

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

**On:** 30 August 2023

---

**Report by:** Director of Environment, Housing & Infrastructure

---

**Heading:** Operational Performance Report

---

## 1. Summary

- 1.1 This report provides an overview of key service activities since the last Policy Board report on 24 May 2023 and an operational performance 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 operational performance update detailed within 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. Fleet, Roads and Transportation

#### 4.1 Fleet Services

- 4.1.1 Fleet services provided free Cycle Awareness Training for Renfrewshire staff; this was provided on the 10 May within Underwood Road depot. Cycling Scotland had developed a 1hr workshop specifically designed to support people that drive for

business to adopt safer habits on the roads. The workshop promoted increased hazard perception, and increased awareness of vulnerable road users, including those on bikes. In addition to reinforcing the changes in the highway code, it aimed to provide participants with a greater understanding of their driving needs.

4.1.2 The Operational Services LGV drivers are undertaking their Driver Certificate of Professional Competence (DCPC) training. This is being carried out within Underwood Road Depot and involves around 10 drivers per day two days per week. Drivers are required to have 35 hours of training every 5 years but due to the training being face to face this was unable to be progressed during the pandemic.

4.1.3 Fleet services continue to trial the alternative fuel source HVO (Hydrotreated Vegetable Oil), to date there have been no mechanical or reliability issues so the service have now expanded this trial by adding in additional vehicles. HVO is stable, renewable, sustainable, high quality and significantly reduces greenhouse gas emissions. Over 5,000 litres of HVO have been used thus far. Switching to HVO has reduced the associated CO<sub>2</sub> emissions for vehicles in the trial by 12.662 tonnes. There is an average variance of £0.50 per litre between the cost of HVO and Diesel.

## 4.2 **Roads & Transportation**

### 4.2.1 **Roads Capital Investment Programme**

The Roads Capital Investment Programme for 2023/24 has commenced. Since April, thirteen carriageways and two footways have been resurfaced. The programme will also include large carriageway patching and surface dressing schemes.

4.2.2 The Drainage Improvements Programme for 2023/24 has also commenced with 20 drainage schemes now complete.

### 4.2.3 **Coal Tar**

Prior to the 1980's, tarmac binder materials and surface courses of roads were derived from coal tar which comes from a by-product during the production of coal gas. Coal tar is a carcinogenic material and as such is now classified as a hazardous waste material. Since the 1980's bitumen has replaced coal tar as the material for use where coal tar would have previously been used.

With the changes to waste classification, the Council can no longer sustainably dispose of coal tar where it is identified as an issue and as such has commenced a programme of coal tar testing. We have primarily focused this testing on roads where planned resurfacing works are taking place.

There are a few locations where the presence of coal tar has been identified and, as such, these resurfacing schemes have been postponed whilst an alternative approach to dealing with this issue has been developed. Officers have engaged with the commercial market and have identified the use of an innovative solution to recycle the material on site whilst ensuring the road surface received treatment to address the road defects present.

We will be trialling this method during next year's capital programme, with the roads postponed from this year's programme being treated in this manner.

Our road operations team have also been provided with sampling equipment to ensure the testing can take place when carrying out routine pothole maintenance. Updates will be brought back to future meetings of the Board to highlight progress with this issue.

#### 4.2.4 **#YouDecide**

To date, eight projects have been completed. These have included: Resurfacing the footpath at Broompark Drive that leads to Inchinnan Primary, Seating installed on pedestrian cycle route on the A8 Greenock Road and access improvements to Glencoats Park. Community consultation surveys were issued in June to determine which items of equipment the public would like to see in the successful park and gym equipment projects. Community engagement is currently on going in Bishopton on roundabout designs.

#### 4.2.5 **Road Operations**

Within Road Operations Team, two employees have successfully passed their Site Management Safety Training Scheme Course. Twelve employees have undertaken tractor and dumper training and sixteen employees have been trained on the use of the roller. This will allow Road Operations to complete a variety of work, which was previously carried out by a contractor, in house.

