.g. Renfrewshire Leisure

Limited (RLL) where enforcement responsibility lies with the Health and Safety Executive (HSE).

8. Facilities Management

Catering Mark Bronze Award

- 8.1 Facilities Management (Soft Services) have been working with Soil Association Food for Life and in December 2016 were awarded the Catering Mark Bronze Award accreditation for Primary Schools (Non-PPP) in Renfrewshire. The Soil Association Food for Life Catering Mark is a scheme supported by the Scottish Government that aims to raise standards of food quality, provenance and sustainability in public and private sector catering. At the present time, eleven other local authorities in Scotland hold the Catering Mark for their schools meals service.

Workforce Development

- 8.2 In support of staff development, Facilities Management has continued to work in partnership with West College Scotland. A bespoke Cooking Skills Development Course for catering staff has been provided over a 10 week programme which began in September 2016. Training has been provided for 14 staff on a day release basis which will allow them to gain a college qualification. This has been undertaken in response to the request from the catering staff to gain further cooking skills and qualifications, which will also allow for succession planning within the service. Further courses will start in the new college terms for January and April 2017. Within Building Services 8 employees have also commenced an introductory course to the HNC in Construction.

Tackling Poverty

- 8.3 Morning clubs, providing a healthy breakfast to pupils, have been established in 9 primary schools and 1 secondary school. Uptake of the clubs continues to be encouraging with nearly 44,900 breakfasts served to November 2016 and feedback from pupils, parents and teachers has been very positive. The morning clubs in St Catherine's Primary School, Gallowhill Primary School, St David's Primary School, Cochrane Castle Primary School, St Mary's Primary School, St Margaret's Primary School, West Primary School, Brediland Primary School and Our Lady of the Peace Primary School are open to all pupils and include a healthy breakfast and a programme of activities, developed in partnership with the Soil Association and Active Schools. Pupils eligible for a free school meal at Castlehead High School can also receive a free healthy breakfast in the cafe area before the start of the school day.
- 8.4 Families First clubs operated throughout Renfrewshire during the October holiday and provided activities and healthy meals to pupils who are entitled to free school meals, children who attend additional support needs schools and also to children under five who attend a Council pre-five centre during school holidays.
- 8.5 **School Crossing Patrollers**
A targeted recruitment campaign has been undertaken to attract local residents to

uptake posts as School Crossing Patrollers. This has included advertising banners targeted outside schools who have vacancies, information in school newsletters and posters in local shops. This has a positive effect in recruitment of vacancies and as such only 9 posts remain vacant throughout all of Renfrewshire.

9 Performance Update – Indicators and Targets

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

Performance Indicators and Benchmarking Targets	Target for 2016/17	Target to Period 8	Actual to Period 8	Comments
A Better Future - Place				
Domestic Noise Complaints – Part V – the average time (hours) between time of complaint and attendance on site	1	1	0.53hrs	The average response times for domestic complaints requiring attendance was just over half an hour and was well within the one hour target for period 8.
Food Hygiene Information Scheme - % of premises which currently achieve a Pass rating	97%	97%	96%	Whilst the period 8 rating is below the target, it is within the range of expected performance as the first time "Pass" percentage fluctuates throughout the year. The pass rate depends on the premises visited i.e. it can be expected new premises will require more help and it is anticipated that the yearly target will be met by the end of the 2016/17 year.
Trading Standards – Consumer Complaints completed within 14 days	82%	82%	88%	This performance was above the period 8 target of 82%. At the end of period 8, the service dealt with 54 consumer complaints, 45 of which were completed within the 14 day timescale.

Performance Indicators and Benchmarking Targets	Target for 2016/17	Target to Period 8	Actual to Period 8	Comments
% of household waste which is recycled	55%	55%	50.3% **	The cumulative recycling rate has increased from 48.7% at the end of quarter 2, to 50.3% at the end of quarter 3. The improvement is due to increased garden waste collected during the summer. Recycling decreases through the winter and quarter 4 will reflect this.
Number of incidents of anti-social behaviour reported to Renfrewshire Community Safety Service	1,700	Annual target	1,520	The reported number of incidents of anti-social behaviour has increased from 1,255, at the end of period 6, to 1,520 at the end of period 8. Performance to the end of period 8 reflects the drive to improve reporting and recording of these activities and the challenging nature of the target agreed by the Community Planning Partnership in December 2015.
A Better Future – People				
% uptake of free school meals in primary and secondary schools	73%	73%	68.3%	School meal uptake to period 8 is 68.3% which is in line with the same period last year, and an increase on the period 6 uptake of 67.4%.
A Better Council				
Land Audit Management System - % of areas assessed as acceptable	90%	90%	97%	Performance to the end of period 8 exceeded the target of 90%.

