

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

Date	Time	Venue
Wednesday, 29 May 2024	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

MARK CONAGHAN
Head of Corporate Governance

Membership

Councillor Michelle Campbell (Convener): Councillor Audrey Doig (Depute Convener):

Councillor Jennifer Adam: Councillor Stephen Burns: Councillor Jacqueline Cameron:
Councillor Carolann Davidson: Councillor Eddie Devine: Councillor Chris Gilmour:
Councillor John Gray: Councillor James MacLaren: Councillor Janis McDonald:
Councillor Iain McMillan: Councillor John McNaughtan: Councillor Kevin Montgomery:
Councillor Will Mylet: Councillor Iain Nicolson: Councillor Andy Steel:

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 email
democratic-services@renfrewshire.gov.uk

Members of the Press and Public

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

Hybrid Meeting

Please note that this meeting is scheduled to be held in the Council Chambers. However, it is a hybrid meeting and arrangements have been made for members to join the meeting remotely should they wish.

Webcasting of Meeting

This meeting will be filmed for live or subsequent broadcast via the Council's internet site – at the start of the meeting the Convener will confirm if all or part of the meeting is being filmed. To find the webcast please navigate to

<https://renfrewshire.public-i.tv/core/portal/home>

Apologies

Apologies from members.

Declarations of Interest and Transparency Statements

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

- | | | |
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| | Report by the Director of Environment, Housing & Infrastructure. | |
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EXCLUSION OF PRESS AND PUBLIC

The Board may by resolution exclude the press and public from the meeting during consideration of the following items of business as it is likely, in view of the nature of the business to be transacted, that if members of the press and public are present, there could be disclosure to them of exempt information as defined in paragraph 9 of Part I of Schedule 7A of the Local Government (Scotland) Act, 1973.

18	Old Farmhouse Community Centre and Ground at 2A Meadows Drive, Erskine	
	Report by the Chief Executive.	



To: Infrastructure, Land and Environment Policy Board

On: 29 May 2024

Report by: Director of Environment, Housing and Infrastructure

Heading: Environment, Housing and Infrastructure - Service Improvement Plan 2023-26 Outturn Report

1. Summary

- 1.1 The Environment, Housing and Infrastructure Service Improvement Plan 2023-26 was approved by the Infrastructure, Land and Environment Policy Board on 24 May 2023. The plan sets out the priorities for the development of the service over a three-year period.
- 1.2 The Service Improvement Plan is part of a suite of documents which describe the strategic direction of the service and the Council and includes the Council Plan, Community Plan, Risk Management Plan and the Workforce Plan.
- 1.3 The Service Improvement Plan sets out the actions which will ensure continuous improvement across the service and the performance indicators which ensure the impact can be measured. These reflect the priority themes of the new Council Plan which was approved by Council on 29 September 2022.
- 1.4 Full details of Environment, Housing and Infrastructure performance and achievements over the period 1 April 2023 to 31 March 2024 are appended to this report. The main purpose of the report is to provide:
- details of the key achievements of the service over the period;
 - an update on changes made to the action plan and scorecard to reflect the new Council Plan themes;

- a progress update on implementing the action plan linked to the 2022-25 Service Improvement Plan; and
- an assessment of performance in relation to the service scorecard of core performance indicators;

1.5 During 2023/24, the service has made good progress in delivering positive outcomes for Renfrewshire and its residents. This includes through the actions within the Service Improvement Plan and other areas of activity which did not form part of the Service Improvement Plan actions which have subsequently arisen during 2023/24.

1.6 A new Service Improvement Plan covering the period 2024-26 is also being presented to this meeting of the Infrastructure, Land and Environment Policy Board.

2. Recommendations

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

- 2.1 Note the content of this report.
- 2.2 Note the progress to date on delivering the actions contained within the Environment, Housing and Infrastructure - Service Improvement Plan.
- 2.3 Note the current performance of the service as measured by the scorecard indicators.

3. Background

3.1 The Service Improvement Plan is a comprehensive statement of the outcomes the service aims to achieve, and the actions it will take to achieve these. It fits within the wider planning framework of the Council by taking account of Community Planning themes and Council priorities as set out in the new Council Plan. It enables elected members to have oversight of developments within the service and to consider and develop policy options which reflect customer need and resource availability.

3.2 The service improvement plan also provides a mechanism by which elected members can evaluate the performance of the service. It contains an action plan and performance indicators against which progress can be measured. This outturn report provides an update on progress against the 2023-26 plan.

4. Service Update and Key Achievements April 2023 to March 2024

- 4.1 Environment, Housing & Infrastructure continues to deliver essential frontline services across Renfrewshire. Key achievements for Environment, Housing & Infrastructure under the remit of the Infrastructure, Land and Environment Policy Board are detailed throughout the action plan and performance indicators in the appendix.

5. Areas where actions have been delayed or cancelled

- 5.1 Transport Scotland's Bus Partnership Fund has been removed in 2024/2025 with no guarantees that this will be re-instated in future years. This means planned improvements at two Paisley town centre junctions (Glasgow Road, Mill Street, Gauze Street and Inle Street; and Gauze Street, Cotton Street and Lawn Street) will not be progressed.

6. Progress against performance measures

- 6.1 Environment, Housing and Infrastructure report on 22 performance indicators, 12 which are reported annually and 10 reported quarterly.

Implications of the Report

- 1. Financial** – The Service Improvement Plan highlights resourcing pressures arising from increasing demand for services and the current financial environment.
- 2. HR & Organisational Development** – The Service Improvement Plan also highlights workforce development and wellbeing considerations.
- 3. Community/Council Planning** – The report details a range of activities which reflect Council and Community Planning themes and a direct link to the delivery of the Council Plan.
- 4. Legal** – none.
- 5. Property/Assets** – none.
- 6. Information Technology** – Service developments relating to information technology are key enablers of service improvement and modernisation and support service-level and corporate objectives.
- 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 – Risks related to the delivery and management of services are regularly monitored and included in Renfrewshire Council's Corporate and Strategic Risk Registers.

11. Privacy Impact – none.

12. COSLA Policy Position – none.

13. Climate Change – Actions and indicators within the SIP covers the 'green' theme of Renfrewshire's Council Plan which highlights activities across the Council to tackle climate change.

List of Background Papers:

Infrastructure, Land and Environment Policy Board; 24 May 2023 - Environment, Housing and Infrastructure – Service Improvement Plan 2023/26 – *Agenda item 5*

Infrastructure, Land and Environment Policy Board; 8 November 2023 - Environment, Housing and Infrastructure - Service Improvement Plan 2023/26 Mid-Year Monitoring Report – *Agenda item 4*

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Environment, Housing & Infrastructure

Service Improvement Plan 2023 - 26

Outturn Report

May 2024

We are fair, We are helpful, We are great collaborators, We value learning

Welcome to our Service Improvement Plan outturn report

- This update reflects progress over the last year of our Service Improvement Plan (SIP) and the following pages shine a spotlight on some great projects or practice and highlight areas where we'd like to improve or develop further.
- Our Service Improvement Plan is closely aligned to the Council Plan and each of the actions and performance indicators within the SIP are grouped under the appropriate Council Plan theme to show the linkage between what we are aiming to achieve and the corporate priorities of the Council. Towards the end of this document, you'll find a full update against all the actions and performance indicators we use to measure progress.
- We report on 22 performance indicators, 12 which are reported annually and 10 reported quarterly. Our annual indicators are based on data that is one-year behind, owing to having no more recent comparable information. This will be updated as comprehensive data becomes available through subsequent data collections.

About us

This update covers the Environment, Housing and Infrastructure service areas within the remit of the Infrastructure, Land and Environment Policy Board. These are:

Operations

Responsibilities include:

- Waste Services
- Fleet & Social Transport
- Neighbourhood Services
- Grass, Grounds & Cemeteries Maintenance,
- Burials
- Country Park Management



Roads and Transportation

Responsibilities include:

- Council's roads and infrastructure
- Winter maintenance
- Public Transport
- Parking & Active Travel services

Service Development

Responsibilities include:

Service Modernisation

- Digitalisation
- Operational Data & Performance
- Operational Policies & Procedures
- Operational Health & Safety and Risks Management
- Employee Development
- Training



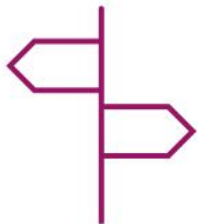
Customer & Member Enquiry Services

- FOI's
- Elected Member enquiries
- Public enquiries including Complaints



Delivering the Council Plan

Economy: Environment, Housing & Infrastructure have delivered an improved and enhanced road network to improve connectivity and support growth in the economy. This includes the new road infrastructure to support the enhanced links between Paisley Town Centre, Glasgow Airport and the Advanced Manufacturing Innovation District Scotland (AMIDS).



Green: Renfrewshire's focus on the journey to Net Zero is supported by the reduction of CO₂e emissions across the Council fleet. An Offsetting Strategy is being developed to align with the phased road map and costed delivery plans to identify and maximise opportunities associated with offsetting.

Fair: Implementation of the successful participatory budget project is well underway. 29 #YouDecide projects are now complete. Refurbishments at Glebe Street, Renfrew and Jennyswell Paisley were completed along with the outdoor gym at Old Road Park, Elderslie.



Delivering the Council Plan - Place

Achievements:

- Construction of replacement Plymuir Bridge in Glennifer Braes Paisley was completed in March 2024. This brings the last council owned bridge up to national requirement of being able to carry 40 tonnes.
- £2m funding received from Transport Scotland's Active Travel Transformation Fund. This represents 10% of the total £20m fund that was available. £540k of this has been secured for a segregated shared active travel route on Barnsford Road to Inchinnan Drive and will connect to existing routes around Glasgow Airport.
- 100% of the carriageway resurfacing works have been complete under the roads capital programme.
- 100% of Category A,B and C roads inspections were completed on target.



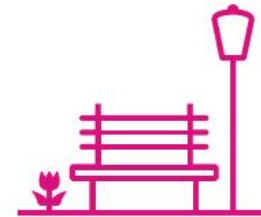
Proactive Actions:

- % of pothole repairs completed within timescales was 94%, which remains high. The average repair completed within timescales over the last 2 years was 94.5%. This is a significant improvement over the average for the previous 6 years which was 61.5%. We continue to aim for high targets for this performance rating and have, subsequently, changed our inspector model and trained staff accordingly in the risk based model of working.

Delivering the Council Plan - Fair

Achievements:

- 29 #YouDecide participatory budget projects are now complete.
- A selection of completed projects include:
 - Play area refurb at Glebe St, Renfrew and Jennyswell, Paisley
 - Outdoor gym at Old Road Park, Elderslie
 - a new pelican crossing at Magnus Rd, Houston
 - a dog exercise area in East End Park, Paisley
 - improvements to the playing surface at Howwood Park
- Community engagement will continue throughout the delivery of the remaining projects.



Delivering the Council Plan - Green

Achievements:

- We have been successful in our application to the Active Travel Infrastructure Fund for a new active travel route around Inchinnan Business Park. The project will link the segregated shared active travel route on Barnsford Road to Inchinnan Drive and the existing active travel route at Inchinnan Road.
- Work to improve accessibility to the National Cycle Route Network 7 has seen the path upgraded through Jenny's Well Nature Reserve and opening of the footbridge connecting Hawkhead Road Housing Development
- Community Climate Conversation and Key Stakeholder Organisation engagement events have been concluded to identify community priorities; partnership working opportunities; and share knowledge/lessons learned.
- Garden Waste Permit scheme successfully rolled out across Renfrewshire and year two of the scheme has now commenced
- The LHEES Strategy was approved by Board in January 2024.
- EV Charging Infrastructure installed in Community Meals Service, Renfrew Care Home and Brediland Childrens Home.
- Fleet Services are piloting vehicles with a new fuel source for the heavy Council fleet, HVO (hydrotreated vegetable oil) fuel and significantly reducing greenhouse gas emissions on combustion.



Living our Values: making a difference together



Performance and management processes continue to provide focus on analysis and improvement. Work continues to develop the depth and breadth of content to continue to provide robust data led intelligence to shape future service delivery.



We are focusing on understanding the impact of trauma and reflecting our learning in how we deliver our services, alongside the language we use to help tackle stigma.



85% of frontline resolutions responded to within agreed timescales



89% of complaints investigations resolved within agreed timescales



100% of Freedom of Information requests were responded to on time



Operations, Infrastructure & Service Development have been successfully re-accredited through strategic review for the next three years of accreditation to the ISO9001 Quality Management Systems standard.

Improving Outcomes for Children and Families

Across all of our work and all of our efforts, we hope for loving and happy lives for Renfrewshire's children – working together to get it right for children, families and communities – protecting, learning, achieving and nurturing. Every priority of our Council Plan contributes to improving the lives of Renfrewshire's children and their families.

Achievements:

- Environment, Housing & Infrastructure have been liaising with the Council's Promise lead officer to ensure the service is supporting The Promise.
- A play parks strategy titled, 'Outdoor Access & Play Area Improvements 2023 – 2026' was approved at the Infrastructure, Land and Environment Policy Board.





Actions and indicators

Infrastructure, Land and Environment Policy Board
May 2024






We are **fair**, We are **helpful**, We are great **collaborators**, We value **learning**







Delivering the Council Plan – Place

What we will do	Due Date	Status	Progress update
<p>Deliver the 2023/24 roads and footways capital investment programme - £6.7 million</p>	<p>31 March 2024</p>		<p>As of 15 April 2024, we have completed 31 of the original list of 44 carriageways to be resurfaced. The remaining 13 schemes have been reprogrammed to next financial year. We have also completed 50 of 64 footways due to be resurfaced. 14 footways have been reprogrammed into next financial year. The Network Improvements contract is almost finished with carriageways and footways complete in Hillington. Ongoing resurfacing of the A761 Ferguslie footway will complete this week.</p>
<p>Implement the requirements of the Transport (Scotland) Act 2019</p>	<p>31 March 2026</p>		<p>Consultants have completed a Review of Renfrewshire’s Bus Network, identifying gaps in current provision and recommending opportunities for improvement. On behalf of Transport Scotland consultants are assessing Renfrewshire’s roads for locations to exempt from the national pavement parking ban.</p>





Delivering the Council Plan – Place

Indicator	Current Status	2021/22		2022/23		Q1	Q2	Q3	Q4	2023/24	2023/24	Explanation of performance
		Value	Target	Value	Target	Value	Value	Value	Value	Target	Value	
(i) A Class Roads		17.29%	22.5%	15.5%	19%	Not measured for Quarters				N/A	Not available	Local Government Benchmarking Framework (LGBF) Indicators. This data is published by the Improvement Service on an annual basis as part of the LGBF. These are annual LGBF Indicators and relate to financial year 2022/23. The 2023/24 data will not be published until February 2025.
(ii) B Class Roads		21.25%	24.5%	19.21%	22%	Not measured for Quarters				N/A	Not available	
(iii) C Class Roads		30.55%	36.5%	27.02%	32%	Not measured for Quarters				N/A	Not available	
(iv) Unclassified Roads		30.99%	36.5%	30.12%	32%	Not measured for Quarters				N/A	Not available	
(Maintenance) Carriageway Condition: % of roads network considered for treatment Overall		28.9%	32.5%	27.4%	32%	Not measured for Quarters				30%	Not available	


Delivering the Council Plan – Place

Indicator	Current Status	2021/22		2022/23		Q1	Q2	Q3	Q4	2023/24	2023/24	Explanation of performance
		Value	Target	Value	Target	Value	Value	Value	Value	Target	Value	
% of Statutory roads inspections categories completed on target:												
(i) Category A		100%	95%	83%	95%	Not measured for Quarters				95%	100%	In 2023/24, 100% of the statutory road inspections were completed for all categories. The three categories of statutory inspections relate to the timing of inspections and are categorised as follows: A – Undertaken during the progress of the works B – Undertaken within the six months following interim or permanent reinstatement C – undertaken within the three month preceding the end of the guarantee period. The inspection procedure is designed to enable road work authorities to monitor statutory undertakers (Gas, electric, and telecom etc).
(ii) Category B		100%	100%	86%	100%	Not measured for Quarters				100%	100%	
(iii) Category C		100%	100%	100%	100%	Not measured for Quarters				100%	100%	
% Pothole repairs completed within timescales		83%	80%	95%	90%	97%	96%	98%	91%	95%	94%	The 2023/24 % of potholes repaired was 94% falling just short of the 95% target. The service recently changed the Roads Inspector model, moving away from having carriageway inspectors, footway inspectors, statutory inspectors and capital inspectors. We now have a bank of 9 inspectors that cover all disciplines within their set area. It has taken time to get everyone trained up, and for a while, some of the inspectors that hadn't covered carriageways before, were raising emergency lines for potholes that weren't an emergency.


Delivering the Council Plan – Economy

What we will do	Due Date	Status	Progress update
Provide employment, training and apprenticeship opportunities for identified groups of young people in Renfrewshire	31 March 2024		Annual recruitment of 2 apprentices in Neighbourhood Services has been completed and they have commenced working across the service. Within Infrastructure & Assets two invest trainees have recently been recruited. One as a trainee Inspector and the other as a trainee vegetation officer.
Develop a Local Transport Strategy supported by revised Active Travel and Public Transport Strategies (Council Plan)	31 March 2025		The development of the Local Transport Strategy is underway. The initial phase of this process has included discussions between the appointed consultants and Renfrewshire Council Officers. This will involve the preparation of a consultation plan and 'public conversation' which will be taken forward in the second half of this financial year.
Continue to invest in infrastructure to support growth – from road and rail links to bridges, cycle and pedestrian routes (Council Plan)	31 March 2024		Renfrewshire Council continues to invest in infrastructure to support growth. Work is ongoing to expand the active travel network. The Paisley to Renfrew Cycle Route will complete by July and the Barnsford Road section of the Airport to Erskine Route is progressing with an expected completion in early June. Improvements to Plymuir Bridge have now completed and Renfrewshire has no more Council owned weight limited bridges.
The Council is keen to promote a parking strategy which manages the supply and demand for parking, supports economic regeneration	31 March 2024		The Council's Parking Strategy was approved at ILE Board. New parking charges in Paisley started from 5th February 2024. The research work for future phases of the Strategy will now be taken forward.




Delivering the Council Plan – Economy

What we will do	Due Date	Status	Progress update
Conduct a review of Renfrewshire’s public transport provision	30 September 2025		The timing of the Council’s review of public transport provision has been altered to tie in with similar work being undertaken by SPT. A final report is expected by December 2024.
Progress next stage of Paisley Town Centre junction improvements as part of the Bus Partnership works	31 March 2024		Transport Scotland’s Bus Partnership Fund has been removed in 2024/2025 with no guarantees that this will be re-instated in future years. This means planned improvements at two Paisley town centre junctions (Glasgow Road, Mill Street, Gauze Street and Inle Street; and Gauze Street, Cotton Street and Lawn Street) will not be progressed. The traffic signal bus priority improvements are being installed on the Glasgow Road corridor, and were completed in March 2024.




Delivering the Council Plan – Fair

What we will do	Due Date	Status	Progress update
<p>Implement the preferred options from the #YouDecide participatory budget programme for infrastructure improvements</p>	<p>31 March 2024</p>		<ul style="list-style-type: none"> • Twenty nine #YD Projects are now complete. Most recently play area refurbishments at Glebe Street Renfrew and Jennyswell, Paisley was completed along with the outdoor gym at Old Road Park, Elderslie. Remaining play area and outdoor gym works will follow. • Lighting works are currently ongoing at Howwood Park, Inchinnan Park, Ellerslie Street Park, Johnstone, Spateston Park, Johnstone, Kintyre Park, Linwood, Barshaw Park and the entrance to Ferguslie Gardens, Paisley. All other #YD lighting projects will follow. • Contracts have been awarded for the construction of a Wheeled Sports Areas at Kintyre Park Linwood and Moss Road Park, Bridge of Weir and early designs have been submitted. Consultation with potential users taking place May 2024. Construction is anticipated to start Autumn 2024. • Visualisation concepts drawings are complete for Barrangary and Chestnut roundabouts, Bishopton. Local consultations will be complete by the end of May to decide which idea is favoured. Visualisations for Easwald Bank roundabout, Kilbarchan and both Renfrew Road/Arkleston Road and Glasgow Road/Kings Inch Road roundabouts, Renfrew should be ready by the end of May and consultation will proceed thereafter. • Speed sign installations at Main Road Elderslie and Bridge of Weir Road Brookfield have been instructed and will be complete by the end of May. • Following discussions with Renfrew Community Council seating improvements have been agreed. Works to instruct seating on 24 of the granite blocks around Renfrew Town Centre has been instructed. We anticipate work to start here June 2024. • Work to improve paths and signage in Gleniffer country park is ongoing as is information and interpretation boards for the villages of Inchinnan and Kilbarchan.


Delivering the Council Plan – Green

What we will do	Due Date	Status	Progress update
Commence costed, targeted interventions and actions to support our net zero journey within the Council and working in partnership with key stakeholders (Council Plan)	31 March 2026		A number of engagement sessions for communities, stakeholder organisations and internal stakeholder were carried out throughout 2023. These events were well attended and helped to identify community priorities, partnership working opportunities and knowledge sharing. Work is underway to develop a phased road map and costed delivery plans. Agreement at PACC Board for an Offsetting Strategy to be developed to align with the phased road map and costed delivery plans to identify and maximise opportunities associated with offsetting.
Deliver a programme of enhanced operational environmental and community support activities for environment and place (Council Plan)	31 March 2024		Team Up 2 Clean Up continue to make positive impacts across towns and villages in Renfrewshire. Community engagement through social media was up 100% in the 60 days to the start of October with a membership of just over 4,900 local users engaging. With the autumnal weather additional sweeping is being undertaken to ensure gullies are kept clear of debris and leaves to reduce local flooding risks. Environmental Task Force continue to work alongside Renfrewshire communities to reduce flytipping. The digitalisation of fly tipping data collection is building a database of evidence for data led intelligence.
Build additional capacity for proactive tree asset management across Renfrewshire	31 March 2026		The Tree Risk Management Strategy and Operational Tree Management Policy were agreed at Infrastructure, Land & Environment Board of August 2023. To support the strategy and policy, new posts and arbor team structure has been developed with the additional capacity to undertake the increased task under proactive tree management.



Delivering the Council Plan – Green

What we will do	Due Date	Status	Progress update
Implementation of a Garden Waste Permit Scheme for householders to uplift and dispose of their garden waste	31 July 2023		Permit scheme rolled out across Renfrewshire with second year now commenced.
Prepare site at Linwood for improved bin store facility and consideration of the infrastructure required to fulfil the Deposit Return Scheme and future requirements for segregation of waste.	31 March 2024		DRS has been delayed. The initial delay was until 2025, and there has been a further delay until 2027– We will develop a business case and liaise with SEPA on how we can maximise Linwood Facility.
Continue site management following statutory monitoring period of the leachate treatment at Linwood Moss	31 March 2024		We have been carrying out tests to use natural reed bed on site to treat water, this will be monitored over coming weeks and months – result of trial will determine what we do moving forward, with monitoring and reporting to SEPA


Delivering the Council Plan – Green

What we will do	Due Date	Status	Progress update
<p>Review and consider the implications of the Circular Economy Bill and associated route map when published (likely summer 2023)</p>	<p>31 March 2024</p>		<p>The Bill ended Stage 1 (General Principles) on 20th March 2024 and moved to Stage 2 (Changes to detail, whereby MSPs can propose amendments to the Bill).</p> <p>The deadline for MSP amendments was Wednesday 24th April and was considered on 30th April 2024.</p> <p>The Bill as amended at Stage 2 will be published following these proceedings.</p> <p>The service will be proactive in implementing any legislative requirements resulting from the Circular Economy (Scotland) Bill when it becomes law.</p>




Delivering the Council Plan – Green

What we will do	Due Date	Status	Progress update
Development of Low Emissions / Electrification Strategy (Council Plan)	31 March 2024		Refurbishment of six signalised junctions from “old” high energy consumption technology to more efficient LED systems has been completed in Paisley (3off), Johnstone, Renfrew (2 off). EV Charging Infrastructure for Fleet Vehicles installed in Community Meals Service, Renfrew Care Home and Brediland Childrens Home. Renfrewshire Council working in partnership with Glasgow City Region Partners to develop a strategy and investment model for future provision of EV Charging Infrastructure. Continued Engagement with SPEN legal representatives for the installation of new electric power supply at Underwood Road Depot that will facilitate additional EV Charging Infrastructure and Fleet decarbonisation. . Fleet Services are piloting five commercial front line vehicles with a new fuel source for the heavy Council fleet, HVO (hydrotreated vegetable oil) fuel and significantly reducing greenhouse gas emissions on combustion. This means that running vehicles with HVO fuel could reduce CO2 emissions by up to 90%, NOx (Oxides of Nitrogen) emissions by up to 27% and PM (particulate matter) emissions by up to 84%, all of which are key factors to achieving improved air quality
Pilot and test the creation of active travel routes between neighbourhoods, town centres and business locations using these to test SMART travel solutions and evaluate benefits to biodiversity, air quality and access	31 March 2024		Active travel route feasibility and engagement are progressing in several areas where Sustrans are leading on a proposal to improve the NCN7. Active Travel routes have been completed between Paisley and Renfrew, delivered widening and resurfacing of the route at McClue Lane, Renfrew to accommodate shared use by pedestrians and cyclists. Active travel connections have also been completed for Nethergreen Road and Kirklandneuk Primary School.





Delivering the Council Plan – Green

What we will do	Due Date	Status	Progress update
Deliver the Local Heat and Energy Efficiency Strategy (LHEES) for Renfrewshire.	31 December 2023		The LHEES strategy was approved at the Infrastructure, Land and Environment Policy Board in January 2024. Work is now underway to develop costed area-based delivery plans. These plans will align with the Ren Zero road map and costed delivery plans.





Delivering the Council Plan – Green

Indicator	Current Status	2021/22		2022/23		Q1	Q2	Q3	Q4	2023/24	2023/24	Explanation of performance
		Value	Target	Value	Target	Value	Value	Value	Value	Target	Value	
Street cleanliness Score - % of areas assessed as clean		89.6%	92%	93.3%	92%	Not measured for quarters				92%	Data not available	This is an annual target, and the cleanliness score is based on 3 sample surveys carried out throughout the year by both the Council and Keep Scotland Beautiful (KSB). This score represents the percentage of areas assessed as acceptably clean (categories A and B) using KSB's Local Environment Audit and Management System (LEAMS) methodology.
% of Household Waste Recycled		51.7%	50%	53.7%	50%	Data not available				50%	Data not yet available	The latest data available relates to the calendar year 2022.
% of Household waste collected which is landfilled		8.2%	5%	2.3%	5%	Data not available				2%	Data not yet available	The latest data available relates to the calendar year 2022.





Delivering the Council Plan – Green

Indicator	Current Status	2021/22		2022/23		Q1	Q2	Q3	Q4	2023/24	2023/24	Explanation of performance
		Value	Target	Value	Target	Value	Value	Value	Value	Target	Value	
Amount of CO ₂ emitted by the public vehicle fleet		3,223	3,000	3,267	3,000	812.80	775.2	762.1	768.6	3,000	3,118	The total for the year is 3,118 tonnes of CO ₂ emitted which is slightly over target of 3,000 tonnes of CO ₂ e.
% of the vehicle fleet which uses alternative fuels, such as electricity		25%	25%	27%	25%	29%	29%	30%	30%	25%	30%	At the end of 2023/24, the current fleet using alternative fuels includes 114 electric vehicles from a total fleet of 393 vehicles. In addition, there are 5 vehicles using alternative fuel.
% of bins uplifted first time		99.8%	99.9%	99.8%	99.8%	99.8%	99.8%	99.7%	99.85%	99.8%	99.8%	The percentage of bins lifted first time in 2023/24 was 99.8%. This is consistent with performance in 2022/23.
Reduce the amount of CO ₂ emitted from public space lighting		1,246	1,500	1,138	1,500	Not measured for quarters				1,100	1,216	This performance indicator is an annual indicator and not measured for quarters. Although not measured in quarters, the emissions levels are anticipated to level out year on year as the LED programme is substantially complete.

Delivering the Council Plan – Living our Values

What we will do	Due Date	Status	Progress update
Provide our employees with the appropriate support to manage their attendance, health and wellbeing	31 March 2024		The provision of appropriate support for employees to manage attendance, health and wellbeing has been ongoing throughout the year months of the financial year. Notable developments in this period have included the launch of a new well-being series of RenTalks highlighting Menopause, Preparing for Retirement , Woman’s Health and Wellbeing, Men’s Health and Wellbeing and Supporting our Unpaid Carers. All services have continued to provide a focus on managing attendance and it remains a key priority for the service.
Implement the next phase of transformation as part of Right for Renfrewshire (Council Plan)	31 March 2024		The Service has undertaken the restructures as part of the wider Right for Renfrewshire programme.
Better use of data and technology to improve services performance and delivery	31 March 2024		<p>Following successful trials and testing, the digitisation and delivery of the cleaning audits audit management system (CLAMS) was rolled out in November and December alongside the revised cleaning specification.</p> <p>The app has been downloaded onto staff phones to facilitate digital audits of cleaning across all premises. The development of the app aligns with the British Institute of Cleaning Science system that is also online.</p> <p>The CLAMS app can also produce reports on Power Bi that help the service to manage and improve performance.</p> <p>E,H&I staff have been trained in the use of Power Bi which will assist in the continued development of content to provide robust data led intelligence to help inform future service delivery.</p>
Engage and participate in trauma informed and responsive Renfrewshire programme.	31 March 2024		As part of the Trauma response the service has invested in Mental Health First Aid training. This has been provided to staff to assist in helping to deal with aspects of trauma.


Delivering the Council Plan – Living our Values

What we will do	Due Date	Status	Progress update
Embed new approaches to staff communication and engagement across all areas of the service	31 March 2024		A series of manager away days have been held, with the last one taking place in May 2024. The Strategic Communications Business Partner is now embedded within the service and is supporting the service develop a wide range of approaches to communication and engagement with staff.
Ensure robust and up to date business continuity arrangements are in place	31 March 2024		Civil Contingencies Service continues to support services across the council ensuring that they have in place robust arrangements for continued delivery of essential services in the event of significant incidents such as disruptive weather, cyber-attacks, or widespread power outage. Updated draft versions of Business Continuity Plans for all four service areas within E,H&I have been completed and are now waiting feedback from an external cyber consultation before final approval.
Embed the enquiry systems for public and elected members across Environment, Housing & Infrastructure services	31 March 2024		In terms of the teams within E,H&I which fall under the remit of the ILE Policy board this is now complete.
Review Health & Safety and Risk Assessments	31 March 2024		The new Service Development Team are in the process of reviewing H&S and Risk assessments, with the operational services across the whole of E,H&I





Delivering the Council Plan – Living our Values

What we will do	Due Date	Status	Progress update
Ensure robust financial monitoring	31 March 2024		The Senior Leadership Team and service managers continue to meet on a period by period basis with finance colleagues to monitor budgets and to ensure the service is provided with the most up to date information to ensure robust financial systems are in place to support the service.
Conduct a strategic fleet review of all Council vehicles to assess vehicle specifications considering fit for purpose and net zero targets -	31 March 2024		<p>As part of our ongoing commitment to meet the Scottish government get to zero targets for fleet, a Fleet asset management plan is in draft format. This plan identified the fleet requirements from 2025-2030. Within the Current Capital Budget programme Fleet are identifying the operational fleet needs of our user departments. This has focused on older fleet being replaced with newer and more environmentally friendly vehicles. Throughout the purchasing process fleet are in constant dialogue with the operational departments to ensure all vehicles meet the needs of the department.</p> <p>Building Services fleet review – soft market testing has been completed with full tender to be published in 2024.</p>
Review and maintain continuous improvement frameworks	31 March 2024		<p>Infrastructure & Service Development services have been successfully re-accredited through strategic review for the next three years of accreditation to the ISO9001 Quality Management Systems standard.</p> <p>Following this, a six monthly audit was carried out in March 2024 which resulted in no major non-conformances.</p>


Delivering the Council Plan – Living our Values

What we will do	Due Date	Status	Progress update
<p>Support the Council in developing New Ways of Working (Council Plan)</p>	<p>31 March 2024</p>		<p>A lot of work and preparation on the New Ways of Working has been undertaken with an initial focus on Renfrewshire House as the Council headquarters.</p> <p>This has included setting up cross service Operational and Strategic Groups.</p> <p>Officers procured a space planner to assist with the design of offices and a large amount of work has been undertaken to relocate staff from Abbey House to Renfrewshire House between November 2023 and January 2024 thus ending the lease. Other leases e.g. 5a High Street have ended and work continues to review different strands/themes e.g. Community Halls/Self Managed Halls, surplus properties etc.</p> <p>Pilots of sound proof pods, new ICT meeting equipment, head phones and break out areas have been undertaken and reviewed.</p> <p>The work has been undertaken to give the flexibility for staff to continue to work in a hybrid model (wherever possible) and therefore rationalise the number of desks for each team. Work has also been undertaken to understand leases and assess if other organisations e.g. RVJB could be located in Renfrewshire House.</p>



Delivering the Council Plan – Living our Values

Indicator	Current Status	2021/22		2022/23		Q1	Q2	Q3	Q4	2023/24	2023/24	Explanation of performance
		Value	Target	Value	Target	Value	Value	Value	Value	Target	Value	
% of members enquiries completed within timescale by E,H&I		87%	85%	93%	85%	91%	92%	94%	93%	85%	92%	Environment, Housing & Infrastructure received 5,084 members enquiries in 2023/24, of which 92.3% were responded to within timescale.
% of FOI requests completed within timescale by E,H&I		96%	100%	100%	100%	100%	99%	100%	100%	100%	100%	Environment, Housing & Infrastructure dealt with 257 Freedom of Information requests in 2023/24, of which 256 (99.4%) were responded to within timescale. 103 of these requests were cross departmental and 154 were departmental.
% of front-line resolutions dealt with within timescale by E,H&I		81%	85%	87%	85%	88%	89%	88%	77%	85%	85%	Environment, Housing & Infrastructure received 9,395 front line resolutions in 2023/24, of which 85.1% were responded to within timescale.
% of complaint investigations completed within timescale by E,H&I		65%	95%	93%	85%	95%	95%	81%	84%	85%	89%	88.8% of 508 investigation complaints received have been responded to on time

Delivering the Council Plan – Living our Values

Indicator	Current Status	2021/22		2022/23		Q1	Q2	Q3	Q4	2023/24	2023/24	Explanation of performance
		Value	Target	Value	Target	Value	Value	Value	Value	Target	Value	
Complete inspection process for all headstones and burial grounds		38%	20%	85%	65%	Not measured for quarters				100%	93%	The service has carried out 29,600 headstone inspections which equates to around 93%, however this figure is continuing to rise daily and so too is the number of new lairs added. Neighbourhood Services continue to inspect all new and existing lairs
Average number of work days lost through sickness absence per employee (FTE) (cumulative)	As reported to the Audit, Risk and Scrutiny Board in August 2023 (Agenda item 5), E,H&I is a new service with no previous data.					3.5 days	3.36 days	3.93 days	4.12 days	TBC	14.91 days	As reported to the Audit, Risk and Scrutiny Board in May 2024

Delivering the Council Plan – Cross Cutting Theme -

What we will do	Due Date	Status	Progress update
EH&I will work towards keeping The Promise	31 March 2024		Service Areas have been liaising with the Council's Promise lead officer to ensure the service is supporting The Promise.
Develop a Play Parks Strategy	31 March 2024		A play parks strategy titled, 'Outdoor Access & Play Area Improvements 2023 – 2026' was approved at the Infrastructure, Land and Environment Policy Board meeting held on 30 August 2023.

Environment, Housing & Infrastructure

Service Improvement Plan 2023 - 26

Outturn Report

May 2024

We are **fair**, We are **helpful**, We are great **collaborators**, We value **learning**





To: Infrastructure, Land and Environment Policy Board

On: 29 May 2024

Report by: Director of Environment, Housing and Infrastructure

Heading: Environment, Housing and Infrastructure - 2024-2027 Service Improvement Plan

1. Summary

- 1.1 The Service Improvement Plan for Environment, Housing and Infrastructure is a three-year plan covering the period 2024-2027. The purpose of the Plan is to identify the priorities being addressed, the key tasks to be implemented, the implementation timetable and our measures of success.
- 1.2 The Service Improvement Plan is part of a suite of documents which describe the strategic direction for the Service and the Council, and also includes the Council Plan, Community Plan, Risk Management Plan, and the Workforce Plan. Following recommendations from the Council's auditors, the Council Plan priorities are being refocused, and this is reflected in Service Improvement Plans, with services reducing the number of priority areas each year. The new, more accessible, format of Service Improvement Plans, introduced in 2023-2024, has been retained.
- 1.3 The Service Improvement Plan is appended to this report and includes performance indicators and an action plan grouped under the Council Plan themes. A mid-year progress update on the Service Improvement Plan will be submitted to the Infrastructure, Land and Environment Policy Board in the autumn of 2024.

2. Recommendations

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

- 2.1 Approves the attached Service Improvement Plan; and
- 2.2 Notes that mid-year progress of this Service Improvement Plan will be reported to this Board in the Autumn of 2024, with updates to the performance indicators and action plan.

3. Background

- 3.1 Environment, Housing & Infrastructure delivers a wide range of vital services to the people, communities, and businesses of Renfrewshire. Within the remit of the Infrastructure, Land and Environment Policy Board, this includes Waste Services, Fleet & Social Transport, Neighbourhood Services, Grass, Grounds & Cemeteries Maintenance, Burials & Country Park Management, maintaining the Council's Roads, Public Transport, Parking & Active Travel services.

4. Service Improvement Plan 2024-2025: What do we want to achieve?

- 4.1. Council services continue to operate in a challenging context. The Council and services remain ambitious for our people and our place, and the Service Improvement Plan process ensures a clear focus on delivering our priorities. The Service Improvement Plans process allows us to describe where activity is targeted, and through the 6-monthly updates described below, provide a balanced view on progress.
- 4.2. Our Service Improvement Plan sets out actions for the next three years, and in 2024/25 our particular areas of focus that members of the ILE Board will be aware of as part of our previous reporting and updating to this Policy Board are:
 - Delivering the 2024/25 roads and footways capital investment programme
 - Implementation of phase 1 of the Renfrewshire wide Parking Strategy, including implementing the pavement parking ban.
 - Delivery of the Council's New Local Transport Strategy and associated action plan to support the economic regeneration and revitalisation of town centres, having a specific focus on the public realm and transport access.

- Implementation of provisions of the Transport (Scotland) Act 2019 to enhance social and economic wellbeing, improve environmental outcomes and a focus on health and wellbeing for all.
- Deliver the objectives and requirements of the Scottish Household recycling charter and Circular Economy scheme.
- Implement the preferred options from the #YouDecide participatory budget programme for infrastructure improvements which will empower local communities and involve them in improvements in their local area.

5. Monitoring progress

- 5.1 Progress on the implementation of the Service Improvement Plan is regularly monitored by the Senior Management Team and will be reported to the Infrastructure, Land and Environment Policy Board on a six-monthly basis. A mid-year review of progress will be brought to this Board in Autumn 2024 and an annual outturn report in Spring 2025.

Implications of the Report

1. **Financial** – This report notes the financial challenges facing the local authority and the work that will be undertaken by the service to manage this.
2. **HR & Organisational Development** – The Service Improvement Plan details several pieces of work being progressed by the People & OD team.
3. **Community/Council Planning** – Service Improvement Plans reflect the contribution of each service to the Council and Community Plans.
4. **Legal** – None
5. **Property/Assets** – None
6. **Information Technology** – Digital resources are now key to the delivery of services and strategies are in place to manage this.
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. The delivery of actions included in the appendix will be impact assessed where appropriate.

8. Health & Safety – The Service Improvement Plan includes actions relating to employee wellbeing and absence.

9. Procurement – The Service Improvement Plan includes actions relating to procurement activity.

10. Risk – Risks related to the delivery and management of services are regularly monitored and included in Renfrewshire Council's Corporate and Strategic Risk Registers.

11. Privacy Impact – None

12. COSLA Policy Position – None

13. Climate Change – The Service Improvement Plan includes actions and indicators under the theme "Green" demonstrating how it will contribute to Renfrewshire's Plan for Net Zero.

List of Background Papers: None

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Environment, Housing & Infrastructure

Service Improvement Plan 2024 - 27



Renfrewshire
Council

Welcome to our Service Improvement Plan

As Director of Environment, Housing & Infrastructure, I'm delighted to introduce our new Service Improvement Plan which covers the period 2024 to 2027. This plan describes how our team will focus our efforts to deliver the strategic outcomes described in the Council Plan 2022 to 2027 of Place, Economy, Fair, Green and Living Our Values.



Environment, Housing & Infrastructure delivers a wide range of vital services to the people, communities and businesses of Renfrewshire. This includes universal provision such as waste collection, road maintenance, environmental health services and facility management across our housing stock and public buildings. We manage over 12,200 Council houses and support vulnerable people experiencing homelessness and those threatened by homelessness. Our service has also played a critical role in supporting the Council's response to the asylum and refugee programmes over the last two years.

Although this is a challenging time for local government, we are still ambitious for Renfrewshire and our service lead on the over £100m Housing led regeneration programme, which forms part of our £400m investment in our housing stock across all of Renfrewshire over the next 30 years. We also lead on the council's Plan for Net Zero, which sets out how the area will work towards net zero by 2030. As a Council, we will play a leadership role by striving to become a net zero organisation while working closely with businesses, partners and stakeholders to make radical, but essential, changes across the whole of Renfrewshire. Environment, Housing & Infrastructure also supports strategic Council projects such as the City Deal programme, the refurbishment and new school build programmes and town centre projects including the new museum.

I know the dedication of our colleagues across all areas of the service will ensure the ambitious agenda outlined within the Service Improvement Plan is delivered to support individuals, communities and businesses across Renfrewshire to flourish.

Environment, Housing and infrastructure - Our service



Net Zero
Deliver Renfrewshire's Plan for Net Zero.



Homeless and Housing Services
Supporting homeless people, those threatened with homelessness and refugee resettlement.



Community Safety
Helping to keep people safe through the Community Safety Hub.



Waste and Recycling
Management of Renfrewshire's waste and recycling services.



Neighbourhood Services
Ensuring our streets, town centres and communities are welcoming.



Housing Investment
We invest in existing homes and new build Council houses.



Safeguarding the public
Safeguarding the public and protecting consumers through Trading Standards and Environmental Health.



Roads and Transport
Supporting more than 849km of roads and transport infrastructure and promote healthier, more active lifestyles through the active travel network.



Council Homes
We support tenants in over 12,200 council houses, providing housing advice and support, repairs and maintenance.



Fleet & Social Transport
Fleet Purchase, Maintenance & Management and Transportation of ASN Children & Elderly.



Land & Asset Management
Grass, Grounds & Cemeteries Maintenance, Burials & Country Park Management.



Facilities Management
Provide integrated facilities management activities in public buildings, schools and HSCP premises. Healthy nutritious meal provision in all Council run schools.



Property Management
Managing the Council's capital projects and property portfolio.

About us

Environment, Housing & Infrastructure is responsible for the provision of every day essential services, directly to the public of Renfrewshire, to other services within the Council and to community planning partners.