#### 4.2.6 **Roads Statutory Inspection Team**

The Statutory Team have been inspecting over 60 new developments with 6 sites adopted so far, in this financial year, which includes 1km of roads and footways.

From 1 April, a charge for the removal of illegal signage on street furniture was introduced. To date there have been 48 advisory letters and 31 fines issued. The team are now progressing with advisory visits to businesses to encourage the removal of A-frames, which can block pedestrian footways making it difficult for pedestrians to pass safely.

Since 1 April, 185 advisory letters have been issued to properties advising them to cut back vegetation which is encroaching on either a road or footway.

#### 4.2.7 **Street Lighting and Energy Management**

From 1 September 2023, the responsibility for the delivery of the streetlighting maintenance function will move from Building Service to the Roads Service. Engagement has taken place with the current workforce to ensure the transition will be as smooth as possible and it is expected that there will be no impact to current service delivery.

In addition, the responsibilities for the Energy Management Unit that previously sat within Facilities and Property Services has now moved over to the Climate, Public Protection and Roads Service. Detail of the work undertaken by the team is outlined at section 5.2 of this report.

### 4.3 **Active Travel & Infrastructure Improvement Update**

#### 4.3.1 **Smarter Choices, Smarter Places**

Environment, Housing & Infrastructure Services have been successful in their funding applications for Air Quality Improvement and Paths for All. We are working with schools and communities to implement new Active Travel projects as part of the Smarter Choices, Smarter Places funding programme:

- **Beat the Street**

This project aims to increase people's activity levels and improve health. It's a behavioural change initiative that is focused on a game. During the game, residents record their distance walked/cycled by tapping their 'Beat the Street' card on Beat Boxes positioned on lamp posts at various locations. They can view their total distance accumulated online, creating competition whilst rediscovering their local area and it is a game which is suitable for all ages. The game will take place during Autumn 2023 in Renfrew, Erskine, Bishopton, Inchinnan and Langbank.

- **School Active Travel Promotion**

Up to 20 Primary Schools can engage with a year-long initiative (WOW – Walk to School) that rewards pupils with monthly badges for travelling actively for a set period of days. This is particularly useful to use with schools that report persistent congestion issues. All 50 Primary Schools will receive materials to support a focused Walk to School Week. Living Streets Scotland, charity for everyday walking, will offer support and run additional promotions throughout the year.

- **Not far, Leave the Car Campaign**

Our BetterPoints initiative is now moving into its second year. The project has reached over 1,110 users across Renfrewshire and allows participants to be rewarded with discounts at local businesses for leaving the car and choosing sustainable travel instead. BetterPoints will continue to support Renfrewshire Council in becoming net-zero by 2030 and to promote healthier, more active lifestyles for local people. Recent campaigns include National Walking Month in May, Bike Week in June and Cycle to Work in August.

- **Scootability**

This initiative is now continuing into its fourth year where all schools receive the opportunity for their pupils in primary 3 and primary 4 to learn how to safely scoot within their community and to encourage Active Travel to and from school. Newmains, Kirklandneuk and St Anne's Primary are taking part during the summer months with more to schools enrolling. We have over 550 pupils trained in Scootability, and those schools taking part can apply for funding to have Scooter parking at their school.

- **School Streets**

This new project allows us to work with all primary schools across Renfrewshire to establish Junior Road Safety Officers where we can run campaigns and fun initiatives with pupils, parents and communities to improve the safety around schools. We want more people to use the car less and to support this, schools will receive resources, materials and recommendations on how they can improve Active Travel and have more people walking, cycling and wheeling to and from school. Various meetings with schools have taken place including St Peters, Langcraigs, Inchinnan, Barsail and Todholm Primary.

- **Smarter Choices for Young People**

Working with the Council's Community, Learning and Development team, we are currently putting a new project together to target and engage with young people aged 12 - 25 years to improve travel choices available. An example of this includes continuing working with young people to apply for their National Entitlement Card (NEC) or Young Scot National Entitlement Card (Young Scot NEC) so they can access free bus travel as part of the Young Scot free Bus Pass Programme.