Performance Indicators and Benchmarking Targets	Target for 2016/17	Target to Period 8	Actual to Period 8	Comments
% of front line resolutions dealt with within timescale by Community Resources	100%	100%	85%	To the end of period 8, 3,362 front line resolutions have been received in 2016/17, of which 2,857 (85%) were responded to within timescale.
% of complaint investigations dealt with within timescale by Community Resources	100%	100%	85%	The service dealt with 20 complaint investigations to the end of period 8, 17 (85%) of which were dealt with within the agreed timescale.
% of Freedom of Information requests completed within timescale by Community Resources	100%	100%	100%	All FOIs were responded to on time and therefore met the period 8 target. 329 FOI requests were received, 241 of which were departmental and the other 88 were cross-departmental.
(Traffic and Transportation) Traffic light failure - % of traffic light repairs completed within 48 hours	95%	95%	Quarterly measure	Data for this PI is collected quarterly. Quarter 3 performance will be reported at the next Environment Policy Board.
% of reported street lighting faults which were repaired within the 7 day timescale	95%	95%	98%	Operational performance with regard to street lighting fault repairs has improved continuously since the service was brought in house in February 2016. The service is now achieving 98% of repairs within the target timescale.

Performance Indicators and Benchmarking Targets	Target for 2016/17	Target to Period 8	Actual to Period 8	Comments
Community Resources – Overtime as a % of total employee costs	7%	7%	7.3%	At the end of period 8 the level of overtime is slightly above target reflecting operational requirements, emergency responses and some areas of additional service provision. Performance was 7.3%, unchanged from the position at the end of period 6.
Community Resources – Sickness Absence	4%	4%	5.4%	Sickness absence at the end of period 8 across Community Resources was 5.4% which is slightly above the challenging target of 4%. Absence continues to be addressed through the Council's supporting attendance procedures and the use of occupational health services.
Grounds Maintenance - Sickness Absence	4%	4%	2.6%	Absence levels for grounds maintenance employees was 2.6% at the end of period 8 and continues to remain within target.
Street Cleansing - Sickness Absence	4%	4%	4.1%	Absence levels for street cleansing employees improved from 4.7% in period 6 to 4.1% in period 8. This is just above the target of 4%.
Refuse Collection - Sickness Absence	4%	4%	9.7%	Absence levels for refuse collection employees showed a slight improvement from 9.9% in period 6 to 9.7% in period 8.
Building Cleaning and Janitorial - Sickness Absence	4%	4%	5.4%	Absence levels for building cleaning and janitorial employees showed an increase from 4.5% in period 6 to 5.4% in period 8.

Performance Indicators and Benchmarking Targets	Target for 2016/17	Target to Period 8	Actual to Period 8	Comments
Renfrewshire Community Safety Partnership - Sickness Absence	4%	4%	8%	<p>The absence rate to the end of period 8 relates to a small number of employees on long term sickness absence.</p> <p>Absence levels for community safety partnership employees showed a slight increase from 7.6% in period 6 to 8% in period 8.</p>
Roads and Transportation – Sickness Absence %	4%	4%	6.2%	Roads and Transportation absence remains at 6.2% from the end of period 6 year to date at period 8.
Developing our workforce – number of SVQ qualifications achieved by our frontline workforce	50	Annual target	31	31 employees have successfully completed SVQ awards to date with the service on track to meet the annual target. 15 employees achieved awards in Catering related subjects.
% of Community Resources employees having completed IDPs (from MDP/MTIPD)	100%	100%	84%	<p>The percentage of Community Resources employees who have completed an IDP to the end of period 8 was 84%.</p> <p>There are 1,573 employees in the IDP programme with 1,323 having a completed IDP.</p> <p>The MDP/MTIPD process is ongoing across the service with personal development plans being established for individuals and teams. The process will continue throughout the year.</p>
% of pothole repairs completed within timescales	66%	66%	Quarterly measure	Data for this PI is collected quarterly. Quarter 3 performance will be reported at the next Environment Policy Board.