- **Climate, Public Protection & Roads** responsibilities include the Council's Roads, Public Transport, Parking & Active Travel services, as well as leading the response to Climate Change and Ren Zero, along with Energy Management, Regulatory & Public Protection services. This includes partnership working with police, fire and other multiagency partners.
- **Operations & Service Development** responsibilities include Waste Services, Fleet & Social Transport, Neighbourhood Services, Grass, Grounds & Cemeteries Maintenance, Burials & Country Park Management, Civil Contingencies and Service Development.
- **Facilities Management & Property Services** covers four key service areas: soft facilities, hard facilities, support services and property services. Soft facilities cover janitorial, cleaning, catering, housekeeping and school crossing patrollers. Hard services cover building services operations, repairs and maintenance for housing and public buildings and streetlighting maintenance. Support services is responsible for compliance in schools and public buildings, life cycle maintenance in schools & public buildings, PPP contract management. Property Services is a multi-disciplinary design consultancy commissioned by Council Departments to deliver projects.
- **Housing Services** responsibilities include managing and investing in our housing stock of approximately 12,200 properties and providing services to Council tenants, alongside housing advice and support, assisting homeless people and those threatened with homelessness and ensuring people have safe and healthy places to live, and supports the council's response to migration and asylum.



Renfrewshire Council's Service Improvement Context



Transformation and financial sustainability

The Council's financial outlook remains subject to significant uncertainty. The most recent analysis reported to Council on 29 February 2024 suggests that Renfrewshire Council will continue to experience an extremely challenging financial outlook. Incorporating an affordable level of pay increase over the period 2024/25 to 2027/28, and a reducing level of inflation on supplies and services costs suggests that the Council is facing a £45-50 million funding gap over this period, unless mitigating action is taken.

The Council continues to explore ways to transform how we deliver our services – to improve the experience of our customers and service-users but also to ensure the Council's financial sustainability.

Environment, Housing & Infrastructure continues to support this through;

Supporting the cross-service **Financial Sustainability** workstreams led by the Corporate Management Team

Delivering Ren Zero embedded within financial planning

Workforce innovation and wellbeing

The Council launched its people strategy [“Our People, Our Future”](#) in 2021, which was updated in 2023 with the following 3 priorities:



**Improving our
Employee Experience**



Workforce Planning



Equality, Diversity, and Inclusion

The strategy describes the Council’s organisational development vision and workforce planning activities under three strategic outcomes – **improving our employee experience, workforce planning and equality, diversity and inclusion.**

The strategy is aligned with the Council Plan and is focussed on the Council improving our employees’ experience whilst at work, looking at living our values, employee voice and recognitions which all positively impact on the culture within our workplace. There is a focus on workforce planning, there are many changes and challenges facing the Council in the coming years and this will ensure the right workforce and right skills are in place to deliver this. The last priority is focussed on inclusion, the council wants to be a place where everyone feels included and has a richness of diversity.

Environment, Housing and Infrastructure - will ensure these priorities are reflected in both our strategic and day-to-day operations. High-level actions are embedded in our Service Improvement Plan, with a particular emphasis this year on workforce and succession planning - supporting our staff to ensure they have the right skills to deliver our services now, and in the future.

As well as our established workforce there will also be a focus on apprenticeship training and developing. Building Service will provide apprenticeships this year to 8 people. We will also be providing Modern Apprenticeship places within our Housing Services and within our Public Protection teams to provide opportunities for young people in Renfrewshire to access the workplace and develop skills and experience.

Our resources and risks

BUDGET

The [Non-Housing Capital Investment Programme](#) approved for General Services on 29 February 2024 was **£450m** for the period 2024/25 to 2028/29.

For 2024/25, the [Revenue Budget](#) approved for General Services on 29 February 2024 was **£519m**.

The Environment, Housing & Infrastructure Services revenue budget for 2024/25 is approximately **£58.924** million.

Income and expenditure in relation to a local authority's direct provision of housing must be recorded separately within a Housing Revenue Account (HRA). The [HRA Account Budget](#) was presented to Council on 29 February 2024 with total rental and other income for 2024/25 of **£61.208m**.

Renfrewshire Council has a statutory duty to consult tenants before increasing rents. To help inform the decision on rents for 2024/25, consultation was undertaken during December 2023 and January 2024. Around 1,440 tenants took part in the consultation with 78.2% favouring a rent increase of **6.0%**. This was approved by Council in February 2024.

At this meeting, Council also approved the Housing Capital programme of £281m over the next 5 years.

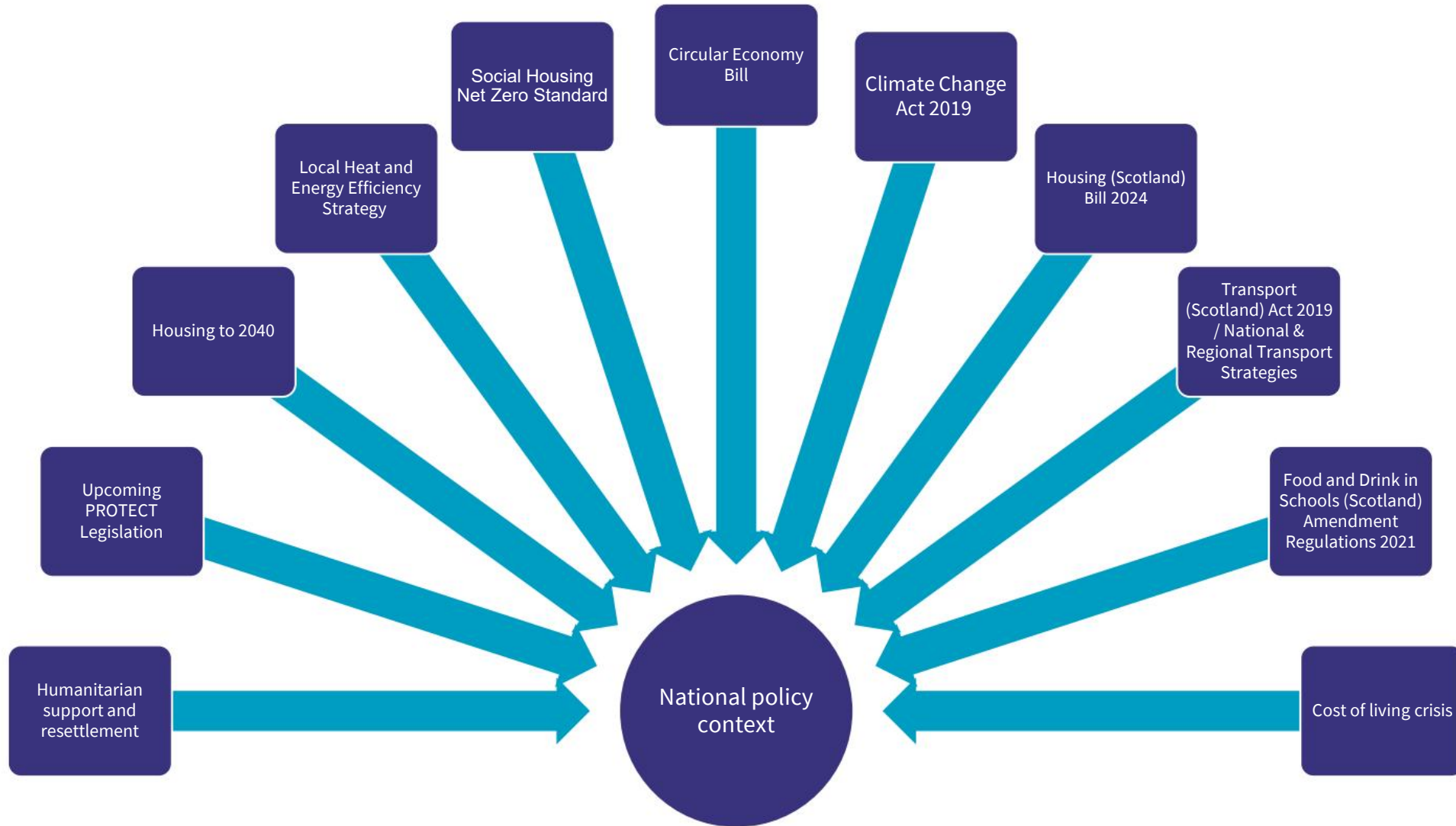
Our resources and risks

RISK MANAGEMENT

- The Council's risk management arrangements are well established with all strategic, corporate and service risks being reported to the Audit, Risk and Scrutiny Board with the last update being in May 2024. Here is a list of the Risks sitting within E,H&I reported to the board.

Risks	Evaluations	Owner
Our strategic risks		
Migration and asylum related service pressures	High	Head of Housing Services (joint owner)
Global environmental sustainability and route to Net Zero	High	Head of Climate, Public Protection and Roads
Strategic sustainable planning for people and assets	High	CMT
Our corporate risks		
Successful Cyber Attack	Very High	CMT
Commercial vehicle & operator's license	High	Head of Operations and Service Development
Delivering homeless duties	High	Director of Environment, Housing & Infrastructure
Asset Management	High	Director of Environment, Housing & Infrastructure (joint owner)
Our service-specific risks		
Review of electric vehicle (fleet) infrastructure	High	Head of Operations & Service Development
Tree Fall and Ash Die Back & Larch Infection	High	Head of Operations & Service Development
Housing Regeneration and Renewal Programme	High	Head of Housing Services
Last in Block Properties	Moderate	Head of Housing Services
Housing IT System Replacement Programme	High	Head of Housing Services
Housing Investment Programme	High	Head of Housing Services
Disposal of Coal Tar	Moderate	Head of Climate, Public Protection and Roads
Implementation of Local Heat and Energy Efficiency Strategy	Moderate	Head of Climate, Public Protection and Roads
Recruitment across Facilities and Property Management at all levels	High	Head of Facilities Management & Property Services
RAAC and the School estate	Moderate	Head of Facilities Management & Property Services
Collection and Disposal of Waste Upholstered Domestic Seating (WUDS) / Persistent Organic Pollutants (POP's)	Moderate	Head of Operations & Service Development
Collection Management / Routing Software for Waste and Recycling Service	Moderate	Head of Operations & Service Development

National Policy Context



Our local policy context

Our Values

- Our Values describe our promise to our communities, staff, and partners. They guide how we deliver services and make decisions

Council and Community Plans

- Our Council Plan and Community Plan set the strategic framework for our organisation and describe what we want to achieve for Renfrewshire

Fairer Renfrewshire Programme

- Brings together existing programmes of work focused on achieving fairness and equity, and tackling the inequalities that exist across Renfrewshire's communities

Housing Pressures

- Renfrewshire is currently experiencing a range of significant supply and demand pressures across the housing sector, in common with the rest of Scotland.

Renfrewshire's Plan for Net Zero

- Support the Council's pledge to tackle climate change, working towards net zero by 2030

Alcohol and Drugs Change Programme

- Takes forward projects to deliver Renfrewshire Alcohol and Drugs Commission's recommendations to reduce drug and alcohol-related harms and promote recovery

Transformation Programme

- Environment, Housing & Infrastructure will support the next phase of the Council's transformation programme

Support for humanitarian schemes

- Supporting people who arrive in Renfrewshire through the UK and Scottish Governments' humanitarian resettlement schemes, including asylum and Ukrainian resettlement

Our key priorities

Ensure implementation of legislative changes, with appropriate strategies and plans

Deliver the agreed priorities within the Council's Costed Delivery Plans for Net Zero

Better use of data and technology to improve service performance and delivery

Deliver the 2024/25 capital investment Asset Management programmes across Public Buildings, Housing, Roads, Fleet and Open spaces.

Continue to develop our service models to support the Council's financial sustainability and maximise income

Support staff and apprenticeship development to ensure they have the right skills and training to meet the needs of the service, now and in the future

Supporting the most vulnerable members of our communities, including people experiencing and those threatened by homelessness

Our focus for 2024/25

- Progress the priority areas outlined within the approved the **Local Heat and Energy Efficiency Strategy (LHEES)**
- Implementation **phase 1** of the **Renfrewshire wide Parking Strategy**, including implementing the pavement parking ban.
- Delivery of the Council's New **Local Transport Strategy and associated action plan** to support the economic regeneration and revitalisation of town centres, having a specific focus on the public realm and transport access.
- Implementation of provisions of the Transport (Scotland) Act 2019 to enhance **social** and **economic wellbeing**, improve **environmental outcomes** and a focus on **health and wellbeing for all**.
- Deliver the objectives and requirements of the **Scottish Household recycling charter and Circular Economy scheme**
- Lead on the **Strategic Property Review** across the Council's estate
- Develop and focus on repairs and compliance within the **Council's property portfolio** – with short, medium and long-term plans
- Continue to develop **large capital projects**, including schools for Renfrewshire Council.
- Support Council services to implement the proposed **Protect Duty** once it becomes law. The proposed legislation will ensure parties are prepared, ready to respond and know what to do in the event of a terrorist attack.

Our focus for 2024/25

- Continue to support the Council's various **refugee and asylum programmes** including the provision of settled accommodation.
- Implement provisions of the **Housing Bill** when this becomes law
- Deliver the £400m Housing investment including a **£100m Housing-led regeneration programme** across 8 areas in Renfrewshire.
- Develop and implement the range of measures in place to mitigate the impacts from the **increased homeless pressures**, especially in relation to changes in national migration and resettlement policies and programmes
- Deliver repairs and maintenance to around **12,200 Council housing properties**, including re-letting/void properties and produce a robust business plan that looks at the short, medium and long term
- As part of the **£38million Levelling Up Fund**, a new road bridge is being constructed over the White Cart River, and this will be operated and managed by Environment, Housing and Infrastructure staff.
- Through **workforce and succession planning**, we will support our staff to ensure they have the right skills to deliver our services now, and in the future
- **Modernisation** of business processes and more efficient use of management data, steering the focus of service delivery.
- Explore how **modern technologies** and innovations could improve service delivery.

Appendix:

Actions and Performance Indicators relevant to the remit of the Infrastructure, Land and Environment Policy Board

Delivering the Council Plan - PLACE

What will we do?	What difference will we make?	When will we do it by?
Deliver the 2024/25 roads and footways capital investment programme - £5.0 million	Improvements to the condition of roads and footways infrastructure	31 March 2025
Implement the requirements of the Transport (Scotland) Act 2019	The people of Renfrewshire will have transport provisions enhancing social and economic wellbeing, improved environmental outcomes and a focus on health and wellbeing for all.	31 March 2026
Develop a local Litter Strategy in conjunction with Neighbourhood Services and explore whether technology can be used to support litter enforcement.	This will support a litter free Renfrewshire by encouraging people to take greater responsibility for litter prevention.	31 March 2025
Continue to support the implementation of the Parking Strategy and the new Pavement Parking Legislation	This will improve traffic flows, reduce congestion, reduce carbon emissions and improve road and pedestrian safety	31 March 2025

Delivering the Council Plan - PLACE

Performance Indicators	Reporting Frequency
(Maintenance) Carriageway Condition: % of road network considered for treatment	
(i) A Class Roads	Annual LGBF
(ii) B Class Roads	Annual LGBF
(iii) C Class Roads	Annual LGBF
(iv) Unclassified Roads	Annual LGBF
(Maintenance) Carriageway Condition: % of road network considered for treatment Overall	
% of Statutory road inspections categories completed on target:	
(i) Category A	Annual LGBF
(ii) Category B	Annual LGBF
(iii) Category C	Annual LGBF
% of pothole repairs completed within timescales	Annual LGBF

Delivering the Council Plan - ECONOMY

What will we do?	What difference will we make?	When will we do it by?
Provide employment, training and apprenticeship opportunities for identified groups of young people in Renfrewshire	Young people and people with vulnerabilities will have opportunities to enhance their chances of employment	31 March 2025
Develop a Local Transport Strategy supported by revised Active Travel and Public Transport Strategies	The service will have strategic documents outlining the legislative and regulatory responsibilities for delivery of the Active Travel and Public Transport agendas.	31 March 2025
Continue to invest in infrastructure to support growth – from road and rail links to bridges, cycle and pedestrian routes	Improvements to accessibility and connectivity of the town centre and transport networks prioritising modal transport changes	31 March 2025
The Council is keen to promote a parking strategy which manages the supply and demand for parking, supports economic regeneration	Increase short stay parking provision across Renfrewshire, creating business churn and delivery of a more effective enforcement service. This is a summary of what has been agreed at previous Policy Boards. This will be aligned to the aspirations for meeting our ambitious climate change targets	31 March 2025
Conduct a review of Renfrewshire’s public transport provision	The review sets out with the ambition to have an affordable, sustainable, modern, efficient, fit for purpose, and demand led public transport network. The aim is to meet the current and future needs of Renfrewshire’s communities connecting with work, health, learning and social opportunities, whilst supporting and contributing to Renfrewshire’s climate goals.	30 September 2025

Delivering the Council Plan - FAIR

What will we do?	What difference will we make?	When will we do it by?
Implement the preferred options from the #YouDecide participatory budget programme for infrastructure improvements	Local communities will feel empowered and involved in improvements in their local area	31 March 2025

Delivering the Council Plan - GREEN

What will we do?	What difference will we make?	When will we do it by?
Commence costed, targeted interventions and actions to support our net zero journey within the Council and working in partnership with key stakeholders	Carbon emissions will be reduced and offset in Renfrewshire.	31 March 2026
Use funding from the Scottish Government Recycling Improvement Fund via Zero Waste Scotland to assist us to address local recycling challenges.* *This is subject board approval	This will enable us to take forward recycling initiatives including the need for better recycling infrastructure at flats and high-rise properties and extending the full range of recycling facilities to all Renfrewshire homes.	31 March 2025
Carry out review of household waste collection routes	Optimise the use of vehicles and crews to maximise use of available capacity and having a positive impact through lower carbon emissions and reduced operating costs	31 March 2025
Work to procure new Routing and In Cab system for waste fleet	This will improve the consistency, reliability and overall quality of the household waste collection service, while maximising operational efficiency. This will be beneficial when scheduling collections by reducing the number of miles covered while collecting these waste streams, having a positive impact through lower carbon emissions and reduced operating costs.	31 March 2025
Implement updated household waste collection arrangements	This will simplify the process, support greater participation in recycling, tackle contamination of waste and reduce the carbon emissions from our waste collection vehicles.	31 March 2025

Delivering the Council Plan - GREEN

What will we do?	What difference will we make?	When will we do it by?
Support the delivery of a regional approach to Public Electric Vehicle Charging	The strategy will accelerate the installation of public charging facilities throughout Renfrewshire and support the transition to Net Zero.	31 March 2025
Build additional capacity for proactive tree asset management across Renfrewshire	The approach will build and enhance the current arboriculture process of tree assessment and tree surgeon activity, inspecting trees and undertake to resolve identified problems which will improve health of tree stock, reduce potential for tree failures and reduce corporate risk.	31 March 2026
Ensure service is proactive in implementing any legislative requirements resulting from the Circular Economy (Scotland) Bill when it becomes law.	The quality and quantity of recyclate will be improved and levels of residual waste reduced by being responsive to future legislative changes.	Subject to proposed Bill passing in to law

Delivering the Council Plan - GREEN

What will we do?	What difference will we make?	When will we do it by?
Development of Low Emissions / Electrification Strategy (Council Plan)	The strategy will outline steps that the service will take to contribute towards Renfrewshire's achievement of Net Zero carbon emissions by 2030.	31 March 2025
Pilot and test the creation of active travel routes between neighbourhoods, town centres and business locations using these to test SMART travel solutions and evaluate benefits to biodiversity, air quality and access	Carbon emissions will be reduced and offset in Renfrewshire.	31 March 2025
Develop the Local Heat and Energy Efficiency Strategy Delivery Plan (LHEES) for Renfrewshire.	This strategy and action plan will allow Renfrewshire Council and partners to underpin an area-based approach to heat and energy efficiency planning and delivery.	31 December 2024
Conduct a strategic fleet review of all Council vehicles to assess vehicle specifications considering fit for purpose and net zero targets -	The number of vehicles in the Council's fleet will be reduced and its effectiveness maximised	31 March 2025
Continue to follow the Scottish Government Get to Zero Action plan for fleet vehicles	Reduction in the number of fleet vehicles – Reduce the amount of fossil vehicles within the council fleet	31 March 2030

Delivering the Council Plan - GREEN

Performance Indicators	Frequency
Street Cleanliness Score - % of areas assessed as clean	Annual LGBF
% of Household Waste Recycled	Quarterly
% of Household waste collected which is landfilled	Annual
Amount of CO ₂ emitted by the public vehicle fleet	Quarterly
% of the vehicle fleet which uses alternative fuels, such as electricity	Quarterly
% of bins uplifted first time	Quarterly
Reduce the amount of CO ₂ emitted from public space lighting	Annual

Delivering the Council Plan – LIVING OUR VALUES

What will we do?	What difference will we make?	When will we do it by?
Provide our employees with the appropriate support to manage their attendance, health and wellbeing	Sickness absence levels and costs will be minimised	31 March 2025
Better use of data and technology to improve services performance and delivery	Service delivery is improved, and resources allocated more efficiently and effectively	31 March 2025
Engage and participate in trauma informed and responsive Renfrewshire programme.	We understand what trauma is, and how it affects people, so we will now work differently: Learning and working together to co-create fair and helpful collaborations to support healing and recovery with people affected by trauma. Progress towards and achievement of improvement outcomes for people, systems and services as detailed of five strategic themes and outcomes in trauma-informed and responsive Renfrewshire programme	31 March 2025
Work with Services across EH&I to support further digitisation and business improvement of our processes to meet the needs of our customers.	This approach will continue to increase the number of processes available to our customers at a time and way which suits them, or which are undertaken in a modern, digital way, ensuring efficient use of resources.	31 March 2025

Delivering the Council Plan – LIVING OUR VALUES

What will we do?	What difference will we make?	When will we do it by?
Prioritise Preventive Maintenance - All HGV vehicles will be serviced within the ISO week schedule	Operators Licence compliance	31 March 2025
We will introduce a new Fleet management System	Creating a digital workshop and providing a more operational reporting function for user departments	31 December 2024
Use Data to make better Decisions – Fleet Tracking system used by the Fleet Utilisation officer to conduct Fleet utilisation reports for User Departments	Reduce the amount of vehicles within the Fleet and use the fleet more efficiently – Optimising fleet size and usage	31 March 2025
Continue to monitor driving behaviour and training – through fleet compliance team	Operator licence compliance	31 December 2024

Delivering the Council Plan – LIVING OUR VALUES

What will we do?	What difference will we make?	When will we do it by?
Continue to develop new approaches to staff communication and engagement across all areas of the service	Staff will have greater opportunities to input to the future operation of the service	31 March 2025
Ensure robust and up to date business continuity arrangements are in place	Services will be able to identify critical functions and the resources required to recover from disruptive events.	31 March 2025
Embed the enquiry systems for public and elected members across Environment, Housing & Infrastructure services	Services will be able to identify emerging issues and provide an efficient and timeous enquiry system	31 March 2025
Review Health & Safety and Risk Assessments	Health and Safety and Risk Assessment are managed more effectively	31 March 2025
Ensure robust financial monitoring	Services will be able to monitor and plan their resources more efficiently	31 March 2025
Review and maintain continuous improvement frameworks	Quality assurance will be undertaken; actions from the Best Value Audit report delivered, health & safety, staff and customer service accreditations maintained	31 March 2025
Support the Council in developing New Ways of Working	This will improve the accessibility and equipment in our workspaces and meeting rooms, as well as improvements in technology to improve collaborative working	31 March 2025

Delivering the Council Plan – LIVING OUR VALUES

Performance Indicator	Frequency
Average number of work days lost through sickness absence per employee (FTE) (cumulative)	Quarterly
% of members enquiries completed within timescale	Quarterly
% of front line resolutions dealt with within timescale	Quarterly
% of complaint investigations completed within timescale	Quarterly
% of FOI requests completed within timescale	Quarterly
Complete Inspection process for all headstones and burial grounds	Annual

Delivering the Council Plan – Cross cutting theme

IMPROVING OUTCOMES FOR CHILDREN AND FAMILIES

‘Across all of our work and all of our efforts, we hope for loving and happy lives for Renfrewshire’s **children** – working together to get it right for children, families and communities – protecting, learning, achieving and nurturing. Every priority of this Council Plan will contribute to improving the lives of Renfrewshire’s children and their families. It is our fundamental duty as an organisation and our shared responsibility as citizens of this place to ensure that our children inherit a Renfrewshire where their wellbeing is nurtured, their futures are bright, and their environment is safe and healthy.’

What will we do?	What difference will we make?	When will we do it by?
E,H&I will work towards keeping The Promise	<p>We will actively engage with any future planned activity around the implementation of The Promise Plan 24-30 (expected June 2024) in relation to the work of E,H&I.</p> <p>Continue to support the work of Renfrewshire’s Promise, the work of Renfrewshire’s Promise Team, Renfrewshire’s Promise Oversight Group.</p> <p>We will support any council initiatives around the recruitment of Care Experienced young people into our service.</p>	31 March 2025

Environment, Housing & Infrastructure

Service Improvement Plan 2024 – 27

For more information, please contact:
douglas.morrison@renfrewshire.gov.uk



Renfrewshire
Council



To: Infrastructure, Land and Environment Policy Board

On: 29 May 2024

Report by: Director of Environment, Housing & Infrastructure

Heading: Service Update Report

1. Summary

- 1.1 This report provides an overview of key service activities since the last Policy Board report on 20 March 2024 and an update on the services and key projects delivered during this period.
-

2. Recommendations

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

- 2.1 Approves the content of this report.
- 2.2 Approves the officers response to the Strathclyde Regional Bus Strategy Consultation attached at Appendix 1 of this report.
-

3. Background

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

Updates for Infrastructure, Land and Environment Policy Board

4. Climate Change

4.1 Energy Management

Energy Efficiency Fund

- 4.1.1 Work is ongoing between the Energy Team and Finance with a view to securing funding to be used towards increasing the energy efficiency of our Public Buildings. The technologies being investigated as part of a business case include boiler control upgrades, LED installations, installation of additional Solar Photovoltaic panels, water saving controls, etc.

ECO4 Flex

- 4.1.2 ECO4 Flex will allow the Council to approve funding to Renfrewshire's private sector, fuel poor households that do not meet criteria for other schemes, as well as low-income households that are vulnerable to the effects of the cold. The scheme is part of the UK Government Energy Company Obligation and is managed by Ofgem.
- 4.1.3 The qualifying criteria for ECO-Flex, as set by Ofgem, is published on our website in a document called a Statement of Intent. Renfrewshire's Statement of Intent can be found here: https://www.renfrewshire.gov.uk/media/15354/ECO4-flex-statement-of-intent/pdf/Renfrewshire_Council_Statement_of_Intent_for_ECO4_flex.pdf?m=1675687584337ECO-flex. ECO-flex, does not apply to Council Housing or Registered Social Landlords.
- 4.1.4 The energy efficiency measures being installed within Renfrewshire include: boilers, loft insulation, cavity wall insulation, air source heat pumps, solar panels, heating controls, first time central heating etc.

The table below highlights the savings ECO4 Flex has achieved to date based on annually recurring savings:

Financial Year	Value of Grant Funding Requested (£)	Total Annual Consumption Saving (kW)	Total Annual CO2 Saving in Kg	Total Annual Cost Saving (£)
2023/24	£3,583,940	1,310,162	648,617	£231,789
2024/25	£243,460	131,318	32,081	£14,460

4.2 Biodiversity Projects – Wildflower Meadows / Restoring Renfrewshire Rivers

- 4.2.1 Biodiversity areas in Renfrewshire: A delivery of custom seed mixes for spring habitat enhancement works and for autumn 2024 habitat enhancement works was received in March. Ground preparation and seed sowing for spring 2024 habitat enhancement works began in March to establish native wildflower meadow at 8 of the publicly consulted project sites. 1 further site was sown in April, and 2 further sites will receive supplementary sowing in autumn 2024. The project website can be viewed at [Biodiversity Areas in Renfrewshire](#).
- 4.2.2 The Restoring Renfrewshire's Rivers project is now underway. A press release, council webpage and social media updates unveiling the project were published on 27 March. The project officer has been progressing a range of project strands including researching and creating project specific risk assessments and recruitment of volunteers to assist with the project. Dates for volunteer training are currently being

organised. Visits to check the feasibility of the 5 selected sites and to survey them for the invasive plant species were completed in April.

4.3 Winter Resilience Update

4.3.1 To the 1 May 2024, the Winter Maintenance programme has used a cumulative total of over 4,671 tonnes of salt gritting Renfrewshire roads. The service has gritted primary network routes 129 times and our secondary network on 25 occasions over the winter period. This is similar to last year, however considerably down from the previous 4 years, reflecting the milder, wetter winters we have experienced. Conversely, the number of occasions that Road Operations required to attend to flooding issues over the same period, greatly increased.

5. Team Up to Clean Up

5.1.1 A high volume of interest was generated by this Year’s Big Spring Clean with 725 events taking place, supported by 2,239 volunteers. The business community across Renfrewshire, schools community groups and individuals all got involved with presentations also being delivered to school pupils stressing the value of keeping their community tidy and the local and global benefits. The Office team also delivered 4 litter picking events at local retail parks throughout March, inviting businesses and volunteers, generating awareness of the Campaign, the principles, and the volunteer’s work.

5.1.2 The Conservation Volunteers again successfully delivered 3 workshops in Renfrewshire hosted by West End Growing Grounds Association (WEGGA), Evergreen Elderslie, and Renfrew Association of Growers & Gardeners (RAGG). Each of the events was well received with attendees learning how to create their own wildflower meadow areas.

5.1.3 Team Up to Clean Up were awarded an “Outstanding Achievement” accreditation at the Provost Awards in March. Sixteen volunteers enjoyed the award ceremony, they were accompanied by the office Team Up team. Attendees were treated to a 3-course meal and entertainment, while the Provost acknowledged and voiced appreciation for everyone involved, together with their dedication and commitment.

5.2 Environmental Taskforce

5.2.1 The Environmental Taskforce continues to deliver intervention to reduce instances of flytipping. Key statistics for the most recent period are:

Action	January to April 2024
Proactive visits to identified hotspot areas	428
Number of reports investigated	343
Tonnes of flytipping removed	51 tonnes
Number of sites secured to prevent further flytipping	0

Letters to private landowners re flytipping	9
Visits to businesses to ensure Waste Disposal Arrangements in place	17
Fixed Penalty Notices Issued	16

- 5.2.2 Taskforce cameras have been relocated to obtain visual evidence at local flytipping hotspot locations.
- 5.2.3 Cameras are a successful deterrent, however securing sites, where possible, remains the most effective method to prevent incidences of flytipping. The Environmental Taskforce has arranged soil bunding, bollards and hoarding to secure appropriate open spaces. Working alongside businesses the Team has further encouraged fencing and bollards to be erected, as well as the installation of CCTV at one private site. 12 hotspot locations have benefitted from these preventative measures.

6. Fleet, Roads and Transportation

6.1 Fleet Services

- 6.1.1 Procurement for the 24/25 Vehicle Replacement Programme is underway. An additional 15 electric vehicles will be added to the core operational fleet within the coming year, continuing progress towards zero emission vehicle targets.
- 6.1.2 The Fleet Service has procured a new fleet management system Asset Works. This is an upgrade to the existing system and will provide a fully integrated asset management solution that will deliver several benefits including a digitalised contactless workshop. The Service is working towards the Driver and Vehicle Standards Agency earned recognition scheme which is a new way to evidence that our fleet meets driver and vehicle standards. The new asset management system will ensure the Council has the vehicle maintenance and digital management systems in place to meet the requirements of this scheme.

6.2 Roads & Transportation

6.2.1 Roads Capital Investment Programme

- 6.2.2 The Roads Capital Investment Programme for 2024/25 has recently commenced. This programme consists of 45 carriageway resurfacing schemes and 23 footway resurfacing schemes. The programme will also include large carriageway patching and surface dressing schemes. A number of strategic schemes will be undertaken in this programme, including Mill Street, Broomlands Street, Old Sneddon Street and the A726 Spectacles roundabout. All schemes will be tested for coal tar prior to excavation. Surface dressing will be carried out on rural roads around Lochwinnoch and Howwood.

- 6.2.3 The Drainage Improvements Programme for 2024/25 will commence in summer. Works will predominantly focus on drainage issues on Burnbrae Road in Linwood

- 6.2.4 Members will be aware that officers presented a report to the Leadership Board on 1 May 2024 which outlined the work undertaken as part of the review of Renfrewshire's Public Transport network. Within that report it was highlighted that SPT have been

developing a Regional Bus Strategy and that strategy was out for consultation until 13 May 2024.

6.2.5 The Regional Strategy presents potential future operating models for the way forward for bus services across the region as outlined below:

- Business As Usual/Voluntary Partnerships - Delivered through a voluntary partnership arrangement which seeks to strengthen current relationship and delivery of joint outcomes. At the current time the Council is already a member of the Glasgow City Region Bus Partnership which is comprised of the eight local authorities, SPT and bus operators in the area.
- Bus Service Improvement Partnerships - This is a new form of statutory agreement that would ensure agreements between operators and a transport authority were binding and can include sanctions if commitments are not adhered to
- Local Services Franchising - Franchising moves competition to an operating contract level rather than on road competition between operators. This provides a greater degree of control over bus service specifications and fares to local transport authorities. The authorities would then procure contracts to deliver the levels of service it requires necessary to meet the needs of communities and
- Municipal Bus Company - As a result of the changes from the Transport (Scotland) Act 2019 local transport authorities can create municipally owned bus companies to compete for contracts and operate registered bus services. The municipal operator would likely be an arms-length organisation wholly owned by the authority but providing separation when competing for contracts.

6.2.6 Officers have submitted a response to the consultation, which is attached as Appendix 1 to this report and have advised SPT that the response is subject to the approval of the Infrastructure, Land & Environment Policy Board meeting of 29 May 2024.

6.3 **Active Travel & Infrastructure Improvement Update**

6.3.1 The new Active Travel route from Barnsford Road to Inchinnan Drive is due for completion in early June 2024.

6.3.2 Renfrewshire Council have been successful in our applications for a new active travel route around Inchinnan Business Park and AIMDS South Gallowhill link to existing Paisley to Renfrew active travel route utilising the Renfrew Road underpass. The Inchinnan Business Park route will connect with the active travel route on Barnsford Road to Inchinnan Drive and the existing active travel route at Inchinnan Road to improve links around Glasgow Airport.

6.3.3 The construction phase for a bus turning circle at Linburn Road in Erskine has started which will provide a retaining wall, bus turning loop and footway provision. Public utility diversionary works has been completed. SPT Capital funding announced for 2024/25 has allocated £165,000 for this category 1 project seen as an operationally essential.

6.3.4 Works to complete the Paisley to Renfrew active travel route including upgraded shared footways and carriageway improvements at Wright Street and pedestrian crossings at Gilmour Street and Niddry Street to Toucan crossings are underway and are expected to complete in early July 2024. The accessible ramp connecting Turner

Drive and Wright Street is being constructed by Ambassador Homes as part of their development consent.

- 6.3.5 Work in association with Sustrans to improve accessibility to the National Cycle Route Network 7 has seen the path upgraded through Jenny's Well Nature Reserve and opening of the footbridge connecting Hawkhead Road Housing Development at Bankhead Avenue.
- 6.3.6 Traffic Signal improvements have been installed on Glasgow Road/Penilee Road Paisley, High Street/Collier Street Johnstone, and High Street/Millburn Drive Renfrew as part of programme of upgrades to provide more energy efficient infrastructure.

6.4 Street lighting Capital Investment Programme

- 6.4.1 The Street Lighting Capital Investment Programme for 2024/25 has recently commenced. A new lighting installation for Bridge of Weir Road, Linwood has started on site and will replace the ageing network with new cabling in ducts, a new control panel and 48 new columns and lanterns.
- 6.4.2 Works are due to commence on a contract to replace 144 number cut down columns across our lighting network and install 33 new cable loops to areas where we have dark sections due to cable faults. This contract will address the streetlighting backlog and should complete before the darker nights return in Autumn.
- 6.4.3 Designs are being finalised for new streetlighting installations on Easwald Bank, Kilbarchan and High Street, Lochwinnoch. These will commence on site in the coming months and will replace the ageing networks at these 2 locations with completely new installations comprising of new cabling in ducts, new control panels and new columns and lanterns. These projects form part of our aims to modernise our streetlighting asset.

7. Neighbourhood Services

7.1 Play Parks / Parks

- 7.1.1 The 2023/24 programme of planned play area refurbishment / renewal works has been completed at Urquhart Crescent, Renfrew; Anne Avenue, Renfrew; Netherhill Road, Paisley; Tannahill Crescent, Johnstone; Miller Street, Johnstone and installation is currently ongoing at Victory Gardens, Renfrew.
- 7.1.2 Planning is underway for consultation and procurement of the 2024/25 programme which will include complete play area renewals at Elm & Maple, Johnstone (Topspot); Brodie Park, Paisley; Barshaw Park, Paisley (Original Laura's Playpark Area) and also an upgrade at the Park Mains BMX area to create an improved wheeled sports area.
- 7.1.3 Completion of the Lawn Tennis Association (LTA) funded project, to upgrade the tennis courts at 3 locations in Renfrewshire, was delayed due to the prolonged poor weather conditions. However, works have neared completion across the three sites: Brodie Park, Paisley, Robertson Park, Renfrew and Park Road, Johnstone Tennis courts. Our launch of the newly refurbished courts will be Thursday 20th June, in partnership with the LTA, One Ren and Renfrewshire Council. Tennis courts will be bookable via the Club Spark App and tennis coaching will be available in the coming months.

7.3 Clyde Muirshiel

- 7.3.1 Summer opening hours are in operation at both Castle Semple and Muirshiel Country Parks. The walks and trails in each Country Park are accessible all day, every day.
- 7.3.2 The most popular season for school visits is well underway and there is a very busy programme of outdoor activity provision and environmental learning in progress.
- 7.3.3 Encouraging responsible access awareness, biological recording, a community walks programme, work with conservation volunteers and seasonal site maintenance activities continue.

7.4 Monuments, Statues & Memorials

- 7.4.1 The Johnstone War Memorial in Houston Square underwent specialised cleaning to restore it to its former condition. Neighbourhood Services commissioned condition surveys to identify future works required on monuments. This report has now been completed and encompassed all 14 monuments, including Paisley Cenotaph. Neighbourhood Services colleagues are reviewing the condition surveys and creating action plans for future works based on this report.

7.5 Cemeteries

- 7.5.1 Memorial pillars are now installed in Hawkhead Infant Memorial Garden and in Lochwinnoch Woodland Burial Site. This is an optional service for families who wish to commemorate a loved one with an engraved plaque.
- 7.5.2 Tree survey works have been completed in Hawkhead cemetery; this has identified trees that require works to ensure safety within the cemetery. A report is being compiled with an action plan for tree work remedials, once compiled a further update will be provided. We anticipate that some trees may require attention by an Arbor team that will mean restricting access to the Cemetery, and this may be before the next ILE Board, if so, ward members will be update, further updates will follow.

7.6 Grass Cutting Schedule

- 7.6.1 Grass cutting schedule is underway and teams continue to work within the 14-day cutting program. So far, the inclement weather experienced in April has proven challenging for ensuring all grass panels are cut on time and to the expected standard. However, our neighbourhood services team have worked extensively to ensure standards are maintained and we have been able to remain on track within the 14-day schedule. The season thus far is progressing well, and our teams are working proactively to ensure all expected standards are met.
- 7.6.2 We have also been trialling a new strimming procedure which has proactively managed grass panels reducing the need for pesticides to be used on panel edges, this is working well, and further updates will be provided.

8. #YouDecide

- 8.1.1 Twenty nine #YD Projects are now complete. Most recently play area refurbishments at Glebe Street Renfrew and Jennyswell, Paisley was completed along with outdoor gyms at Old Road Park, Elderslie and Churchill Drive, Bishopton. Play area improvements at South Candren Village Green and Station Road, Langbank are scheduled to start in June 2024. Speed sign installations at Main Road, Elderslie and Bridge of Weir Road, Brookfield are also now complete.

- 8.1.2 Lighting works are currently ongoing at Howwood Park, Inchinnan Park, Ellerslie Street Park, Johnstone, Spateston Park, Johnstone, Kintyre Park, Linwood, Barshaw Park and the entrance to Ferguslie Gardens, Paisley. All other #YD lighting projects will follow. All other #YD lighting projects will be starting June onwards.
- 8.1.3 Contracts have been awarded for the construction of a Wheeled Sports Areas at Kintyre Park Linwood and Moss Road Park, Bridge of Weir and early designs have been submitted. Consultation with potential users taking place May 2024. Construction is anticipated to start late June 2024 in Linwood and September 2024 in Bridge of Weir.
- 8.1.4 Visualisation concepts drawings are complete for Barrangary and Chestnut roundabouts, Bishopton. A consultation survey will take place between 22 May and 19 June to decide which idea is favoured amongst locals. Visualisations for Easwald Bank roundabout, Kilbarchan and both Renfrew Road/Arkleston Road and Glasgow Road/Kings Inch Road roundabouts, Renfrew should be ready by the end of June and consultation on these will proceed thereafter.
- 8.1.5 Speed sign installations at Main Road Elderslie and Bridge of Weir Road Brookfield have been instructed and will be complete by the end of May.
- 8.1.6 Following discussions with Renfrew Community Council, seating improvements in the Town Centre have been agreed. Work to install seating on 24 of the granite blocks around Renfrew Town Centre has been instructed. We anticipate work to start here June 2024.
- 8.1.7 Work to improve paths and signage in Gleniffer country park is ongoing as is information and interpretation boards for the villages of Inchinnan and Kilbarchan. These projects should be complete by early 2025.

9. Waste Services

9.1 Waste Collection Method

- 9.1.1 The Waste Service will start Phase 1 of decoupling the grey residual bin from recycling bins for all areas with a Saturday collection. The service will move to collecting all the same colour of recycling bins on the same day (Saturday) and decouple the grey bin collection by moving to a separate day (Monday).
- 9.1.2 Phase 1 will be rolled out in Summer 2024 at the following areas:

Ward 4	Paisley North West	2734 properties
Ward 6	Paisley South East	28 properties
Ward 7	Paisley South West	5732 properties
Ward 8	Johnstone South and Elderslie	1861 properties
Ward 9	Johnstone North, Kilbarchan, Howwood & Lochwinnoch	36 properties

- 9.1.3 A communications plan is being developed and all households within the area will be contacted in advance. Residents will receive a letter and new collection calendar explaining the changes and to confirm which colour of bins to present on collection day. Ward Elected Members for the trial areas will be informed and provided with further detail in advance of communications being sent to households.

Implications of the Report

1. **Financial** – Any financial elements referenced in this report will be progressed through the Council’s financial & budget planning process.
2. **HR & Organisational Development** – None.
3. **Community/Council Planning** – The report details a range of activities which reflect local community and council planning themes.
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
12. **COSLA Policy Position** – None
13. **Climate Change** – there are a range of actions and activities throughout the Service Update Report which support the Council’s Plan for Net Zero.

List of Background Papers: None

Author: Gordon McNeil, Director of Environment, Housing & Infrastructure

Appendix 1 – Strathclyde Regional Bus Strategy, Renfrewshire Council Response

0. Are you happy to proceed with the survey?

Please select one

<input checked="" type="checkbox"/>	Yes
<input type="checkbox"/>	No

ABOUT YOU

These first few questions are to understand a little bit more about you / your organisation.