- 4.3.2 The next phase of the Paisley to Renfrew active travel route including a pedestrian and cycle crossing on Nethergreen Road to Kirklandneuk Primary School have been implemented during the school summer holidays. Repairs to fencing and fly-tipping removal on the ex-rail line section are complete and plans to energise the street lighting on the off-road section are under way in association with Scottish Power.
- 4.3.3 Work continues in association with Sustrans to improve accessibility to the National Cycle Route Network. An application to extend active travel improvements northwards in Jenny's Well, parallel with Cartha Crescent, to the footbridge into the ex-BASF housing development has been submitted with news expected in August 2023. This would complement the recently upgraded shared pedestrian and cycle path connecting NCN7 at Hawkhead Road through Jenny's Well, as well as the installations of bike shelter, bike repair station and accessible path to MUGA in Jenny's Well.
- 4.3.4 A public engagement on Bus Partnership funded interventions at the Mill Street/Glasgow Road junction and Gauze Street/Lacy Street junction to promote bus priority will commence in September. The consultation feedback will inform the final design.
- 4.3.5 At the request of residents and Ward Members, a zebra crossing on Park Road has been converted to a signal-controlled puffin crossing to enhance road safety.
- 4.3.6 The consultation phase of Southholm Roundabout improvements concluded in June with strong support for two lane approaches for vehicles and pedestrian/cycle connections. Next phase of this feasibility study will be an application to Sustrans funding for detailed design works.

## **5. Climate Change**

### **5.1 Biodiversity**

Seeding of eleven additional wildflower areas for 2023 was completed and these areas have flowered. We are currently finalising plans for the autumn maintenance of these areas to reduce nutrients and prepare for the perennial plants to flourish and flower next year.

We are reviewing the next tranche of sites and will shortly commence preparation of the next 11 areas in advance of the winter and have these ready for seeding.

### **5.2 Energy Management**

#### **5.2.1 ECO4 Flex**

The UK Government has introduced a new funding stream to help reduce carbon emissions called ECO4 Flex which supersedes ECO3 Flex, a scheme that Renfrewshire Council was previously signed up to. ECO4 Flex will allow the Council to provide 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 will be advertised in the National Press to maximise the funds uptake.

The qualifying criteria for ECO-Flex, as set by Ofgem, is published on our website in a document called a Statement of Intent. ECO-flex will apply to owner occupier and private rented accommodation. ECO-flex, does not apply to Council Housing or Registered Social Landlords.

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	£627,560	256,412	119,644	£41,385

### 5.2.2 Local Heat and Energy Efficiency Strategies (LHEES)

SWECO Limited have been appointed to assist Renfrewshire Council in delivering the LHEES strategy before the end of 2023. An LHEES Officer has been appointed to deliver the strategy. An internal working group has been formed with key officers from across the Council meeting every 4 weeks to help shape the strategy.

A public stakeholder engagement event was undertaken on 28 June 2023 with positive feedback that will feed into the core themes of the strategy.

### 5.2.3 Energy Advocacy

The Energy Advocacy service has been brought in-house. The 4 staff members previously employed by The Wise Group have now been transferred over to Renfrewshire Council and reside across both the Energy Management Unit and Housing. This comes during a cost-of-living crisis and will help residents of all tenure within Renfrewshire.

## 6. Team Up to Clean Up

6.1 More than 300 new members joined the Team Up to Clean Up Facebook platform in the last 3 months. As such, over 4,650 members regularly engage, and/or volunteer, in supporting local environmental quality. Group engagement remains high with a 160% increase in comments over the same period. This demonstrates the positive impact and growth of the group.

6.2 To demonstrate appreciation of volunteer's efforts, the most active volunteers were invited to attend a Community Development Volunteer Appreciation event on Monday 5 June. 26 Team Up to Clean Up volunteers attended, receiving a certificate and a small gift. Volunteers were treated to tea, coffee and cake, while entertained with a quiz featuring fun questions and photographs relating to previous group activity and highlights. The event presented an opportunity to thank participants for their efforts and for them to network. Over 40 Team Up to Clean Up T-shirts were distributed at the event. Further opportunities to receive t-shirts and Take the Lead merchandise were offered at local sites and a supply has been delivered to local libraries to enable volunteers to pick up at their convenience.