Performance Indicators and Benchmarking Targets	Target for 2016/17	Target to Period 8	Actual to Period 8	Comments
Building Services - % of overall repairs completed within target	95%	95%	Quarterly measure	Data for this PI is collected quarterly. Quarter 3 performance will be reported at the next Environment Policy Board.

*** Waste data is now published by SEPA on a calendar year basis – this is the data for the first 9 months of 2016 calendar year and has not yet been verified by SEPA.*

Implications of the Report

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

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

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

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

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

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

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

4. **Legal** – None.
5. **Property/Assets** – None.

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

List of Background Papers: None

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To: ENVIRONMENT POLICY BOARD

On: 25 JANUARY 2017

Report by: DIRECTOR OF COMMUNITY RESOURCES

Heading: RECYCLING PERFORMANCE - CALENDAR YEAR 2015

1. Summary

- 1.1 This report provides more detailed information on factors which impacted on the Household Waste Recycling rate during 2015, as reported in the Operational Performance Report to this Board on the 18 May 2016. SEPA formally approved the recycling figures for calendar year 2015 in November 2016, with this Board of 29th January 2017 being the first opportunity to report on the approved figures.
- 1.2 The principal provisions from Scotlands Zero Waste Plan which apply to local authorities include:
- Recycling 40 % of household waste by 2010, rising to 50% by 2013, 60% by 2020 and 70% by 2025,
 - From 2014 ensure that houses are provided with a separate collection service for dry recyclates and other waste,
 - Ensure that by 2014 commercial premises are provided with a separate collection service for dry recyclates and other waste,
 - Households must be provided with a separate collection service for food waste by 2016, and
 - By 2021 untreated biodegradable municipal waste is banned from landfill
- 1.3 In 2015, the Scottish average recycling rate was 44.2%, with Renfrewshire 0.3% below the national average at 43.9%. The performance in 2015 was due to a number of issues, namely;
- Reduced recovery of recycle materials from comingled dry recycle collections due to rejection criteria used by the Council's contractors (blue bins),

- A significant increase in the proportion of residual waste being collected (grey bins) mainly due to housing growth and general increase in waste materials being produced, and
- A significant increase in the presentation of non recyclable items at Household Waste Recycling Centres.

During 2015 nine other local authorities reported a decrease in recycling rates.

1.4 The current level of household waste recycling during 2016 is estimated at 48% and has been achieved through significant service changes and improvements that have been implemented and sustained since 2009 to date:

- Introduction of Managed Weekly Collections,
- Introduction of glass collection at the kerbside,
- Introduction of an on-request textile collection service and enhanced bring bank facilities,
- Provision of comingled food and garden waste services,
- Redevelopment and enhanced segregation options at Underwood Road Household Waste Recycling Centre,
- Introduction of a Commercial Waste Recycling Services,
- Roll out of new waste and recycling services to Erskine (3,500 households),

1.5 The anticipated 48%, on 2016, an improvement on 2015, has been achieved through the Council's residual waste contractor maximising recycling levels by demonstrating full compliance with SEPA's Thermal Treatment of Waste Guidelines. The SEPA guidelines require the removal of hard plastics and metals from any waste being processed for Refuse Derived Fuel. In addition to this, the recycling figure has increased due to the application of rejection criteria by the Council's current dry recyclate contractor. An indicative recycling figure will be available by March 2017 and verified by SEPA for publication in September 2017.

1.6 Further improvements to the Council's recycling performance will be achieved through a Renfrewshire wide intervention and engagement campaign during 2017/18, as we move towards the Scottish Household Recycling Charter.

Any costs associated with the planned intervention and engagement activities will be offset by subsequent reductions in waste disposal costs.

2. Recommendations

2.1 That the Environment Policy Board notes the content of this report.

3. Background

- 3.1 Renfrewshire Council collects waste and recyclable materials from a number of sources. This includes kerbside collections from households and commercial waste premises, household waste recycling centres, mini recycling centres, street cleansing operations and fly tipping. Collectively this is termed Local Authority Collected Municipal Waste (LACMW)
- 3.2 The Household Waste Recycling rate only includes the household waste stream. The total tonnage of household waste is collected from:
- i. The kerbside:
 - residual waste – “grey” bin, black sacks, communal bulk bins etc
 - dry recyclate – blue bins, mini recycling centres, textiles and shoes banks, “on-request” textiles collection service (as introduced in March 2013)
 - Garden waste and food waste collections – segregated and co-mingled
 - ii. Household Waste Recycling Centres - segregated and mixed waste streams
 - iii. Special uplifts (large bulky household items)

4. Recycling Performance

- 4.1 The manner in which the recycling rate is calculated is an arithmetic formula:

$$\frac{\text{Tonnage of Household Waste Recycled or Composted}}{\text{Total tonnage of Household Waste Collected}} \times 100\%$$

- 4.2 As highlighted in the table below, recycling in Renfrewshire has improved in recent years with an anticipated recycling rate of 48% for 2016, increasing from 44.3% in 2013, albeit a slight drop in performance in 2015.