1. Are you completing this questionnaire as an individual or on behalf of an organisation?

Please select one

<input type="checkbox"/>	I am responding as an individual
<input checked="" type="checkbox"/>	I am responding on behalf of an organisation

2. What is the name of the organisation that you are responding on behalf of?

Please enter your organisation's name below

Renfrewshire Council

3. Which of the following best describes your organisation?

Please select one

	Bus operator
X	Local authority
	Other organisation

4. In which local authority area does your organisation primarily operate?

Please select all that apply

	Argyll and Bute
	East Ayrshire
	East Dunbartonshire
	East Renfrewshire
	Glasgow City
	Inverclyde
	North Ayrshire
	North Lanarkshire
X	Renfrewshire
	South Ayrshire
	South Lanarkshire
	West Dunbartonshire

5. Please provide your name, job title, and email address below.

Note, this information is being requested for the purposes of ensuring the authenticity of responses. A list of all organisations that respond to the consultation will also be included in reporting, but will not be linked to responses. Your details will not be used for any other purpose.

Please enter your name and email address below.

Name: Gerard Hannah

Job title: Head of Climate, Public Protection and Roads

Email: gerard.hannah@renfrewshire.gov.uk

FEEDBACK ON RECOMMENDATIONS

Over the last nine months, SPT has been considering a number of ways, or options, that the future bus network could be delivered. More detail on these options can be found within the [Strathclyde Regional Bus Strategy Consultation document](#). SPT has appraised each option to understand how well each one could help with the delivery of a better bus network, based on their anticipated benefits, costs and any implementation issues.

After reviewing the evidence and appraisal findings, SPT has developed a set of recommendations to guide the development and implementation of the bus strategy. These next few questions are to understand whether you think these are the right recommendations and why.

1.1.1.1 Business as Usual and Voluntary Partnerships

SPT is proposing to rule out **business as usual** and **voluntary partnerships** for further consideration in its bus strategy. These options, and the reasons for ruling them out, are described in brief below.

Business as usual describes the existing bus network. Operators are free to run any service, set their own fares and choose their own vehicles, subject to meeting safety and operating standards and applicable government policies such as Low Emission Zones. Evidence suggests that with this option, it is highly unlikely that the cycle of decline will be broken. SPT also anticipate that continuing with business as usual is unacceptable to most stakeholders and communities.

Voluntary partnerships are when bus operators and public sector partners come together to improve the bus network through agreeing, on a voluntary basis, to provide or deliver improvements to services and infrastructure or other local policies to support bus services. The option appraisal process found no evidence in the region to suggest that voluntary partnerships are likely to break the cycle of bus decline.

6. To what extent do you support or oppose SPT's recommendation to rule out 'business as usual' and 'voluntary partnerships' for further consideration in the bus strategy?

Please select one for each option

	Rule out business as usual	Rule out voluntary partnerships
Strongly support	X	
Somewhat support		X
Neither support nor oppose		
Somewhat oppose		
Strongly oppose		
Don't know		

1.1.1.2 Local services franchising and Bus Service Improvement Partnerships

SPT is recommending that they begin work on local services franchising, in line with the requirements of the Transport (Scotland) Act 2019. SPT is also recommending that they work with partners to develop Bus Service Improvement Partnerships while franchising is developed.

Local services franchising is a system that allows a Local Transport Authority to plan the bus network and to award exclusive rights to an operator to run certain bus services for a set period of time. Under this franchise framework, the Local Transport Authority then enters into franchise agreements with bus operators, generally awarded through competitive processes, to deliver the specified services and standards. SPT believes franchising offers the greatest certainty in delivering an improved bus network for the region in the long term.

Bus Service Improvement Partnerships (BSIPs) are a statutory partnership between a Local Transport Authority (or authorities) and one or more bus operators. This model differs from a voluntary partnership in that there is a legal basis for the Plan and Scheme(s) and, therefore, elements of the Plan and Scheme(s) can be enforced. SPT believes BSIPs play an important role in delivering key improvements for the bus network, including bus priority measures to improve reliability, ahead of implementing local services franchising.

7. To what extent do you support or oppose SPT's recommendation to take forward local services franchising and BSIPs?

Please select one for each option

	Take forward Local services franchising	Take forward BSIPs
Strongly support	X	X
Somewhat support		
Neither support nor oppose		
Somewhat oppose		
Strongly oppose		
Don't know		

1.1.1.3 Municipal bus company

SPT is proposing to further investigate the opportunity offered by the creation of a small-scale municipal bus operation to target provision in areas where there is a lack of commercial services or as an operator of last resort.

A **municipal bus company** is an operator of bus services owned by a Local Transport Authority. A municipal bus company can be formed from the purchase of an existing bus or coach company or the creation of a new company. Municipal bus companies compete for the market in the same way as privately owned bus companies.

8. To what extent do you support or oppose SPT's recommendation to further investigate the opportunities offered by the creation of a small-scale municipal bus operation?

Please select one

<input checked="" type="checkbox"/>	Strongly support
<input type="checkbox"/>	Somewhat support
<input type="checkbox"/>	Neither support nor oppose
<input type="checkbox"/>	Somewhat oppose
<input type="checkbox"/>	Strongly oppose
<input type="checkbox"/>	Don't know

9. If you wish, please use the box below to explain why you support or oppose any of SPT's recommendations.

<p>Rule out business as usual</p>	<p>Renfrewshire Council recently commissioned and completed a review of our Public Transport network which has identified broadly the same issues as highlighted by the work undertaken by SPT at a regional level.</p> <p>The issues identified in the Renfrewshire review are not exclusive to Renfrewshire and as such a regional approach to addressing these issues and providing solutions is going to be the only way to improve the public transport landscape.</p> <p>Our review highlighted that the public and elected representatives are not content to proceed with the current position and recognise that more fundamental change is required to deliver success in this area.</p> <p>As such Renfrewshire Council strongly supports the position to rule out business as usual as a progressive way forward to address the problems.</p>
<p>Rule out voluntary partnerships</p>	<p>Although Renfrewshire recognise that voluntary partnerships don't offer the fundamental change required, they do have a place to play in terms of relationship building and improving collaboration.</p>

<p>Take forward local services franchising</p>	<p>The Renfrewshire review highlights franchising as likely to be the most effective method for delivering the significant change required to improve the current landscape. Renfrewshire Council fully supports SPT's aspirations for taking this workstream forward.</p>
<p>Take forward BSIPs</p>	<p>Renfrewshire Council strongly supports a collaborative approach to improving public transport arrangements for passengers and recognises this cannot be achieved by a single organisation on its own.</p> <p>BSIP's would set out clear roles and responsibilities that would be accountable and ensure there was a spirit of continued cooperation to improve the offering for bus users across a number of areas.</p> <p>However, with the SPT capital programme being reduced to zero in 2024/25 this limits the capacity of local authorities to make improvements to infrastructure in their area which would be fundamental to the success of any BSIP.</p> <p>The Council supports taking forward BSIP's but does appreciate that this alone is not going to provide all of the solutions required.</p>

<p>Further investigate municipal bus operations</p>	<p>The review conducted by Renfrewshire Council has identified that whilst there may be merit in large scale municipalisation, the costs for implementation of such an approach at the current time make it cost prohibitive.</p> <p>There is however merit in smaller scale municipalisation to look at addressing gaps in the bus network particularly in more rural locations to ensure there is connectivity with key facilities such as hospitals or providing access to employment opportunities.</p>
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10. Have you read any of the impact assessments that accompany the bus strategy consultation document?

X	Yes
	No
	Don't know

11. If you would like to make any comments on the impact assessments, please leave these below.

No

FINAL COMMENTS

12. Finally, if you have any further comments related to the consultation on the bus strategy recommendations, please enter them here.

Renfrewshire Council will continue to work with SPT to explore opportunities to improve the public transport landscape for bus users across the region. We welcome the opportunity to input into this consultation and will be fully engaged in future workstreams to ensure we can develop options which can benefit residents across the region.

That's all of our questions. Thank you so much for your time.

Please submit this response through the online questionnaire or email to RTS@spt.co.uk



To: Infrastructure, Land and Environment Policy Board

On: 29 May 2024

Report by: Director of Environment, Housing and Infrastructure

Heading: Environment, Housing and Infrastructure Annual Health and Safety Report (2023/24) and Plan (2024/25)

1. Summary

- 1.1 The Council's Health and Wellbeing Plan, a key priority within the Council's People Strategy 2021 – 2026, promotes a positive Health and Safety culture to ensure compliance with relevant Health and Safety legislation and supports the Council Plan in Working together to achieve a thriving and connected Renfrewshire, creating opportunities for all.
 - 1.2 This report summaries Environment, Housing and Infrastructure Department's approach to Health and Safety with Annual Health and Safety Report (Appendix 1) which sets out work undertaken in 2023/24 and the Annual Health and Safety Plan 2024/25 (Appendix 2) which sets out arrangements in place for the management of Health and Safety and continuous improvement in relation to this area for 2024/25.
 - 1.3 It should be noted that the Report and Plan will be considered by the Communities and Housing Policy Board on 21st May 2024, the Infrastructure, Land and Environment Policy Board on 29th May 2024 and the Finance, Resources and Customer Services Policy Board in June 2024 in respect of the elements covered by those Boards' remits.
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2. Recommendations

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

- 2.1 Approves the Environment, Housing and Infrastructure Health and Safety Report for 2023/24 (Appendix 1) and as specific to the areas of activity delegated to this Policy Board and

- 2.2 Approves the Environment, Housing and Infrastructure Annual Health and Safety Plan 2024/25 (Appendix 2) as specific to the areas of activity delegated to this Policy Board; and
 - 2.3 Notes that the Report and Plan is also being presented to the Communities and Housing Policy Board and the Finance, Resources and Customer Services Policy Board to approve the elements covered within those Boards' remits.
-

3. Background

- 3.1. Environment, Housing and Infrastructure is responsible for the provision of every day essential services, directly to the public of Renfrewshire, to other services within the Council and to community planning partners. These services are delivered by approximately 1,900 employees, employed on a full-time or part-time basis, with a gross expenditure budget of approximately £70.3 million.
 - 3.2. The Department provides the following key frontline services:
 - Operations: Neighbourhood Services, Fleet and Social Transportation, Waste and Recycling (to over 91,000 households and businesses).
 - Climate, Public Protection and Roads: supporting our communities through our Regulatory and Community Safety Services and supporting more than 849 km of roads and transport infrastructure.
 - Facilities and Property Services: (Hard and Soft Services) including PPP and Compliance, Building Services and Property Services, a multi-disciplinary design team.
 - Housing Services: Management and investment in housing stock (approximately 12,300 properties) and providing a wide range of advice and support to our tenants.
 - 3.3 Environment, Housing and Infrastructure Services deliver universal services for over 180,000 Renfrewshire residents, helping to run our schools and care homes, providing 12,300 homes for social rent, protecting and enhancing our local environment through a wide range of initiatives and work to make Renfrewshire a great place to live and work.
 - 3.4 Our services are delivered by a diverse, skilled and committed workforce of around 1,900 who deliver services 24/7 over 365 days a year. The health, safety and wellbeing of all our employees is of paramount importance.
 - 3.5 Governance for Health and Safety is provided through monthly discussions at Environment and Infrastructure Senior Leadership Team meetings and quarterly CRMT (Crisis Resilient Management Team).
-

Implications of the Report

1. **Financial** – Potential exists for financial liability from property damage, civil or criminal prosecutions through the outcome of accidents and/or ill-health. This report demonstrates Environment, Housing and Infrastructure Services compliance and commitment to Health and Safety policies and procedures.
2. **HR & Organisational Development** – This report supports Renfrewshire Council's commitment to the health, safety and wellbeing of employees.
3. **Community/Council Planning**
 - *Our Renfrewshire is well* – EH&I will improve the physical and mental health and wellbeing of employees through participation in the “Healthy Working Lives” and “Your Health Matters” Programmes and any other corporate initiatives promoting wellbeing.
 - *Our Renfrewshire is safe* – EH&I will provide training and support to employees to allow them to develop within the organisation and to gain the skills and experience necessary to provide a quality service to our customers.
4. **Legal** – Environment, Housing and Infrastructure will continue to comply with all current statutory Health and Safety legislation and Renfrewshire Council Corporate Health and Safety policies and guidance.
5. **Property/Assets** – The maintenance of appropriate registers (eg Asbestos Register with respect of domestic Council properties) and an obligation to conduct workplace inspections.
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.
8. **Health & Safety** – This report supports and demonstrates Environment, Housing and Infrastructure's commitment to ensuring efficient Health and Safety management across the Department.
9. **Procurement** - None
10. **Risk** – This report supports the overarching management of risk by Renfrewshire Council.
11. **Privacy Impact**- None.
12. **COSLA Policy Position** – Not applicable
13. **Climate Risk** – Not applicable

List of Background Papers

- (a) Background Paper 1: Audit, Risk and Scrutiny Board (20th May 2024), Risk Report – May 2024
- (b) Background Paper 2: Health and Wellbeing Plan (For all council employees),

The foregoing background papers will be retained within Environment, Housing and Infrastructure Department (Service Development) 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 Gill Darbyshire, Senior Service Development Manager, gill.darbyshire@renfrewshire.gov.uk

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

Renfrewshire Council
Environment, Housing and Infrastructure

ANNUAL HEALTH AND SAFETY REPORT
1st April 2024 – 31st March 2025

(Achievement made during 1st April 2023 to 31st March 2024)

May 2024

This annual report is prepared by Environment, Housing and Infrastructure in accordance with Renfrewshire Council's Health and Safety Policy and Plan, the purpose of which is to evaluate the health and safety performance of the Service and set future health and safety objectives.

1. Management of health and safety within the Service

1.1 Broad context of health and safety policy

The Director of Environment, Housing and Infrastructure (EH&I) has overall responsibility for the application of Health and Safety Policy and welfare at work of employees within the Department. The Leadership Team of EH&I, comprising four Heads of Service and Senior Managers, take a lead and active role in the monitoring and application health and safety policy.

The objective of EH&I is to ensure that health, safety and wellbeing are an integral part of the business and all services areas continually seek to develop a positive culture and attitude amongst employees to achieve this.

As outlined below, regular discussion takes place on a wide range of health and safety policy areas and this allows the opportunity to ensure that arrangements are in place to reflect the service fully and to monitor the effectiveness of current arrangements, updating as required.

2. Organisation for implementing health and safety management

2.1 Health and Safety Planning Group/Committees

EH&I is represented on the Corporate Health and Safety Committee (CH&SC) by the Senior Service Development Manager who attends the quarterly meetings. The Head of Operations and Service Development Chairs the Council's Resilience Management Team (CRMT) which covers all services across the Council. Health and Safety is lead across EH&I by the Senior Service Development Manager supported by Service Co-ordination Assistant and officers across all Services.

A monthly meeting of EH&I Senior Leadership Team is chaired by the Head of Operations and Service Development, arranged to align with the quarterly meeting cycle of the CH&SC, which discusses a wide range of health and safety work including:

- (a) Accidents - statistics, trends, investigations and other information to identify causes and provide so far as is practicable solutions for their prevention.
- (b) Workplace inspections (internal) and audits (Corporate and external)
- (c) The planning, performance management and review of EH&I's approach to Health and Safety
- (d) The monitoring and implementation of the Health & Safety Action Plan

- (e) The identification, assessment and recording of risks
- (f) Actions arising from the Corporate Health & Safety Committee (CHSCM)
- (g) Actions arising from the corporate and service Risk Management and planning arrangements, and
- (h) New developments in Health & Safety arising from legislation and Government and Council policy

The Health and Safety Policy continues to reflect and provide a guidance framework for the management of Health and Safety across EH&I.

Consultation Mechanisms

Information on health and safety issues are communicated to employees using a wide range of internal channels such as strategic meetings, operational meetings, Trade Union meetings, workload reviews, “toolbox talks,” emails and noticeboards.

It is particularly important to note that a significant number of EH&I employees do not have access to electronic communications and therefore, as set out above, a range of approaches are taken in this area including joint working arrangements for employee and Trade Union consultation. Although the Department has an ability to communicate digitally with frontline employees through digital messaging, enabling a quick and effective way to communicate important information, this relies on employees providing a personal mobile number and signing up to receive notifications through “RenTalk”.

Regular meetings take place with EH&I Directorate and Trade Union Representatives where key health and safety issues may be discussed, supporting ongoing awareness and practice of health and safety, management of risks, prevention of accidents and ill health and the maintenance of safe working practices.

3. Planning and setting standards:

3.1 Setting of health and safety objectives

The Council’s new Health and Wellbeing Plan sets the Council’s strategic aims in this area and together with, “Our People, Our Future 2021- 2026”, provides a high-level guide on which EH&I bases all health and safety objectives to support with wider outcomes.

Across EH&I there is a clear understanding of the wide range of services and the risks associated with these. When setting health and safety objectives the Environment, Housing and Infrastructure Health and Safety Senior Leadership Team (SLT) consider matters such as:

- Developments or changes in the regulation of health and safety in the workplace or in working practices:
- The identification of areas where there is a need for improvement that may entail the implementation of safe working practices or investment in equipment; and

- The need for training and raising awareness in relation to health and safety.

A summary of the significant risks, including potential occupational health risk faced by EH&I employees is outlined below.

Health and Safety Risk Management Update

The Annual Risk Update 2024 sets out the key area of risk for Renfrewshire Council. Risks are evaluated using the Council's risk matrix multiplying the likelihood of a risk occurring by its potential impact. Risks are then evaluated as "low," "moderate", "high" or "very high". Following the integration of Housing Services into Environment, Housing and Infrastructure all risks were revisited. The latest report outlines a number of risks carried by EH&I and the actions proposed to mitigate these. The work outlined in this report contributes to wider health and safety objectives and the minimisation of risk in this area.

Health and Safety Training

EH&I recognise that health and safety training is a key factor in the reduction of accidents, incidents and the prevention of ill-health. Services actively support, organise and carry out such training on a regular basis as required.

Across EH&I the current management system which assists with monitoring of health and safety training and performance has reached the end of the contract. Work, supported by the Project Management Unit and ICT, is already underway to support this area of work and provide a longer-term business management approach with the transfer of all training records to the ERP Business World. This will, in due course, allow for increased monitoring and reporting of training requirements across EH&I.

Fire Safety Information/Drills

A range of regular fire safety drills is undertaken across EH&I services and within each Council owned and operated property on a regular basis in line with all relevant legislation. An EH&I Fire Group has been established, with representatives from all services, which discusses and addresses work in this area.

Over 2023/24 Housing Services have undertaken fire risk assessments for all multi-storey blocks (14) and sheltered housing complexes (10) and is addressing any work highlighted. The Head of Housing Services chairs a quarterly Fire Safety Liaison meeting which brings together relevant services from across the council and colleagues from the Scottish Fire and Rescue Service. This is an excellent example of collaborative work with a wide range of colleagues and community planning partners.

Wellbeing Initiatives

The Health and Wellbeing Forum, comprising representatives from across EH&I, meets monthly to discuss a wide range of initiatives. Recent work has included the distribution of mental health "Z" cards for all frontline employees. As a result of the excellent feedback in relation to this work the initiative is being rolled out corporately.

The "Walk and Talk" Group continue to meet regularly on a Sunday to promote health and wellbeing with a particular focus on mental health. The number of people attending varies but this is an important option to those wishing to informally meet with colleagues and friends in a healthy and positive way.

Occupational Health Usage

EH&I has a wide range of measure to support the health and wellbeing of our workforce. This includes health surveillance (annual assessments) around "hand arm vibration" (HAVS) and noise for those potentially exposed to these risks. The School Crossing Patrollers were all invited to attend a role specific medical assessment. Findings from any assessment are actively followed up and referral to the appropriate medical professional if required is put in place.

Service Drive Health and Safety Audits/Inspections

The Operation Service (Neighbourhood Services, Fleet and Sustainable Transport, Waste and Recycling), Service Development Team and Roads and Infrastructure maintained the British Standards Institute ISO 9001 – Quality Management Systems that supports the teams to monitor and continually improve the quality of our services.

Health and Safety Plan 2023/24 Update - Achievements

This is the first report which covers Environment, Housing and Infrastructure following the significant restructure and alignment of the services to include Housing Services in the previous Environment and Infrastructure Department. As part of the restructure and changes in remits there are now several new Managers and Senior Managers across the Department. During 2023/24 a wide range of health and safety related work was undertaken and a summary of achievements is outlined below.

Operations and Service Development:

- All HGV drivers have completed the required Certificate of Professional Competence (CPC) hours which involves vehicle safety/checks and low bridge strikes.
- Review and establishment of the EH&I Senior Leadership Team Health and Safety Group to discuss all operational aspects of health and safety.
- Establishment of Fire Safety Group with representation from all areas
- Establishment of the "Working at Heights" Group with representation from all areas
- Successful implementation of the new Neighbourhood Services structure has increased the number of qualified first aiders available to administer first aid directly to frontline workforce.
- Memorial Safety inspections continue to be completed in line with Scottish Government guidance, increasing safe working practices and environment safety within our cemetery operations.
- Neighbourhood Services trained two new JCB operators and refreshed external training in large mechanical operations.

Facilities and Property Services:

- Introduction of a “Walk and Talk” walking Group on a Sunday morning to promote mental health and wellbeing.
- Mental Health booklet and “Z card” created and distributed to all frontline staff.
- Two managers attended and completed Advanced Mental Health Training
- Rolled out new Safety Check Logbooks in all premises.
- Establishment of Asbestos Working Group -involving representatives from areas which are likely to come across asbestos.
- Monthly Property Service/Health and Safety meetings take place to discuss any health and safety project issues, safety flashes, recent HSE guidance/legislation and good practice. This is fed back to the respective teams for incorporation into future projects where applicable.

Climate, Public Protection and Roads

- Monthly Health and Safety site inspection sheets have been implemented and are conducted by either the team leader or supervisor.
- Daily packs are now issued with work instructions to all Road Operations crews outlining risk assessment and safe working practices for each activity they are undertaking that day.
- Conflict Management Training has been undertaken by our Wardens Service.
- Our Environmental Health teams have been working with colleagues in OneRen in relation to swimming pool interventions at their premises.

Housing Services

- 5 Fire Safety workshops held, which were attended by 37 housing staff.
- 3 Fire Safety Warden courses held, which were attended by 23 housing staff.
- Asbestos Awareness training delivered to officers.
- Quarterly Fire Safety Liaison Meeting with Scottish Fire & Rescue Service
- Participated in Asbestos Working Group to review asbestos management procedures.
- All staff have access to online Health & Safety courses on I-Learn
- Health & Safety inspections carried out and recorded at multi-storey blocks, sheltered housing complexes and supported accommodation units.

4. Measuring performance

The Annual Health and Safety Plan is monitored on a regular basis and quarterly reports are discussed to review and monitor performance against the key actions detailed in the Plan.

4.1 Active monitoring

The EH&I Health and Safety SLT monitor the health and safety performance to identify any trends and implement initiatives to address these. This work considers both internal and external HSE inspections, accident reviews and investigations, wellbeing information and legislative and industry guidance.

All services continue to undertake a range of work to ensure statutory compliance.

During 2023/24 EH&I Department Audits were undertaken in the Cleansing and Graffiti. All findings and recommendations were shared with the teams and are being addressed.

A Corporate Health and Safety programme of planned workplace inspections for 2024/25 is currently being developed.

4.2 Re-active monitoring

The ongoing health, safety and wellbeing of employees and service users continues to be a priority for EH&I. The focus to promote an open, positive health and safety culture and to encourage employees and management to report all incidents, accidents, and occurrences.

All reported incidents, accidents and occurrences are reviewed on a weekly basis, resulting in more accurate data. Every incident, accident or occurrence is investigated and associated risk assessments reviewed and amended where necessary.

During 2023/24, across EH&I, there were 178 incidents, accidents and near misses reported compared to 66 in 2021/22 and 105 in 2022/23. The table below (Figure 1) shows the breakdown of these incidents by service area and category.

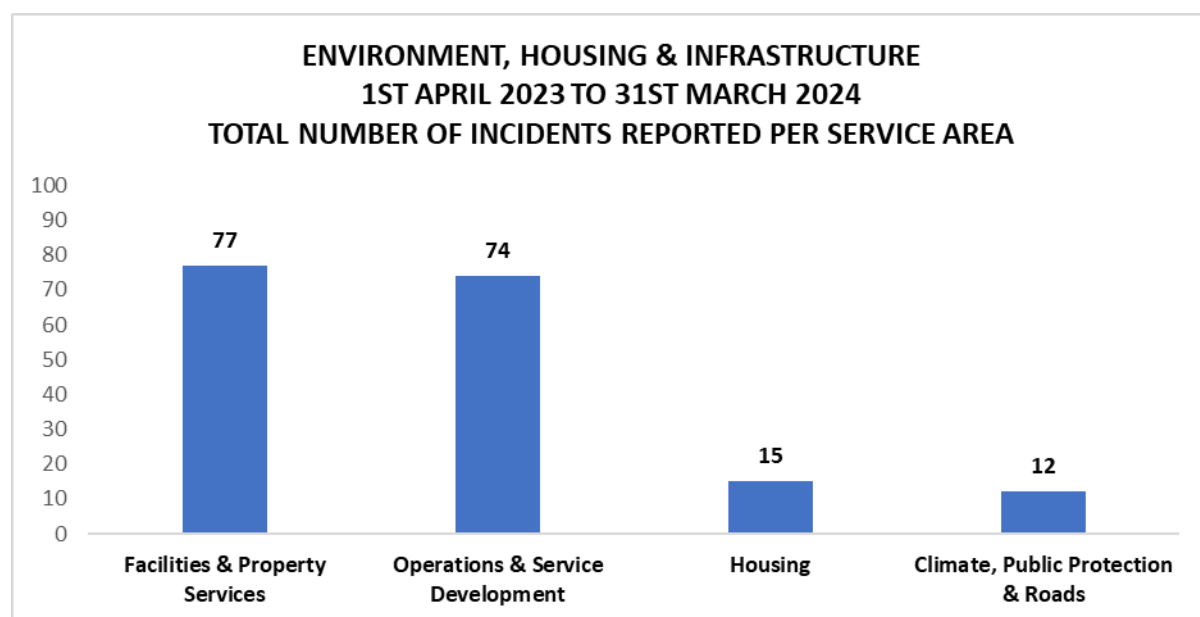


Figure 1: EH&I Total Number of Accidents, Incidents and Near Misses Reported in 2023/24

Under The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR) there were 15 accidents across EH&I in 2023/24 which were reported (Figure 2). Over 7-day absences, which must be reported, accounted for over 80% of these reports.

Figure 2 below shows RIDDOR data and the breakdown by the type of accident or incident for 2023/24 compared to previous data from 2022/23 and 2021/22.

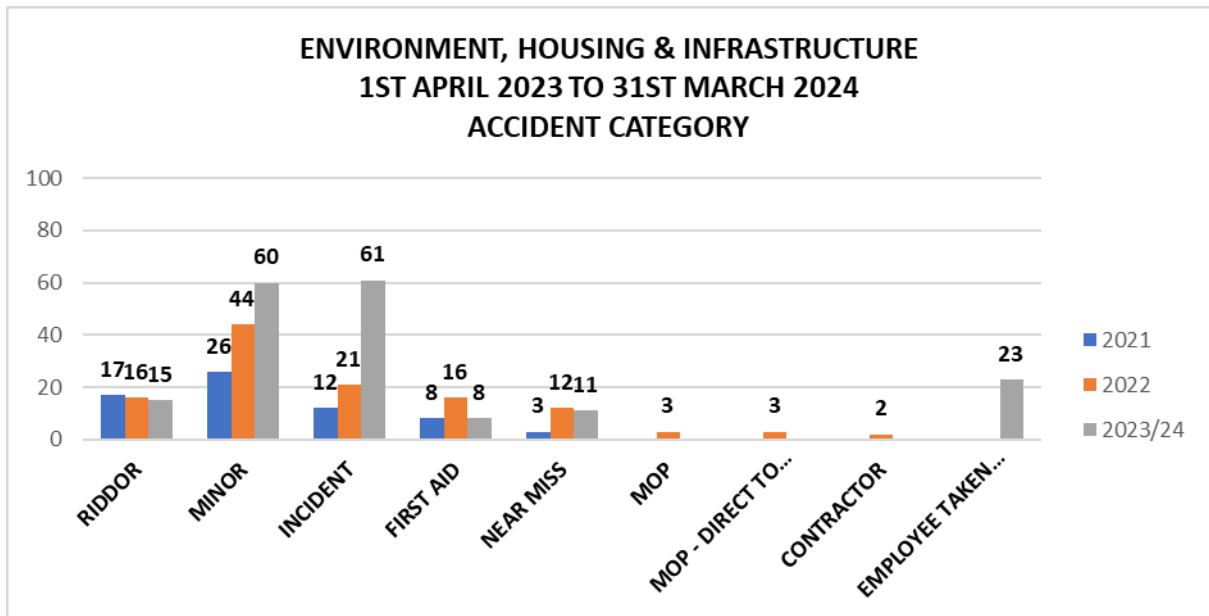


Figure 2: Breakdown by category for 2023/24 compared to 2022/23 and 2021/22

Figure 3 below shows the top 5 incident types in 2023/24. The information indicates that “violence and aggression” was the most comment type accounting for 46 out of 178 or just over 25% of the total followed by “slip, trip and fall at the same level” with a further 37 incidents (around 21%).

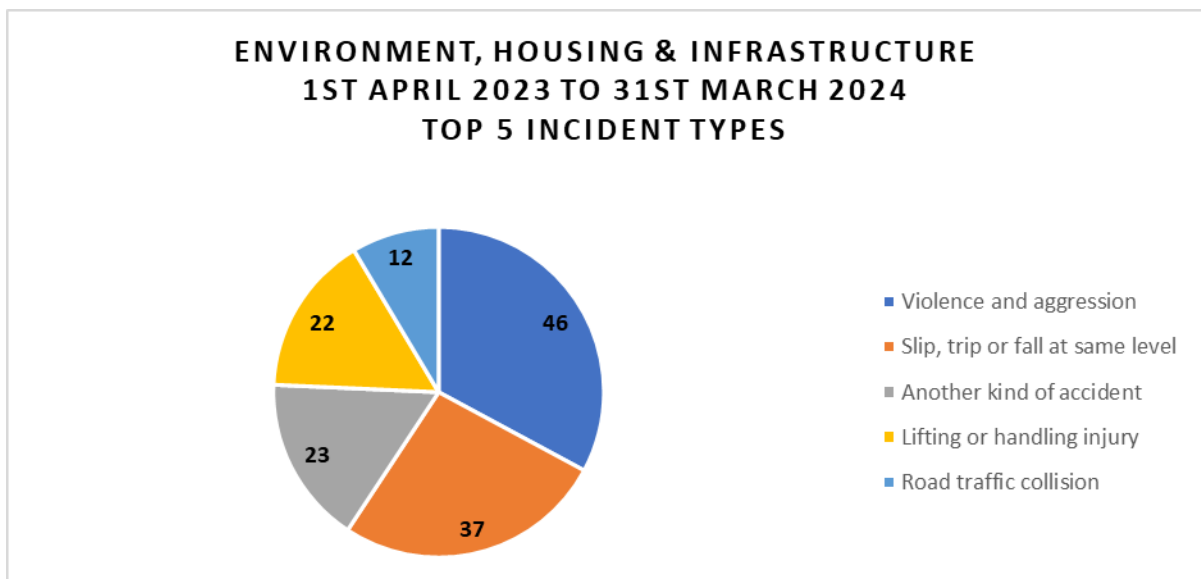


Figure 3: Top 5 health and safety incident type in 2023/24

During 2023/24 there was one Health and Safety Executive (HSE) intervention following an onsite inspection in September 2023. A fee notice was issued in relation to the use of new equipment. All recommendations and findings in the report were accepted and changes implemented. The HSE have subsequently confirmed they are satisfied with the steps taken and the compliance in place.

Having previously identified that late reporting of incidents, accidents and occurrences as a significant risk across EH&I work has been undertaken to support managers, supervisors and employees across services to increase knowledge of incident reporting, incident investigation requirements and RIDDOR requirements. EH&I has fully implemented use of the Corporate Accident/Incident Recording system on the ERP Business World. Local arrangements are in place to support employees who do not have access to the corporate network. This work has reduced the number of accidents/incidents being reported late, increased the number being reported (increasing visibility of these and providing an opportunity for further corrective work to be undertaken) demonstrating a positive incident reporting culture across EH&I.

Key themes have been identified from the Health and Wellbeing Plan including physical, mental, financial and social wellbeing which will be developed in 2024/25.

5. Review of support services

Supporting our employees and attendance is a key priority for EH&I and arrangements are in place to utilise the services of the Council's Occupational Health provider. During 2023/24 a number of referrals have been made and systems and processes are in place for manager or employee self-referrals to the Occupational Health Service or employee counselling service. The key elements used have been:

- Early intervention programme
- Employee counselling service
- Treating employees referred to the Service
- Physiotherapy and
- Cognitive Behaviour Therapy (CBT) for employees
- Statutory Occupational Health Benchmarking (eg Hand Arm Vibration Syndrome (HAVS), Audiometry)

6. Annual Health and Safety Plan 2024/25 (Appendix 2)

The Environment, Housing and Infrastructure Health and Safety Action Plan 2024/25 sets out the key actions that will be undertaken in 2023/24. The Environment, Housing & Infrastructure Health and Safety SLT will continue to review Health and Safety management across EH&I respective areas of responsibility.

Environment, Housing and Infrastructure Annual Health and Safety Action Plan 2024/25

Service Area	Title of Action	Due Date
Operations and Service Development		
Neighbourhood Services	<ul style="list-style-type: none"> • Service managers to review all risk assessments related to tasks completed and ensure they are updated, relevant and meet the needs of employees. • Refresh and deliver health and safety training in the fundamentals of safe working including manual handling, risk profiling, safe systems of work and regular toolbox talks. • Review and refresh the induction process for all employees, ensuring training records are completed, updated and relevant to the role. • Develop current Safe Systems of Work for tasks ensuring they are communicated with employees. • Contribute to the development of the Hand Arm Vibration Syndrome (HAVS) working group, support the implementation of the guidance document and aid the referral process for employees identified through routine monitoring and screening. • Review all fire safety documentation in premises managed by Neighbourhood Services and update as required. 	<p>31/03/2025</p> <p>31/03/2025</p> <p>31/03/2025</p> <p>31/03/2025</p> <p>31/03/2025</p> <p>31/03/2025</p>
Fleet and Sustainable Transport	<ul style="list-style-type: none"> • Ensure that all HGV vehicles have an Operator Licence undertakings obligation to be roadworthy as shown by the pass rate at MOT for the fleet maintenance schedule. • The Fleet Compliance Team will provide gate checks both internally and, on the roadside, to ensure that fleet compliance is being adhered to by the fleet drivers. • As part of the driver performance within all operational departments, ensure the appropriate training is being provided and recorded. • As part of the driver performance within all operational department, ensuring all fleet vehicles are on the fleet tracking system and reports, detailing driver behaviour, are sent to the operational line managers. 	<p>31/03/2025</p> <p>31/03/2025</p> <p>31/03/2025</p> <p>31/03/2025</p>

	<ul style="list-style-type: none"> • Ensure a fleet asset management plan and driver handbook are created and distributed to operational departments. • Ensure that all areas of the Underwood Road Depot are secure and employee access are enabled. • Ensure that the Underwood Road Depot has an updated fire plan and that all signage within the depot is visible to all employees and members of the public. • Ensure all Underwood Road Depot users are consulted on a regular basis and kept up to date with the ongoing Depot works. 	<p>31/03/2025</p> <p>31/03/2025</p> <p>31/03/2025</p> <p>31/03/2025</p>
Waste and Recycling	<ul style="list-style-type: none"> • Service managers to review all risk assessments related to tasks completed and ensure they are updated, relevant and meet the needs of employees. • Refresh and deliver health and safety training in the fundamentals of safe working including manual handling, risk profiling, safe systems of work and regular toolbox talks. • Review and refresh the induction process for all employees, ensuring training records are completed, updated and relevant to the role. • Review all current risk assessments and update as required. • Refresh manual handling training for all staff. • DSE Equipment assessment to be carried out for all staff. 	<p>31/03/2025</p> <p>31/03/2025</p> <p>31/03/2025</p> <p>31/03/2025</p> <p>31/03/2025</p> <p>31/03/2025</p>
Service Development	<ul style="list-style-type: none"> • Increase representation at the Health and Wellbeing Forum, ensuring that there is a named representative or substitute at each meeting. • Ensure mental health “Z” cards are delivered to all frontline employees and are included in the inductions for new members of staff. • Encourage employees to complete health and safety and welfare modules on i-Learn and attend training courses as required (eg Personal Safety, Violence and Aggression, Mental Health First Aid, Wellbeing etc). • Promote and health and safety incident reporting system and encourage reporting of incidents and near misses. • Monitor and review the number of workplace accidents and ensure appropriate action is taken to prevent future incidents. 	<p>31/03/2025</p> <p>31/03/2025</p> <p>31/03/2025</p> <p>31/03/2025</p> <p>31/03/2025</p>

	<ul style="list-style-type: none"> Develop a 3-year rolling Departmental audit plan which consists of 6 audits per year. 	31/03/2025
Facilities and Property Services		
Facilities Management (Hard FM)	<ul style="list-style-type: none"> Work collaboratively with Health & Safety colleagues to ensure Guidance Booklet for Statutory Inspection and Maintenance is relevant and is up to date. Ensure onsite training is carried out within properties that have with sprinkler systems to ensure routine checks are carried out. Procure new contract for the inspection and maintenance of fire dampers across the estate. 	31/03/2025 31/03/2025 31/03/2025
Facilities Management (Soft FM)	<ul style="list-style-type: none"> Ensure all accidents/near issues are recorded on Business World within the agreed timescales. Monitor iLearn mandatory courses for new and existing employees. Embed the new Absence Management process into Soft FM with support from HR. 	31/03/2025 31/03/2025 30/09/2024
Building Services	<ul style="list-style-type: none"> Review all risk assessments across the business and update as required. Continue to roll out on-line and toolbox talks to the frontline staff on areas of health and safety/health and wellbeing. Ensure there is ongoing CPC training to ensure all staff are appropriately qualified for driving duties. Ensure mental health booklets and "Z" cards are delivered to all frontline employees and are included in the inductions for new members of staff. Work with the Corporate Health and Safety Team to promote/review and update where required across the business. Promote and health and safety incident reporting system and encourage reporting of incidents and near misses. Continue to develop the on-line and toolbox talks for the operatives and staff. 	31/03/2025 31/03/2025 31/03/2025 31/03/2025 31/03/2025 31/03/2025 31/03/2025

	<ul style="list-style-type: none"> • Ensure all CPC licences are up to date and renewed as required. 	31/03/2025
Property Services	<ul style="list-style-type: none"> • Ensure all Technical Unit Officers have a valid Construction Skills Certification Scheme (CSCS) card and training is arranged for new officers/expired certification. 	31/03/2025
Climate, Public Protection and Roads		
Climate and Public Protection	<ul style="list-style-type: none"> • Review and transfer all risk assessments for Public Protection to the new risk assessment template. 	31/03/2025
	<ul style="list-style-type: none"> • All public facing staff in Public Protection to complete violence and aggression training. 	31/03/2025
	<ul style="list-style-type: none"> • Develop and implement a staff induction pack. 	31/12/2024
	<ul style="list-style-type: none"> • Stress management training to be carried out. 	31/03/2025
	<ul style="list-style-type: none"> • Complete specific risk assessment for handling XL Bully Dogs. 	30/06/2024
Roads and Transportation	<ul style="list-style-type: none"> • Review and update risk assessment within roads. 	31/03/2025
	<ul style="list-style-type: none"> • Arrange phone and SOS function in winter maintenance vehicles and wider road fleet. 	31/03/2025
	<ul style="list-style-type: none"> • Arrange SVQ winter maintenance training. 	31/03/2025
Housing Services		
Housing Services	<ul style="list-style-type: none"> • Undertake a regular programme of risk assessment and safe systems of work reviews. 	31/03/2025
	<ul style="list-style-type: none"> • Compile departmental risk assessment and safe systems of work register. 	31/03/2025
	<ul style="list-style-type: none"> • Undertake a regular programme of health and safety training and information sharing for all employees. 	31/03/2025
	<ul style="list-style-type: none"> • Undertake violence aggression training for all at risk employees. 	31/03/2025
	<ul style="list-style-type: none"> • Monitor accident trends and statistics to identify risk and provide, as far as is practicable, for its prevention/reduction. 	31/03/2025
	<ul style="list-style-type: none"> • Promote the use of Mental Health First Aiders within Housing Services 	31/03/2025

	• Record and report on all health and safety related training.	31/03/2025
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To: Infrastructure, Land, and Environment Policy Board

On: 29 May 2024

Report by: Director of Environment, Housing, and Infrastructure

Heading: Garden Waste Permit and Churches and Charities Review

1. Summary

- 1.1 The Council agreed at its meeting on the 14th of December 2023 to carry out a review of the Council's Garden Waste Permit Scheme and the Churches and Charities charges since their introduction over the course of the 2023/24 financial year, and that a report be brought to the ILE Policy Board prior to the summer recess.
- 1.2 The report will provide an update on how these service implementations have progressed and setting out the current status. The report will also provide reference to the wider landscape across Scotland and where Renfrewshire sits in relation to these service areas.

2. Recommendations

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

- 2.1 Notes the content of this report and approves the continuation of the garden waste permit and church and charity waste service arrangements as set out in the report.
-

3. Background

- 3.1 As part of the 2023/24 budget setting process, at its meeting on 2 March 2023, the Council agreed to establish a Garden Waste Permit Scheme requiring Renfrewshire householders to purchase and display a permit for the uplift and disposal of their Garden Waste. Under the general duty applicable to local authorities through the 'Environmental Protection Act' (1990) and the 'Waste (Scotland) Regulations' 2012, Local authorities in Scotland do not have a

statutory obligation to provide a household garden waste collection service. Details of how the Garden Permit Scheme would operate were agreed at the ILE Policy Board at its meeting on 24 May 2023, with the service commencing in July 2023.

- 3.2 At its meeting on 15 March 2023, the ILE Policy Board agreed to continue to provide churches with a free household collection and disposal service (i.e. where the general waste bin is collected every 3 weeks and the recycle bins are collected every 4 weeks). Additionally, if churches generated food waste, this would be collected fortnightly and if garden waste is generated by a church, the church could choose to participate in the garden permit scheme. Where a church wished to receive a more frequent service and / or a larger volume of waste collected, the church would be offered at a reduced commercial waste charge of 55% of the commercial waste charge (i.e. the collection element only). This fulfilled the Council's statutory obligations.
- 3.3 Similarly, the ILE Policy Board in March 2023 agreed to retain the free disposal of collected waste and recycling from charities and uplifts for charities were moved onto the Council's commercial collection and disposal service at a reduced rate of 55% of the normal charge (i.e. the collection element only). Again, this fulfilled the Council's statutory obligations.