- 6.3 The Taskforce have a focus on educating local businesses, supporting them to reduce local flytipping where possible. Three commercial incidents have been reported this year outside the Rannoch Road Quarry, a site of significance after appearing on BBC1's Dispatches. After speaking with the Taskforce, the site owner installed a camera as a preventative measure and agreed to share future evidence obtained with the Team. A Renfrewshire vehicle rental company provided evidence for a witnessed flytipping incident which resulted in the issue of a fixed penalty Notice.
- 6.4 During a meeting with SEPA (Scottish Environmental Protection Agency), the Taskforce learned of Fixed Monetary Penalties (FMP). This is a unique power to SEPA who can issue fines up to £40,000 for flytipping, avoiding the need for a submission to the Procurator Fiscal. One of the cases being prepared by the Taskforce for submission has been requested by SEPA to take forward. The case relates to a "white van man" operation. SEPA have arranged for a block on all related social media for the individual/company, so they cannot now advertise personally, or as the company name, for business. This will be a useful tool going forward.
- 6.5 The Take the Lead Campaign has so far secured over 250 Pledges from Renfrewshire dog owners. The Campaign will continue to be promoted through Team up to Clean Up and items for signatories, will be available from local libraries. The Environmental Taskforce further offered branded items to volunteers and those signing the Pledge at various drop-in sessions across the summer.
- 6.6 The Scottish Government, in partnership with Keep Scotland Beautiful, Zero Waste Scotland and the Scottish Environmental Protection Agency, released an updated National Litter and Flytipping Strategy on 28 June 2023. The strategy aligns future action closely with Scotland's circular economy and considers the positive impacts upcoming changes in legislation will have in tackling the current throw away culture. The strategy further links pollution, caused by litter and flytipping, in with climate change and biodiversity loss as recognised in the United Nations Making Peace with Nature report.
- 6.7 The accompanying 2023-24 Action Plan outlines significant actions which will be launched in the next 12 months:
- Powers to issue fixed penalty notices on the drivers of vehicles from which litter is discarded,
  - Fixed penalty notices issued to householders who fail to take responsibility for their household own waste,
  - Increased fixed penalty notice of £200 to £500 for flytipping, which may increase to £1,000 in future,
  - Working with SEPA to improve their scrutiny and control over applicants for a Waste Carriers License
  - Increased use of digital technologies to detect and disrupt unregistered or rogue waste carriers advertising on online forums, and
  - Powers to seize vehicles involved in flytipping.
- 6.8 It is anticipated that the Environmental Taskforce will be well placed to enforce these new powers, in particular, the fixed penalty notices. The Team is looking forward to the introduction of these changes and to the benefit's new resources such as litter hubs and educational tools will have on communities and the Team up to Clean Up Campaign.

6.9 The table below offers some key statistics of the work delivered by the Taskforce over this period:

<b>Action</b>	<b>April – 22 June</b>	<b>Cumulative from 1 December</b>
Proactive visits to identified hotspot areas	602	1281
Number of reports investigated	565	1181
Tonnes of flytipping removed	145	360
Number of sites secured to prevent further flytipping	2	8
Letters to private landowners	31	65
Visits to businesses to ensure Waste Disposal Arrangements in place	35	81
Fixed Penalty Notices Issued	12	47

## **7. Waste and Recycling Services**

7.1 Waste Services have been successful in applying for funding through Material Focus to increase the recycling of Small Waste Electrical and Electronic Equipment (WEEE) across Renfrewshire. This will see collection points installed for Small WEEE within community facilities across Renfrewshire, such as libraries, with the support of colleagues in One Ren. The main aim of this project is to increase access of small WEEE recycling and to divert these materials from household general waste bins. This will be managed by Waste Services and our compliance scheme partner REPIC. The funding also includes a communications campaign to promote the service and it is expected that this will go live in September.