Year	Recycling Rate
2013	44.3%
2014	46.6%
2015	43.9%
2016 (estimated)	48%

The factors contributing to the performance in 2015 are outlined from 4.2.1 below.

4.2.1 **A reduced recovery of recyclate materials from co-mingled dry recyclate collections (blue bins)**

Up to March 2015 the Council's contractor had a relatively low rejection rate of approximately 7%. This contract came to an end in late March 2015. The replacement contractor had an extremely high rejection rate of recyclable material of approximately 30%. This resulted in only 70% of the material collected at the kerbside (blue bins and mini

recycling centres) being recycled, with the remaining 30% of rejections typically being reprocessed to create fuel for Energy from Waste. It is the Council's view that the increase in rejection of materials was caused by the contractor's sorting equipment not being as advanced and well developed as the original contractor. Although this situation only existed for approximately 8 - 10 weeks (until a longer term contract was placed with an alternative contractor), the overall impact on performance resulted in the slight drop.

4.2.2 A significant increase in the proportion of residual waste being collected (grey bins) mainly due to housing growth

Over 2015 residual waste collected in grey bins increased by approximately 3% whilst the collection of dry recyclates in blue bins for the same period was only 0.6%. The number of households in Renfrewshire is increasing and this is contributing to overall tonnages of waste increasing. This is consistent with trends across Scotland where there is a general trend of increasing tonnages of waste being generated but also general reductions in the proportion of recyclable waste being generated.

4.2.3 A significant increase in the presentation of non recyclable items at Household Waste Recycling Centres mainly due to housing growth

The increase in throughput at the Household Waste Recycling Centres which has not given a proportionate increase in the amount of material recycled appears to mirror the position seen at the kerbside where the increase in presentation of residual waste was higher than the increase in presentation of recyclable materials.

4.3 A full breakdown of waste "movements" between 2014 and 2015 is attached in Appendix 1.

4.4 Throughout 2016 there has been a marked improvement in recycling performance to date as illustrated in the table below.

% Household Waste Recycled – 2016		
	2015	2016
Q1 (Jan – Mar)	41.02%	43.27%
Q2 (Apr – Jun)	45.89%	53.4%
Q3 (Jul – Sep)	48.7%	53.6%
Q4 (Oct – Dec)	39.6%	Not available*

* Quarter 4, 2016 not available at time of writing

4.5 As mentioned in paragraph 1.5, the Council's residual waste contractor pre-treats the waste and the Council's recycling contractor rejects less material under the dry recyclates contract. Rejection rates are not as low as under the initial contract but current rejections are, at 17% a considerable improvement on the 30% rate recorded during April and May 2015. In addition to this improvement the Council's residual waste contractor is performing better at pre - segregating metals and hard plastics – removing these from residual waste for recycling prior to the remaining waste being sent for Energy from Waste Treatment.

5. Household Recycling Charter

- 5.1 The Household Recycling Charter identifies a number of collection strategies which are considered to best meet the overall objectives of improving recycling performance and developing a consistent national system. Flexibility remains for Councils to design specific services around their local needs. In essence the Charter is a declaration of the Council's intent to support the principles of a more consistent approach to recycling of domestic waste and assist in creating additional employment across Scotland. The Leadership Board of 1st June 2016 agreed to the Council signing up to the Charter and the development of a funding transition plan through Zero Waste Scotland.
- 5.2 With the Charter comes a supporting Code of Practice which contains a more detailed set of outcomes that will deliver the aspirations of the Household Recycling Charter. Through implementing the collection systems in the Code of Practice, it is considered that Councils will be able to:
- Stimulate inward investment and associated jobs in recycling and reprocessing industries,
 - Retain and enhance existing employment opportunities in waste and recycling collections,
 - Generate and retain the best value from waste streams whilst increasing recycling performance,
 - Provide Councils with a strong voice in the procurement market,
 - Enable Councils to manage market conditions to their collective advantage,
 - Empower Councils to demonstrate innovative thinking to develop solutions, and
 - Work together to communicate to the public the value in recycling, and the benefits that good recycling practice can bring to communities.