4. Garden Waste Permit Scheme

- 4.1 With this being a new service, the Council invested in the promotion and to support residents to apply and participate in the permit scheme. Residents who received the service would affix a sticker to their brown bins to allow collection crews to uplift their garden waste. Those who only presented food waste within their brown bins, were not required to apply for and pay for a permit. The Council also approved the introduction exceptions from charge for those households qualified for with Severe Mental Impairment (SMI).
- 4.2 The information below sets out the participation and income generate through the scheme for the 23/24 financial year and provides an update on the current position with participation for the 24/25 financial year.
- 4.3 For the financial year 2023/24:
 - The Council received a total of 30,413 applications for Garden Permits.
 - 26,795 were paid permits generating a gross income of £1,071,800.
 - 2,615 householders bought more than 1 permit (2,224 bought 2 permits; 303 bought 3 permits; 68 bought 4 permits; and 20 bought 5 permits).
 - 1,602 were approved exemptions (i.e., those in receipt of full Council Tax benefit and those with SMI).
- 4.4 Overall, the net income for 2023/24 was £905,761. Of the implementation costs, 60% were 'one-off' costs. These costs included:
 - The design, print and postage of leaflets to households advising them of the service arrangements; permits and bin tags advising households of contamination.

- Support for the Customer Services Unit (CSU) to advise and help householders complete the online application; support for Council Tax to assess applications for exemptions and support for the waste advisors to help householders with the implementation.
 - A social media/ digital communications campaign to advise householders of the change.
- 4.5 For the current financial year 24/25, to date 29,520 applications have been received, with 27,167 paid permits, 1,477 approved exemptions, with income generated to date of £1,086,680.

Overall Uptake

- 4.6 Prior to implementation, evidence from other Scottish local authorities who had implemented a garden permit scheme suggested that uptake would be around 30-40% in year one. For 2023/24, 28,397 households in Renfrewshire signed up for a garden waste permit, an uptake of 46.5%.

HWRC Sites/ Fly-Tipping

- 4.7 From the introduction of the garden permit scheme in July 2023 to the end of the core garden season in November 2023, comparing tonnage of waste collected against 2022, there was a reduction of 1525 tonnes of material collected from kerbside Brown bins. In this same period, there was also a reduction on the amount of material collected in the grey general waste bin of 32 tonnes and an increase in the garden waste deposited at the HWRC sites of 249 tonnes. Overall, this would indicate that some residents took the option to utilise the free service offered at HWRC sites and that garden waste material was not transferred to the general waste bin.
- 4.8 The roll out of the Garden Waste Permit Scheme followed soon after the introduction of the Environmental Taskforce to deal with fly tipping. A major part of this was implementing a much more rigorous reporting method, this included the “*How to Report Fly tipping*” weblink that was promoted throughout 23/24 on Team up to Clean Up media pages, resulting in much more accurate reporting. Overall, the council has seen an increase in general fly tipping reports, with an increase of 25 specifically for garden waste, this equates to 1.6% of total fly-tipping reports received in 2023/24
- 4.9 Following implementation of the Garden Waste Permit Scheme, a number of good practice and improvements to the overall process for 2024/25 have been introduced including:
- Directly contacting customers who purchased a permit for 23/24.
 - Introducing a separate address into the application form allowing printed permits to be sent to an alternative address, particularly where a family member is providing support to the household.
 - Developing a social media and media release campaign, which has widened the awareness and access through greater publicity within local offices and libraries, Tenants and Tenants Associations, Community Councils, as well as ‘GovDelivery’ newsletters, ‘Meta’ posts, ‘Instagram’ posts and ‘Google’ advertising.

- Developing an automatic Council Tax exemption checking process through AI technology which has vastly reduced the workload of Council Tax and CSU teams.

Benchmarking

- 4.10 As can be seen from Appendix 1 of the report, 76% of Scottish local authorities who provide a household garden waste service, now charge for that service. 7 Scottish local authorities don't provide a household garden waste collection at all. The average permit charge across the 19 Scottish local authorities is £44.62 per bin, putting Renfrewshire below the average. Additionally, Renfrewshire is one of only 6, of the 19 Scottish local authorities that offers any exemptions to households.
- 4.11 Based on the positive uptake of the service, use of the HWRC facilities and the wider context that this is becoming the main service offering across the country it is planned that the garden permit scheme arrangements will continue in its current form.

5. Churches and Charities

- 5.1 The service commenced the introduction of the charges from September 2023, when all of the churches and charities received correspondence detailing the changes, including the frequency of collection and the projected costs based upon the then current service provision they received. On-site appointments with waste advisers confirmed their requirements and to sign the required 'Duty of Care' documentation formalising the new collection infrastructure and frequency of uplift.
- 5.2 To assist each church and charity, the Council provided the required bin infrastructure at no cost to the Church or Charity, and removed any excess bin infrastructure, again at no cost to the Church or Charity. The visits were undertaken from October 2023 and completed by late January/ early February 2024, with all the completed 'Duty of Care' documentation now signed off.
- 5.3 Following introduction of the new service arrangements the following arrangements were put in place with Churches and Charities for waste collection:

71 Churches

- 26 churches have moved onto the free household collection and disposal service; of these 10 have purchased a Garden Permit to add to their household collection and disposal service.
- 11 churches have additionally added a commercial collection service (at a reduced rate of 55% of the normal commercial rate)
- 34 churches have chosen to end their collection and disposal service from the Council.

77 Charities

- 32 charities have moved onto a commercial collection service (at a reduced rate of 55% of the normal commercial rate)

- 45 charities chose not to move to the Council's commercial collection service; and
- 5.4 Following this process, details of those churches and charities who chose not to continue to receive a Council collection service (either a standard household or commercial), have been passed to the Environmental Taskforce who are contacting identified organisations to confirm appropriate, lawful 'Duty of Care' arrangements are in place.

Implications of the Report

1. **Financial** – The Garden Waste Permit Scheme has contributed to the Councils Financial Sustainability strategy
2. **HR & Organisational Development** - none
3. **Community/Council 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.
8. **Health & Safety** - none
9. **Procurement** - none
10. **Risk** - none
11. **Privacy Impact** - none
12. **COSLA Policy Position** - none
13. **Climate Risk** - none

List of Background Papers

Garden Waste Permit Collection Scheme

Infrastructure, Land & Environment Policy Board

24 May 2023

Author: Gavin Hutton, Head of Operations and Service Development

Local Authority	Cost per Bin
Aberdeen City	£30.00
Aberdeenshire	N/A
Angus	£40.00
Argyll & Bute	N/A
City of Edinburgh	£35.00
Clackmannanshire	£48.00
Comhairle nan Eilean Siar	N/A
Dumfries & Galloway	N/A
Dundee City	£45.00
East Ayrshire	£0.00
East Dunbartonshire	£50.00
East Lothian	£35.00
East Renfrewshire	£50.00
Falkirk	£45.00
Fife	£0.00
Glasgow City	£50.00
Highland	£47.75
Inverclyde	£42.00
Midlothian	£40.00
Moray	£50.00
North Ayrshire	£0.00
North Lanarkshire	£0.00
Orkney Islands	N/A
Perth & Kinross	£40.00
Renfrewshire	£40.00
Scottish Borders	N/A
Shetland Islands	N/A
South Ayrshire	£50.00
South Lanarkshire	£0.00
Stirling	£50.00
West Dunbartonshire	£60.00
West Lothian	£0.00



To: Infrastructure, Land and Environment Policy Board

On: 29th May 2024

Report by: Director of Environment, Housing & Infrastructure

Heading: Waste and Recycling Performance

1. Summary

- 1.1 This report provides an update on Renfrewshire Council's waste and recycling performance and progress against national waste and recycling targets. While the council is performing relatively well, we will need to change to meet future government targets. There are several challenges that impact and could limit progress towards meeting these targets if new approaches and improvements aren't implemented.
- 1.2 The Waste service have identified a package of measures that aim to increase recycling, optimise service delivery and enhance recycling provision and access to services for residents whilst also ensuring service resilience against a rapidly changing policy landscape.
- 1.3 The Service has applied to the Recycling Improvement Fund (RIF) to cover the cost of the capital infrastructure required to implement package of measures for improving recycling performance. This application is currently progressing through the assessment process and should funding be awarded seeks authorisation to accept a funding offered, to allow interventions set out in the section 6 of the report to be commence over the summer period before the next cycle of this board.

2. Recommendations

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

- 2.1 Notes the good progress the Council has made towards achieving national waste and recycling targets and the current challenges that impact on improving recycling performance.
- 2.2 Notes the measures to be taken forward to improve the quality and quantity of recycling, reduce our carbon footprint and optimise and improve the performance of the waste collection service set out in section 6 of this report.
- 2.3 Subject to an offer being made to Renfrewshire Council, authorises the Director of Environment, Housing and Infrastructure in conjunction with the Convener of the Infrastructure Land and Environment policy board and the Head of Corporate Governance to accept an offer from the Recycling Improvement Fund to cover the

cost of the capital infrastructure required to implement the package of recycling improvement measures as set out in section 6 of this report.

- 2.4 Notes that the Policy Board will be updated at the next cycle of the Board on the status of the application.

3. Background

Policy Context

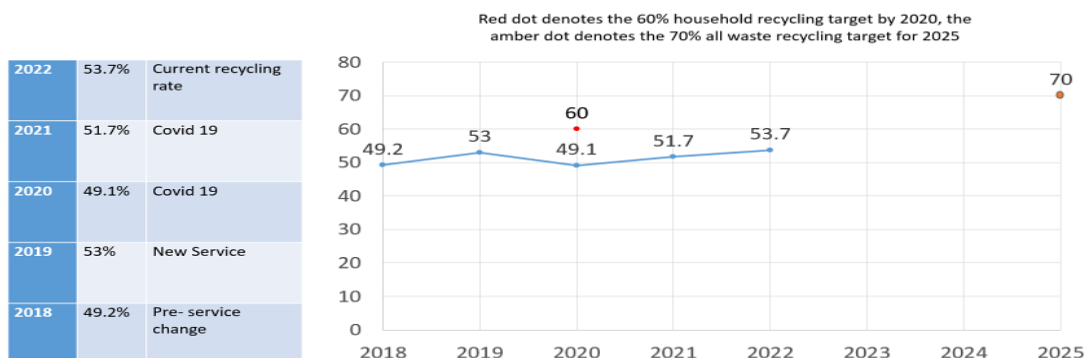
- 3.1 Waste policy has been evolving over the last few decades and the industry is preparing for extensive changes. The Programme for Government 2020-21 and Climate Change Plan update 2020 made commitments to develop a new Circular Economy Route Map. This aims to reduce waste and meet recycling targets through the identification and development of major policy interventions that will drive forward Scotland's zero waste and circular economy ambitions.
- 3.2 Renfrewshire Council has committed to Net Zero by 2030 and achieving a zero-waste society with a circular economy by minimising waste and maximising reuse, recycling, and recovery of resources. A key priority for the Council is to ensure recycling is accessible for everyone, including non-standard properties and work to resolve problem areas such as storage space, stairs, communal bins, lack of participation and fly-tipping.

Current Recycling Performance

- 3.3 The Scottish Government has set ambitious waste and recycling targets of 70% recycling of all waste and a maximum of 5% of all waste going to landfill by 2025. Renfrewshire's current recycling rate is running just under 54% which is in the top quartile of all Scottish Councils and from all waste only 2.3% was landfilled.
- 3.4 Many Local Authorities recycling rates dipped dramatically due to COVID 19 and have struggled to recover to the levels seen previously, this was caused by councils stopping or reducing their recycling collections through the period of the pandemic. Renfrewshire Council, however, have sustained and improved, bucking the national trend of decline, partly due to stopping of recycling services.

Renfrewshire Council Recycling Rates:

Renfrewshire Council Recycling Rates



Renfrewshire Council Local Government Benchmarking Performance Figures

Indicator	Rank (of 32) (2021/22)	Rank (of 32) (2022/23)	Trend	2021/22 data	2022/23 data	2022/23 Scottish Average
The % of total waste arising that is recycled	8	6	↑	51.7%	54%	43.3%

Waste Composition Analysis (WCA)

- 3.5 A recent Waste Composition Analysis of Renfrewshire Council's residual waste (grey bin) for the period 2022-23 shows that 61% of the material should have been recycled / disposed of elsewhere. Of this, 33% was food waste, 1% was garden waste, 15% plastic, cans, and glass, 6% paper and card and 6% should have been disposed of at a Household Recycling Centre.



- 3.6 Of the total food waste generated in Renfrewshire, 74% ended up in the grey residual bin and not recycled, 7% ended up in the wrong recycling bin and only 19% was in the correct bin.

4. What is limiting our progress in increasing our performance

- 4.1 The Waste Operations Service is presented with several challenges which impact recycling performance and limit progress towards meeting national targets.
- 4.2 Renfrewshire Council has a high number of flatted properties which make up approx. 43% of household dwellings. Participation in recycling from communal areas is often low due to lack of ownership and 'buy in' to recycle and this often leads to high contamination.
- 4.3 Food waste collection services are provided to 98% of properties, including communal properties however participation is very low. The majority (74%) of the total food waste generated in Renfrewshire goes in the grey residual bin.
- 4.4 There are approximately 4750 difficult to access properties that do not have access to the brown bin collection service.

5. Opportunities to improve recycling performance

- 5.1 The Service has identified a package of recycling improvement measures that aim to ensure the Council is able to meet future policy requirements and deliver improved environmental outcomes including improving the quality and quantity of recycling, reducing our carbon footprint, and optimising the performance of the waste collection service, the package includes:

Food Waste

- 5.2 Increase participation and recycling of food waste and divert food waste from the residual stream by placing an A6 size 'no food waste' sticker on the residual waste bin. Recent evidence from trials at 3 other local authorities has demonstrated that this recycling intervention can increase food waste recycling by up to 30% in some areas. This would be applied to all existing residual bins across Renfrewshire along with free food liners and indoor food caddies where required.
- 5.3 An annual supply of free food liners will be distributed to all households across Renfrewshire to encourage engagement and participation in food waste recycling. Currently residents can request free food liners on demand by tying a liner to their brown bin or by collecting in person from household waste recycling centres and libraries. Engagement with the current service is limited and residents who are already recycling food waste are likely to continue to do so. Implementing an annual distribution of food liners to all households provides an opportunity to engage directly with all households across Renfrewshire to share key messaging that promotes positive recycling behaviours in place of an 'on demand' service that has limited reach. Should residents require a top up of liners these would still be available for in person collection from HWRCs and libraries.

Communal Properties

- 6.3 Food waste recycling is a key focus and forms part of a package to enhance recycling services and increase recycling from communal properties. New food waste recycling containers with restricted lids to reduce contamination from non-target material will be provided to all communal properties as well as free food waste liners and indoor caddies where required.
- 6.4 Recycling infrastructure for plastics, cans and glass and paper and card will be reviewed to ensure all communal areas have the correct recycling capacity. Where required, additional recycling capacity will be provided either by increasing recycling collections or by providing additional containers where space allows. Recycling of these material streams will be encouraged by providing reusable sacks for short term storage of recyclables indoors and to carry out to appropriate bins. The sacks will be provided to each household and will be designed to include key messaging to promote and encourage positive recycling behaviours.

Brown Bin

- 6.5 Enhance recycling provision at properties that do not currently have access to the full range of recycling services by extending the brown bin collection service to include these properties. These 4750 properties will be offered either 240l or 140l brown bins to increase their recycling capacity for food waste and encourage them to recycle garden waste.

Drive Overall Recycling Improvement

- 6.6 All the above measures will improve the consistency, reliability and overall quality of the collection service received by residents and will maximise operational efficiency.
- 6.7 Our Marketing and Communications Teams and Zero Waste Scotland will develop a comprehensive plan which supports increased participation in recycling and effectively communicates any service changes and service improvements. This will include a campaign to improve food waste recycling and be tailored to the different audiences and operational changes.

7. Recycling Improvement Fund

- 7.1 The Waste Service has identified the recycling improvement measures that are required to improve the quality and quantity of recycling and optimise the performance of the waste collection service. The cost of implementing the recycling improvement measures is significant and external sources of funding have been explored. The Recycling Improvement Fund (RIF) has been identified as a suitable source of funding.
- 7.2 In 2021, the Scottish Government launched the £70m Recycling Improvement Fund (RIF), a 5-year programme (currently in year 4) providing capital funding grants to local authorities for improving recycling infrastructure and services across the country.
- 7.3 The Waste Service submitted an application to the Recycling Improvement Fund to cover the cost of the capital infrastructure required to implement the measures for improving recycling performance outlined within section 6. The application is in the final stage of the assessment process and the Council expects to be advised of the outcome in the coming weeks. In order for the Council to progress planning and early implementation over the next 3 month period before the next board cycle in August, board will be asked to authorise the Director of Environment, Housing and Infrastructure in conjunction with the Convenor of the Infrastructure, Land and Environment policy board and the Head of Corporate Governance to accept a funding offer in relation to the interventions set out in section 6 of the report.
- 7.4 Should the application for funding be successful and the recycling improvement measures and offer of funding approved in principle, the project delivery would start from June 2024 and likely to last around 12 months. A programme of proposed timescales for implementing measures will be provided to a future board, should funding be awarded.

Implications of the Report

- 1. **Financial** – Any funding award would be reported to a future board and funding monitored through revenue and capital reports brought to the policy board.
- 2. **HR & Organisational Development** –
- Community Planning** –

3. **Legal** – Renfrewshire Council will be committed to a contract if awarded grant funding for the capital infrastructure costs.
4. **Property/Assets** – This project will include significant investment in recycling infrastructure including containers, stickers, food liners, indoor caddies and sacks.
5. **Information Technology** –
6. **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.
7. **Health & Safety** - Staff are trained on handling and manoeuvring of waste and recycling containers.
8. **Procurement** – Existing Framework contracts will be utilised.
9. **Risk** – Risk Register and project management arrangements will support the programme of measures to manage and mitigate risks.
10. **Privacy Impact** - none
12. **Cosla Policy Position** – not applicable.
13. **Climate Risk** – These interventions aim to improve recycling and support Renfrewshire’s progress towards net zero.

List of Background Papers - None

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To: Infrastructure, Land and Environment Policy Board

On: 29 May 2024

Report by: Director of Environment, Housing and Infrastructure

Heading: Renfrewshire Council's 2024 Air Quality Action Plan Update

1. Summary

- 1.1 Following the introduction of the Environment Act 1995, all local authorities have been required to comply with a statutory Local Air Quality Management (LAQM) regime, including undertaking a regular review and assessment of air quality within their area and submitting the findings to the Scottish Government. The Act and associated regulations specify objectives for air quality pollutants which must not be exceeded. Where exceedances are identified, local authorities have a duty to declare the area an Air Quality Management Area and thereafter prepare an air quality action plan containing action measures aimed at improving air quality within the management area.
- 1.2 There are currently three Air Quality Management Areas within Renfrewshire located in Paisley, Johnstone and Renfrew. A Renfrewshire Council Air Quality Action Plan was produced following declaration of these areas and approved by the Infrastructure, Land and Environment Policy Board on 20 March 2019.
- 1.3 Since implementation of the 2019 Air Quality Action Plan and the action measures contained therein, there has been a steady improvement of air quality across Renfrewshire Council. As such there have been no exceedances of any air quality objectives within Renfrewshire since 2019.
- 1.4 As part of the LAQM regime, in particular the Scottish Government's Local Air Quality Management Policy Guidance 2023 (PG(S)(23)), local authorities must ensure that air quality actions plans are reviewed and republished on a five yearly cycle from date of initial publication.

- 1.5 A Renfrewshire Council 2024 Air Quality Action Plan Update has been developed in recognition of this requirement and outlines new measures which Renfrewshire Council will deliver between 2024-2029 to continue to reduce concentrations of air pollutants within the council area; thereby positively impacting on the health and quality of life of residents, workers and visitors to the area. The Air Quality Action Plan Update is included at Appendix A.
 - 1.6 As a result of compliance with the statutory air quality objectives over several years, consideration is now being given to revoking the three Air Quality Management Areas.
-

2. Recommendations

- 2.1 It is recommended that the Infrastructure, Land and Environment Policy Board approves the Renfrewshire Council 2024 Air Quality Action Plan Update.
-

3. Background

- 3.1 Air quality is directly related to a number of key Scottish Government National Outcomes and policy priorities, notably those focussed on the environment, sustainable places, environmental impact and healthier lives.
- 3.2 In accordance with the Local Air Quality Management statutory regime introduced by the Environment Act 1995, all local authorities are required to undertake a regular review and assessment of air quality within their area and submit their findings to the Scottish Government for approval. The Act and associated regulations specify statutory air quality objective levels for local air quality pollutants which must not be exceeded. Where exceedances are identified, the relevant local authority must declare an Air Quality Management Area and thereafter produce an air quality action plan which sets out measures aimed at improving air quality.
- 3.3 Environment, Housing and Infrastructure has been reviewing air quality in Renfrewshire since 1998 and currently monitors nitrogen dioxide (NO₂) and particulate matter (PM₁₀) concentrations throughout the area. Historical monitoring identified exceedances of these pollutants in various locations across Renfrewshire. As a result, there are currently three Air Quality Management Areas within Renfrewshire: the Paisley Town Centre Air Quality Management Area declared August 2009 and the Johnstone High Street and Renfrew Town Centre Air Quality Management Areas declared in August 2016.

- 3.4 A Renfrewshire Council Air Quality Action Plan was produced following declaration of these areas and approved by the Infrastructure, Land and Environment Policy Board on 20 March 2019. Following implementation of the 2019 Air Quality Action Plan and the action measures contained therein, there has been a steady improvement of air quality across Renfrewshire Council. As such there have been no exceedances of any air quality objective within Renfrewshire since 2019.
- 3.5 Following publication of an AQAP, local authorities have a duty to keep these up to date, with the Scottish Government requiring plans are reviewed and republished on a five-yearly cycle from date of initial publication. A 2024 Renfrewshire Council Air Quality Action Plan Update has therefore been produced which outlines new measures that Renfrewshire Council will deliver between 2024-2029.
- 3.6 Development of the 2024 Air Quality Action Plan Update has been led by the Environmental Health team within Environment, Housing and Infrastructure but has involved contributions from several Council Services. A range of measures aimed at improving air quality within Renfrewshire have been identified, including transport planning and infrastructure works, publication of a new Local Transport Strategy along with continuing to promote low emissions transport and active travel alternatives.
- 3.7 In addition to new action measures, the 2024 Air Quality Action Plan Update also details the Council's intention to revoke the three Air Quality Management Areas given the length of time since exceedances of the air quality objectives were recorded. This proposal will be brought to a future meeting of this Policy Board for approval.
- 3.8 The draft Air Quality Action Plan has been subject to a consultation process with statutory consultees including the Scottish Government, SEPA, neighbouring Local Authorities, Transport Scotland, NHS Greater Glasgow and Clyde and local community councils to allow for comment on the 2024 Air Quality Action Plan Update. Comments received have been positive with consultees agreeing with the priorities and objectives set out within the 2024 Air Quality Action Plan Update. A summary of consultee comments are included within Appendix A of the Plan.
- 3.9 Once approved, the 2024 Air Quality Action Plan Update will be published and is considered a living document which will be updated with amendments and additions in response to future work. The Action Plan will be subject to an annual review, with progress on action measures being detailed within our statutory Annual Progress Reports which are submitted to the Scottish Government at the end of June each year. These Annual Progress Reports are also submitted annually for approval, to meetings of this Board.

Implications of the Report

1. **Financial** - none
2. **HR & Organisational Development** - none
3. **Community/Council Planning** –
 - *Our Renfrewshire is well* - by reviewing and assessing air quality throughout Renfrewshire and updating our Air Quality Action Plan we aim to improve air quality and provide a clean and safe environment for all of Renfrewshire’s residents, workers and visitors.
 - *Creating a sustainable Renfrewshire for all to enjoy* - improving air quality will have a beneficial impact on Renfrewshire’s natural environment.
4. **Legal** - none
5. **Property/Assets** - none
6. **Information Technology** - none
7. **Equality & Human Rights** - The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals’ human rights have been identified arising from the recommendations contained in the report.
8. **Health & Safety** - none
9. **Procurement** - none
10. **Risk** - none
11. **Privacy Impact** - none
12. **COSLA Policy Position** - none
13. **Climate Risk** - The interactions between air pollution and climate change are complex which is recognised within the Scottish Government’s 2015 air quality strategy *Cleaner Air for Scotland – The Road to a Healthier Future (CAFS)*. An action measure within this government strategy recommends all Scottish local authorities which have or are currently developing a Sustainable Energy Action Plan to ensure that air quality considerations are also covered.

List of Background Papers

- (a) Background papers - none

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Appendix 1. Renfrewshire Council's Air Quality Action Plan Update



Renfrewshire Council

Air Quality Action Plan Update

In fulfilment of Part IV of the Environment Act 1995

Local Air Quality Management

April 2024

Renfrewshire Council

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Report Reference Number	RenAQAP2024
Date	March 2024

Executive Summary

There is scientific consensus that exposure to air pollution is harmful to people's health in terms of premature mortality and morbidity. Air pollution is associated with a number of adverse health impacts, and particularly affects the most vulnerable in society: children and older people, and those with pre-existing health conditions.

Renfrewshire Council is committed to reducing the exposure of people within Renfrewshire to poor air quality in order to improve health.

A Renfrewshire Council Air Quality Action Plan (AQAP) was published in March 2019 which covered the council's three Air Quality Management Areas (AQMAs) within Paisley, Johnstone and Renfrew town centres.

Projects that were successfully delivered through the 2019 AQAP include:

- City Deals Projects - GAIA (Glasgow Airport Investment Area) works completed and infrastructure in use;
- City Deals Projects - two AMIDS (Advanced Manufacturing Innovation District Scotland) buildings are now complete and occupied;
- Upgrades & Improvements to the Council's Urban Traffic Control (UTC) system – faults identified, repairs undertaken, validation of traffic signals and updates to traffic controllers to ensure full optimisation of traffic signals in order to reduce congestion.
- Continual improvements to the Council fleet via the annual vehicle replacement capital programme and the increase of electric vehicles and associated charging infrastructure.
- Introduction of Renfrewshire Council's Corporate Sustainable Travel Planning Scheme including the provision of staff pool cars with the majority of these (approximately 50) being electric vehicles.
- Vehicle Idling Awareness Raising - regular targeted campaigns including a School Parking Campaign which by August 2019, all 49 Primary schools in Renfrewshire were engaged in.

Renfrewshire Council

- Cycle Strategy – construction of various infrastructure projects as per the Cycle Strategy priorities including the Paisley to Renfrew and Inchinnan Active Travel Routes. Provision of the Cycle to Work Scheme for Council employees.

Since implementation of the 2019 AQAP and the action measures contained therein, there has been a steady improvement of air quality across Renfrewshire Council. As such there have been no exceedances of any air quality objectives within Renfrewshire since 2019.

Given the length of time since exceedances of the objectives, revocation of the three AQMAs is now under consideration by the Council and, in accordance with the requirements of the Scottish Government's Local Air Quality Management Policy Guidance 2023 (PG(S)(23)), Renfrewshire Council expects the Paisley Town Centre, Renfrew Town Centre and Johnstone High Street AQMAs to be revoked no later than December 2024.

However, the Council remains committed to improving air quality further within Renfrewshire and have therefore produced this 2024 Renfrewshire Council Air Quality Action Plan Update (hereafter referred to as the AQAP Update) which outlines new measures that Renfrewshire Council will deliver between 2024-2029.

The action measures can be considered under five broad topics.

- Alternatives to private vehicle use
- Promoting travel alternatives
- Transport planning and infrastructure
- Traffic management
- Vehicle fleet efficiency.

Some measures are specific to a particular AQMA, and some are generic measures which will offer Renfrewshire wide air quality benefits.

Renfrewshire Council's priorities are to continue with transport planning and infrastructure works such as completion of the City Deals and AMIDS (South) infrastructure projects and cycling routes, publication of a new Local Transport Strategy (LTS) for the period 2025-2035 and continuing to promote low emissions transport and active travel alternatives.

Renfrewshire Council

Following revocation of the AQMAs, these measures will be incorporated into a Renfrewshire Council Local Air Quality Strategy. This is to ensure that air quality retains a high public profile and measures remain in place to continue to improve air quality in the area and prevent any future deterioration towards air quality objectives being exceeded.

By implementing the measures within this AQAP Update, the Council is striving to support the improvement of air quality within Renfrewshire as a whole. This is integral also to the Council's Local Outcome Improvement Plan, supporting the aim to make Renfrewshire a fairer, more inclusive place where all people, communities and businesses thrive.

Responsibilities and Commitment

This AQAP Update was prepared by Renfrewshire Council's Environmental Health team within Environment, Housing and Infrastructure with the support and agreement of the following council services:

Environment, Housing and Infrastructure - Transportation and Roads, Fleet, Active Travel, Environmental Health, Energy Management Unit;

Chief Executive's –City Deals, Climate Change.

This AQAP Update has been subject to consultation with statutory consultees and the local community and has been approved by the Council's Infrastructure, Land & Environment Policy Board.

Renfrewshire Council

If you have any comments on this AQAP, please send them to:

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Introduction

This Renfrewshire Council 2024 Air Quality Action Plan Update outlines new measures that Renfrewshire Council will deliver between 2024-2029 to continue to reduce concentrations of air pollutants within the council area thereby positively impacting on the health and quality of life of residents, workers and visitors to the area.

It has been developed in recognition of the legal requirement on the local authority to meet the requirements of the Local Air Quality Management (LAQM) statutory process, in particular the Scottish Government's Local Air Quality Management Policy Guidance 2023 (PG(S)(23)), which requires that air quality actions plans be reviewed and republished on a five yearly cycle from date of initial publication.

The new actions identified in this AQAP Update have been developed following consultation with all relevant council services, statutory consultees and key stakeholders. It is recognised that successful implementation and progress to deliver the measures within this AQAP Update will require ongoing effective partnership working and communication between all relevant bodies.

This AQAP Update will be formally reviewed and republished on a five-yearly cycle from date of initial publication unless the AQMAs are revoked, in which case measures will be incorporated into a Renfrewshire Council Local Air Quality Strategy. Progress each year will be reported in the Annual Progress Report (APR) produced by Renfrewshire Council, as part of the Council's statutory Local Air Quality Management duties.

Summary of Current Air Quality in Renfrewshire

There are three AQMAs declared in Renfrewshire within the towns of Paisley, Johnstone and Renfrew. The pollutants of concern within these AQMAs are nitrogen dioxide (NO₂) and particulate matter PM₁₀ (particulate matter less than 10 microns in diameter) with a variety of sources contributing to the levels of these pollutants including background pollutant concentrations, transport, commercial and industrial sources.

The Council monitors these pollutants via three continuous automatic analysers and a network of approximately sixty NO₂ diffusion tube sites. Maps detailing the monitoring locations within each AQMA can be found in [Appendix B](#).

Since implementation of the 2019 AQAP, there has been a steady improvement of air quality across Renfrewshire and as such there have been no exceedances of any air quality objectives at any of the monitoring locations (automatic and passive) within Renfrewshire since 2019.

Given the length of time since exceedances within the council area, revocation of the AQMAs is currently under consideration by the Council. This is discussed in more detail in section 1.7.1.

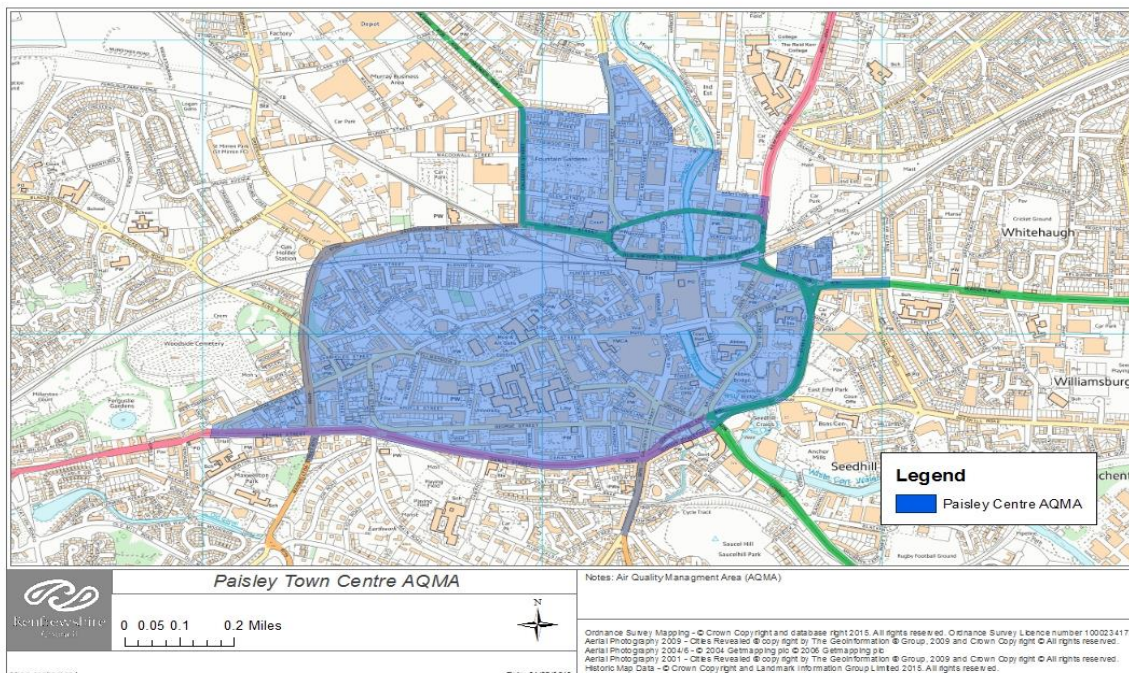
Details of the AQMAs and their most recent exceedances are described below followed by a summary of the 2023 Annual Progress Report.

1.1 Paisley Town Centre Air Quality Management Area

Paisley is Renfrewshire's largest town with a population in excess of 70,000. The town centre is a mix of historic buildings, commercial and residential premises within a compact area. A ring road around the town centre intercepts all the main routes converging on Paisley.

In August 2009 an AQMA covering the majority of Paisley town centre was declared due to numerous exceedances of the annual mean NO₂ and PM₁₀ objectives and the 1-hr mean NO₂ objective. This AQMA, known as the Paisley Town Centre Air Quality Management Area, is presented in Figure 1.

Figure 1: Paisley Town Centre AQMA



The last exceedance within the Paisley Town Centre AQMA was in 2014 when the NO₂ annual mean statutory objective level of 40µg/m³ was exceeded at five diffusion tube sites, the highest annual mean being 48.1µg/m³. The last exceedance of the NO₂ 1-hour mean objective (200µg/m³ not to be exceeded more than 18 times/year) was in 2013. The last exceedance of the PM₁₀ annual mean objective (18µg/m³) was in 2014 with a level of 21.2 µg/m³ measured at the Gordon St continuous monitor.

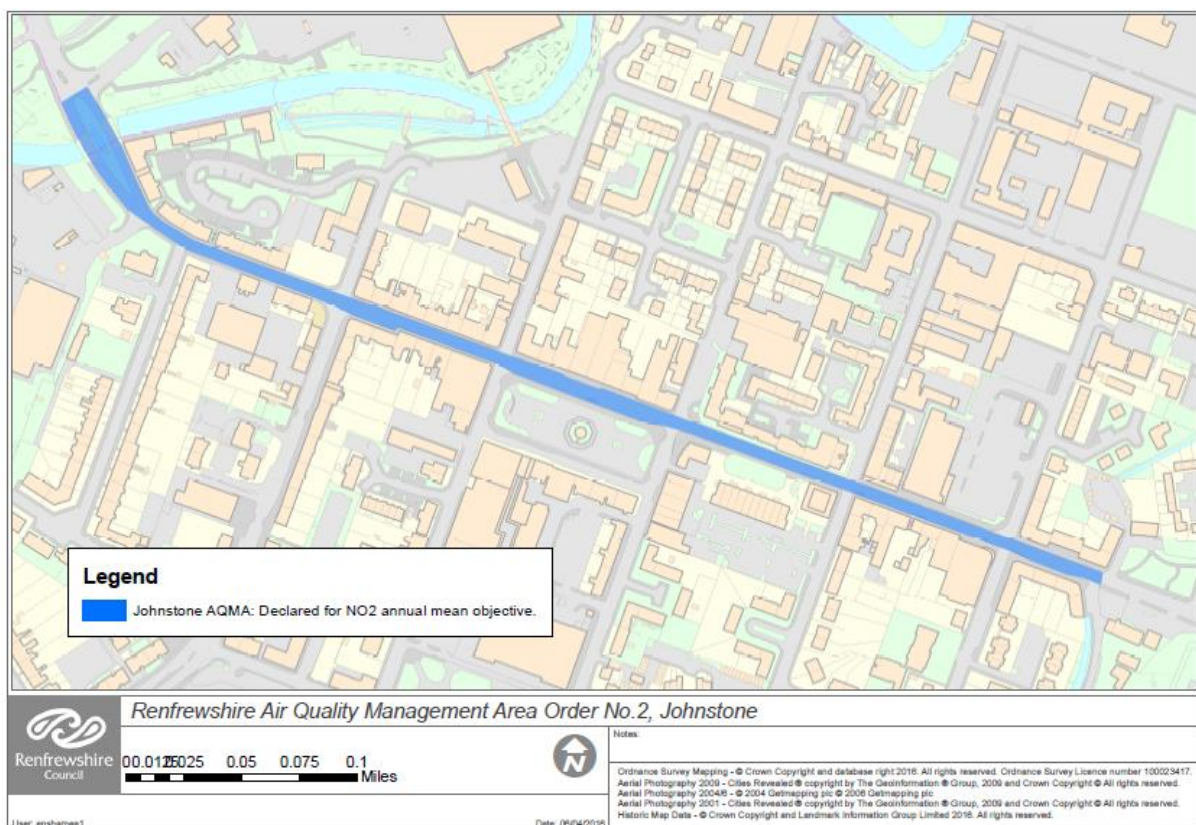
1.2 Johnstone High Street Air Quality Management Area

Johnstone is a town with a population of approximately 16,000. The town is set around a traditional grid pattern of streets and public spaces with the High Street running through the centre. Traffic congestion has been a significant issue on the High St and this, combined with a high volume of bus operations and canyon type topography had previously resulted in several hot spot locations where air quality objectives were being exceeded.

The Johnstone High Street AQMA was declared in August 2016 for exceedances of the NO₂ annual mean objective. Modelling as part of a 2015 Detailed Assessment also identified potential exceedances of the PM₁₀ annual mean objective. A continuous particulate monitor (FIDAS), measuring both PM₁₀ & PM_{2.5}, was installed on the High St in July 2017 to determine whether there were exceedances of this objective.

The Johnstone Town Centre AQMA boundary extends along the entire High Street and is presented in Figure 2.

Figure 2: Johnstone High Street AQMA



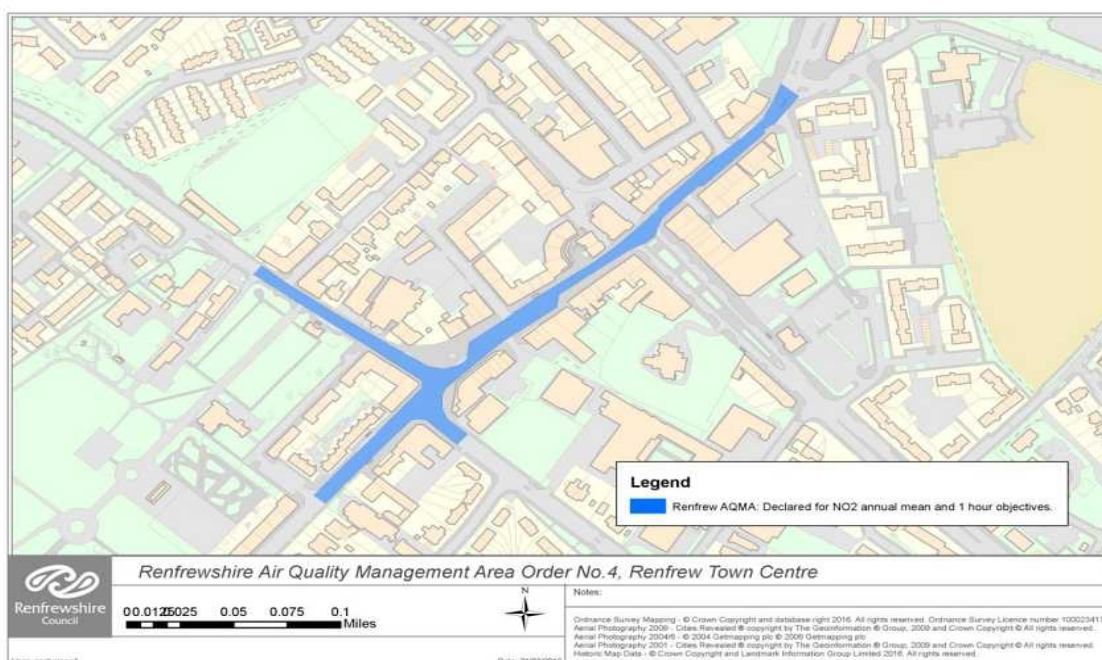
The last exceedance within the Johnstone High Street AQMA was in 2017 when the NO₂ annual mean statutory objective level of 40µg/m³ was exceeded at one diffusion tube site. This was only a marginal exceedance of 40.6µg/m³ (after bias adjustment and distance correction) and was located within a canyon area of the High St (diffusion tube no.59).

1.3 Renfrew Town Centre Air Quality Management Area

Renfrew is the second largest settlement in Renfrewshire with a population in excess of 20,000. The town centre is compact and comprises of commercial buildings and residential property, mainly in the form of tenement buildings.

The Renfrew Town Centre AQMA was declared in August 2016 for exceedances of both the NO₂ annual and 1-hour mean objectives. The boundary extends across the main junctions within the town centre (Inchinnan Road, Hairst Street, Glebe Street, Paisley Road, Canal St and High St) and is presented in Figure 3. This is a complex junction as a result of its physical layout and presents traffic management challenges in terms of signal staging and can result in congestion particularly at peak times.

Figure 3: Renfrew Town Centre AQMA



The last exceedance within the Renfrew Town Centre AQMA was in 2019 when the NO₂ annual mean statutory objective level of 40µg/m³ was only marginally exceeded at one diffusion tube site on Inchinnan Road near to the main junction (diffusion tube no.8) where a value of 41.1µg/m³ (after bias adjustment and distance correction) was recorded.

A continuous oxides of nitrogen (NO_x) analyser was installed on Inchinnan Road in close proximity to this diffusion tube in January 2019 but has not reported any exceedances of the NO₂ objectives.

1.4 2023 Annual Progress Report

The Council's 2023 Annual Progress Report (APR) reviewed all monitoring data from 2022 and identified no exceedances of the NO₂ and PM₁₀ annual mean and short-term objectives anywhere within Renfrewshire.

In 2022 the Council operated three automatic monitoring sites (Cockels Loan Renfrew, Inchinnan Rd Renfrew and High St Johnstone) which measured NO₂ and/or PM₁₀ and PM_{2.5} concentrations. Concentrations recorded at all automatic monitoring sites were below the annual mean and short-term objective levels for both pollutants.

The Council also operates a network of approximately sixty NO₂ diffusion tube monitoring sites. There were no exceedances of the NO₂ annual mean objective at any diffusion tube locations across the council area during 2022.

Renfrewshire's Air Quality Priorities

1.5 Required Reduction in Emissions

Since implementation of the 2019 AQAP there has been a steady improvement of air quality across Renfrewshire Council with no exceedances of any air quality objectives since 2019. There is therefore no reduction in emissions required to meet statutory air quality objectives within Renfrewshire.