7.2 The Circular Economy (Scotland) Bill was posted on 13 June 2023. The Bill requires Scottish Ministers to introduce measures to help develop a circular economy which will tackle waste and increase reuse and recycling rates.

The provisions of the Bill that affect local authorities are as follows:

- Householder’s duty of care in relation to waste: making it a criminal offence for a householder to breach their existing duty of care under the Environmental Protection Act 1990, in relation to the transfer of waste, and creating a new fixed penalty regime to enforce these duties.
- Household waste: requiring local authorities to comply with a code of practice on collection and recycling and giving local authorities a package of new responsibilities and powers, including powers for the Scottish Ministers to set recycling targets for local authorities.
- Littering from vehicles: establishing a new civil penalty regime that will make the keeper of a vehicle liable to pay a civil penalty charge in respect of a littering offence committed from that vehicle.
- Enforcement powers in respect of certain environmental offences: improving enforcement against fly-tipping and other waste crime through a power allowing the Scottish environment Protection Agency (SEPA) and local authorities to seize vehicles involved in specified waste crime.



- 7.3 A call for evidence on the Circular Economy Bill was made by the Scottish Parliament's Net Zero, Energy and Transport Committee. However, due to the timeframe for response, CoSLA will be providing a representation on behalf of local authorities.
- 7.4 New rules to ensure packaging producers pay for the cost of recycling their packaging are being deferred a year from October 2024 to 2025. Producers have already started to use less packaging and adopt easier to recycle packaging formats, ensuring that costs are not then passed onto households later on. The decision to defer producer payments was taken jointly with the devolved administrations and will provide industry, local authorities and waste management companies with more time to prepare to ensure the success of the scheme, helping make sure it is best designed to deliver on long term recycling goals while supporting households with the immediate challenge of high prices caused by inflation.
- Producers will pay authorities the full net costs of running efficient and effective kerbside collection services for household packaging waste, Packaging EPR will support Councils to deliver services to agreed standards. It will also act as an incentive to producers to reduce packaging leading to lower volumes of waste to collect and maximise the opportunities for households in the authority area to dispose of packaging waste responsibly.
- 7.5 The launch of Scotland's Deposit Return Scheme will be delayed until at least October 2025. Discussion on a UK wide scheme to support business and the internal market act requirements are ongoing and Council will keep involved in discussions through networks and COSLA to understand the implications for Renfrewshire in the years ahead.
- 7.6 The Garden Waste Permit Scheme has progressed well, each household was provided with an information pack explaining how the system would work, also, the Waste Strategy Team arranged 14 Roadshows around the Renfrewshire area for residents to discuss and ask questions. The scheme has received great support from residents and communities, we have issued over 26,500 permits to households across Renfrewshire and this number continues to grow, this is approaching a 40% uptake across the council area, which is inline with what other councils that implemented similar schemes achieved in the first year, and higher than projected for Renfrewshire in the first year. When introducing the scheme some elected members raised concerns of the possibility of fly tipping, there has been no increase in fly tipping incidents relating to garden waste reported since the scheme was introduced compared to the same time period of last year, with a single figure report received. There has been an increase in garden waste material going through the HWRC's and a corresponding decrease in garden waste collected from household routes.
- 7.7 Train the Trainer for the new Roller packer and mobile waste compactors within the HWRC's has been completed by the manufacturer and training is being rolled out to waste operatives. This new equipment was purchased with circa £370k of funding from the Scottish Governments Recycling Investment Fund and will increase capacity at the HWRCs and reduce the amount of vehicle movements increasing efficiency.
- 7.8 Also, three members of staff within Environment, Housing and Infrastructure have been successful in their application for a fully funded Business Management degree at Glasgow Caledonian University.