Implications of the Report

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

Children and Young People

Community Care, Health & Well-being

Empowering our Communities –

Greener -

Jobs and the Economy –

Safer and Stronger -

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

List of Background Papers: None

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TYPE of WASTE	2014	2015	Trend	+/-	Effect on overall recycling rate
Garden waste collected at the kerbside	8,021 tonnes	7,903 tonnes	↓	-118 tonnes -1.5%	Not significant
Food waste collected at the kerbside	2,995 tonnes	2,714 tonnes	↓	-281 tonnes - 9.4%	Not significant
Collection of waste streams for processing					
Frontline Residual Household Waste and Special Uplift Material					
Collected	33,875 tonnes	35,028 tonnes	↑	+1,153 tonnes + 3.4%	Significant
Recycled (following)	654 tonnes	1230 tonnes	↑	+576 tonnes + 88.1%	Significant
Comingled Dry Recycling (from the kerbside and recycling sites)					
Collected	15,585 tonnes	15,679 tonnes	↑	+94 tonnes + 0.6%	Not significant
Recycled	14,621 tonnes	13,048 tonnes	↓	-1573 tonnes - 10.8%	Significant
Household Waste Recycling Centre Material					
Total throughput	20,084 Tonnes	21,455 tonnes	↑	+1,371 tonnes +6.8%	Significant
Mixed waste collected	13,612 tonnes	14,136 tonnes	↑	+524 tonnes +3.9%	Significant
HWRC segregated Waste recycled	6,472 tonnes	7,319 tonnes	↑	+847 tonnes + 13.1%	Significant
Mixed waste reclaimed for recycling	4,654 Tonnes	3,970 Tonnes	↓	-684 tonnes - 14.7%	Significant
Total waste Recycled	11,126 tonnes	11,289 tonnes	↑	+163 tonnes +1.5%	Not significant



To: ENVIRONMENT POLICY BOARD

On: 25 January 2017

Report by: DIRECTOR OF COMMUNITY RESOURCES

Heading: The Smoking Prohibition (Children in Motor Vehicles) (Scotland) Act 2016

1. SUMMARY

- 1.1 The legislation entitled the Smoking Prohibition (Children in Motor Vehicles) (Scotland) Act 2016 came into force on 5 December 2016.
- 1.2 This legislation makes it an offence for any adult to smoke within a motor vehicle in a public place whilst someone under the age of 18 is present. It is not an offence under this legislation to use an e-cigarette or vape in a vehicle whilst a child is present.
- 1.3 There is an exception to the prohibition which takes account of members of the Travelling community and holiday-makers who use their vehicles as permanent or temporary homes.
- 1.4 This legislation is an extension to the current prohibition of smoking in public places under the Smoking, Health and Social Care (Scotland) Act 2005 that came into force in Scotland in March 2006 and enforcement will be carried out by the same personnel and using a similar approach.
- 1.5 The smoking legislation in public places included the offence to smoke in work vehicles and this legislation extends to vehicles where children are present.
- 1.6 This report seeks to extend the Council scheme of delegation to allow officers to enforce the new legislation.
- 1.7 If approved, all relevant enforcement and authorised officers within the Council will be authorised to enforce this legislation as part of their daily duties. Police Scotland also

has a power to issue a fixed penalty notice under this legislation, however in practice the legislation will be enforced predominantly by the Renfrewshire Wardens based within Community Resources.

- 1.8 Should any person break the prohibition, they will be guilty of a criminal offence which, on summary conviction, could result in a fine not exceeding level 3 on the standard scale (currently £1,000).
 - 1.9 Relevant and authorised enforcement officers have the powers to issue a fixed penalty notice of £100 to the offender to allow them to discharge liability and avoid prosecution. It is anticipated that this will be the most usual enforcement route in the first instance.
 - 1.10 The offender has 29 days to pay the fixed penalty notice following which they can be referred to the Procurator Fiscal for non-payment of the fine.
-