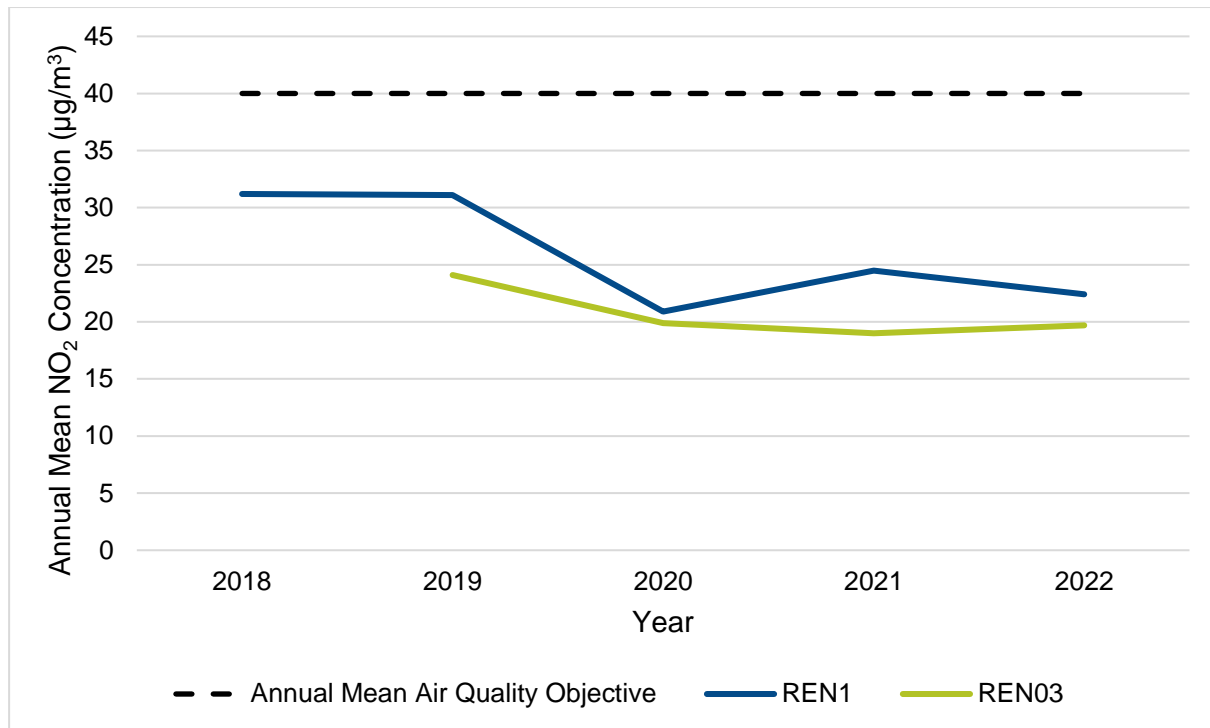
As reported within the Council's most recent 2023 Annual Progress Report, the monitored concentrations of NO₂ continue to show the downward trend observed across Renfrewshire for the majority of the past decade. Information on pollutant trends is provided below with additional detail available within the 2023 APR, a copy of which can be requested from Environment, Housing and Infrastructure.

1.5.1 Nitrogen Dioxide (NO₂)

From the most recent annual monitoring results (2022 data), only seven monitoring sites experienced an increase in annual mean NO₂ concentration from 2021 to 2022, compared to 49 sites experiencing a decrease. The increases were observed at the Renfrew Inchinnan Road automatic monitoring site and six diffusion tube locations with the increases ranging from +0.2 µg/m³ to +2.3 µg/m³. The decreases observed ranged from -0.6 µg/m³ to -9.7 µg/m³.

Table 3 in [Appendix C](#) compares the ratified and adjusted monitored NO₂ annual mean concentrations for the past five years with the air quality objective of 40 µg/m³. Broadly, over the past five years, the majority of the monitoring sites have shown a decrease in NO₂ concentrations. This is demonstrated in Figures 4 to 10 below.

Figure 4: Annual Mean NO₂ Concentrations at Automatic Monitoring Sites



(REN 1 – Cockels Loan Renfrew, REN 03 – Inchinnan Rd Renfrew)

Figure 5: Annual Mean NO₂ Concentrations at Diffusion Tube Monitoring Sites (Urban Centre, Urban Background, Kerbside)

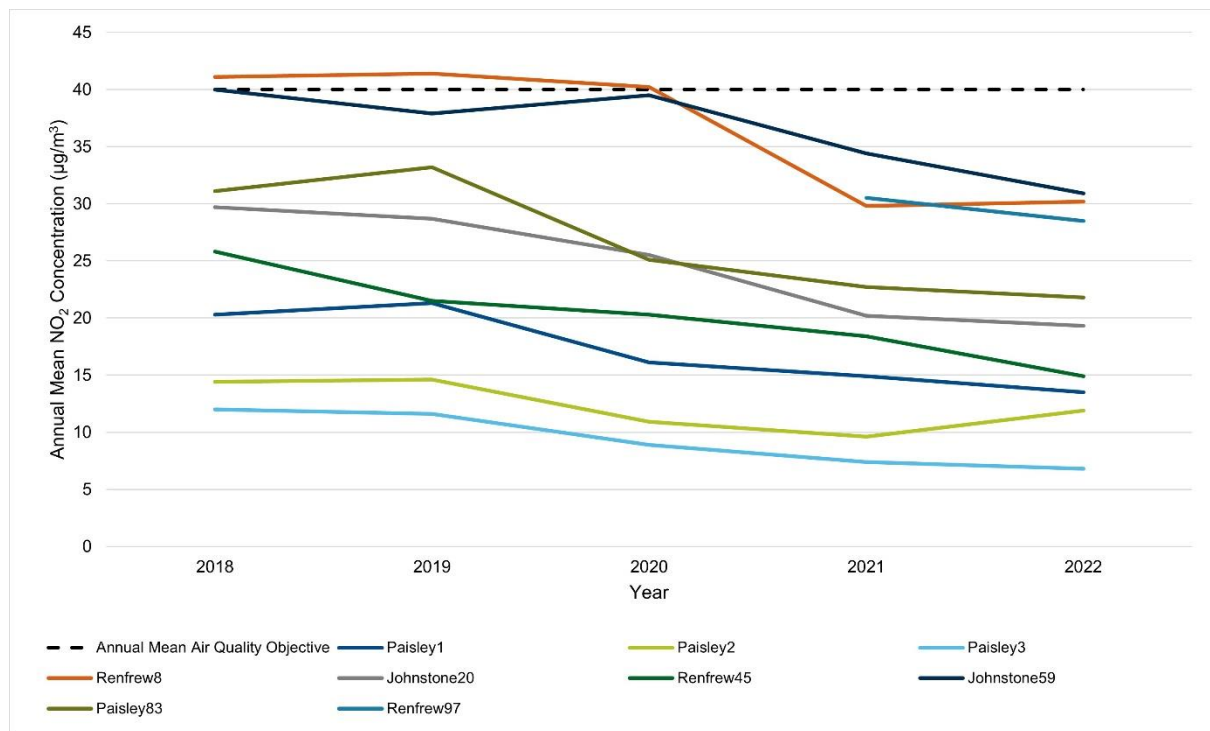


Figure 6: Annual Mean NO₂ Concentrations at Diffusion Tube Monitoring Sites (Roadside 1)

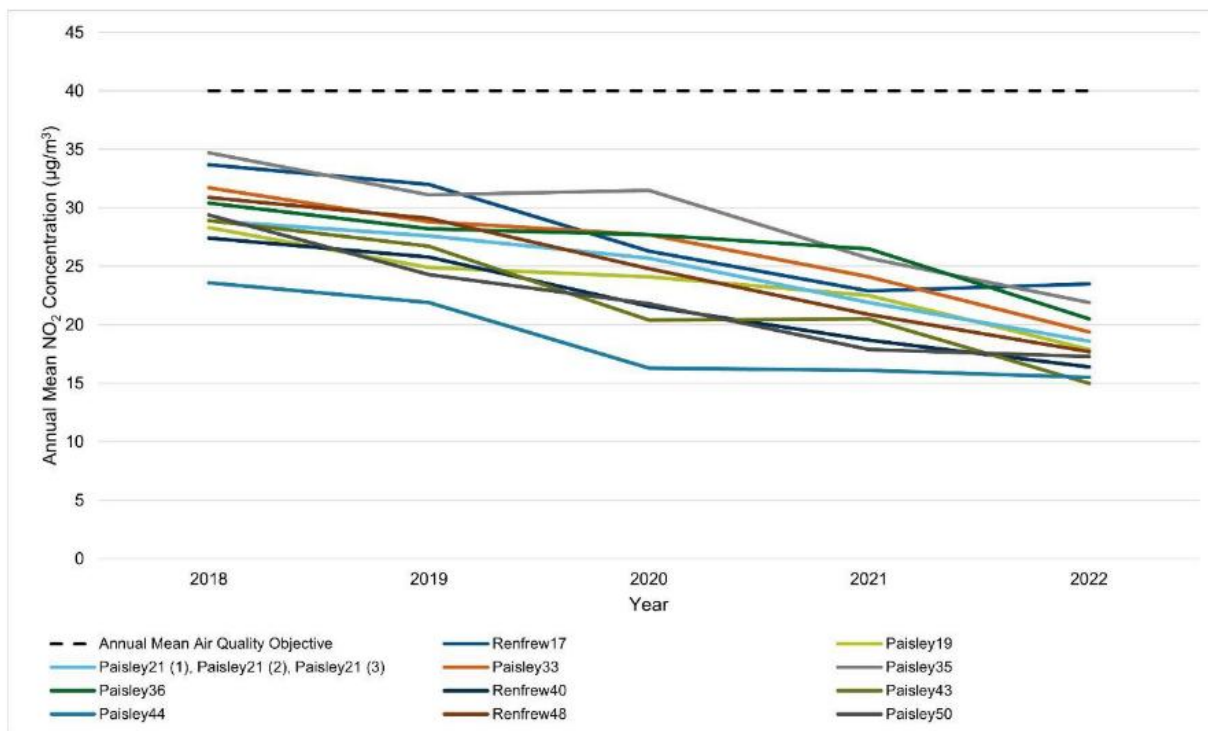


Figure 7: Annual Mean NO₂ Concentrations at Diffusion Tube Monitoring Sites (Roadside 2)

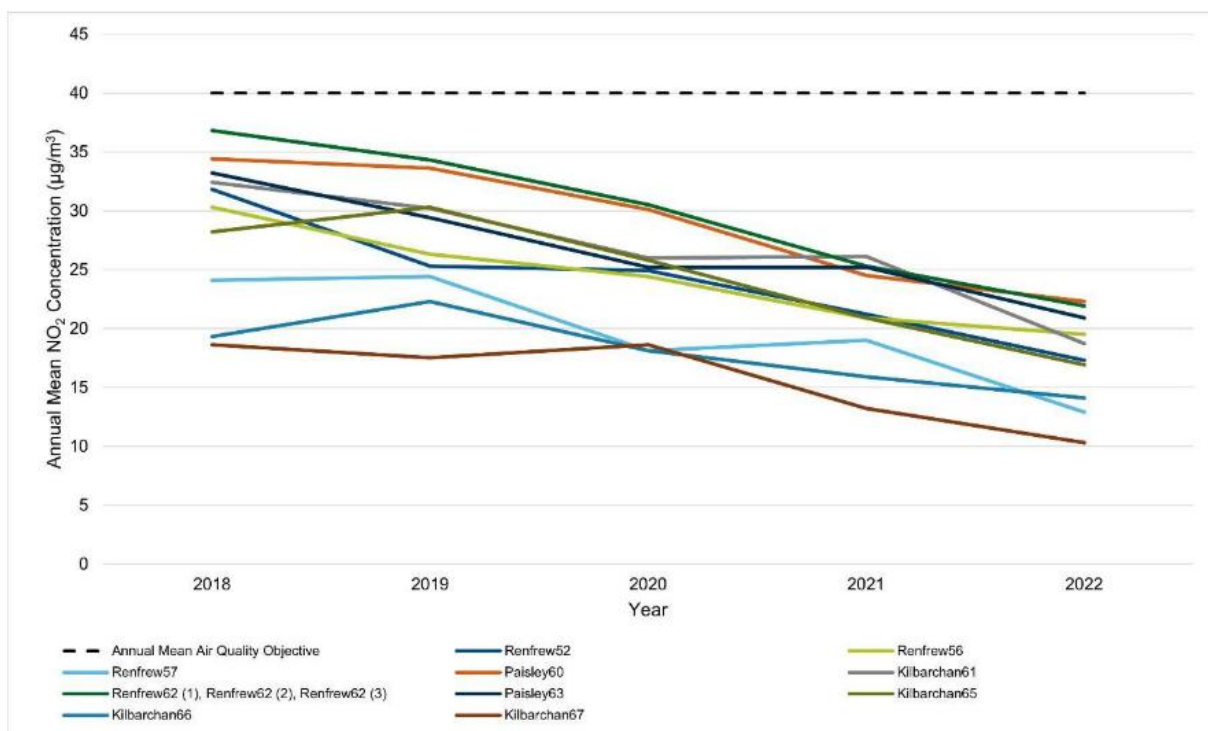


Figure 8: Annual Mean NO₂ Concentrations at Diffusion Tube Monitoring Sites (Roadside 3)

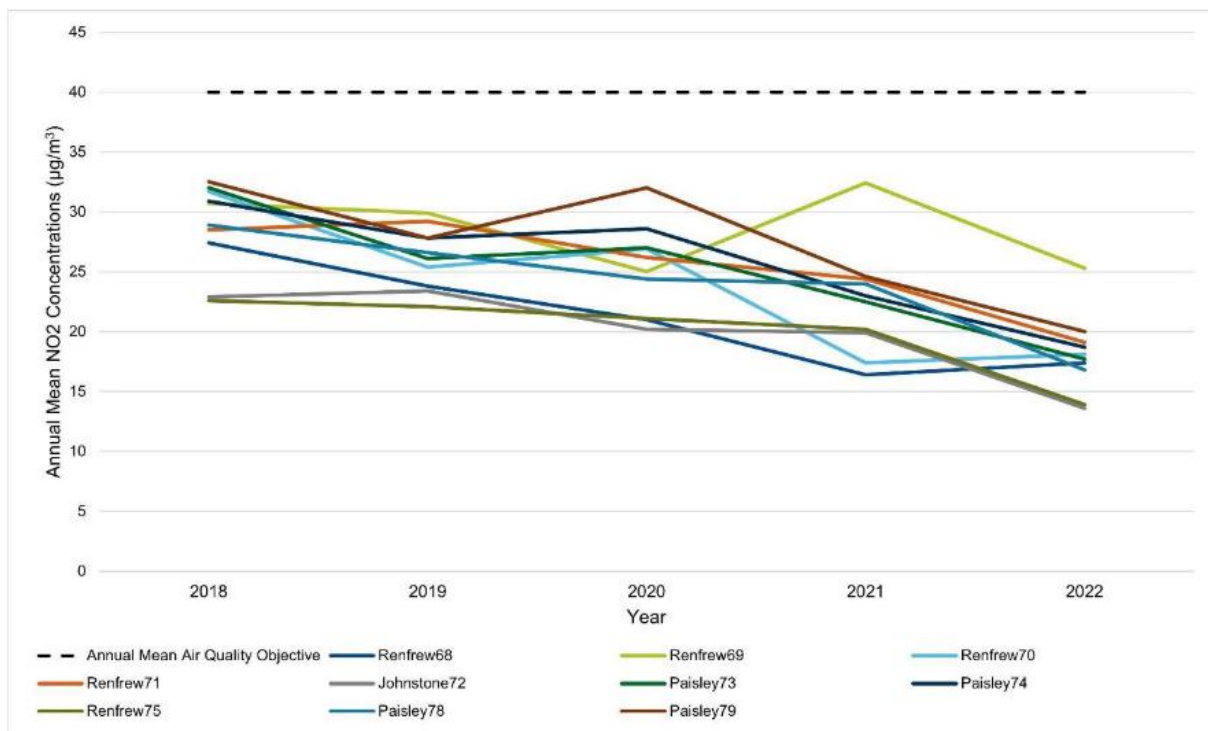


Figure 9: Annual Mean NO₂ Concentrations at Diffusion Tube Monitoring Sites (Roadside 4)

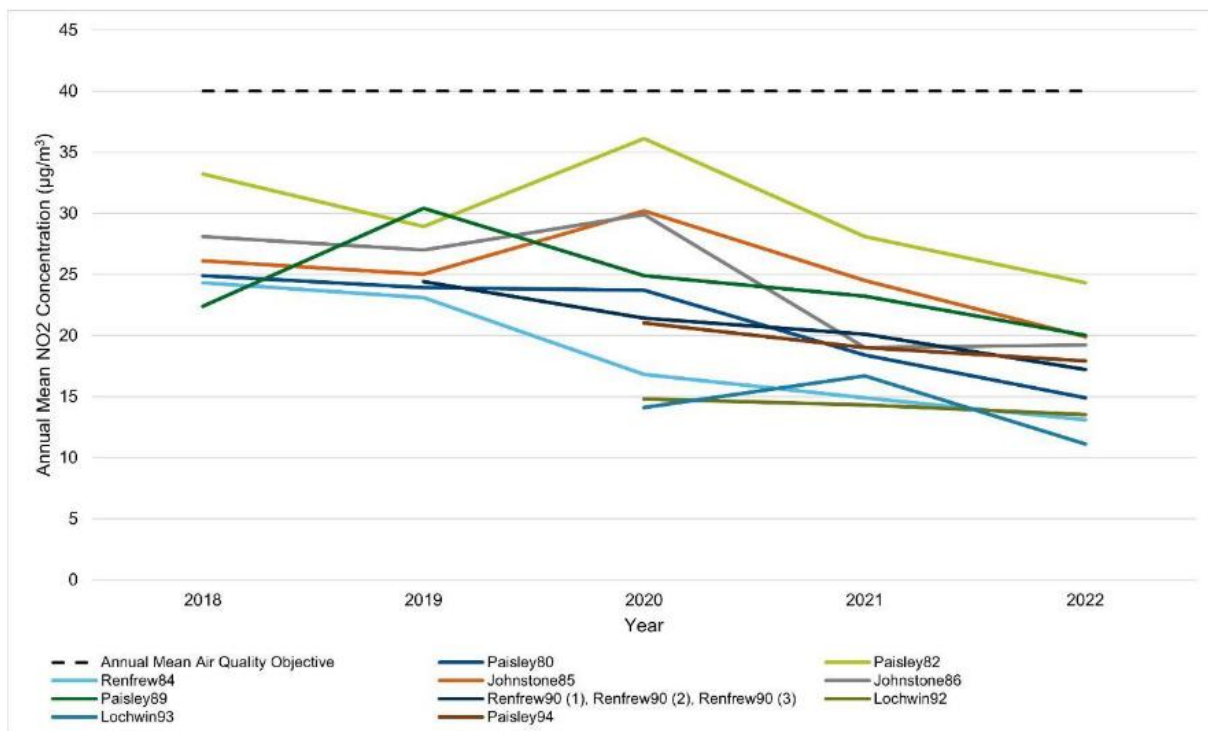


Figure 10: Annual Mean NO₂ Concentrations at Diffusion Tube Monitoring Sites (Roadside 5)

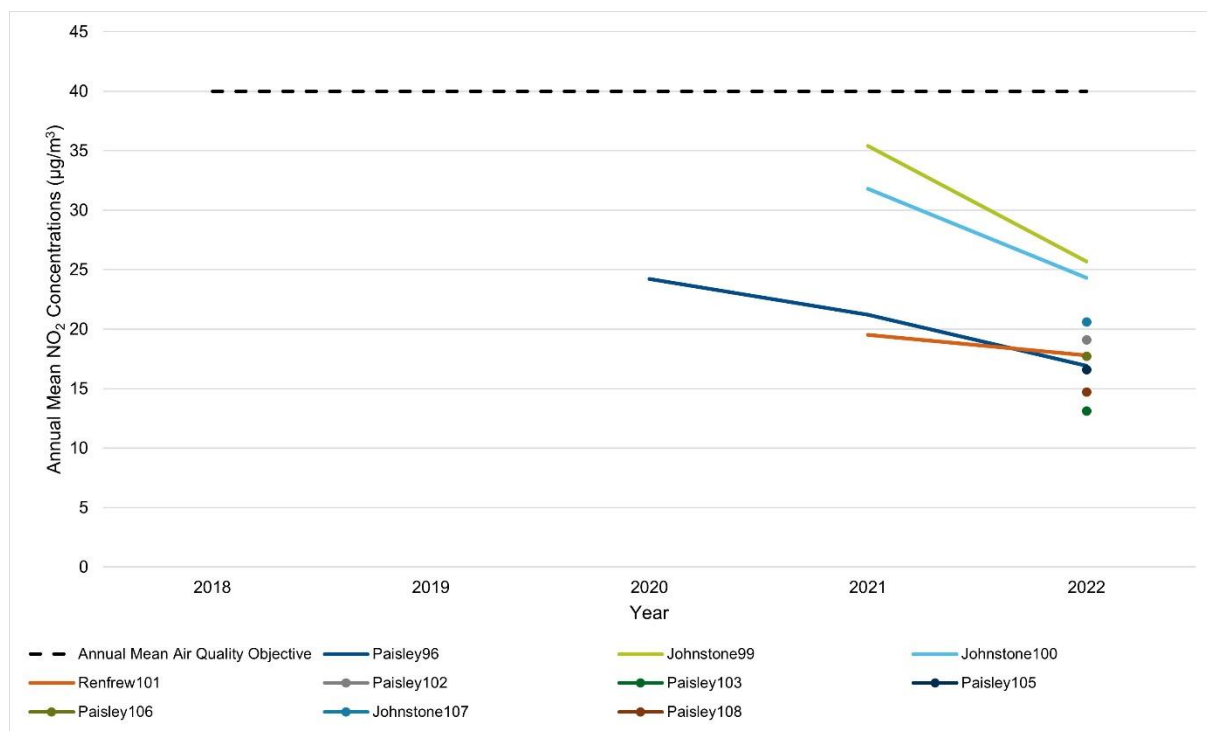


Table 4 Appendix C compares the ratified continuous monitored NO₂ hourly mean concentrations for the past five years with the air quality objective; 200 µg/m³ not to be exceeded more than 18 times per year. No exceedances of the hourly mean air quality objective for NO₂ were recorded at any of the automatic monitoring sites. None of the diffusion tube monitoring sites reported concentrations exceeding 60 µg/m³ which would indicate there are no exceedances of the short-term air quality objective.

1.5.2 Particulate Matter (PM₁₀)

Particulate matter has recently only been monitored at one automatic monitor located on High St in Johnstone (REN02) due to the PM monitor at Gordon St Paisley being decommissioned at the end of 2021.

Table 5 in Appendix C compares the ratified and adjusted, monitored PM₁₀ annual mean concentrations from the Johnstone site over the past five years with the air quality objective of 18 µg/m³ (showing the ratified data and the ratified corrected data for REN02 which is a FIDAS monitor). There are variations in concentrations ranging

from 10.2 $\mu\text{g}/\text{m}^3$ to 16.3 $\mu\text{g}/\text{m}^3$ for the ratified data and 11.3 $\mu\text{g}/\text{m}^3$ to 17.9 $\mu\text{g}/\text{m}^3$ for the ratified corrected data over the past five years. The concentration in 2022 is a reduction of 0.8 – 0.9 $\mu\text{g}/\text{m}^3$ compared to the concentration recorded in 2021. The site has not recorded an exceedance of the annual mean PM_{10} objective since its installation in 2017.

The trend in the PM_{10} concentrations at the High Street Johnstone PM monitor over the past five years is shown in Figure 11 below.

Figure 11: Annual Mean PM_{10} Concentrations at Johnstone Automatic Monitoring Site

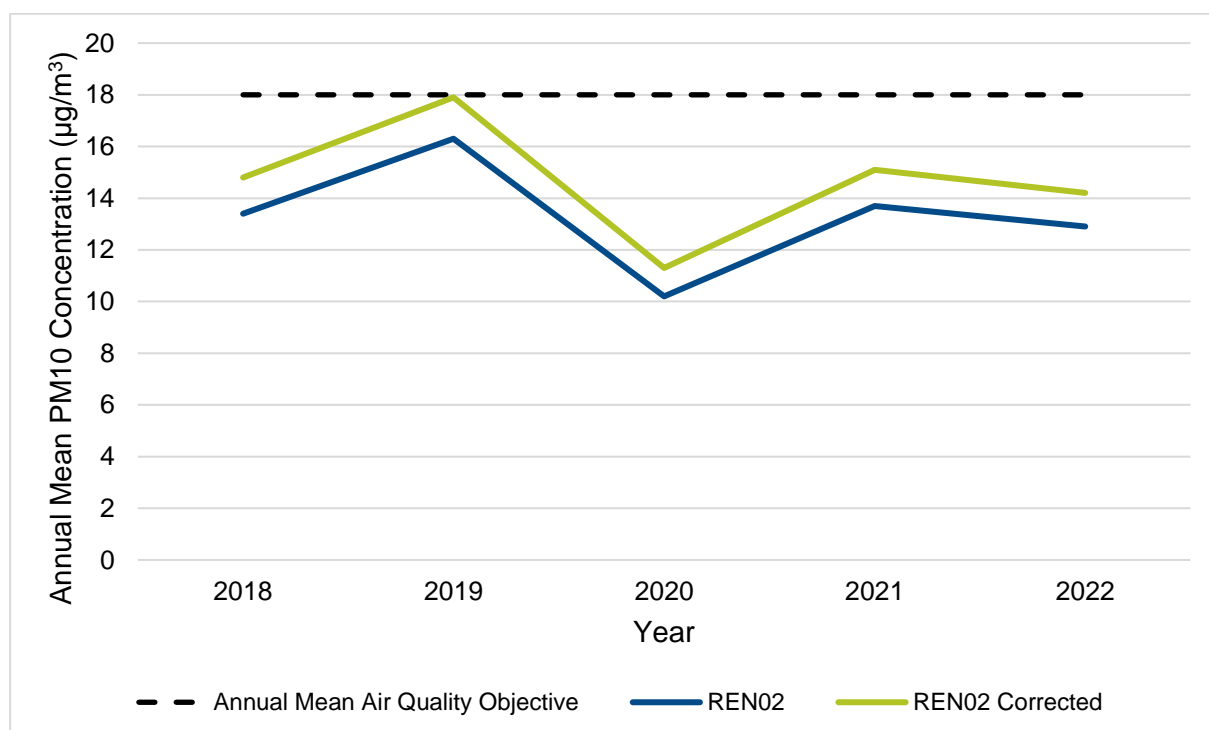


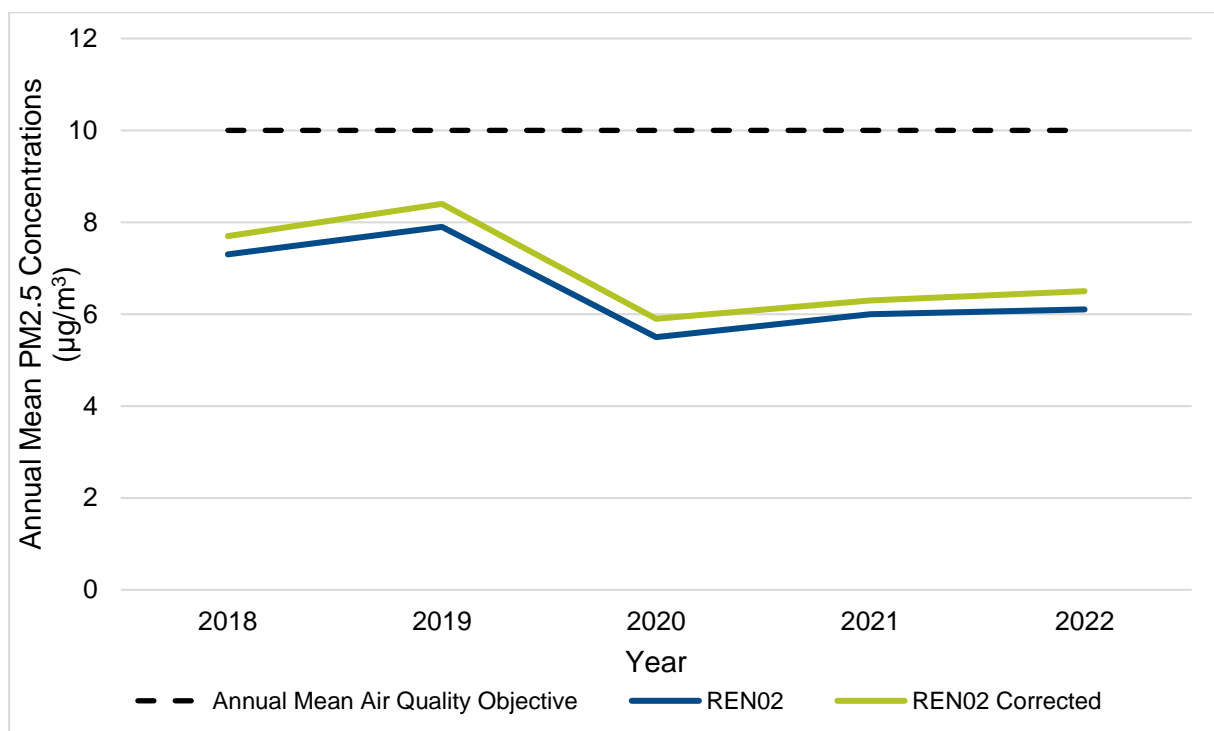
Table 6 in [Appendix C](#) compares the ratified continuous monitored PM_{10} daily mean concentrations for the past five years with the air quality objective of 50 $\mu\text{g}/\text{m}^3$, not to be exceeded more than seven times per year. There have been no exceedances of the 24-hour mean PM_{10} objective other than during the summer of 2019 which was investigated and identified to be attributed to very localised building works undertaken within a few metres of the site.

1.5.3 Particulate Matter (PM_{2.5})

Table 7 in [Appendix C](#) compares the ratified and corrected monitored PM_{2.5} annual mean concentrations for the past five years with the air quality objective of 10 µg/m³. In 2022, the monitor recorded a concentration of 6.1 µg/m³ (corrected value of 6.5 µg/m³) which is a slight increase (+0.1 µg/m³ and +0.2 µg/m³ (corrected) respectively) compared to the concentration reported in 2021 (6.0 µg/m³ and 6.3 µg/m³ (corrected) respectively) but a reduction compared to the concentrations in 2018 and 2019 (7.3 µg/m³ and 7.9 µg/m³ for the ratified annual mean and 7.7 µg/m³ and 8.4 µg/m³ for the corrected annual mean). However, it should be noted that the PM_{2.5} annual mean in 2020 and 2021 may have been impacted by COVID-19 related lockdowns.

The trend in the PM_{2.5} concentrations at the High Street Johnstone PM monitor over the past five years is shown in Figure 12 below. The site has not recorded an exceedance of the annual mean PM_{2.5} objective since its installation in 2017.

Figure 12: Annual Mean PM_{2.5} Concentrations at Johnstone Automatic Monitoring Site



1.6 Source Apportionment

Source apportionment is the process whereby the contribution of different pollutant sources to ambient concentrations is quantified. Given all statutory objective levels have been met, a source apportionment update is not required as part of this AQAP Update.

However, it is still useful to be aware of the predominant sources of emissions within the council area to ensure that the AQAP measures presented in this report are targeted towards these. Reference is therefore made to the previous source apportionment studies that were undertaken across all three AQMAs in 2015.

As previously detailed, the pollutants of concern within Renfrewshire are NO₂ and PM₁₀. A variety of sources contribute to the levels of these pollutants within the AQMAs including background pollutant concentrations, transport, commercial and industrial sources. In the case of particulate matter, a significant proportion of this comes from sources outside of the council area and even out with the UK.

The findings of the 2015 source apportionment study for each AQMA are summarised below however for a comprehensive understanding of the study please refer to the original report, a copy of which can be requested from Environment, Housing and Infrastructure.

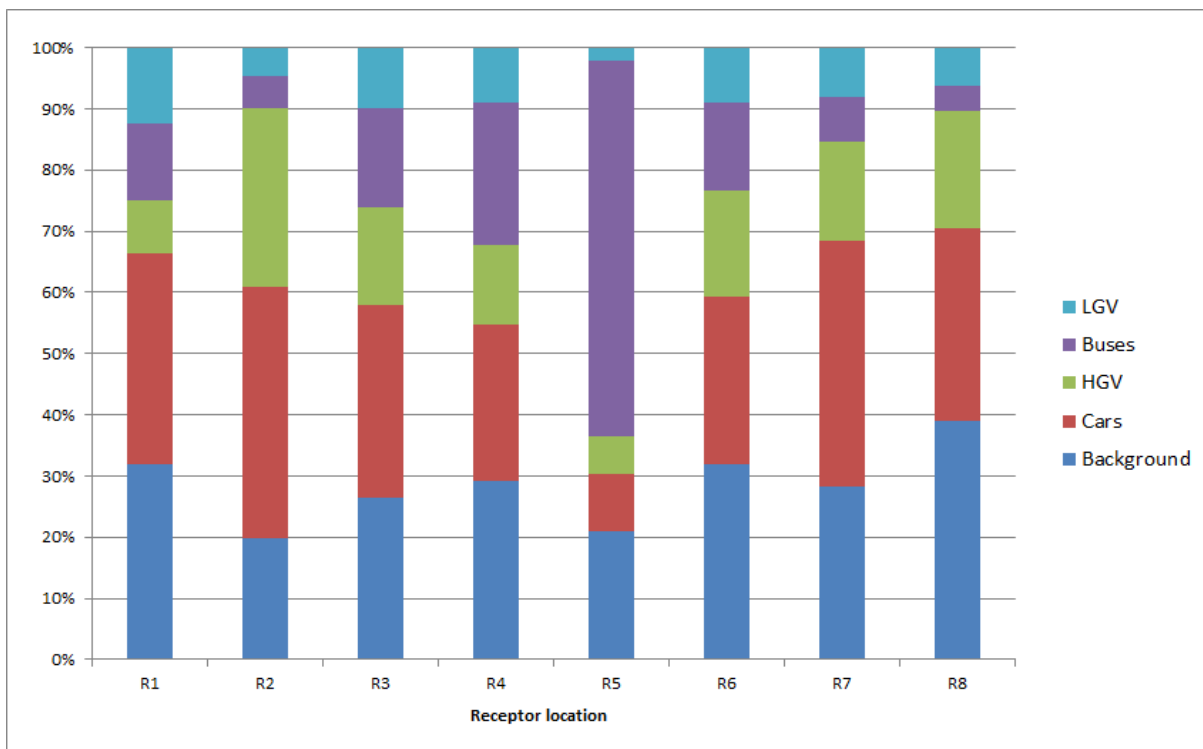
It is worth noting that the 2015 study refers to both nitrogen oxide (NO_x) and nitrogen dioxide (NO₂) emissions. For clarification, nitrogen oxide (NO_x) is a combination of nitrogen monoxide (NO) and nitrogen dioxide (NO₂) and is generally what is measured and modelled in terms of direct emissions from combustion processes, such as those found in diesel vehicles and industrial processes. The concentration of NO₂ is what is measured at roadsides and at other locations when investigating air pollution. The NO_x emitted from vehicles will undergo chemical reaction and dispersion to form the NO₂ concentrations measured at roadsides. Emission limits for vehicles are then set in terms of NO_x emissions, and the health-based air quality limits are set in terms of NO₂ concentrations.

1.6.1 Paisley Town Centre Air Quality Management Area

Nitrogen Oxides (NO_x)

The findings from the 2015 study indicated that the main source of NO_x at the selected receptor locations was local road traffic sources. The percentage contribution of road traffic sources varied between 61.1% and 80.3% dependant on location with background NO_x concentrations accounting for the remaining proportion. Of the local traffic sources, cars were identified as contributing the most significant proportion of NO_x at seven of the eight specified receptor locations, with buses identified as the main source at Receptor 5 (Receptor 5 is Smithhills Street which is a main bus stand location within the town centre).

Figure 13: NO_x emissions by source and vehicle type (expressed as %) Paisley AQMA

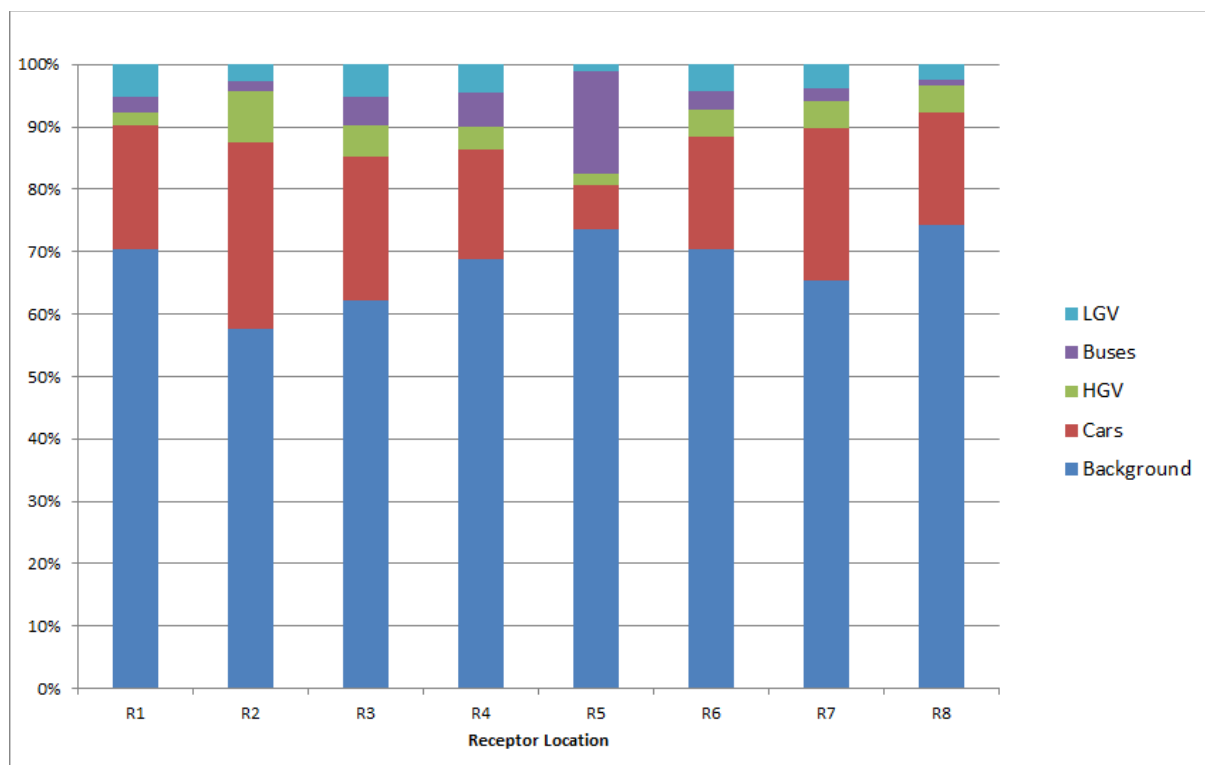


PM₁₀

With regards to concentrations of PM₁₀, the findings from the 2015 study indicated background sources were the most significant contributors to local concentrations. The percentage contribution of background sources varied between 70.1% and 83% dependant on receptor location with PM₁₀ from local road sources making up the

remaining percentage. Of the local road sources, cars were the dominate source, contributing between 13.3% and 21.1% at seven of the eight receptor locations with buses identified as the main source at Receptor 5 (Smithhills Street).

Figure 14: PM₁₀ emissions by source and vehicle type (expressed as %) Paisley AQMA



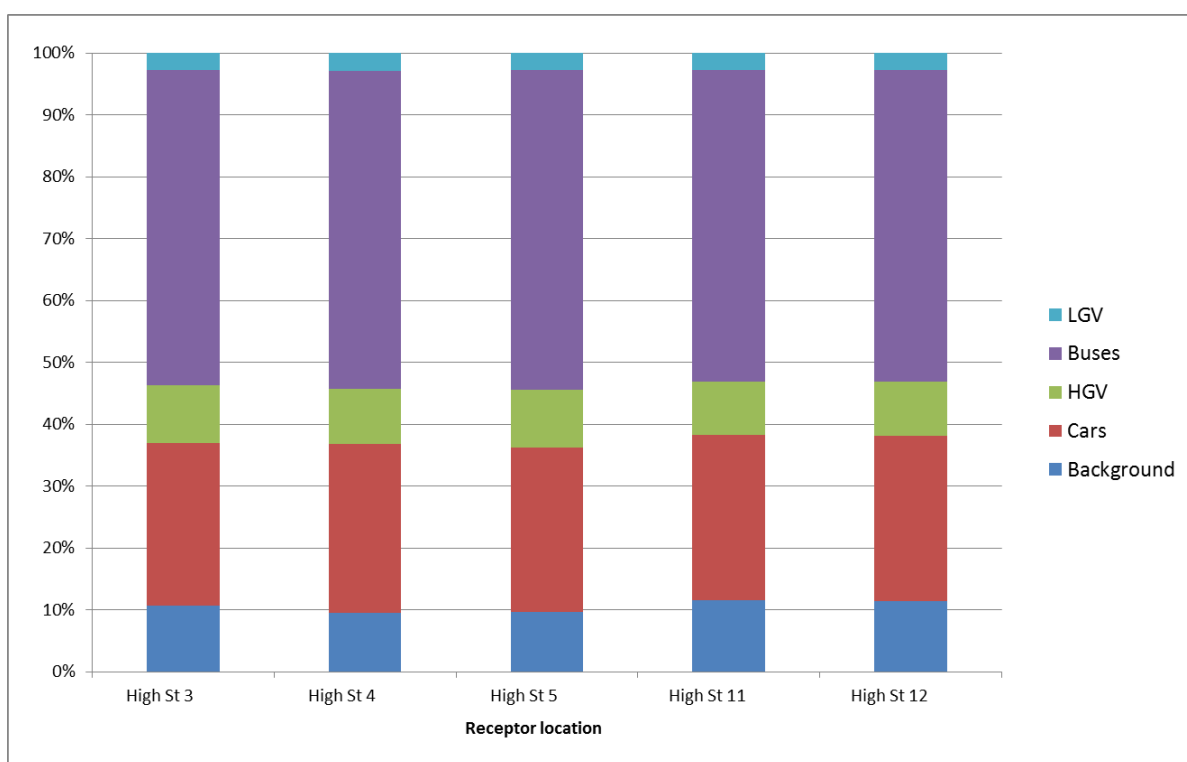
1.6.2 Johnstone High Street Air Quality Management Area

Nitrogen Oxides (NO_x)

The findings from the 2015 study indicated that the main source of NO_x at the selected receptor locations were local road traffic sources. The percentage contribution of road traffic sources varied between 88.5% and 90.5% dependant on location with background NO_x concentrations accounting for the remaining proportion. Of the local traffic sources, buses were identified as the dominant source at all receptor locations, contributing between 50.4% and 51.8% of NO_x. The proportion of NO_x (and PM₁₀) emissions from HGV and LGV movements is relatively low when compared to other vehicle types at all receptor locations.

Action plan measures targeted at reducing emissions from buses will therefore likely help reduce NO₂ (and PM₁₀) concentrations within the Johnstone AQMA. In addition, the locations where the highest pollutant concentrations are measured and modelled are within high sided street canyon topography and at locations where traffic is known to be regularly slow moving and congested at traffic lights. Measures aimed at improving traffic flow at these locations will therefore help to reduce vehicle emissions and pollutant concentrations.

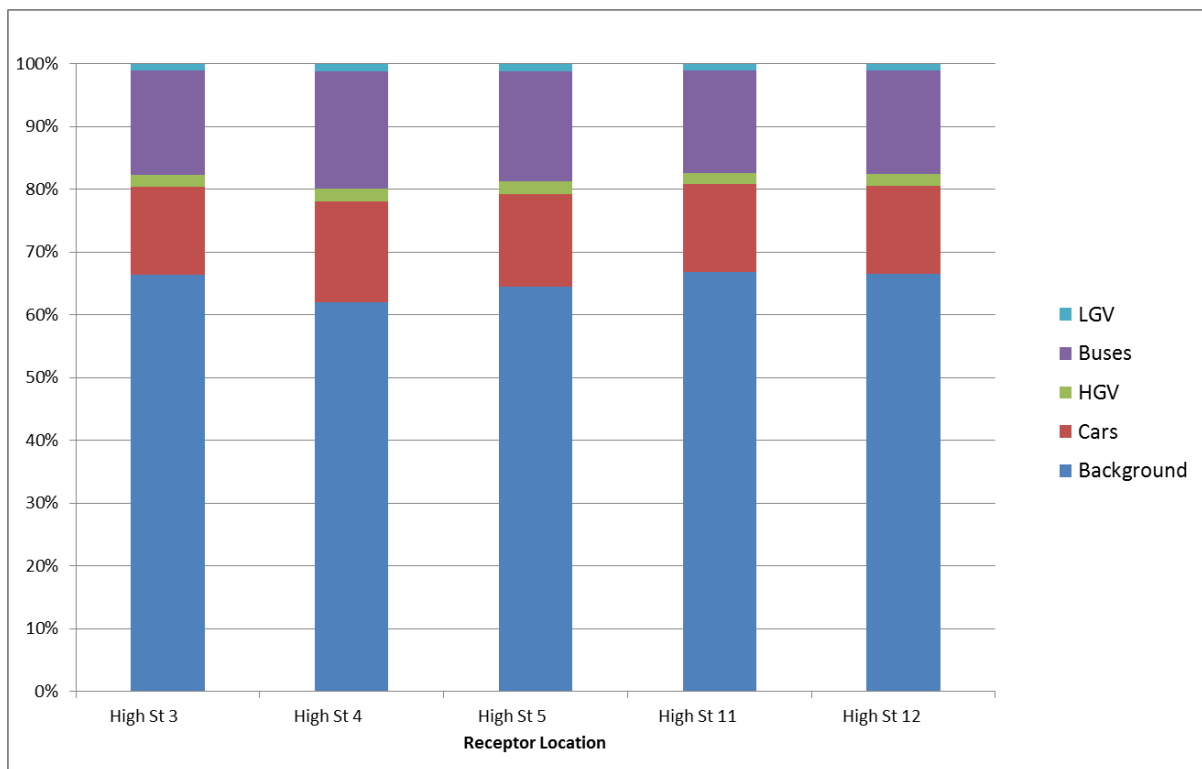
Figure 15: NO_x emissions by source and vehicle type (expressed as %) Johnstone AQMA



PM₁₀

With regards to PM₁₀, the findings from the 2015 study indicated background sources were the most significant contributors to local concentrations. The percentage contribution of background sources varied between 62% and 66.8% dependant on receptor location with PM₁₀ from local road sources accounting for the remaining proportion. Of the local road sources, buses contributed slightly more than cars as can be seen in figure 16.

**Figure 16: PM₁₀ emissions by source and vehicle type (expressed as %)
Johnstone AQMA**



1.6.3 Renfrew Town Centre Air Quality Management Area

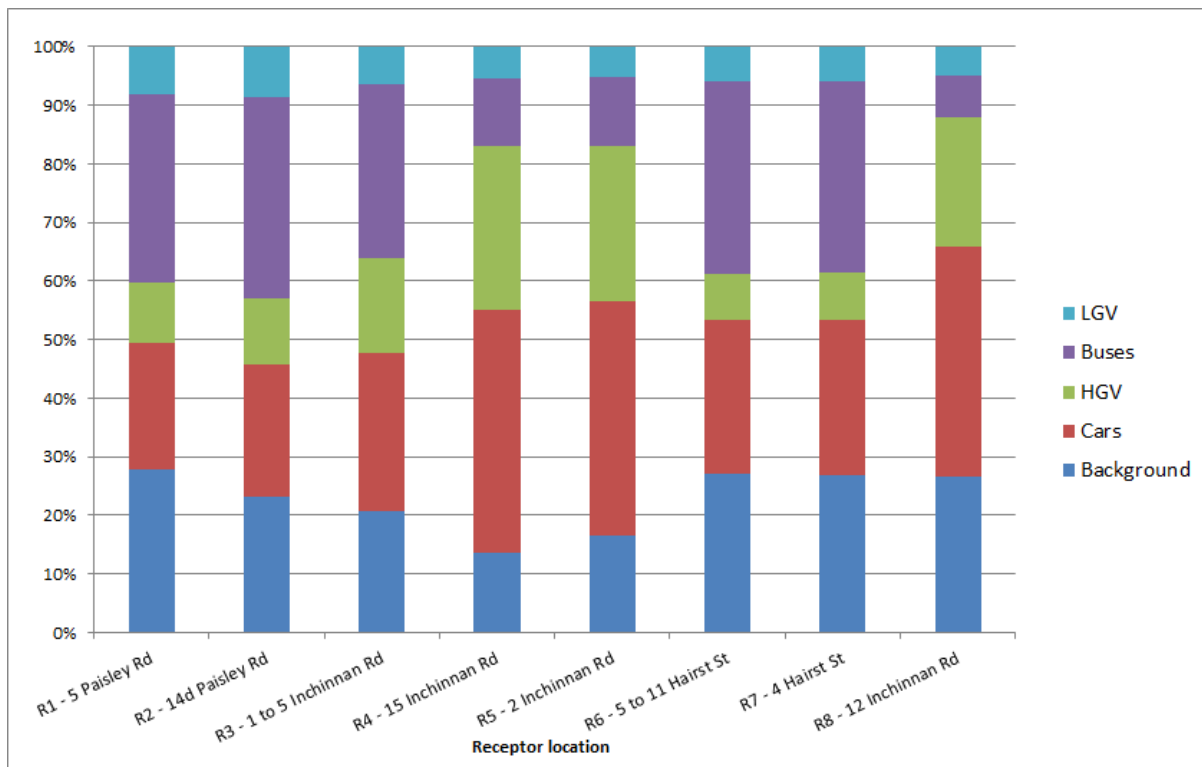
Nitrogen Oxides (NO_x)

The findings from the 2015 study indicated that the main source of NO_x at the selected receptor locations were local road traffic sources. The percentage contribution of road traffic sources varied between 72.1% and 86.5% dependant on receptor location with background NO_x concentrations accounting for the remaining proportion. Of the local traffic sources, the dominant source was variable dependant on receptor location. For example, the proportion of road NO_x from buses was greater on Paisley Road and Hairst St but emissions from cars were the most dominant contributor on Inchinnan Rd.

The locations where the highest pollutant concentrations were measured and modelled are at the section of Inchinnan Road approaching the traffic lights at the main junction with Paisley Road and Hairst Street where traffic will regularly be slow moving and idling at the lights. The high concentrations here also indicate that the

one-sided street canyon topography from the tenement properties on Inchinnan Road is possibly limiting dispersion of air pollutants. Measures aimed at improving traffic flow at these locations will therefore help to reduce vehicle emissions and concentrations.

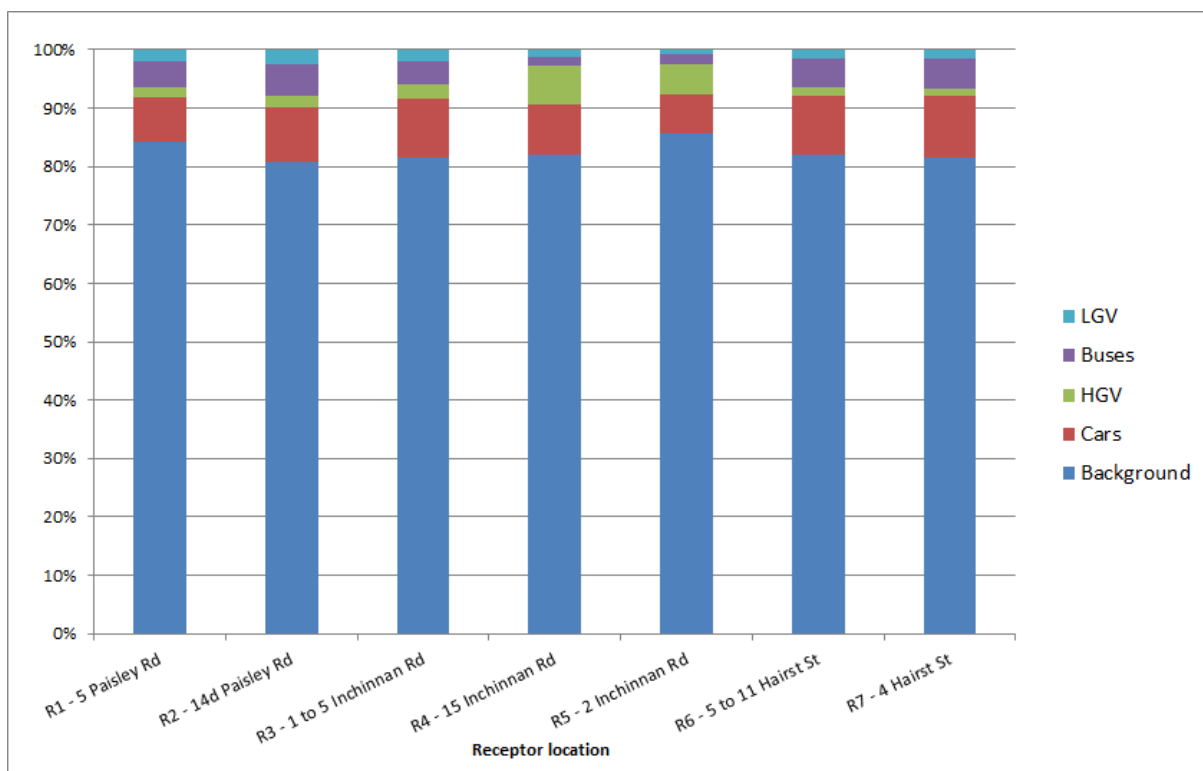
Figure 17: NOx emissions by source and vehicle type (expressed as %) Renfrew AQMA



PM10

With regards to concentrations of PM₁₀, the findings from the 2015 study indicated background sources were the most significant contributors to local concentrations. The percentage contribution of background sources varied between 80.9% and 85.7% dependant on receptor location with PM₁₀ from local road sources accounting for the remaining proportion. Of the local road sources, cars were the most significant contributor as can be seen in figure 18.

Figure 18: PM₁₀ Emissions by source and vehicle type (expressed as %) Renfrew AQMA



1.7 Key Priorities

1.7.1 Revocation

There are no set criteria on which an amendment or revocation decision should be based, and the Scottish Government considers each request on a case-by-case basis. However, a minimum requirement of the Scottish Government will normally be at least three consecutive years where the objectives of concern are being achieved and where monitoring data demonstrates that further exceedances of the objectives are unlikely to occur.

The Scottish Government’s updated Local Air Quality Management Policy Guidance 2023 (PG(S)(23)) also states that there is an expectation that once the authority has demonstrated that the AQMA is in compliance with the air quality objectives (with confidence that future exceedances are unlikely) the AQMA order will be amended or revoked at the earliest opportunity.

Renfrewshire Council

Within Renfrewshire, there have been no exceedances of any air quality objectives since 2019. However, the Council delayed consideration of any revocation or amendment to the AQMAs due to significant traffic related developments within both Paisley town centre and Renfrew via the Glasgow City Region City Deal projects. However, progress with some of the City Deals projects has been delayed with completion dates now extended to 2027.

Taking into account the recent updating of the Scottish Government's PG(S)(23), the length of time since exceedances and also that the 2023 raw monitoring data suggests a further year of no exceedances (all annual averages being below $30\mu\text{g}/\text{m}^3$ although this will not be confirmed until reported within the 2024 Annual Progress Report), revocation of the three AQMAs is now a main priority for the Council.

As such, Renfrewshire Council expects the Paisley Town Centre, Renfrew Town Centre and Johnstone High Street AQMAs to be revoked no later than December 2024, in accordance with the requirements of PG(S)(23).

1.7.2 Air Quality Strategy

Following revocation of an AQMA, PG(S)(23) recommends that the local authority should consider replacing the AQAP (which has served its purpose) with a local air quality strategy, although there is no statutory obligation to do so.

However, adopting such a strategy would ensure air quality retains a high public profile and measures remain in place to continue to improve air quality in the area and prevent any future deterioration towards exceedances of the air quality objectives.

Where an air quality strategy is developed, the ongoing measures contained in the final AQAP should form the basis of the relevant content of the strategy, but consideration should also be given to wider air quality in the local authority area and the strategic approaches required to ensure the authority maintains compliance with the air quality objectives and continues to reduce emissions.

Therefore, whilst the process of revocation is under consideration by Renfrewshire Council, progress of the measures outlined in this AQAP Update will continue in order to improve air quality within Renfrewshire between 2024 and 2029. Should

revocation of the AQMAs proceed, these measures will be incorporated into a Renfrewshire Council Air Quality Strategy to demonstrate the Council's commitment to improving the air quality within Renfrewshire on an ongoing basis to improve health.

1.7.3 Action Measures

Following on from the key priorities of revocation of the AQMAs and thereafter development of an Air Quality Strategy, Renfrewshire Council will continue to implement measures that are aimed to improve air quality within the area.

As discussed, the findings of the 2015 source apportionment study for each AQMA identified local road traffic to be the main source of NO₂ across the areas with background concentrations being the main source of PM. The key action measures of this AQAP Update are therefore aimed at reducing local transport related emissions with the following measures considered a priority.

- Priority 1 – Progress with the significant new road and cycle infrastructure projects which are part of the City Deals and AMIDS South projects;
- Priority 2 - Publication of a new Renfrewshire Local Transport Strategy and Active Travel Strategy;
- Priority 3 - Continuation with the upgrade and development of the cycling network as per the Renfrewshire Council Cycle Strategy priorities;
- Priority 4 - Improvement of the council's fleet, funded via the Council's Vehicle Replacement Programme (VRP). £2.2 million has been set aside for the VRP in 2023-24 for the purchase of new fleet vehicles. This includes the replacement of older fossil vehicles with newer fleet vehicles with better emission standards and the introduction of HVO as an alternative fuel for some of the fleet;
- Priority 5 - Continue with promotion of active travel measures, encouraging people to travel actively and sustainably with a view to supporting longer term behaviour shift.

Development and Implementation of Renfrewshire Council's AQAP Update

1.8 Consultation and Stakeholder Engagement

In developing this AQAP Update, several Renfrewshire Council services have collaborated to identify new measures to be taken forward and provided updates on existing measures. The Council also commits to working with other local authorities, agencies, businesses and the local community to improve local air quality, where we are requested to do so.

Schedule 11 of the Environment Act 1995 requires local authorities to consult the bodies listed in Table 1 below. This consultation was undertaken during March 2024. In addition, the Council will publicise the AQAP Update on the council website.

Table 1: Consultation Undertaken

Consultee	Consultation Undertaken
The Scottish Government	Yes
The Scottish Environment Protection Agency (SEPA)	Yes
Transport Scotland	Yes
All neighbouring local authorities	Yes
Other public authorities as appropriate, such as NHS Scotland and Health Boards	Yes
Bodies representing local business interests and other organisations such as community groups as appropriate	Yes

1.9 Steering Group

A steering group was established at the start of the action planning update process to take forward the development of this plan. The remit of the group was to provide an update on existing action plan measures contained within the 2019 Air Quality Action Plan and also identify new effective, feasible and proportionate action measures for inclusion within this AQAP Update and to ensure implementation and delivery of these.

The group was composed of Renfrewshire Council officers from those services with an interest or potential impact on air quality and who may have an influence on the action measures being considered. Members were similar to that of the steering group involved in the production of the 2019 AQAP and included officers from Environment, Housing and Infrastructure (Environmental Health, Transportation and Roads, Fleet, Active Travel, Energy Management Unit) and Chief Executive's (City Deals, Climate Change). Officers provided guidance in their respective areas of expertise to ensure evaluation and selection of the most appropriate measures. The Environmental Health team within Environment, Housing and Infrastructure have taken lead responsibility for production of the plan.

AQAP Measures

Air Quality Policy Guidance PG(S)(23) states that Action Plans must focus on 'effective, feasible, proportionate and quantifiable measures as the top priority'.

The action measures detailed within this five yearly AQAP Update are a mix of new measures and ongoing existing measures from the 2019 AQAP.

The proposed action measures can be considered under the following broad topic areas:

- Alternatives to private vehicle use
- Promoting travel alternatives
- Transport planning and infrastructure
- Traffic management
- Vehicle fleet efficiency.

Given that road traffic is the principal source of NO_x pollution within all three AQMAs, the action measures focus on traffic management scenarios and the promotion of low emission transport. Some measures are specific to a particular AQMA, and some are generic measures which will offer Renfrewshire wide air quality benefits.

Table 2 provides a summary of all action measures including the following information:

- A list of the measures that form part of the plan.
- Expected or actual completion year for measures.
- Measure status (whether the measures are planned, in progress, completed or delayed)
- The responsible individual and departments/organisations who will deliver these measures.
- How the measure will be funded (Scottish Government or other).
- Estimated cost of implementing each measure (overall cost and cost to the local authority).
- Expected benefit in terms of pollutant emission and/or concentration reduction.

Renfrewshire Council

- Key milestones towards delivery.

NB: Please see future Annual Progress Reports for annual updates on implementation of these measures.

Additional details for some of the measures are provided following Table 2.

Table 2: Air Quality Action Plan Measures

Measure No.	Measure	Category and Classification	Expected/Actual Completion Year	Measure Status	Delivery Organisation(s)	Funding Source	Funding Status	Estimated Cost of Measure	Target Reduction in Pollutant / Emission from Measure	Key Milestones	Comments
1	<p>Glasgow City Region City Deal Projects</p> <ul style="list-style-type: none"> - Clyde Waterfront & Renfrew Riverside Project (CWRR) - Glasgow Airport Investment Area Project (GAIA) <p>UK Government Levelling Up Fund Project</p> <ul style="list-style-type: none"> - Advanced Manufacturing Innovation District Scotland (AMIDS) South 	<p>Transport Planning and Infrastructure - Active travel</p> <p>Public transport improvements</p> <p>Traffic Management - Strategic highway improvements</p> <p>Promoting Travel Alternatives - Promotion of cycling</p> <p>Promotion of walking</p>	<p>CWRR – expected completion early 2025</p> <p>GAIA – completed 2022</p> <p>AMIDS South – anticipated construction commencing 2025 with completion 2027</p>	<p>CWRR – in progress</p> <p>GAIA – completed</p> <p>AMIDS South – in progress</p>	<p>Scottish Government & Local Authorities across the region.</p> <p>The decision-making body is the Glasgow City Region Cabinet.</p> <p>The Renfrewshire projects are lead within the Council by the Chief Executive's Service, City Deals Section.</p>	<p>City Deals</p> <p>UK Government funding 85% of the capital costs of the projects. Renfrewshire council contribution is 15% of costs.</p> <p>Government funding will be unlocked in 5 yearly Gateway Reviews. If the City Deal meets agreed outputs and outcomes at each review, the full £1 billion of funding from the UK and Scottish Governments will be unlocked.</p> <p>AMIDS South</p> <p>Funding via the UK Government Levelling Up Fund.</p> <p>Funding provided for 90% of the capital cost with Renfrewshire council contribution of 10%.</p>	Partially funded	Renfrewshire Council contribution >£10 million	<p>The AQAs submitted for the CWRR development states there will be a minor to moderate beneficial impact on air quality levels (reduction of up to 3.9ugm3) measured at the three diffusion tube sites on Inchinnan Road within the Renfrew AQMA.</p> <p>Reference should be made to the AQAs for full details.</p>	<p>CWRR</p> <p>Nov 2018 – planning consent granted</p> <p>Autumn 2019 – tenders published</p> <p>Nov 2021 – Contract Start Date</p> <p>Early 2025 – Anticipated construction completion</p> <p>GAIA</p> <p>Nov 2017 – planning consent granted</p> <p>Spring 2019 – tender contracts awarded</p> <p>June 2019 – start of construction</p> <p>March 2022 – Works opened to the public</p> <p>AMIDS South</p> <p>March 2023 – planning consented</p> <p>Nov 2022 to 2024 – Contractor procurement and land acquisition</p> <p>2025 - 2027 – Construction period</p>	Further information on these projects can be found after Table 2.

Measure No.	Measure	Category and Classification	Expected/Actual Completion Year	Measure Status	Delivery Organisation(s)	Funding Source	Funding Status	Estimated Cost of Measure	Target Reduction in Pollutant / Emission from Measure	Key Milestones	Comments
2	<p>Council Fleet Improvements</p> <ul style="list-style-type: none"> - Continue to improve the standard of fleet - Increase numbers of electric vehicles (EVs) & associated charging infrastructure - Continue to work in line with the Scottish Government's Net Zero policy with regards to fleet vehicles - EV Fleet Strategy Feasibility Study 	<p>Promoting Low Emission Transport</p> <p>Company Vehicle Procurement - Prioritising uptake of low emission vehicles</p> <p>Procurer alternative refuelling infrastructure to promote low emission vehicles</p>	<p>Ongoing.</p> <p>There is an annual vehicle replacement programme (VRP) whereby vehicles at the end of their service life are replaced with an improved EURO standard or an electric alternative.</p> <p>The Council will continue to introduce EVs & charging points where opportunities and funding permits. As technology evolves the Council will extend the EV Fleet Strategy to include all vehicles including HGVs and buses.</p>	<p>In progress</p> <p>Phasing out need for new petrol or diesel light commercial vehicles by 2030</p>	<p>Renfrewshire Council, Environment Housing and Infrastructure Fleet</p>	<p>Local Authority - Fleet improvements funded via the Council's capital VRP.</p> <p>Partial funding towards charging infrastructure from Transport Scotland's Switched On Fleets funding.</p>	<p>Partially funded</p>	<p>£2.1 million was set aside for 2024-25 for the purchase of new fleet vehicles.</p> <p>The Council will continue to improve the standard of fleet and introduce greener vehicles where opportunities and funding permits</p>	<p>Unknown</p>	<p>The Council fleet consists of approx. 400 vehicles of which >78% are of EURO V or VI standard.</p> <p>There are approx. 80 HGV vehicles, 32 of which are EURO VI standard with the remaining 48 being of EURO V. The EURO V HGVs are prioritised for replacement with EURO VI vehicles.</p> <p>First Council EVs and charging points purchased and installed in 2012. The Council now have 115 EVs (cars/vans) in the fleet or 27% of overall fleet.</p> <p>As of the start of 2024, there are now 73 EV chargers for public usage (146 charging bays) and 48 EV chargers for council fleet vehicles (89 charging bays) across 14 council depots /buildings.</p> <p>Contract awarded for £250,000 investment in the council's Underwood Road Waste & Fleet Depot during 2023 with a new 2.3MVA power supply and transformer to support the further expansion of EV charging infrastructure for light vans, HGVs and refuse collection vehicles.</p> <p>In addition to EV pool cars, the council have 10 electric pool bikes for staff to use for business travel as part of the Business Travel Hierarchy.</p>	<p>The Council have recently introduced Hydrotreated Vegetable Oil (HVO) as an alternative fuel for some of the fleet – and are looking to expand the project to come in line with more fleet vehicles.</p> <p>As part of Renfrewshire Council's ambition to achieve net zero carbon emissions by 2030, options for new delivery models to increase the provision of EV charging infrastructure and the uptake of EVs themselves have been explored. As such a business case has been jointly prepared with the eight Glasgow City Region Councils, utilising external funding, which provides recommendations on the scope, locations, delivery model and funding arrangements for a significant expansion of the public EV charging network in Renfrewshire. In order to advance to the next stage of this project, an Inter-authority Agreement will be explored between the eight Glasgow City Region councils. Further details on this matter is provided after table 2.</p>
3	<p>UTC Improvements</p> <ul style="list-style-type: none"> - Replacement of previous Urban traffic Control (UTC) system with externally hosted UTC-X system from Yunex with guaranteed updates for the next 10 years. 	<p>Traffic Management</p> <p>(UTC, congestion management, traffic reduction)</p>	<p>Expected completion year – 2023/24</p>	<p>In progress</p> <p>The work to replace life-expired traffic signals continues.</p>	<p>Renfrewshire Council, Environment Housing and Infrastructure Fleet</p> <p>Contractor Yunex</p>	<p>Local Authority</p> <p>SPT Capital Programme</p>	<p>Not funded (from external sources)</p>	<p>£100k - £500k</p>	<p>Unknown</p>	<p>Spring 2023 - 66 sites across 30 junctions throughout the council area have been upgraded to an externally hosted UTC system between 2020 and 2023. This is then followed with a 10-year maintenance contract at these sites to ensure signals remain as efficient as possible.</p>	<p>Feasibility of extending UTC control to Johnstone being pursued but will be dependent on funding.</p> <p>4G communications between the signals and the system are being superseded by connections to the council's fibre network and priority junctions continue to have their equipment replaced as needs and funding arise.</p>

Measure No.	Measure	Category and Classification	Expected/Actual Completion Year	Measure Status	Delivery Organisation(s)	Funding Source	Funding Status	Estimated Cost of Measure	Target Reduction in Pollutant / Emission from Measure	Key Milestones	Comments
4	<p>Vehicle Fleet Tracking System</p> <p>- UK Telematics for all fleet vehicles</p>	<p>Freight and Delivery Management Route management plans/ Strategic routing strategy for HGV's</p> <p>Vehicle Fleet Efficiency (other)</p>	UK Telematics Ltd awarded contract in April 2023 with system now fully utilised.	In progress	<p>Renfrewshire Council, Environment Housing and Infrastructure Fleet</p> <p>Contractor UK Telematics Ltd</p>	Local Authority The cost for this contract will be met through Environment & Infrastructures Operational revenue budget	Not funded (from external sources)	£600k over 5 years	Unknown	<p>UK Telematics now installed in all council vehicles (including hires).</p> <p>Training has been provided for user departments in report writing and system functionality.</p>	<p>The new system provides a real time, web-based asset tracking system using GPS. This should improve fuel economy and provide departments with more in-depth reports about driver behaviour when in a fleet vehicle.</p>
5	<p>Renfrewshire's Local Transport Strategy</p> <p>- Publication of a new Local Transport Strategy (LTS) for the period 2025-2035 to replace the Council's existing 2007 LTS.</p>	<p>Policy Guidance and Development Control (Other policy)</p> <p>Transport Planning and Infrastructure Public transport improvements</p> <p>Traffic Management (various)</p> <p>Promoting Travel Alternatives (various)</p>	Summer 2024	In progress	<p>Renfrewshire Council, Environment Housing and Infrastructure, Transport and Development</p> <p>Contractor AECOM Ltd</p> <p>The project will be managed by a steering group comprised of internal stakeholders.</p>	Financial costs in respect of this contract will be met from specific grant funding.	Not funded (from external sources)	£50k - £100k	Unknown	<p>Contract awarded in Sept 2023.</p> <p>Completion date expected to be summer 2024 (approx. 9 months after award).</p>	<p>The LTS shall set out a comprehensive and balanced plan which looks at the transport needs for the Renfrewshire area and sets out a way forward detailing the policies and interventions required to improve the local transport and active travel networks.</p> <p>The plan will ensure emphasis on active travel, behavioural change and sustainable climate change including consideration of the Council's plan for net zero emissions by 2030.</p>

Measure No.	Measure	Category and Classification	Expected/Actual Completion Year	Measure Status	Delivery Organisation(s)	Funding Source	Funding Status	Estimated Cost of Measure	Target Reduction in Pollutant / Emission from Measure	Key Milestones	Comments
6	<p>Renfrewshire Council Cycle Strategy & Action Plan 2016-2025</p> <p>- The strategy contains a Cycling Action Plan which sets out a programme of activities and network interventions for the ten-year period, including upgrades and expansion of cycle networks, upgrading the Council's facilities for cyclists and updating the Council's Travel Plan.</p>	<p>Promoting Travel Alternatives</p> <p>Promotion of cycling</p> <p>Intensive active travel campaign & infrastructure</p> <p>School Travel Plans</p> <p>Traffic Management</p> <p>Strategic highway improvements, re-prioritising road space away from cars</p>	<p>The current Cycle Strategy and Action Plan runs for the period 2016-2025.</p> <p>Upgrades and development of the cycling network is ongoing as per the strategy priorities.</p> <p>Expected completion year is dependent on each measure, some are ongoing, and some have funding until end of 2023/24.</p>	In progress	<p>Renfrewshire Council, Environment Housing and Infrastructure, Transport and Development.</p> <p>Scottish Government</p> <p>SPT</p> <p>Transport Scotland</p> <p>Sustrans</p>	<p>Fully funded.</p> <p>Funding providers include Scottish Government, SPT, Transport Scotland and Sustrans.</p> <p>Funding is applied for each financial year from the Scottish Government via the Cycling, Walking and Safer Routes fund. At least 36% of this fund must be allocated to cycling including for example infrastructure or design works.</p> <p>Sustrans also provides funding for certain projects. Sustrans funded projects completed in 22/23 include NCN improvements at Jennyswell, Miller Street Johnstone.</p>	<p>Measures contained within the action plan will be implemented dependant on funding.</p> <p>Funding status depends on each project but can be fully funded / partially funded / not funded/ annual or ongoing funding required.</p>	<p>22/23 - £2.35 million of funding for active travel projects as detailed below.</p> <p>£80,000 – SPT funding for Paisley to Renfrew link</p> <p>£920,000 – Mission Clyde for Paisley to Renfrew link</p> <p>£350,000 – Transport Scotland Cycling, Walking Safer Routes for Paisley to Renfrew link</p> <p>£1,000,000 – City Deal Funding for Inchinnan Road</p> <p>23/24 - £2.55 Million funding</p> <p>£2 Million – Transport Scotland Active Travel Transformation Funding for 4 projects (Paisley to Renfrew, North Renfrewshire – Barnsford Road at Glasgow Airport, Linside Avenue link and Gallowhill to Paisley to Renfrew)</p> <p>£550,000 – SPT for Paisley to Renfrew link</p>	Unknown	<p>Renfrewshire used 49.4% of CWSR budget in 2022/23 on new infrastructure to encourage cycling. Projects included construction of Paisley to Renfrew and Inchinnan Active Travel Routes.</p> <p>There are several other cycling infrastructure projects which are currently at concept design /public consultation design stage. The routes for these are:</p> <ol style="list-style-type: none"> 1. Southolm Roundabout Erskine 2. Linside Avenue 3. Hawkhead Rd/ Glasgow Rd junction 4. Lincive Roundabout 5. Inchinnan Business Park 6. Barnsford Road, Glasgow Airport <p>The £2 Million Transport Scotland Active Travel Transformation Funding awarded in 2023 for four Renfrewshire projects is a significant investment which aims to create high-quality active travel infrastructure that will support people to make the switch to more sustainable transport methods and reduce emissions. Expected completion of these projects is summer 2024.</p>	<p>Other measures included within the overall aims of the Cycle Strategy include:</p> <ul style="list-style-type: none"> - the addition of a Sustrans Senior Officer to the Council's Active Travel Team in summer 2023 to assist with development of the National Cycle Network in Renfrewshire. This is a 3-year post and linked to the overall Sustrans funding received by the Council. - Working with Transport Scotland to ensure safer streets that enable active travel, including introducing 20mph zones by 2025 where proportionate to make communities safer. - Village Traffic Calming Improvements to reduce speeding and improve walking facilities in Houston, Howwood and Kilbarchan.

Measure No.	Measure	Category and Classification	Expected/Actual Completion Year	Measure Status	Delivery Organisation(s)	Funding Source	Funding Status	Estimated Cost of Measure	Target Reduction in Pollutant / Emission from Measure	Key Milestones	Comments
7	<p>Active Travel Projects</p> <ul style="list-style-type: none"> - Not Far? Leave the Car - Beat the Street - Living Streets WOW Project - School Bikeability & Scootability Training - School travel Plans - Carshare 	<p>Promoting Travel Alternatives</p> <ul style="list-style-type: none"> Promotion of cycling Promotion of walking Intensive active travel campaign & infrastructure School Travel Plans Alternatives to private vehicle use Car & lift sharing schemes 	Dependant on measure. Some are ongoing and some have funding until end of 2023/24	Ongoing	Renfrewshire Council, Environment Housing and Infrastructure, Transport and Development team oversee all projects with some being led by external contractors including, for example, Better Points Ltd for the Not Far? Leave the Car project and Intelligent Health for Beat the Street.	<p>Scottish Government Air Quality Action Plan Fund has been used to partially fund two of the projects - Not Far? Leave the Car and Beat the Street.</p> <p>Other funding sources include- Smarter Choices Smarter Places</p> <p>Cycling Scotland</p> <p>Local Authority funding</p>	Funding status depends on each project but can be fully funded / partially funded / not funded/ annual or ongoing funding required.	Variable cost for each measure but total cost for all listed active travel projects between £100k - £500k	Unknown	Key milestones and headline results for some of these active travel projects can be found after Table 2.	
8	<p>Renfrewshire's Plan for Net Zero Strategy</p> <p>Renfrewshire Council declared a climate emergency in June 2019 with a commitment to work towards net zero by 2030.</p> <p>Renfrewshire's Net Zero Strategy was produced and approved in August 2022 with key themes including:</p> <ul style="list-style-type: none"> - Sustainable Transport - Clean Energy - Resilient Place <p>Action Measures for these themes will also align with improving air quality levels within Renfrewshire.</p>	Policy Guidance and Development Control	The Net Zero Strategy is ongoing until 2030 with action measures implemented as per the strategy priorities which the Council will continue to monitor to 2045 in line with national targets and beyond.	Ongoing	<p>Renfrewshire Council, Environment Housing and Infrastructure, Climate Team.</p> <p>Whilst the Plan for Net Zero will be led by Renfrewshire Council as the lead partner and producer of the Plan, it was co-designed with input from all stakeholders, and it will also be the result of collaborative work with Renfrewshire stakeholders, communities and public and private organisations.</p>	Local Authority – Renfrewshire Council have committed £1million to a Climate Change Action Fund supporting innovative climate projects and initiatives across Renfrewshire.	Not funded (from external sources). However, it is hoped that the LHEES will also act as a prospectus for government funding and external investment using a robust evidence and place-based approach.	Costed delivery plans currently in development.	<p>Air quality reductions unknown at this stage.</p> <p>However, with regards to reduction in carbon emissions from baseline to net zero for:</p> <p>Council as an organisation: baseline of 37tCO₂e (2014-15)</p> <p>Renfrewshire as an area: baseline of 914tCO₂e (2014-15)</p>	<p>Detailed Phased Road Map to 2030 and Quantified Delivery Plans being developed.</p> <p>Verifying, adopting and updating the emissions modelling tool: quantification of the impact of the phased actions, to inform future targets and present data in an interactive way - Annual updates on this will be provided from April 2024.</p> <p>Developing a carbon budget for Renfrewshire Council - projected completion date April 2024.</p>	In addition to traditional avenues of funding, it will be key to explore more innovative and collaborative ways to finance climate action across stakeholders, including new business models; joint ventures and partnership projects.

Measure No.	Measure	Category and Classification	Expected/Actual Completion Year	Measure Status	Delivery Organisation(s)	Funding Source	Funding Status	Estimated Cost of Measure	Target Reduction in Pollutant / Emission from Measure	Key Milestones	Comments
9	<p>Renfrewshire's Local Heat and Energy Efficiency Strategy</p> <p>The Strategy designates the most appropriate energy efficiency and heat decarbonisation options within Renfrewshire</p>	Policy Guidance and Development Control	Strategy approved at Board in January 2024.	Ongoing	<p>Renfrewshire Council, Environment Housing and Infrastructure, Energy Management Team.</p> <p>The Strategy is local authority-led; however stakeholder engagement and partnership working are key as the Strategy addresses all building stock at a local authority wide level (Council, public, private, 3rd sector and all tenures of residents).</p>	<p>Scottish Government funding of £75K annually for 5 years to assist development and delivery of LHEES.</p> <p>Local Authority</p>	<p>Partially funded. However, it is hoped that the LHEES will also act as a prospectus for government funding and external investment using a robust evidence and place-based approach.</p>	<p>Outline costings being developed as part of Delivery Plan for energy efficiency measures across the area as well as decarbonisation of heat</p>	Unknown	<p>Renfrewshire's LHEES approved in January 2024.</p> <p>Delivery Plans being developed throughout 2024.</p>	Update to be at least every 5 years

Additional Details on Measures

Measure 1 - Glasgow City Region City Deal Projects & UK Government Levelling Up Fund Project

Renfrewshire, together with seven neighbouring local authorities across Glasgow and the Clyde Valley have secured the second largest City Deal in the UK.

The three major projects within Renfrewshire are summarised below and will result in major infrastructure projects, including the construction of new bridges across the Clyde and Cart rivers; help create thousands of new jobs; improve public transport and connectivity; and deliver significant economic growth through investment within Renfrewshire.

For further information please refer to Renfrewshire's City Deal webpage <http://www.renfrewshire.gov.uk/citydeal>.

Clyde Waterfront & Renfrew Riverside (CWRR)

The CWRR project will see the construction of a new opening bridge across the River Clyde connecting the communities of Renfrew, Yoker and Clydebank. Proposals also include the construction of new roads and cycle routes aimed at opening up access to development sites and providing an alternative route around Renfrew Town Centre.

Construction comprises a twin-leaf swing bridge for vehicles, cyclists and pedestrians, riverside walking and cycling routes and a new road connecting from the bridge into the Advanced Manufacturing Innovation District Scotland (AMIDS) being developed next to Glasgow Airport. Construction commenced in 2022 and the project is expected to open by the end of 2024.

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Construction of the Renfrew North Development Road will provide an alternative route avoiding Renfrew town centre. This will optimise the operation of the local road network resulting in improved traffic flows in and around Renfrew town centre and improved journey time reliability. A cycleway will also be provided on both sides of the new Development Road.

An Environmental Impact Assessment was submitted as part of the planning application for this development which included air quality and traffic impact assessments. While the findings predict an increase in traffic at certain locations within Renfrew as development takes place, in terms of the Renfrew Town Centre Air Quality Management Area, construction of the Renfrew North Development Road is predicted to result in a decrease in traffic and therefore positive impact on air quality levels on Inchinnan Road where the highest levels of NO₂ within the Air Quality Management Area are currently measured. The air quality assessment predicts that local air quality pollutant concentrations at sensitive receptors as a result of traffic flow changes will be below statutory air quality objectives and therefore concludes there will be no negative effects in relation to air quality as a result of the proposals.

Glasgow Airport Investment Area (GAIA) & Advanced Manufacturing Innovation District Scotland (AMIDS)

The Glasgow Airport Investment Area project was completed in October 2022. The project has resulted in infrastructure improvements by improving connections and enabling the continued growth and expansion of the airport and surrounding businesses. The development included new roads, cycling routes, pedestrian footpaths and bridges over both the White and Black Cart Water.

Development of GAIA has in turn resulted in improved access to Scotland's manufacturing innovation district (Advanced Manufacturing Innovation District Scotland (AMIDS)) and to nearby Westway and Inchinnan Business Parks.

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AMIDS is a collaborative project led by Renfrewshire Council to develop the area as Scotland's home of manufacturing innovation. It has so far attracted the world's largest aerospace company Boeing, the National Manufacturing Institute Scotland (NMIS) and the Medicines Manufacturing Innovation Centre.

An Environmental Impact Assessment was submitted as part of the planning application for these developments including air quality and traffic impact assessments. This assessment concluded there would be no negative effects in relation to air quality as a result of the proposed development.

Advanced Manufacturing Innovation District Scotland (AMIDS) South

The AMIDS South project links with the above City Deals projects although has been funded through the UK Government Levelling Up Fund Project.

The AMIDS South project consists of:

- the construction of a new North to South route linking Paisley town centre, including Paisley Gilmour Street Station, via a new road bridge across the White Cart river at Harbour Road, to Glasgow Airport and the Advanced Manufacturing Innovation District Scotland (AMIDS),
- the construction of a new East-West route linking Renfrew Road, Paisley, to the new North-South route and improving connectivity for the Shortroods and Gallowhill areas,
- upgrades to existing roads Abercorn Street and Inchinnan Road that form part of the new North-South route,

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- improved facilities for public transport, cyclists and pedestrians throughout the works from Paisley Gilmour Street Station to Abbotsinch Road.

Renfrewshire Council is currently going through the process of a Compulsory Purchase Order under the Roads (Scotland) Act 1984 and the Acquisition of Land (Authorisation Procedure) (Scotland) Act 1947 in order to progress this development. The Council are still awaiting the outcome of this process.

Measure 2 - Electric Vehicle Charging Infrastructure Investment in Renfrewshire

As part of Renfrewshire Council's ambition to achieve net zero carbon emissions by 2030, the Council are committed to expanding and investing in EV charging infrastructure within the area. As of the start of 2024, the Council currently have 73 EV chargers for public usage (146 charging bays) and 48 EV chargers for fleet vehicles (89 charging bays) for council vehicles located across 14 council depots /buildings.

In October 2021, Scottish Futures Trust (SFT) sought expressions of interest from local authorities to undertake a business case to explore alternative delivery models for public EV charging through private sector investment. Renfrewshire Council was successful in their application and received £60k funding towards the development of the business case which was undertaken by a consultant and completed in March 2023. The business case sets out how the Glasgow City Region partners could work together to expand the EV charging infrastructure network to meet projected EV demand over the next three to four years.

This report provides the overall strategic case for investment and sets out options and recommendations for collaborative delivery among all authorities which make up the Glasgow City Region: East Dunbartonshire, East Renfrewshire, Glasgow City, Inverclyde,

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North Lanarkshire, Renfrewshire, South Lanarkshire and West Dunbartonshire. It proposes a viable investment programme which could enable Renfrewshire Council to work with commercial suppliers to increase the number of EV charge points from an existing 73 publicly funded and managed charge points, to an estimated 773 across Renfrewshire by 2026.

In tandem, a new, four-year £60 million fund for local authorities was launched by the Scottish Government, £30 million of which is provided by Transport Scotland to support the roll-out of an enhanced vehicle charging network. The proposals in the Glasgow City Region pathfinder business case were developed to align with this fund to maximise the potential for leverage of external funding as part of its emerging plans.

Four commercial models have been identified as options for delivery of new electric vehicle chargers at scale and pace. The preferred mechanism is a model where the EV network would be leased via a concession contract to an experienced commercial operator.

In order to advance to the next stage of this project, an Inter-authority Agreement would be explored between the eight Glasgow City Region councils, setting out the proposed governance processes and arrangements for the specification, procurement, development, delivery, operational and monitoring stages of the project.

Measure 7 – Active Travel Projects

Not Far? Leave the Car - Better Points Project

The Better Points active travel incentive scheme (titled Not Far? Leave the Car within the Renfrewshire Council area) offers a mobile app and management system which incentivises its users to make positive active travel behaviour changes. Better Points offers baseline surveying to build a picture of people's current behaviour, attitudes and capacity for change. The smartphone app delivers incentives and rewards tailored to reach as many of the target audience as possible.