2. RECOMMENDATIONS

- 2.1 It is recommended that the Environment Policy Board:
 - i. Notes the commencement of the Smoking Prohibition (Children in Motor Vehicles) (Scotland) Act 2016 on 5 December 2016.
 - ii. Notes the enforcement options i.e. fixed penalty notices available to the Council's authorised enforcement officers in enforcing this legislation.
 - iii. Notes the intention to work with Police Scotland to ensure all fixed penalties are collated and reported as part of regular Community Safety updates.
 - iv. That an amendment to the Scheme of Delegations to authorise the Council's enforcement officers in terms of the Smoking Prohibition (Children in Motor Vehicles) (Scotland) Act 2016 be approved.
-

3. BACKGROUND

- 3.1 The Smoking Prohibition (Children in Motor Vehicles) (Scotland) Act 2016 received Royal Assent on 21 January 2016.
- 3.2 The legislation comes into force from 5 December 2016 following the commencement regulations being presented to parliament on 9 September 2016.
- 3.3 Similar legislation was brought into force in England and Wales on 1 October 2015, however to date, there has been limited enforcement, particularly by Police.

3.4 The legislation states:

It is an offence for an adult to smoke in a private motor vehicle when -

- (a) there is a child in the vehicle, and
- (b) the vehicle is in a public place.

3.5 An authorised officer of a local authority may enter and search a private motor vehicle which is parked within the area of the local authority in order to ascertain whether an offence has been or is being committed there.

3.6 The act clearly defines the meaning of key words including:

- Adult
- Child
- Motor vehicle
- Motor cycle
- Public place

3.7 In this Act, “to smoke” means to smoke tobacco, any substance or mixture which includes it or any other substance or mixture; and a person is to be taken as smoking if the person is holding or otherwise in possession or control of lit tobacco, of any lit substance or mixture which includes tobacco or of any other lit substance or mixture which is in a form or in a receptacle in which it can be smoked. As a result, it is not an offence to use an e-cigarette or vape in a vehicle whilst a child is present.

3.8 The Act clearly states the content to be provided within a fixed penalty notice including a description of the circumstances of the alleged offence. It must also state the amount of the penalty, details of when and how it can be paid (payment must be made to the local authority for the area in which the offence was committed) and the consequences of failing to do so (i.e. the risk of prosecution). The fixed penalty notice must also provide contact details for a person to whom representations about it may be made. This is to allow the person to whom it is issued to challenge the fixed penalty notice if, for example, he or she denies committing the offence or believes there were extenuating circumstances.

3.9 To date there has been limited guidance from the Scottish Government with regards to the implantation of the legislation.

3.10 A public campaign started in November 2016 with radio adverts advising that it is an offence to smoke in a vehicle whilst a child is present.

3.11 This report seeks authority to enforce the legislation along the same lines as the other smoking enforcement carried out by Renfrewshire Council. Since March 2006, Enforcement Officers have been able to issue fixed penalty notices for the offence of smoking in an enclosed public place and this enforcement would be carried out in a similar fashion.

- 3.12 As changes to the Council scheme of delegation is not delegated to the Environment Policy Board, the Environment Policy Board is asked to refer the paper to Council seeking approval to extend the authority of enforcement officers to include powers under the new legislation.
- 3.13 If approved, it has been agreed with Police Scotland K Division that all fixed penalties issued by Council Enforcement Officers and Police Officers will be collated and reported as part of regular Community Safety Updates through the Community Safety Partnership Hub.

Implications of the Report

1. **Financial** – The enforcement of this legislation will come from internal resources.
 2. **HR & Organisational Development** – none
 3. **Community Planning**

Community Care, Health & Well-being – the legislation fits directly into this area of the Community Plan and protects children who are deemed to be exceedingly vulnerable to tobacco smoke.

Safer and Stronger- none
 4. **Legal** – the legislation came into force on 5 December 2016.
 5. **Property/Assets**-none
 6. **Information Technology** - none
 7. **Equality & Human Rights**- the Recommendations contained within this report are currently being assessed in relation to their impact on equalities and human rights.
 8. **Health & Safety** – none
 9. **Procurement** – none
 10. **Risk** – none
 11. **Privacy Impact** - none
-

List of Background Papers

The Smoking Prohibition (Children in Motor Vehicles) (Scotland) Act 2016

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To: ENVIRONMENT POLICY BOARD

On: 25 JANUARY 2017

Report by: DIRECTOR OF COMMUNITY RESOURCES

Heading: STREET LIGHTING – LED INVESTMENT PROGRAMME
AND MAINTENANCE & REPAIRS

1. Summary

- 1.1 This report is in response to the agreed motion to full Council on the 16th December 2016:-

‘Council instructs Community Resources to investigate why there continues to be ongoing complaints and concerns about inadequate street lighting in many areas of our communities’.