Headline results for the project from March 2023 to December 2023 include:

654 users out of 917 replaced their last car journey with an active travel option;

75.9% of respondents agreed they used the car less than usual to get from place to place;

73% of respondents agreed they would likely use the car less to get from place to place in the future;

75.2% of respondents said they are more likely to walk or cycle to get from place to place in the future;

66.4% of respondents said they are likely to use public transport to get from place to place in future; and

76.7% of respondents said that the scheme has made them leave the car at home.

Living Streets WOW Project

Living Streets WOW project is a year-round walk to school challenge which rewards children and young people with badges for choosing an active travel method in going to school.

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Travel Tracker, as part of the WOW Package, brings the Walk to School Challenge to life. Pupils log daily journeys to school on the system. The modes of transport pupils can choose include active travel modes - walk/wheel, cycle, park and stride, scooter/skate and non-active modes - driven, bus, taxi and other.

Headline results for the project during the period September 2023 – December 2023 include:

The Number of children engaged in the Project: 5470

The number of sustainable and active travel journeys: 121,832 (86%)

The number of badges earned: 5,987.

Number of Schools actively engaged: 19 schools.

86% of pupils engaged are choosing to be active in going to school.

Beat the Street

Beat the Street empowers communities to increase activity levels and improve health with a walking and cycling competition where participants tap their Beat the Street cards on Beat Boxes on lampposts to record distances walked or cycled.

During 2023/24 the game took place in Renfrewshire North, covering the areas of Paisley North, Inchinnan, Renfrew, Erskine and Langbank. Headline results include:

- 7604 players took part,
- 118,459 miles covered in Renfrewshire.

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Other -

- The Council are part of Carshare and promote car share journeys for all Renfrewshire employees.
- All Primary 5 - 7 classes across Renfrewshire will be invited to undertake their Bikeability training (funding dependent). Bikeability is funded by Cycling Scotland and is led by OneRen within the Renfrewshire Council area.
- Primary Schools have been invited to work with the Council's Road Safety team and establish Junior Road Safety Officers where they will assist in keeping the school areas less congested thus resulting in improved air quality.
- School travel Plans: all schools will be invited to complete a school travel plan and work with the Council's Road Safety team and Junior Road Safety Officers to complete this.

Appendix A: Response to Consultation

Table A.1 – Summary of Responses to Consultation and Stakeholder Engagement on the AQAP Update

Consultee	Category	Response
SEPA	Statutory Consultee	Positive comments re the air quality improvements and agree with priorities and conclusion of plan and the proposal to revoke the three AQMAs.
Transport Scotland	Statutory Consultee	Positive comment re the air quality improvements and note to confirm that there had been significant improvements to bus emission standards throughout Scotland since the previous 2015 source apportionment study quoted in the Plan as well as a substantial investment in electrifying the bus fleet, all of which are positive in terms of air quality improvements.
NHS Greater Glasgow & Clyde Health Board	Statutory Consultee	Informative and helpful comments from Consultant in Public Health Medicine relating to the Plan and general air quality health impacts.

Appendix B: Monitoring Locations Within the AQMAs

Figure 19: Map of Automatic Monitoring Sites Across Renfrewshire

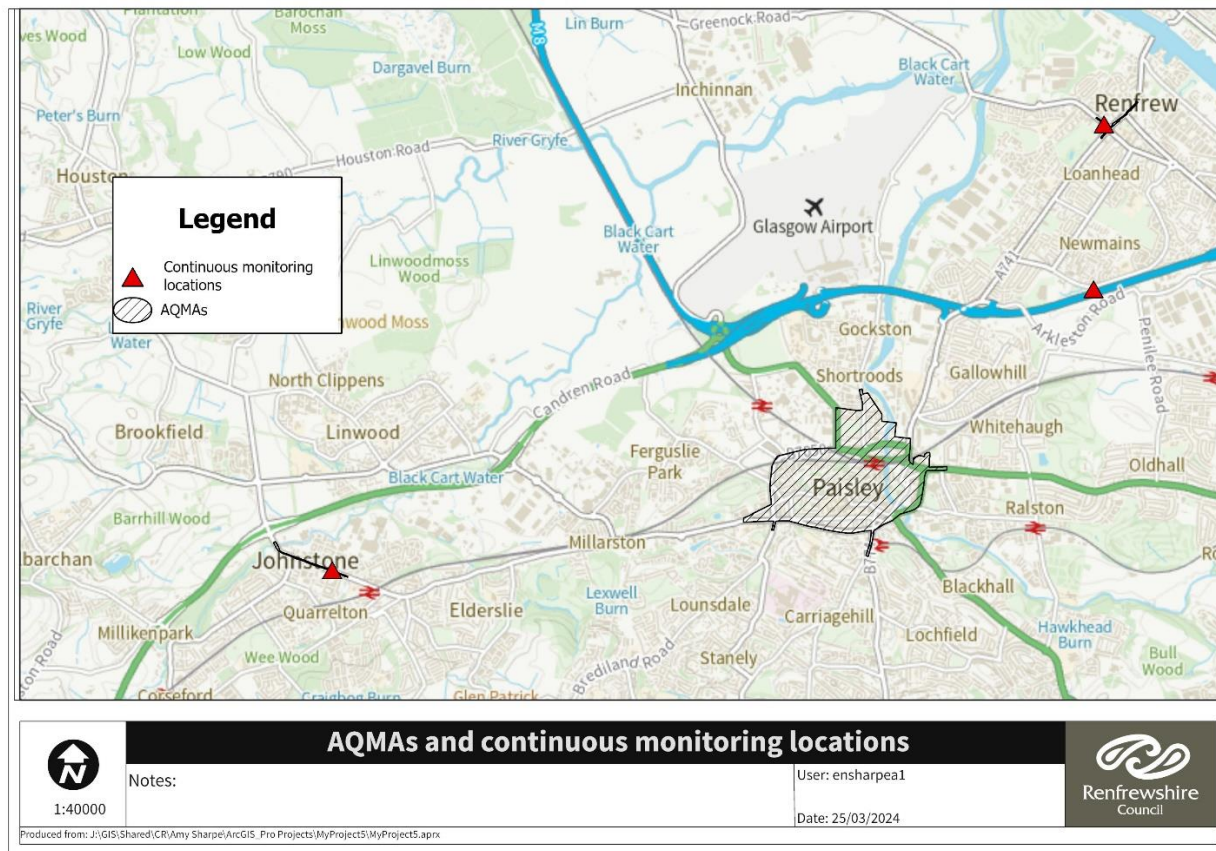


Figure 20: Map of Non-Automatic Monitoring Sites in Paisley

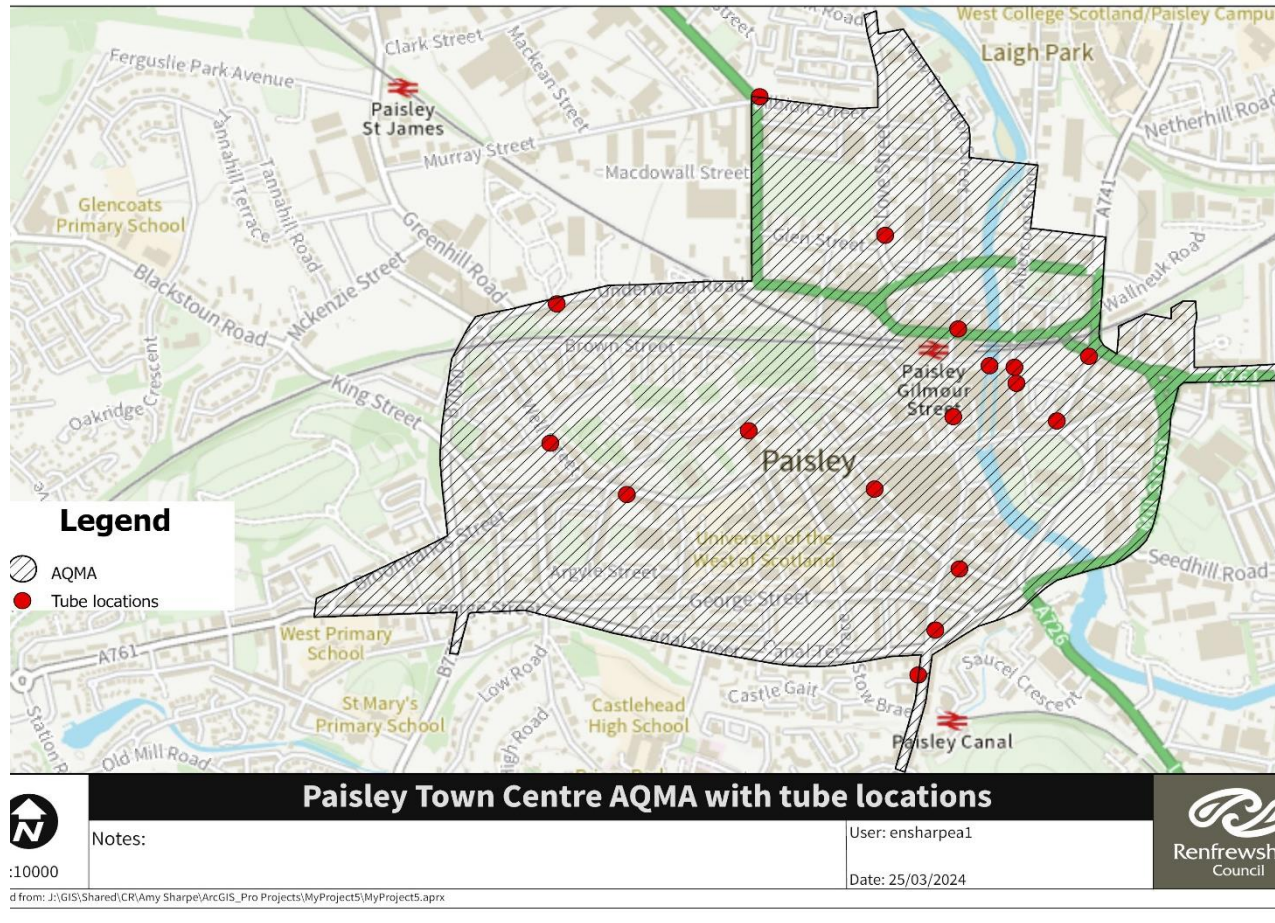


Figure 21: Map of Non-Automatic Monitoring Sites in Renfrew

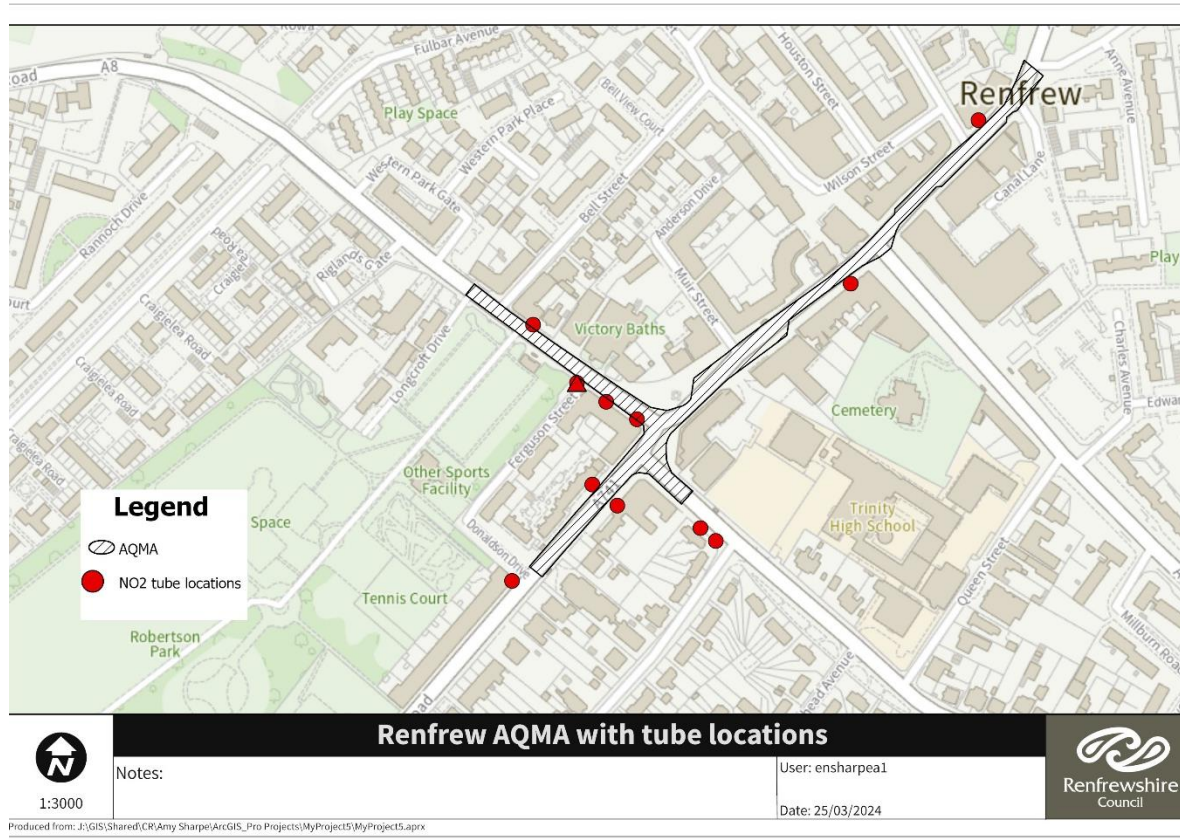


Figure 22: Map of Non-Automatic Monitoring Sites in Johnstone



Appendix C: Monitoring Results 2018-2022

Table 3: Annual Mean NO₂ Monitoring Results (µg/m³)

Note – results shown are bias adjusted but not distance corrected.

Site ID	Site Type	Monitoring Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2022 (%) ⁽²⁾	2018	2019	2020	2021	2022
REN1	Roadside	Automatic	99.7	99.7	31.2	31.1	20.9	24.5	22.4
REN03	Roadside	Automatic	98.2	98.2	-	24.1	19.9	19.0	19.7
Paisley1	Urban Centre	Diffusion Tube	100.0	100.0	20.3	21.3	16.1	14.9	13.5
Paisley2	Urban Background	Diffusion Tube	84.6	84.6	14.4	14.6	10.9	9.6	11.9
Paisley3	Urban Background	Diffusion Tube	92.3	92.3	12.0	11.6	8.9	7.4	6.8
Renfrew8	Kerbside	Diffusion Tube	92.3	92.3	41.1	41.4	40.2	29.8	30.2
Renfrew17	Roadside	Diffusion Tube	92.3	92.3	33.7	32.0	26.3	22.9	23.5
Paisley19	Roadside	Diffusion Tube	100.0	100.0	28.3	24.9	24.1	22.5	17.9
Johnstone20	Kerbside	Diffusion Tube	92.3	92.3	29.7	28.7	25.5	20.2	19.3
Paisley21 (1) Paisley21 (2) Paisley21 (3)	Roadside	Diffusion Tube	100.0	100.0	28.9	27.6	25.7	21.9	18.6
Paisley33	Roadside	Diffusion Tube	92.3	92.3	31.7	28.8	27.7	24.1	19.4
Paisley35	Roadside	Diffusion Tube	92.3	92.3	34.7	31.1	31.5	25.7	21.9
Paisley36	Roadside	Diffusion Tube	100.0	100.0	30.4	28.2	27.7	26.5	20.5
Renfrew40	Roadside	Diffusion Tube	100.0	100.0	27.4	25.8	21.6	18.7	16.4
Paisley43	Roadside	Diffusion Tube	100.0	100.0	28.9	26.7	20.4	20.5	15.0
Paisley44	Roadside	Diffusion Tube	100.0	100.0	23.6	21.9	16.3	16.1	15.5
Renfrew45	Kerbside	Diffusion Tube	90.4	90.4	25.8	21.5	20.3	18.4	14.9

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Site ID	Site Type	Monitoring Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2022 (%) ⁽²⁾	2018	2019	2020	2021	2022
Renfrew48	Roadside	Diffusion Tube	100.0	100.0	30.9	29.1	24.8	20.9	17.7
Paisley50	Roadside	Diffusion Tube	90.4	90.4	29.4	24.3	21.8	17.9	17.3
Renfrew52	Roadside	Diffusion Tube	100.0	100.0	31.8	25.3	24.9	21.2	17.3
Renfrew56	Roadside	Diffusion Tube	92.3	92.3	30.3	26.3	24.4	20.9	19.5
Renfrew57	Roadside	Diffusion Tube	100.0	100.0	24.1	24.4	18.1	19.0	12.9
Johnstone59	Kerbside	Diffusion Tube	100.0	100.0	40.0	37.9	39.5	34.4	30.9
Paisley60	Roadside	Diffusion Tube	100.0	100.0	34.4	33.6	30.1	24.5	22.3
Kilbarchan61	Roadside	Diffusion Tube	100.0	100.0	32.4	30.2	26.0	26.1	18.7
Renfrew62 (1) Renfrew62 (2) Renfrew62 (3)	Roadside	Diffusion Tube	100.0	100.0	36.8	34.3	30.5	25.3	21.9
Paisley63	Roadside	Diffusion Tube	92.3	92.3	33.2	29.4	25.2	25.2	20.9
Kilbarchan65	Roadside	Diffusion Tube	100.0	100.0	28.2	30.3	25.8	20.9	16.9
Kilbarchan66	Roadside	Diffusion Tube	75.0	75.0	19.3	22.3	18.1	15.9	14.1
Kilbarchan67	Roadside	Diffusion Tube	92.3	92.3	18.6	17.5	18.6	13.2	10.3
Renfrew68	Roadside	Diffusion Tube	100.0	100.0	27.4	23.8	21.0	16.4	17.4
Renfrew69	Roadside	Diffusion Tube	82.7	82.7	30.7	29.9	25.0	32.4	25.3
Renfrew70	Roadside	Diffusion Tube	57.7	57.7	31.7	25.4	26.9	17.4	18.1
Renfrew71	Roadside	Diffusion Tube	92.3	92.3	28.5	29.2	26.2	24.4	19.1
Johnstone72	Roadside	Diffusion Tube	100.0	100.0	22.9	23.4	20.2	19.9	13.6
Paisley73	Roadside	Diffusion Tube	100.0	100.0	32.0	26.1	27.0	22.5	17.7
Paisley74	Roadside	Diffusion Tube	100.0	100.0	30.9	27.8	28.6	23.0	18.7
Renfrew75	Roadside	Diffusion Tube	100.0	100.0	22.6	22.1	21.1	20.2	13.9
Paisley78	Roadside	Diffusion Tube	100.0	100.0	28.9	26.6	24.4	24.0	16.8
Paisley79	Roadside	Diffusion Tube	100.0	100.0	32.5	27.8	32.0	24.6	20.0
Paisley80	Roadside	Diffusion Tube	92.3	92.3	24.9	23.9	23.7	18.4	14.9
Paisley82	Roadside	Diffusion Tube	100.0	100.0	33.2	28.9	36.1	28.1	24.3
Paisley83	Kerbside	Diffusion Tube	100.0	100.0	31.1	33.2	25.1	22.7	21.8
Renfrew84	Roadside	Diffusion Tube	100.0	100.0	24.3	23.1	16.8	14.9	13.1
Johnstone85	Roadside	Diffusion Tube	92.3	92.3	26.1	25.0	30.2	24.5	19.9

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Site ID	Site Type	Monitoring Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2022 (%) ⁽²⁾	2018	2019	2020	2021	2022
Johnstone86	Roadside	Diffusion Tube	92.3	92.3	28.1	27.0	29.9	19.0	19.2
Paisley89	Roadside	Diffusion Tube	100.0	100.0	22.4	30.4	24.9	23.2	20.0
Renfrew90 (1) Renfrew90 (2) Renfrew90 (3)	Roadside	Diffusion Tube	100.0	100.0	-	24.4	21.4	20.1	17.2
Lochwin92	Roadside	Diffusion Tube	100.0	100.0	-	-	14.8	14.3	13.5
Lochwin93	Roadside	Diffusion Tube	100.0	100.0	-	-	14.1	16.7	11.1
Paisley94	Roadside	Diffusion Tube	84.6	84.6	-	-	21.0	19.0	17.9
Paisley96	Roadside	Diffusion Tube	100.0	100.0	-	-	24.2	21.2	16.9
Renfrew97	Kerbside	Diffusion Tube	100.0	100.0	-	-	-	30.5	28.5
Johnstone99	Roadside	Diffusion Tube	82.7	82.7	-	-	-	35.4	25.7
Johnstone100	Roadside	Diffusion Tube	100.0	100.0	-	-	-	31.8	24.3
Renfrew101	Roadside	Diffusion Tube	90.4	90.4	-	-	-	19.5	17.8
Paisley102	Roadside	Diffusion Tube	92.3	92.3	-	-	-	-	19.1
Paisley103	Roadside	Diffusion Tube	100.0	100.0	-	-	-	-	13.1
Paisley105	Roadside	Diffusion Tube	100.0	100.0	-	-	-	-	16.6
Paisley106	Roadside	Diffusion Tube	81.0	75.0	-	-	-	-	17.7
Johnstone107	Roadside	Diffusion Tube	100.0	84.6	-	-	-	-	20.6
Paisley108	Roadside	Diffusion Tube	86.7	50.0	-	-	-	-	14.7

Notes:

Exceedances of the NO₂ annual mean objective of 40µg/m³ are shown in bold.

For the Renfrew 8 exceedance in 2020 of 40.2 µg/m³, following distance correction in line with LAQM guidance, DT8 reported just below the AQO at 39.9µg/m³.

NO₂ annual means exceeding 60µg/m³, indicating a potential exceedance of the NO₂ 1-hour mean objective are shown in **bold and underlined**.

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Means for diffusion tubes have been corrected for bias. All means have been “annualised” as per LAQM.TG(22) if valid data capture for the full calendar year is less than 75%.

- (1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.
 (2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

Table 4: 1-Hour Mean NO₂ Monitoring Results, Number of 1-Hour Means > 200µg/m³

Site ID	Site Type	Monitoring Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2022 (%) ⁽²⁾	2018	2019	2020	2021	2022
REN1	Roadside	Automatic	99.7	99.7	0	0	0	0	0
REN03	Roadside	Automatic	98.2	98.2	-	0	0	0	0

Notes:

Exceedances of the NO₂ 1-hour mean objective (200 µg/m³ not to be exceeded more than 18 times/year) are shown in bold.

If the period of valid data is less than 85%, the 99.8th percentile of 1-hour means is provided in brackets.

- (1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.
 (2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

Table 5: Annual Mean PM₁₀ Monitoring Results (µg/m³)

Site ID	Site Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2022 (%) ⁽²⁾	2018	2019	2020	2021	2022
REN02	Roadside	82.3	82.3	13.4	16.3	10.2	13.7	12.9
REN02 Corrected	Roadside	82.3	82.3	14.8	17.9	11.3	15.1	14.2

Notes:

Exceedances of the PM₁₀ annual mean objective of 18 µg/m³ are shown in bold.

All means have been “annualised” as per LAQM.TG(22), valid data capture for the full calendar year is less than 75%.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

Table 6: 24-Hour Mean PM₁₀ Monitoring Results, Number of PM₁₀ 24-Hour Means > 50µg/m³

Site ID	Site Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2022 (%) ⁽²⁾	2018	2019	2020	2021	2022
REN02	Roadside	82.3	82.3	1	14	0	1	0

Notes:

Exceedances of the PM₁₀ 24-hour mean objective (50 µg/m³ not to be exceeded more than seven times/year) are shown in bold.

If the period of valid data is less than 85%, the 98.1st percentile of 24-hour means is provided in brackets.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

Table 7: Annual Mean PM_{2.5} Monitoring Results (µg/m³)

Site ID	Site Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2022 (%) ⁽²⁾	2018	2019	2020	2021	2022
REN02	Roadside	82.3	82.3	7.3	7.9	5.5	6.0	6.1
REN02 Corrected	Roadside	82.3	82.3	7.7	8.4	5.9	6.3	6.5

Notes:

Exceedances of the PM_{2.5} annual mean objective of 10 µg/m³ are shown in bold.

All means have been “annualised” as per LAQM.TG(22), valid data capture for the full calendar year is less than 75%.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

Glossary of Terms

Abbreviation	Description
AMIDS	Advanced Manufacturing Innovation District Scotland
AQAP	Air Quality Action Plan - A detailed description of measures, outcomes, achievement dates and implementation methods, showing how the local authority intends to achieve air quality limit values'
AQMA	Air Quality Management Area – An area where air pollutant concentrations exceed / are likely to exceed the relevant air quality objectives. AQMAs are declared for specific pollutants and objectives
AQS	Air Quality Strategy
APR	Annual Progress Report
EU	European Union
LAQM	Local Air Quality Management
LTS	Local Transport Strategy
NO ₂	Nitrogen Dioxide
NO _x	Nitrogen Oxides
PM ₁₀	Airborne particulate matter with an aerodynamic diameter of 10µm (micrometres or microns) or less
PM _{2.5}	Airborne particulate matter with an aerodynamic diameter of 2.5µm or less
SEPA	Scottish Environment Protection Agency
UTC	Urban Traffic Control

References

Air Quality in Scotland website available at <http://www.scottishairquality.co.uk>.

AMIDS South - <https://www.renfrewshire.gov.uk/transport-links-amids-south-paisley>.

Cleaner Air for Scotland 2. July 2021. Published by the Scottish Government.

Local Air Quality Management Policy Guidance LAQM.PG(S)(23). March 2023.
Published by the Scottish Government.

Local Air Quality Management Technical Guidance LAQM.TG(22). August 2022.
Published by Defra in partnership with the Scottish Government, Welsh Assembly
Government and Department of the Environment Northern Ireland.

Renfrewshire Council - Air Quality Action Plan 2019.

Renfrewshire Council - Annual Progress Reports (2018-2022).

Renfrewshire Council - Carbon Management Plan 2014/15-2019/20 (2014)

Renfrewshire Council - Renfrewshire's Community Plan 2017-2027 (2017)

Renfrewshire Council - Renfrewshire Cycling Strategy 2016-2025 (2016)

Renfrewshire Council - Renfrewshire Local Transport Strategy & Refresh February
2017 (2007)

Scottish Government - Part IV of the Environment Act 1995 Local Air Quality
Management, Policy Guidance, PG(S)(16), March 2016



To: Infrastructure Land & Environment Policy Board

On: 29 May 2024

Report by: Chief Executive

Heading: Paisley Grammar School, Glasgow Road, Paisley

1. Summary

- 1.1 The purpose of this report is to seek approval to declare the existing Paisley Grammar school site and buildings as being surplus to Renfrewshire Council's operational requirements and to instruct the marketing for sale of the buildings and site.
 - 1.2 The buildings and associated car parking are located at Glasgow Road, Paisley, in an area of mixed use, as per the attached plan in Appendix 1 to this report.
-

2. Recommendations

- 2.1 It is recommended that the Infrastructure Land & Environment Policy Board declares that the buildings and site, as indicated within Appendix 1 attached, are surplus to the Council's operational requirements to enable the marketing for sale of the buildings and site.
-

3. Background

- 3.1 Paisley Grammar is one of Renfrewshire's oldest schools and has existed on the Glasgow Road site since the 1890s. The current school was designed by Thomas Abercrombie. Prior to this Paisley Grammar had been located on another site in Paisley Town Centre.

- 3.2 The original Glasgow Road building (now forming the central core of the site) served the school's purposes until the late 1950s / early 1960s when the more modern classroom wings were added to the site. Since then there have been a number of additional buildings added to offer more space to meet the school's changing set of requirements. The most recent additions were new classrooms, library and games hall along the Crossflat Crescent frontage in 2002.
- 3.3 In 1990 the buildings were listed as category B by Historic Environment Scotland. The listing includes the former Janitor's House at the corner of Crossflat Crescent and the boundary walls and gate piers. It should be noted that the former Janitor's House in the grounds of the school does not form part of the Council's ownership. This property was sold by the Council some years ago and is now a private residence.
- 3.4 The Glasgow Road site has never had the ability to meet the outdoor recreational provision required for the secondary pupils curriculum and pupils have been transported to facilities elsewhere.
- 3.5 In May 2019 the Council's Education and Children's Services Policy Board approved a report on the future of the school estate which included a proposal to undertake a statutory consultation on building a new Paisley Grammar School. A condition survey had categorised Paisley Grammar school as condition level C which meant that the building was showing signs of major defect and that it was not operating as intended.
- 3.6 The outcome of that consultation was a decision to build a replacement Paisley Grammar School at Renfrew Road in Paisley and this proposed new development was granted planning permission by Renfrewshire Council in November 2023. The new school is envisaged to be operational from August 2026.
- 3.7 The Council has undertaken a Strategic Property Review over the past 12 months looking at all its existing land and property assets across Renfrewshire. General principles have been drafted which will see this portfolio rationalised to reduce operating costs and to maximise usage of those that remain. The Council is also preparing a long term plan for its school estate which will look to investment requirements over the next 20 years and aligning this to proposed provision of new homes. During these exercises (to date) no alternative Council demand for the Paisley Grammar buildings has been identified.
- 3.8 Therefore, to assist in rationalising Renfrewshire Council's property portfolio against a background of reduced budgets, and in order to generate a potential capital receipt, as well as attract new investment to the centre of Paisley, it is proposed to declare the existing Paisley Grammar buildings and site as surplus to requirements and to progress towards marketing these for sale.

4. Next Steps.

- 4.1 In March 2024 the Council's Planning and Climate Change Policy Board approved a development brief for the potential reuse / redevelopment of the site.

Any proposals to reuse the site for anything other than education would be subject to a normal planning application process with the involvement of the Council's Planning and Climate Change Policy Board as appropriate.

- 4.2 For the avoidance of doubt, any prospective purchaser of the buildings would be expected to comply with that approved development brief and also would only gain access to the site following the successful relocation of the existing school operations to the new Renfrew Road site.
- 4.3 Subject to Board approval, marketing of the Paisley Grammar site will begin as soon as practically possible in order that the period it is vacant is kept to an absolute minimum.
- 4.4 A significant lead in period to sale is required (ahead of the school relocating in summer 2026) as any bidder is likely to require certainty of what they can achieve in terms of reuse / redevelopment of the site before confirming they will exchange on the property. This will require them to apply for and receive decisions on relevant statutory consents (planning permission, etc) ahead of any handover date.

Implications of the Report

1. **Financial** – Savings on utilities, rates and repairs and maintenance. Future capital receipt.
2. **HR & Organisational Development** – None.
3. **Community Planning** – None.
4. **Legal** – Title search to be completed prior to sale.
5. **Property/Assets** – As per this report.
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 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 –

- Site Development Brief – Paisley Grammar School; Planning and Climate Change Policy Board; 19 March 2024

Author: Alasdair Morrison; Head of Economy and Development;
Alasdair.morrison@renfrewshire.gov.uk;
[T: 0300 300 0273](tel:03003000273) [M: 07979 700472](tel:07979700472)



Renfrewshire Council

Paisley Grammar School, Glasgow Road, Paisley

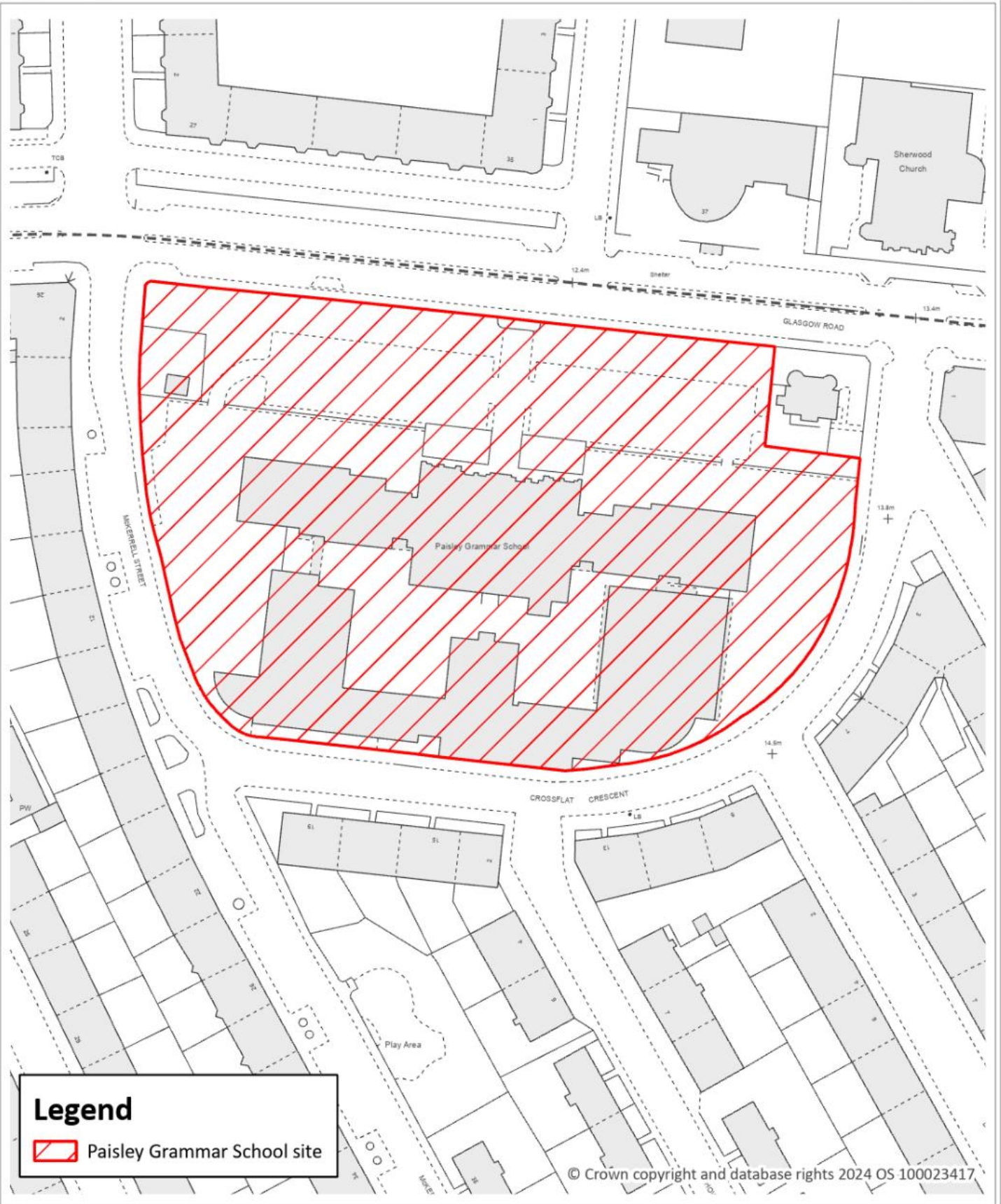
Report Plan Ref. E3477




Scale: 1:1,250

User: howardhaughj2

Date: 15/05/2024



Legend

 Paisley Grammar School site

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Notes:



To: Infrastructure Land & Environment Policy Board

On: 29 May 2024

Report by: Chief Executive

Heading: Shop Premises at 8 Lochaline Avenue, Paisley

1. Summary

1.1 The purpose of this report is to seek approval to a lease extension at 8 Lochaline Avenue, Paisley in favour of the current tenants, Stephen and Carol Ticcioni.

2. Recommendations

2.1 It is recommended that the Infrastructure Land & Environment Policy Board approve a lease extension at 8 Lochaline Avenue, Paisley in favour of the current tenants, Stephen and Carol Ticcioni based on the contents of this report.

3. Background

3.1 Stephen and Carol Ticcioni currently lease 8 Lochaline Avenue, Paisley on a 10 year lease from 1st April 2019 at an annual rent of £7,800.00. The shop trades as a Licensed Grocer & Newsagent.

3.2 A longer term lease has been requested to provide more security of tenure, and the following terms and conditions have been provisionally agreed;

- The lease extension shall be for a period of 10 years giving a new lease expiry date of 1st April 2039, and shall be on the Council's standard full repairing and insuring lease.
- The initial rent shall be £7,800 per annum. The existing lease provides for a rent review on 1st April 2024. As a result of the rent review carried out this year, no evidence was found to justify an increase to the existing rent. Rent reviews shall continue to be on a 5 yearly cycle.

- The property shall continue to trade as a Licensed Grocer & Newsagent.
- The Tenant shall meet the Council's reasonable legal expenses incurred in concluding the lease extension.
- Any other reasonable terms and conditions considered necessary by the Head of Corporate Governance.

Implications of the Report

1. **Financial** – Annual rental of £7,800 to be received.
2. **HR & Organisational Development** – None.
3. **Community Planning** – Provides both landlord and tenant with security of tenure.
4. **Legal** – Lease extension required.
5. **Property/Assets** – As per this report.
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 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 – None.

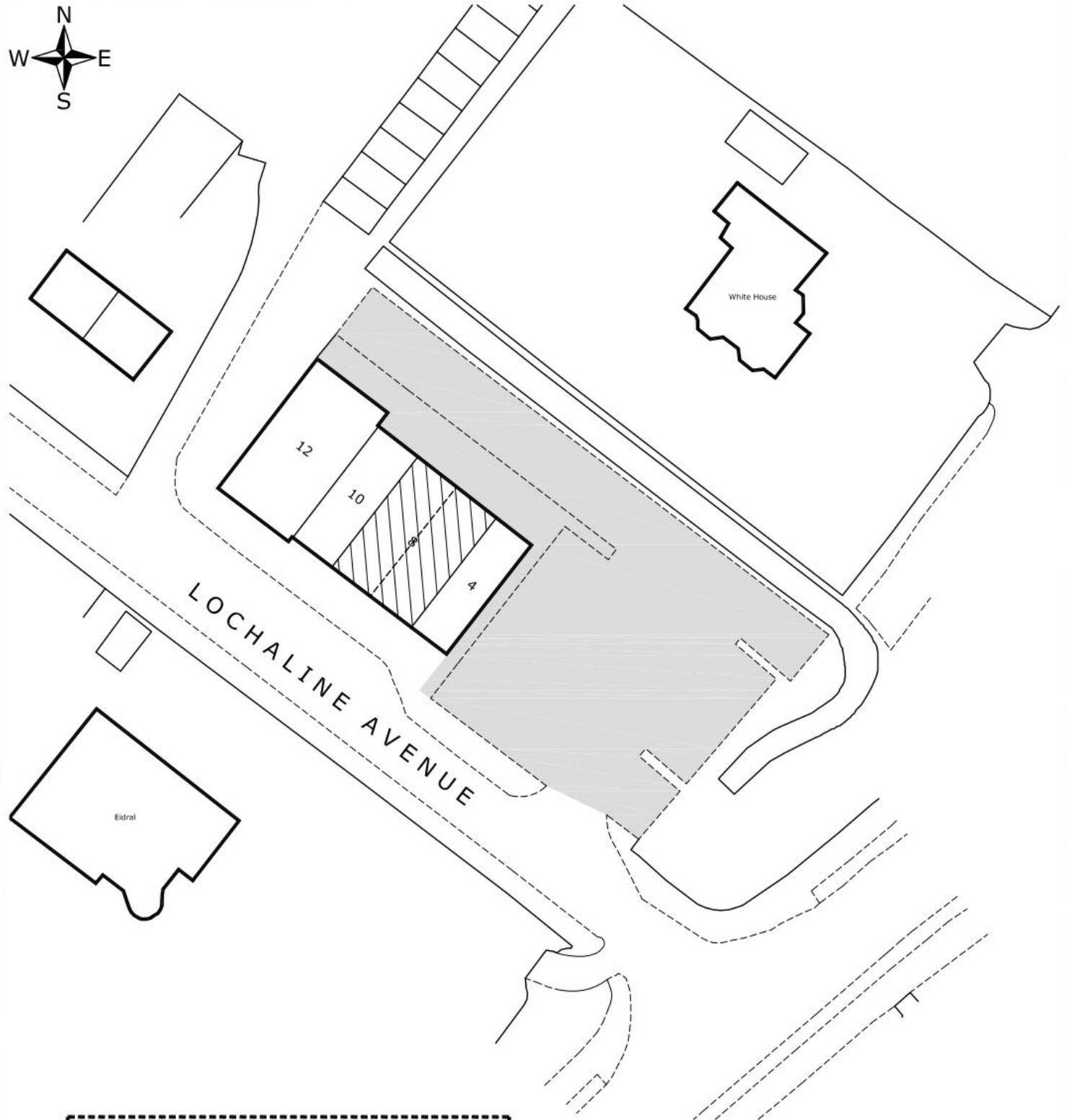
Author: andrew.smith@renfrewshire.gov.uk; 07534 154048

CHIEF EXECUTIVE'S SERVICE ASSET & ESTATES SECTION



Renfrewshire
Council

TITLE	REPORT / LEASE PLAN LEASE OF SHOP AT 8 LOCHALINE AVENUE, PAISLEY	DRAWING No.	E3464	SCALE	1:500
		DRAWN BY	JW	DATE	APR 2024



LEGEND

-  COMMON ACCESS FOR SHOP Nos. 4, 8, 10 & 12
-  EXTENT OF SHOP



To: Infrastructure Land & Environment Policy Board

On: 29 May 2024

Report by: Chief Executive

Subject 32 Houstoun Court, Johnstone

1. Summary

1.1 The purpose of this report is to seek approval to a new lease of 32 Houstoun Court, Johnstone to Arthur Ononye trading as Group Enterprises SCIO.

2. Recommendations

2.1 It is recommended that the Infrastructure Land & Environment Policy Board approve a new lease of 32 Houstoun Court, Johnstone to Arthur Ononye trading as Group Enterprises SCIO based on the contents of this report.

3. Background

3.1 The shop at 32 Houstoun Court, Johnstone has been part of an empty parade which has recently undergone full refurbishment. This unit was marketed as available for lease, and a closing date set 22nd March 2024. Offers of rent over £6,000 per annum were sought and one offer was received in accordance with the closing date arrangement.

3.2 The offer received was assessed and the proposal is to conclude a lease with Arthur Ononye on the following main terms and conditions.

- The lease shall be for a period of 5 years on the Council's standard full repairing and insuring lease.
- The initial rent shall be £6,000 per annum.
- Three months rent payable upfront.
- The property shall trade as an office for outreach and workshops.

- The tenant is responsible for obtaining all appropriate planning and statutory consents required in connection with the proposed use.
- The Tenant shall meet the Council's reasonable legal expenses incurred in concluding the lease.
- If the lease is not concluded within 6 months of the date of this Board, the property shall be remarketed for lease.
- Any other reasonable terms and conditions considered necessary by the Head of Corporate Governance.

Implications of the Report

1. **Financial** - Annual rental of £6,000 to be received.
2. **HR & Organisational Development** - None.
3. **Community Planning** - Secures long term tenancy.
4. **Legal** - New lease required.
5. **Property/Assets** - As per this report.
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 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.