- 1.2 The report updates on the significant progress on the delivery of LED street light investment programme, as commenced in May 2016. More than 60% of the Council’s street lighting stock is now LED, with the investment programme on target to be completed by early summer 2017. In consequence, the Council will achieve more than 60% reduction in the amount in carbon consumption through street lighting. This will impact positively on electricity costs and reduced carbon penalties. The net annual saving is projected at £750k per year. As detailed in the previous report to Council of June 2015 and in subsequent operational updates to this Policy Board, it is recognised that the change to LED street lighting will result in customers taking time to adapt. However, the position at December 2016, reflecting there were only 125 specific complaints relating to LED installations of more than 15,000 installed (as at December 2016).
- 1.3 Operational performance with regard to street lighting fault repairs has improved continuously since the service was brought in house in February 2016. The in house

service is now achieving 98% of repairs within the target timescale (attended within 7 days of reporting) with complaints about street lighting repairs being at a lower level in 2016/17 in comparison with 2015/16.

2. Recommendations

It is recommended that the Environment Policy Board notes:

- (i) Progress on delivery of the Council's LED Street Lighting Investment Programme as approved by Council in June 2015 and as commenced in May 2016.
 - (ii) The significantly improved performance in delivering street lighting repairs, following the service being brought in house in February 2016.
-

3. Background

- 3.1 This report follows the agreed motion to Council on the 16th December 2016 which stated:-

'Council instructs Community Resources to investigate why there continues to be ongoing complaints and concerns about inadequate street lighting in many areas of our communities'

- 3.2 The request to undertake an investigation into street lighting performance comes at a time of very significant changes to both the manner in which street lighting is repaired and also changes the nature of the infrastructure, namely the LED investment programme.
- 3.3 Street lighting across Renfrewshire is undergoing transformation through replacement of conventional orange street lighting with LEDs. At the Council meeting on the 25th June 2015, the £11million LED street lighting investment programme was approved. LED offers over 60% savings on energy / electricity costs. The approval involved conversion to LEDs of 28,613 street lights, with 1,356 columns also being replaced (at the time of the report 2,143 street lights had already been converted to LED technology through earlier pilot projects).
- 3.4 The report to Council in June 2015 detailed that LED lighting offered "high quality white light which improves colour rendition and reduces light spill into residential areas". The nature of LED street lighting is very different from traditional orange street lighting and does take a period of adjustment, especially during the transitional stage. The Council's investment programme reflects an ambitious implementation timescale of 12 to 15 months, to maximise investment opportunity and the delivery of the energy savings as set out earlier in paragraph 1.2.

- 3.5 With the use of modern reflectors, LED light is accurately focused on the road and footways surfaces. There is very little “wasted” light scatter into surrounding areas. As experienced during earlier pilots, this does mean that areas such as driveways and front doors are not illuminated through inefficient light direction in the manner of conventional orange street lighting.
- 3.6 It is also the case that from 2017 conventional orange street lamps will cease to be available and consequently all Councils will require to move to alternative LED lighting technology.

4. Council’s LED Investment Programme

- 4.1 Following approval of the Council’s LED investment strategy / programme for the replacement of 28,613 street lights the detailed designs were undertaken on a street by street basis across Renfrewshire (all other street lights were designed as part of the earlier pilot schemes). All LED replacement lighting has been designed to current lighting design standards BS5489 & BS EN 13201. The British Standards for street lighting were revised in 2013 and took into account the use of ‘white’ light which is now available using LED and modern lamp technologies. The standards take into account how the roads are being used and their traffic volumes. Such considerations also take into account instances where businesses are based in a residential area and as such the roads leading to this would be lit to a higher standard than a purely residential area.
- 4.2 Implementation of the Council’s LED investment programme commenced in May 2016 and is being delivered through three contractual tranches (LED1, LED2 and LED3). The first tranche / contract (LED1) which focused on Paisley (except the town centre) has delivered over 11,000 new LEDs and will be complete during February 2017.
- 4.3 LED2, which involves the villages, is now well underway and over 6,000 lamps have been replaced. The balance of lamp replacement across town centres, Bishopton and Langbank will be completed under the LED3 which will commence on site at the end of January 2017. Renfrewshire’s LED investment programme will be completed by summer 2017. At present, over 60% of Renfrewshire’s street lighting stock has been converted to LED technology.

4.5 Implementation Factors

- 4.5.1 Throughout implementation of LED street lights across Renfrewshire, a consistent and comprehensive information strategy has been delivered to householders. This includes notices posted ‘on street’ advising of the changes and timing, combined with information on the Council’s web site which provides specific street by street detail.
- 4.5.2 Every effort is made during the street lamp conversion to LED to complete all lamps in a street. However, on occasions this is not possible typically due to technical difficulties with existing street lights or a requirement to replace street lighting columns. In these circumstances there can be sporadic conventional orange lamps

remaining for a period of time. All of these remaining orange lights will be addressed in full by summer 2017.

- 4.5.3 On completion of the LED street lighting investment programme, in summer 2017, the Council has committed to review areas where the original design assessments may require some adjustments.

5. Street Lighting Repairs, Operational Performance

- 5.1 The Council's Street Lighting maintenance & repair service was brought in house in February 2016. As reported extensively in late 2015 & early 2016, the Council's street lighting service was brought in house in February 2016. Since then there has been significant improvement in performance in responding to dark lamps and effecting repairs. The table below reports on the percentage of repairs within target timescales from Quarter 3, 2015, to Quarter 3, 2016.

Oct - Dec 2015 (Q3 2015/16)	93.25%
Jan - Mar 2016 (Q4 2015/16)	31.04%*
Apr - Jun 2016 (Q1 2016/17)	78.10%*
Jul - Sept 2016 (Q2 2016/17)	95.20%
Sept – Dec 2016 (Q3 2016/17)	98.00%

** quarters affected by contractual dispute and backlog of repairs*

- 5.2 The table illustrates that the previous contractor, prior to termination of their contact in February 2016, was not performing. This resulted in a considerable backlog of street lighting repairs. The Council started to address the backlog following the service being brought in house from the end of February 2016. By mid-April 2016 a considerable amount of the backlog had been removed, although the Quarter 4 (2015/16) and Quarter 1 (2016/17) figures reported reflect the impact that the backlog had on the average response times. In Quarter 2 (2016/17) 95.2% of lamps being repaired within target times. This performance continues to improve as indicated by the (provisional) Quarter 3 figure of 98%.
- 5.3 It is also important to recognise that the number of dark lamps reported will significantly reduce as the LED replacement programme progresses. LEDs have a life expectancy of over 20 years, compared to a life expectancy of conventional orange street lamps of around 5 years. Following completion of the LED replacement programme by summer 2017, it is anticipated that public reports of dark lamps will substantially reduce. An ongoing programme to address remaining issues with ageing cabling and columns will continue.

- 5.4 The statistics for street lighting complaints for the period 2013/14 to date are summarised below, for both street lighting faults and as specific to LED installations:-

	2013/14	2014/15	2015/16	2016/17 – part year
Street lighting fault complaints	240	166	356	163
LED lighting installation.	n/a	n/a	n/a	125

The high number of street lighting complaints recorded in 2015/16 reflect the contractual issues towards the end of 2015 and early in 2016, as detailed earlier in paragraphs 5.1 & 5.2, prior to the street lighting maintenance service being brought in house. Significantly, the number of recorded complaints has reduced through 2016. It is anticipated that by the end of the financial year 2016/17 the total number of complaints will be below the figure for the preceding financial year of 2015/16. Significantly, only 125 specific complaints about LED conversions have been received since the implementation programme commenced in May 2016, with more than 15,000 LED conversions completed by December 2016.

- 5.5 Some street light repairs are related to power supplies, with the Council being reliant on Scottish Power to address power related repairs. On occasion, these type of repairs are more complex and take longer than the Council's target timescale for routine repairs. There are also instances where the Council has to undertake more complex cabling repairs, requiring excavation. Again these type of repairs fall outwith the Council's performance target for routine repairs.

Implications of the Report

1. **Financial** – None.
2. **HR & Organisational Development** – None.
3. **Community Planning** - Delivery of the LED street lighting conversion programme will contribute to community safety across Renfrewshire through white light delivering better colour rendition which assists CCTV images and allows identification of colours. Carbon consumption will be significantly reduced (over 60%) in consequence of the improved energy efficiency of LED lamps in comparison with conventional lamps.
4. **Legal** – None.
5. **Property/Assets** – None.

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

List of Background Papers: None

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STATEMENT OF EXEMPT

REPORTS SUBMITTED TO

THE

ENVIRONMENT POLICY BOARD

ON

25TH JANUARY, 2017