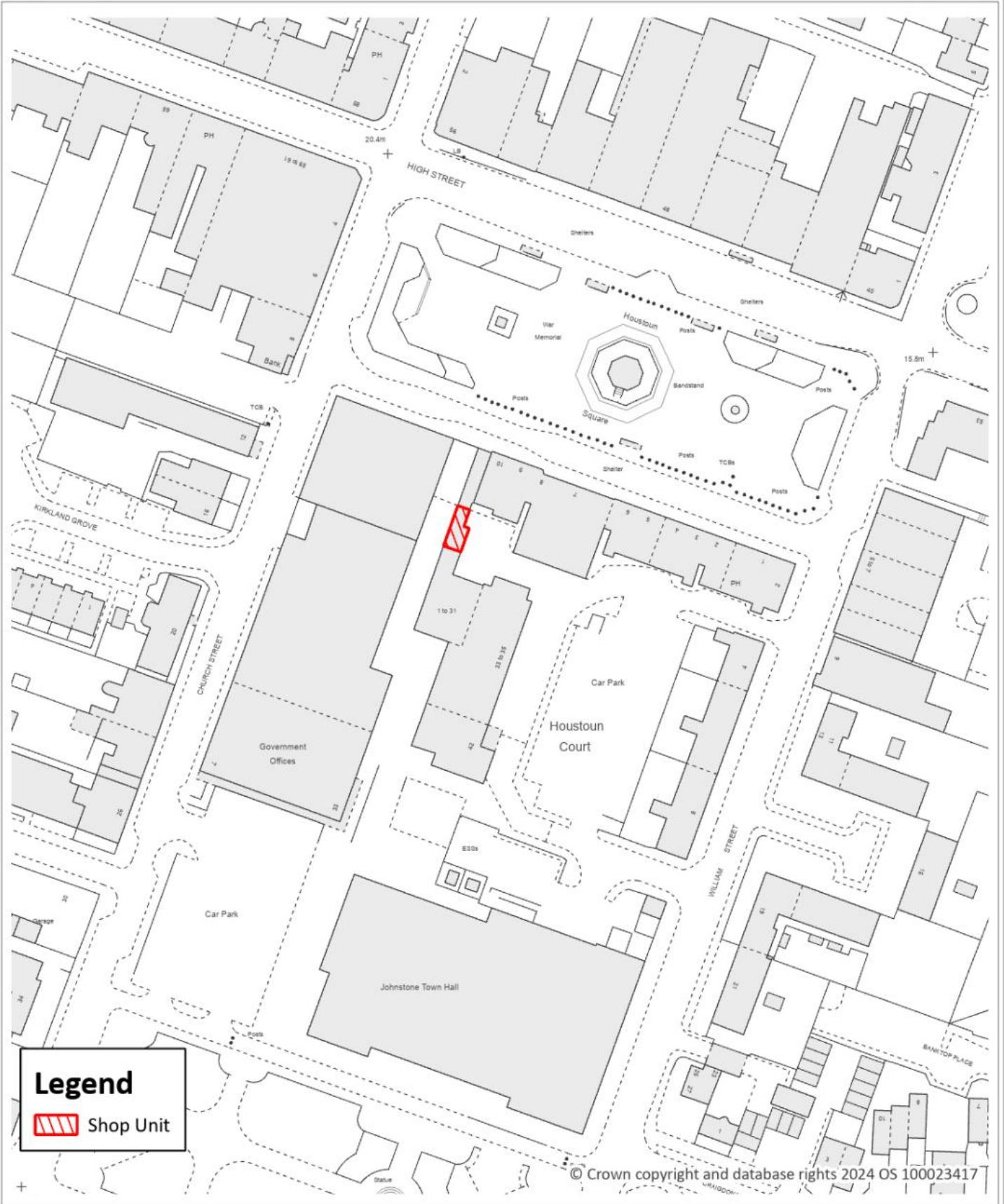
8. **Health & Safety** - None.
9. **Procurement** - Not applicable.
10. **Risk** - None.
11. **Privacy Impact** - Not applicable.
12. **Cosla Policy Position** - Not applicable.

List of Background Papers – None.

Author: anne.wilson@renfrewshire.gov.uk; 07811 056 721



Property at 32 Houstoun Court, Johnstone Report Plan Ref. E3465



Notes:



To: Infrastructure Land & Environment Policy Board

On: 29 May 2024

Report by: Chief Executive

Subject 34 Houstoun Court, Johnstone

1. Summary

- 1.1 The purpose of this report is to seek approval to a new lease of 34 Houstoun Court, Johnstone to Jane Struthers and Kari Butler.
-

2. Recommendations

- 2.1 It is recommended that the Infrastructure Land & Environment Policy Board approve a new lease of 34 Houstoun Court, Johnstone to Jane Struthers and Kari Butler based on the contents of this report.
-

3. Background

- 3.1 The shop at 34 Houstoun Court, Johnstone has been part of an empty parade which has recently undergone full refurbishment. This unit was marketed as available for lease, and a closing date set 22nd March 2024. Offers of rent over £11,000 per annum were sought and two offers were received in accordance with the closing date arrangement.
- 3.2 The offers received have been assessed and the proposal is to conclude a lease with Jane Struthers and Kari Butler on the following main terms and conditions.
- The lease shall be for a period of 5 years with a 3 year break option and shall be on the Council's standard full repairing and insuring lease.
 - The initial rent shall be £11,000 per annum.
 - 6 weeks rent free for fit out and arrival of stock.

- The property shall trade as a baby clothes and haberdashery shop.
- The tenant is responsible for obtaining all appropriate planning and statutory consents required in connection with the proposed use.
- The Tenant shall meet the Council's reasonable legal expenses incurred in concluding the lease.
- If the lease is not concluded within 6 months of the date of this Board, the property shall be remarketed for lease.
- Any other reasonable terms and conditions considered necessary by the Head of Corporate Governance.

Implications of the Report

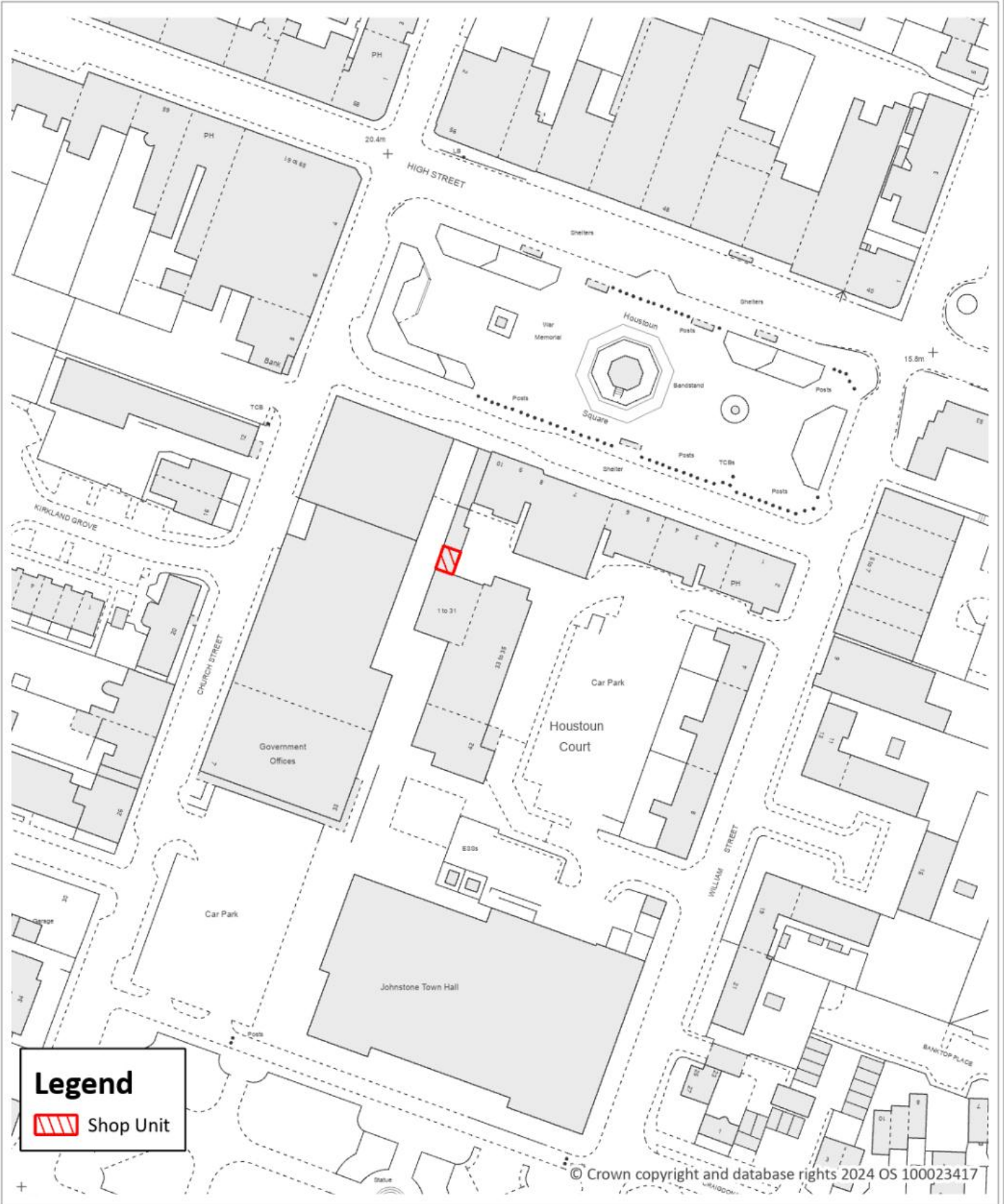
1. **Financial** - Annual rental of £11,000 to be received.
2. **HR & Organisational Development** - None.
3. **Community Planning** - Secures long term tenancy.
4. **Legal** - New lease required.
5. **Property/Assets** - As per this report.
6. **Information Technology** – None.
7. **Equality & Human 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 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 – None.

Author: anne.wilson@renfrewshire.gov.uk; 07811 056 721



Property at 34 Houstoun Court, Johnstone Report Plan Ref. E3466



Legend

 Shop Unit

Notes:



To: Infrastructure Land & Environment Policy Board

On: 29 May 2024

Report by: Chief Executive

Subject 36 Houston Court, Johnstone

1. Summary

- 1.1 The purpose of this report is to seek approval to a new lease of 36 Houston Court, Johnstone to Johnstone Textile Space CIC.
-

2. Recommendations

- 2.1 It is recommended that the Infrastructure Land & Environment Policy Board approve a new lease of 36 Houston Court, Johnstone to Johnstone Textile Space CIC based on the contents of this report.
-

3. Background

- 3.1 The shop at 36 Houston Court, Johnstone formerly Boots has been part of an empty parade which has recently undergone full refurbishment. This unit was marketed as available for lease, and a closing date set 22nd March 2024. Offers of rent over £14,000 per annum were sought and one offer was received in accordance with the closing date arrangement.
- 3.2 The offer received have been assessed and the proposal is to conclude a lease with Johnstone Textile Space CIC on the following main terms and conditions.
- The lease shall be for a period of 5 years with a 2 year break option and shall be on the Council's standard full repairing and insuring lease.
 - The initial rent shall be £14,250 per annum.
 - First years rent paid upfront.
 - The property shall trade as an art gallery with workshop and retail space.

- The tenant is responsible for obtaining all appropriate planning and statutory consents required in connection with the proposed use.
- The Tenant shall meet the Council's reasonable legal expenses incurred in concluding the lease.
- If the lease is not concluded within 6 months of the date of this Board, the property shall be remarketed for lease.
- Any other reasonable terms and conditions considered necessary by the Head of Corporate Governance.

Implications of the Report

1. **Financial** - Annual rental of £14,250 to be received.
2. **HR & Organisational Development** - None.
3. **Community Planning** - Secures long term tenancy.
4. **Legal** - New lease required.
5. **Property/Assets** - As per this report.
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 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.

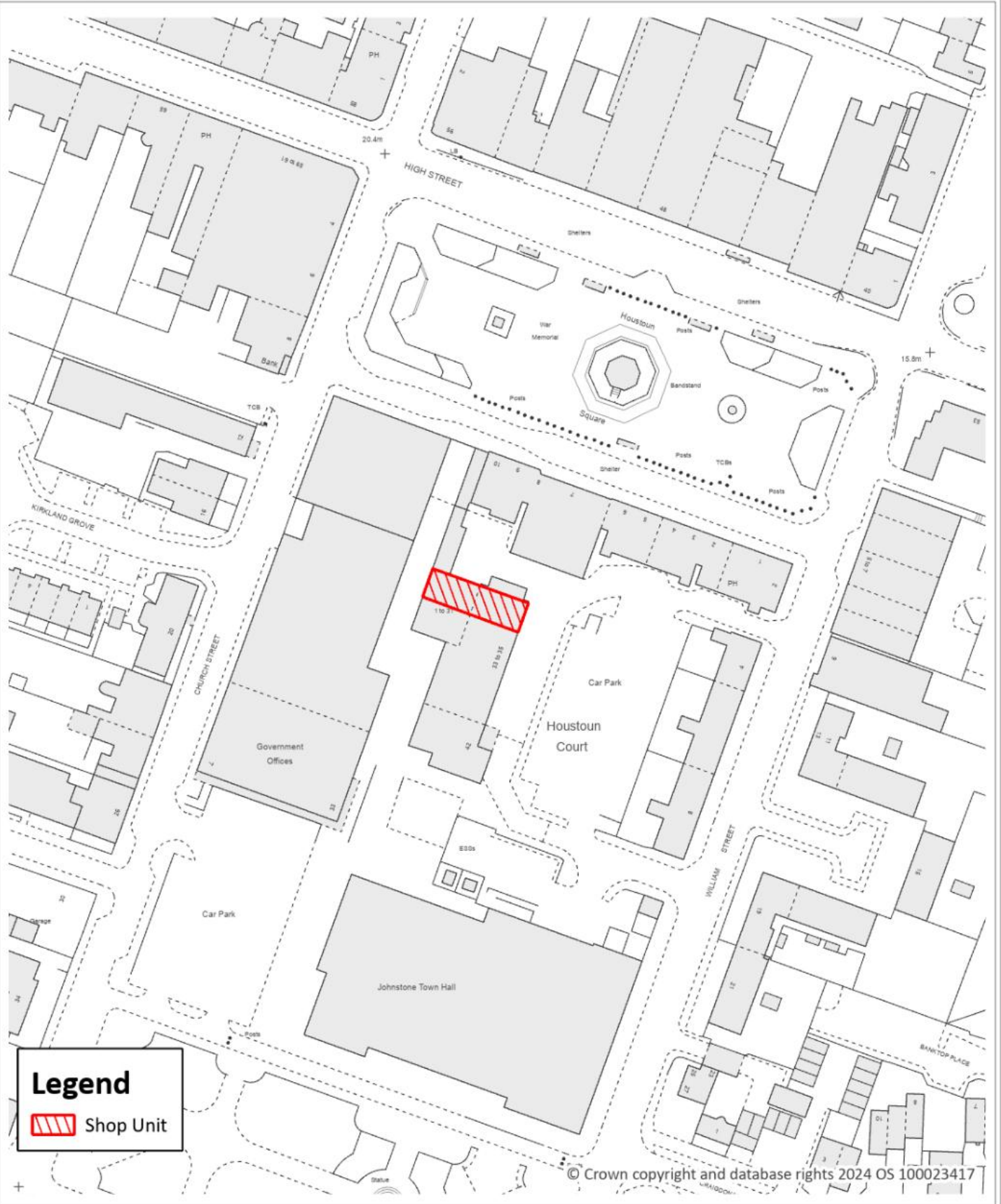
8. **Health & Safety** - None.
9. **Procurement** - Not applicable.
10. **Risk** - None.
11. **Privacy Impact** - Not applicable.
12. **Cosla Policy Position** - Not applicable.

List of Background Papers – None.

Author: anne.wilson@renfrewshire.gov.uk; 07811 056 721



Property at 36 Houstoun Court, Johnstone Report Plan Ref. E3467



Notes:



To: Infrastructure Land & Environment Policy Board

On: 29 May 2024

Report by: Chief Executive

Subject 40 Houstoun Court, Johnstone

1. Summary

- 1.1 The purpose of this report is to seek approval to a new lease of 40 Houstoun Court, Johnstone to Tom Pittaway.
-

2. Recommendations

- 2.1 It is recommended that the Infrastructure Land & Environment Policy Board approve a new lease of 40 Houstoun Court, Johnstone to Tom Pittaway based on the contents of this report.
-

3. Background

- 3.1 The shop at 40 Houstoun Court, Johnstone formerly Wimpy has been part of an empty parade which has recently undergone full refurbishment. This unit was marketed as available for lease, and a closing date set 22nd March 2024. Offers of rent over £9,000 per annum were sought and two offers were received in accordance with the closing date arrangement.
- 3.2 The two offers received have been assessed and the proposal is to conclude a lease with Tom Pittaway on the following main terms and conditions.
- The lease shall be for a period of 5 years with a 3 year break option and shall be on the Council's standard full repairing and insuring lease.
 - The initial rent shall be £9,000 per annum.
 - The property shall trade as a barber shop.

- There will be a 2 month rent free period for fitting out.
- The tenant is responsible for obtaining all appropriate planning and statutory consents required in connection with the proposed use.
- The Tenant shall meet the Council's reasonable legal expenses incurred in concluding the lease.
- If the lease is not concluded within 6 months of the date of this Board, the property shall be remarketed for lease.
- Any other reasonable terms and conditions considered necessary by the Head of Corporate Governance.

Implications of the Report

1. **Financial** - Annual rental of £9,000 to be received.
2. **HR & Organisational Development** - None.
3. **Community Planning** - Secures long term tenancy.
4. **Legal** - New lease required.
5. **Property/Assets** - As per this report.
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 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.

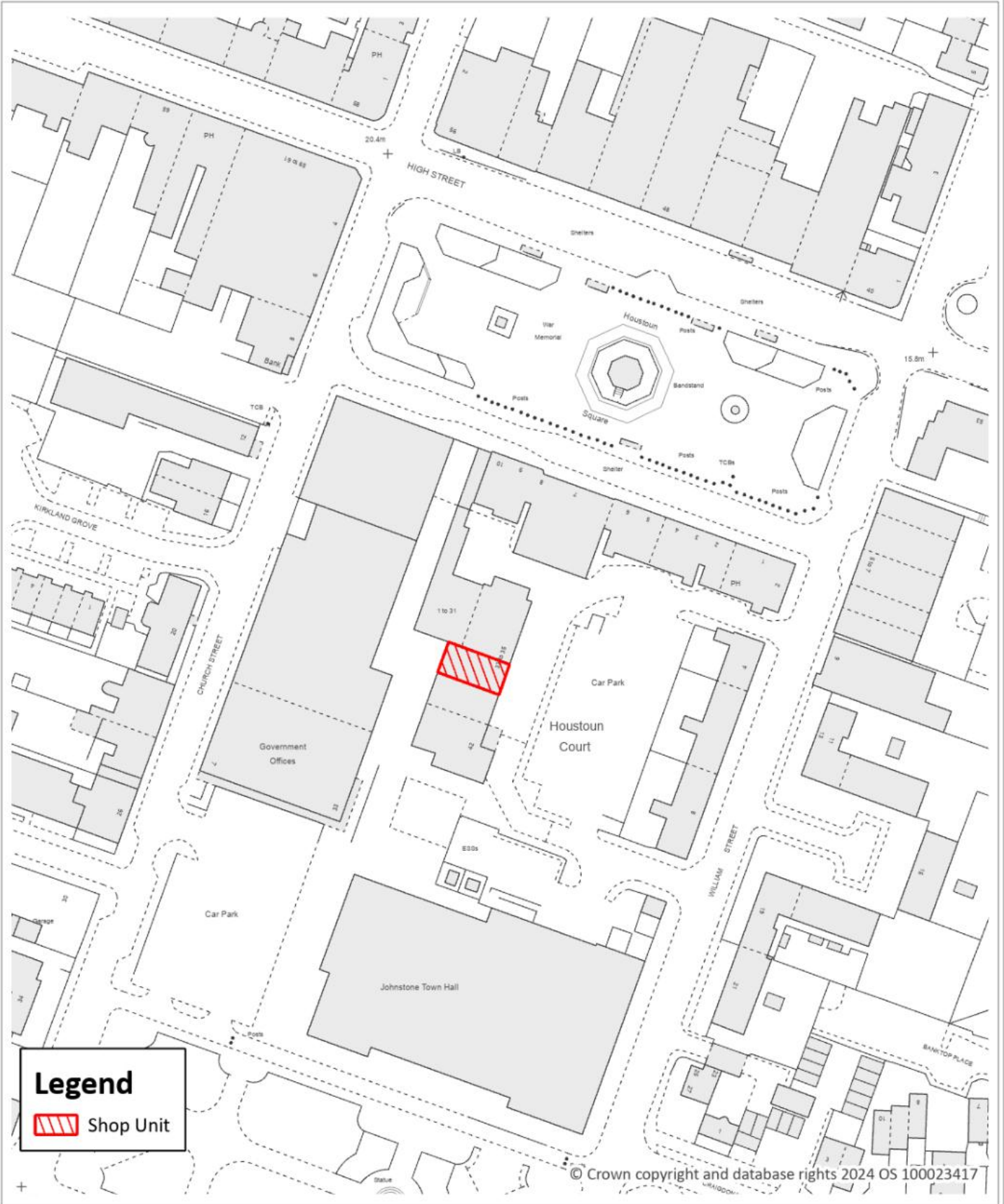
8. **Health & Safety** - None.
9. **Procurement** - Not applicable.
10. **Risk** - None.
11. **Privacy Impact** - Not applicable.
12. **Cosla Policy Position** - Not applicable.

List of Background Papers – None.

Author: anne.wilson@renfrewshire.gov.uk; 07811 056 721



Property at 40 Houstoun Court, Johnstone Report Plan Ref. E3468



Notes:



To: Infrastructure Land & Environment Policy Board

On: 29 May 2024

Report by: Chief Executive

Subject Unit J Floors Street, Johnstone

1. Summary

1.1 The purpose of this report is to seek approval to a new lease of Unit J Floors Street, Johnstone to Nwabueze Samuel Ogbodo trading as Precious Palms Ltd.

2. Recommendations

2.1 It is recommended that the Infrastructure Land & Environment Policy Board approve a new lease of Unit J Floors Street, Johnstone to Nwabueze Samuel Ogbodo trading as Precious Palms Ltd on the contents of this report.

3. Background

3.1 Unit J Floors Street, Johnstone has been vacant since March 2022 following the lease termination. This unit was marketed as available for lease, and after gauging the level of interest received, a closing date for offers to lease was set on 2nd February 2024. One offer was received but the interested party later withdrew their offer. Following another short period of marketing a new offer was received.

3.2 The offer received has been assessed and the proposal is to conclude a lease with Nwabueze Samuel Ogbodo trading as Precious Palms Ltd. The unit will be used for storage of goods for his African food shop located in Paisley. It is recommended a lease is concluded on the following main terms and conditions.

- The lease shall be for a period of 5 years and shall be on the Council's standard full repairing and insuring lease.

- The initial rent shall be £8,000 per annum.
- Three month's rent shall be payable upfront.
- The property use shall be for storage.
- The tenant is responsible for obtaining all appropriate planning and statutory consents required in connection with the proposed use.
- The Tenant shall meet the Council's reasonable legal expenses incurred in concluding the lease.
- If the lease is not concluded within 6 months of the date of this Board, the property shall be remarketed for lease.
- Any other reasonable terms and conditions considered necessary by the Head of Corporate Governance.

Implications of the Report

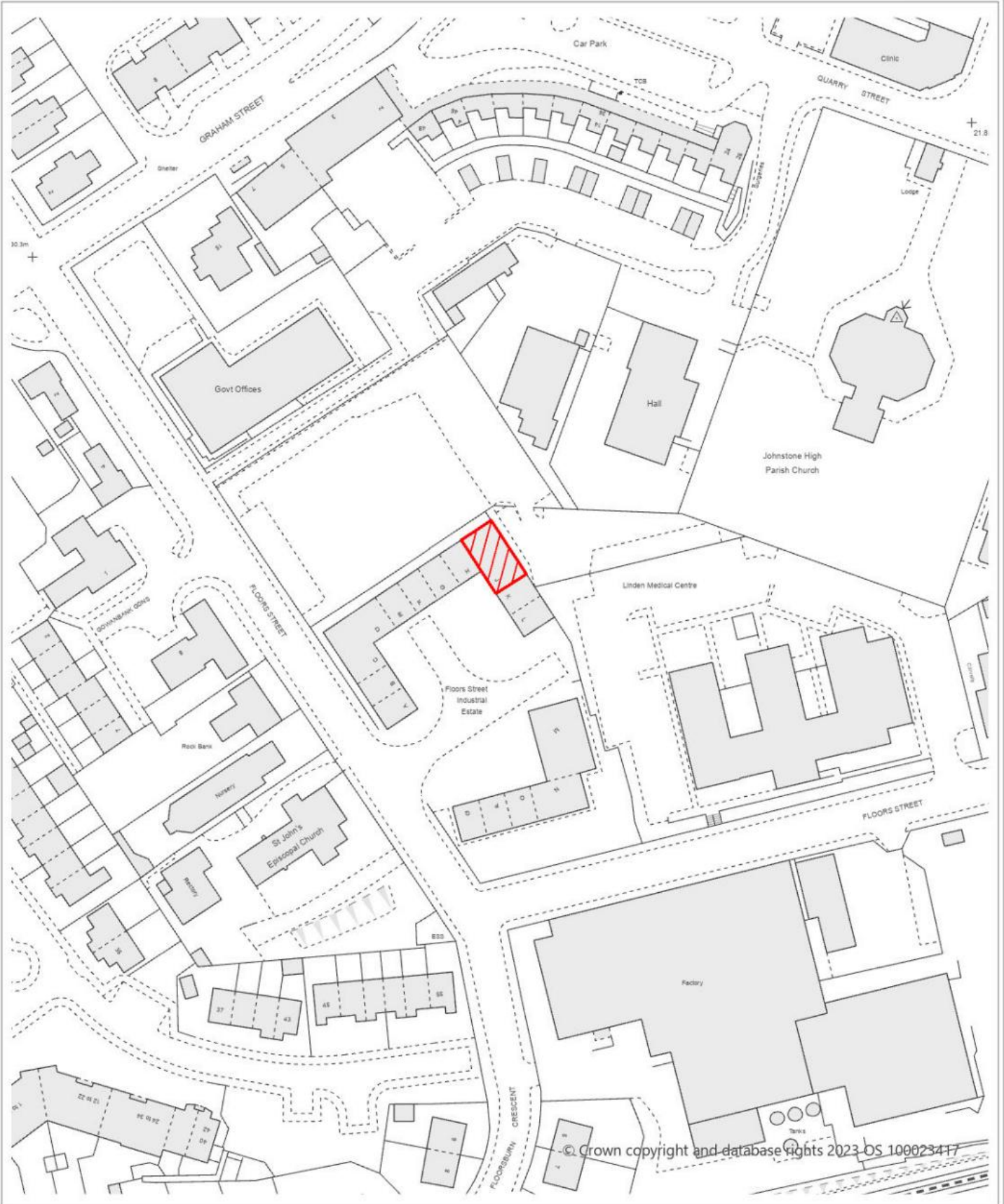
1. **Financial** - Annual rental of £8,000 to be received.
2. **HR & Organisational Development** - None.
3. **Community Planning** - Secures long term tenancy.
4. **Legal** - New lease required.
5. **Property/Assets** - As per this report.
6. **Information Technology** – None.
7. **Equality & Human 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 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 – None.

Author: anne.wilson@renfrewshire.gov.uk; 07811 056 721



Industrial Unit J, Floors Street, Johnstone Report Plan Ref. E3445



Notes:



To: Infrastructure Land & Environment Policy Board

On: 29 May 2024

Report by: Chief Executive

Subject 38/40 MacDowall Street, Johnstone

1. Summary

1.1 The purpose of this report is to seek approval to a new lease of 38/40 MacDowall Street, Johnstone to Iain McCallum.

2. Recommendations

2.1 It is recommended that the Infrastructure Land & Environment Policy Board approve a new lease of 38/40 MacDowall Street, Johnstone to Iain McCallum based on the contents of this report.

3. Background

3.1 The shop at 38/40 MacDowall Street, Johnstone has been vacant for some time and was under offer in 2023 however the offer was not concluded. Following a short period of marketing in 2024 a closing date was set for Friday 15th March. Offers of rent over £7,000 per annum were sought and one offer was received in accordance with the closing date arrangement.

3.2 The offers received have been assessed and the proposal is to conclude a lease with Iain McCallum on the following main terms and conditions.

- The lease shall be for a period of 6 years with a 3 year break option and shall be on the Council's standard full repairing and insuring lease.
- The initial rent shall be £7,800 per annum.
- The property shall be used for retail sales/service, repair and hire of E-bikes and E-scooters.

- The tenant is responsible for obtaining all appropriate planning and statutory consents required in connection with the proposed use.
- The Tenant shall meet the Council's reasonable legal expenses incurred in concluding the lease.
- If the lease is not concluded within 6 months of the date of this Board, the property shall be remarketed for lease.
- Any other reasonable terms and conditions considered necessary by the Head of Corporate Governance.

Implications of the Report

1. **Financial** - Annual rental of £7,800 to be received.
2. **HR & Organisational Development** - None.
3. **Community Planning** - Secures long term tenancy.
4. **Legal** - New lease required.
5. **Property/Assets** - As per this report.
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 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 – None.

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Renfrewshire Council

Property at 38/40 MacDowall Street, Johnstone

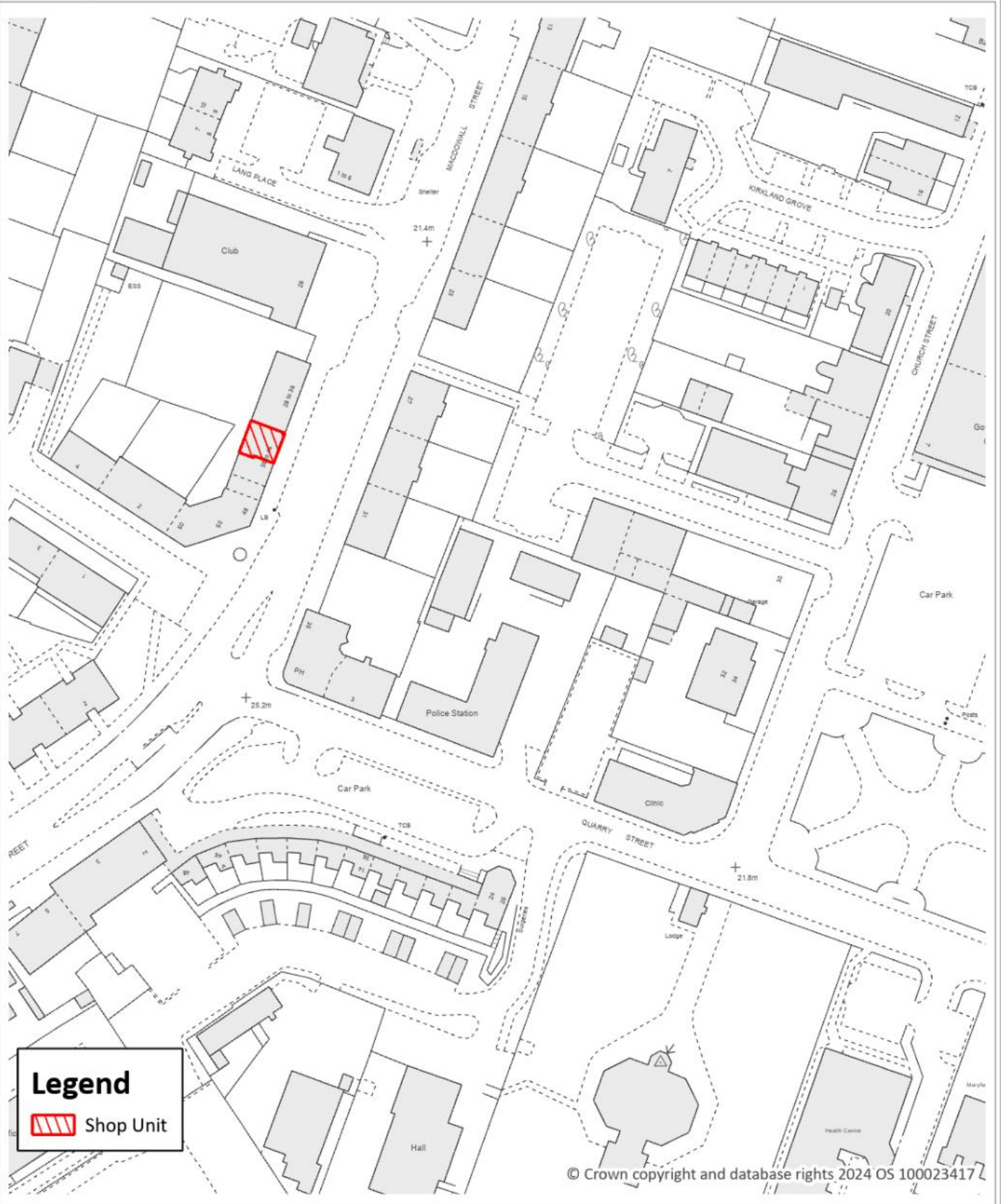
Report Plan Ref. E3469



Scale: 1:1,250

User: howardhaughj2

Date: 30/04/2024



Notes:



To: Infrastructure Land & Environment Policy Board

On: 29 May 2024

Report by: Chief Executive

Subject 15-17 Dunlop Crescent, Renfrew

1. Summary

- 1.1 The purpose of this report is to seek approval for a new lease of 15-17 Dunlop Crescent, Renfrew to Megan Macgregor trading as The Corefactory.
-

2. Recommendations

- 2.1 It is recommended that the Infrastructure Land & Environment Policy Board approve a new lease of 15-17 Dunlop Crescent, Renfrew to Megan Macgregor trading as The Corefactory on the contents of this report.
-

3. Background

- 3.1 The property was latterly let as a Chinese restaurant. After closing the property was fully refurbished and marketed for lease. Following a period of marketing a number of parties' noted interest and a closing date was set for Friday 3rd May at 12 noon. Offers of rent were invited and two offers were received in accordance with the closing date arrangement.
- 3.2 The offers received were assessed and the proposal is to conclude a lease with Megan Macgregor trading as The Corefactory. Ms MacGregor plans to open the unit as an office base for her physiotherapy and wellness business. She has been working with Start-Up Street in the adjacent unit and is looking to expand her business. It is recommended to conclude a lease on the following main terms and conditions.

- The lease shall be for a period of 10 years, with a 3 year break option and shall be on the Council's standard full repairing and insuring lease.
- The initial rent shall be £16,000 per annum in year one, £18,000 per annum in year 2 and £20,000 per annum thereafter.
- There will be 3 months rent free period for fitting out.
- The tenant is responsible for obtaining all appropriate planning and statutory consents required in connection with the proposed use.
- The Tenant shall meet the Council's reasonable legal expenses incurred in concluding the lease.
- If the lease is not concluded within 6 months of the date of this Board, the property shall be remarketed for lease.
- Any other reasonable terms and conditions considered necessary by the Head of Corporate Governance.

Implications of the Report

1. **Financial** - Annual rental of £16,000 year 1, £18,000 year 2 and £20,000 thereafter to be received.
2. **HR & Organisational Development** - None.
3. **Community Planning** - Secures long term tenancy.
4. **Legal** - New lease required.
5. **Property/Assets** - As per this report.
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 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 – None.

Author: anne.wilson@renfrewshire.gov.uk; 07811 056 721



To: Infrastructure Land & Environment Policy Board

On: 29 May 2024

Report by: Chief Executive

Heading: Community Asset Transfer Annual Return (1st April 2023 – 31st March 2024)

1. Summary

- 1.1 In accordance with Section 95 of the Community Empowerment (Scotland) Act 2015, the Council is required to complete an Annual Return to the Scottish Government of Community Asset Transfer requests in the foregoing year and to publish said return on the Council website.
- 1.2 In the year 1st April 2023 until 31st March 2024 the Council received 33 new applications, enquiries and expressions of interest. A total of 5 applications were validated in the period and 5 applications were approved. Moreover, within the period 2 applications were concluded.
-

2. Recommendations

- 2.1 It is recommended that the Board: -
- i. Notes and approve the contents of this report; and
 - ii. Authorise the Head of Economy and Development to submit the return to the Scottish Government and publish it on the Council's webpage.
-

3. **Background**

- 3.1. Part 5 of the Community Empowerment (Scotland) Act 2015 (“the Act”), which became effective from the 23rd of January 2017, allows for eligible community controlled organisations, known as Community Transfer Bodies (CTBs), to apply to own, lease or manage any property or land owned or leased by Renfrewshire Council.
- 3.2. The Infrastructure, Land and Environment Board approved a review of the Council’s Community Asset Transfer (CAT) policy and procedures on the 15th of June 2022.
- 3.3. On the 29th of September 2022, the Council approved a change to the Council’s Scheme of Delegation requiring all CAT applications after this date to be decided by a sub-committee of the ILE Board.
- 3.4. All CAT requests received by the Council are scrutinised by officers for completeness and eligibility before being formally acknowledged, a process referred to as ‘validation’. Only fully validated applications are assessed by an officer CAT Panel and recommended to the CAT Sub-Committee for determination.
- 3.5. Prior to consideration by the CAT Panel and recommendation to the CAT Sub-Committee for determination, all validated applications are published on the Council’s website and notices displayed or issued to interested parties for a minimum of 20 working days.
- 3.6. The Act requires the Council to issue a decision to CTBs within 6 months of validating a CAT application and to conclude leases or exchange contracts within 6 months of receiving a formal offer from the CTB which must be received within 6 months of the Council’s decision notice.

4. **Community Asset Transfer requests 2023/24**

- 4.1. Within the period 1st April 2023 – 31st March 2024, the Council received 33 new applications, enquiries and expressions of interest.
- 4.2. Five applications were validated in the period all of which were subsequently approved by the CAT Sub-Committee. These are:
 - **Lochwinnoch Community Development Trust** – 10 year lease of ground on Lochhead Avenue Lochwinnoch to create Lochwinnoch Social Garden. Request validated on 1/03/2023; approved on 24/05/2023.
 - **Linwood War Memorial Association** – 99 year ground lease of the vacant site cornered by Old Candren Road, Bridge Street and the A761 in Linwood. CAT request is to erect a monument and create a space of remembrance and contemplation. Request validated on 24/07/2023; approved on 30/08/2023.

- **Linwood Community Gardens Limited** – full ownership of the Linwood Community Garden off Brediland Road, Linwood. The land sits within the grounds of the On-X Sports Centre and was developed and used as a community garden from 1996 before being abandoned in 2012. CAT request is to restore the gardens for community use. Request validated on 24/07/2023; approved on 30/08/2023.
- **Erskine Community Allotments SCIO** – full ownership of the Erskine Community Allotments and an adjoining vacant plot on Barrhill Road, Erskine. CAT request is to secure and extend the allotments creating 24 new starter plots helping to alleviate the waiting time and meet demand. Request validated on 24/11/2023; approved on 24/01/2024.
- **Bee Happy** – rights in relation to the community orchard planted on land within Mansfield, Mansfield Avenue, Houston. CAT request is to manage and extend the orchard to create a nuttery. Request validated on 24/11/2023; approved on 24/01/2024.

4.3. In addition to the applications received, validated and determined above, a further 8 applications have been progressed and are expected to conclude, be validated or be determined in 2024/25. These are:

Applications previously determined but not concluded

The following applications are approved and were previously reported but are not concluded:

- **Renfrew Victoria Youth Football Club** – 25-year lease of Kirklandneuk Playing Fields & Pavilion, Renfrew. Application approved on 20/03/2019 subject to separation of services from adjoining community centre. Services have now been fully separated and the draft lease is with the lawyers to conclude.
- **Woodlands Bowling Club SCIO** – full ownership of the Woodland Bowling Club, Brediland Road, Linwood. Application approved by delegated authority on 02/08/2022 subject to renunciation of asset by OneRen. Renunciation approved by OneRen Board on 21 September 2023. Contracts are currently with the lawyers to conclude.
- **Western Desert Recce Group** – full ownership of the Whitehaugh Barracks, Whitehaugh Avenue, Paisley. Application approved by the CAT Subcommittee on 15/03/2023. Contracts are currently with the lawyers to conclude.

Applications previously reported to be determined

The following applications have been reported previously but remain unvalidated awaiting final details from the groups:

- **Renfrew Cricket Club** – 30-year lease of cricket ground in KGV Playing Fields, Renfrew. Originally submitted in 2019, group have recently been awarded SCIO status and are in the process of resubmitting their application.
- **Ferguslie Community Development Trust**– long-term lease of St Ninian’s Church Hall. Application reported last year however group have been working on their business case and expect to present their completed application for validation later this year.

New applications received in 2023/24 still to be determined

The following are new applications received in the last year but remain unvalidated awaiting final details from the groups:

- **Renfrewshire Witch Hunt 1697** – management rights within Gallows Green, Queen Street, Paisley.
- **Calderglen Football Club** – full ownership of the paying fields known as Calderglen within Lochwinnoch Public Park, Lochlip Road, Lochwinnoch.
- **Bridge of Weir Men’s Shed** – full ownership of the pavilion within Houston Road Playing Fields.

4.4. Two applications previously reported as approved were concluded in 2023/24. These are:

- **Friends of Howwood Park** – 10 year lease of Howwood Park Pavilion, Howwood. Application was approved on 27/01/2021; lease concluded on 19/03/2024.
- **Inchinnan Development Trust** – 50 year lease of India Tyres Playing Field. Application approved on 15/06/2022; lease concluded 14/03/2024.

5. Reviews and Appeals

5.1. During the reporting period, there have been no requests for review or appeal under Section 86 of the Act.

6. Renfrewshire Council Performance

6.1. Since launching our revised CAT policy and procedures in 2022, the Council has received over 70 enquiries and has over 40 live applications and expressions of interest.

6.2. Following submission of an expression of interest, applicants receive feedback within 4 weeks and where applicable invited to submit a full application. The time taken to complete this depends on the CTB and the complexity of the project.

- 6.3. In the two years since 2022, we have approved 8 applications and rejected 1. The number of applications approved is equivalent to the number approved in the years from 2017 to 2022. See table below:

Applications Approved	
	TOTAL
2024 (to date)	2
2023	4
2022	2
2021	1
2020	0
2019	5
2018	1
2017	1
2016	0
	16

- 6.4. The legislation requires that applications are determined within 6 months of being validated. Within Renfrewshire, applications are determined within an average of 8-12 weeks.
- 6.5. The legislation also requires that leases and contracts of sale are concluded within 6 months of receiving an offer from the CTB which must be received within 6 months of receiving the decision notice.

7. Annual Return to Scottish Government

- 7.1 Based on the account of activity above, the figures to be reported to the Scottish Government for 2023/24 are:

Total number of applications received (validated) in 2023/24	4
Number of successful applications determined in 2023/24	5
Number of unsuccessful applications determined in 2023/24	None
Number received in 2023/24 and yet to be determined	3
Number received prior to 2023/24 and yet to be determined	2
Number of applications received which resulted in transfer of ownership, lease, or rights to a community transfer body in 2023/24	2

Implications of the Report

1. **Financial** – not applicable.
2. **HR & Organisational Development** – Not applicable.

3. **Community/Council Planning –**

- *Our Renfrewshire is well* – community transfer applications are considered for the benefit of our communities.
- Working together to improve outcomes – we work across Council departments and with external agencies to enable our Community Transfer Bodies to be successful in their request for assets.

4. **Legal** – Legal Services are consulted in terms of advising on the title for the applications and reviewing Community Transfer Body's' constitutions, as well as the conveyancing for successful applications.

5. **Property/Assets** – Estates Team consulted in terms of asset availability and suitability for transfer.

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** – Consideration given to individual applications where applicable.

8. **Procurement** – Not applicable.

10. **Risk** – Not applicable.

11. **Privacy Impact** – not applicable.

12. **Cosla Policy Position** – not applicable.

13. **Climate Risk** – None.

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