## **8. StreetScene**

- 8.1 The Grass cutting programme has continued over the summer to complete the cyclical fortnightly grass cutting and we are now on the second cycle of hedge cutting in line with the grass cutting model which is due to be completed, weather dependent, at the end of October.
- 8.2 Renfrewshire Council has been advised, by Scottish Forestry, of infections in Larch tree stock on Gleniffer Braes. Subsequently, a formal Statutory Plant Health Notice has been served on Renfrewshire Council. There is a legal requirement to remove the 3,500 trees and works are underway to have this completed with no impact on nesting birds. There are significant car park closures/restrictions and road closures/restrictions during works to ensure public safety.

## **9. Play Parks**

- 9.1 Tenders for the agreed and planned refurbishment of Howwood Park Toddler / Junior, Houston
- Public Park and Inchinnan Playing Field play areas have been awarded and work will commence slightly later than planned in Autumn 2023. Consultation surveys were completed late June for four play areas to be renewed as part of the #YouDecide project. These are Jenny's Well, Paisley; South Candren Village Green, Paisley; Glebe Street, Renfrew and Station Road, Langbank. Installation of these sites is estimated to begin late in 2023 / early 2024, on the basis of valid bids being received for all contracts.
- 9.2 Consultation surveys were completed for a further 6 play areas late June and these are Miller Street, Johnstone; Anne Avenue, Renfrew; Netherhill Road, Paisley; Victory Gardens, Renfrew, Tannahill Crescent, Johnstone and Urquhart Crescent, Renfrew. Renewal specifications were prepared using the results of the consultation surveys and contracts for each of the play areas are currently out to competitive tender. Installation of these sites is estimated to begin late in 2023 / early 2024, on the basis of valid bids being received for all contracts.
- 9.3 Refurbishment of the Multi Use Games Area (MUGA) at Netherhill Road in Gallowhill is scheduled and should take about 2 – 3 weeks on site to complete.
- 9.4 Some early works to repair a footbridge at the Durrockstock Park pond were carried out in July.
- More extensive repairs to the masonry surrounding the pond edge were carried out in July & August.
- 9.5 Some essential repairs were carried out at Renfrew Skatepark in late May and June and it is anticipated that some further refurbishment will be carried out in Autumn 2023.

## **10. Cemeteries**

- 10.1 Two further road sections at Hawkhead Cemetery have been upgraded in terms of kerbing, drainage and road surfacing works. The external railings and main entrance gate have been painted. New upgraded seating in the baby garden has been installed. The area has been enhanced further with the planting of new trees and we await the installation of two memorial plaque structures so that loved ones can have the option of a plaque dedicated to their baby.

## Implications of this report

1. **Financial** – As detailed in 4.1.3 the HVO trial comes at an average additional cost of £0.50 per litre.
2. **HR and Organisational Development** – Training is detailed in sections 4.1.2, 4.2.5, 7.7 & 7.8 of this report.
3. **Community/Council Planning** –  
**Our Renfrewshire is thriving / Reshaping our place, our economy and our future** - the service is actively involved in the Invest in Renfrewshire scheme and investing in road network to support and facilitate economic growth.  
  
**Creating a sustainable Renfrewshire for all to enjoy** - working in partnership with the community to deliver a cleaner Renfrewshire. Promoting and encouraging waste minimisation through reducing, reusing and recycling. Reducing carbon emissions, through LED streetlights and electric and low emission vehicles within the Council fleet.  
  
**Our Renfrewshire is well** - the service encourages use of our parks and open spaces to promote a healthy and active lifestyle.
4. **Legal** – There is a legal requirement to remove 3,500 Larch trees in Gleniffer Braes. Following the advice provided by Scottish Forestry as mentioned in section 8.2 of this report.
5. **Property/Assets** – The Council's roads, fleet and open space infrastructure is maintained and enhanced.
6. **Information Technology** – None
7. **Equality & Human Rights** – The recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health and Safety** – None.
9. **Procurement** – None.
10. **Risk** – None.
11. **Privacy Impact** – None.
12. **Cosla Policy Position** – None.
13. **Climate Risk** – The trial of Hydrotreated Vegetable Oil in fleet vehicles has had a positive impact on reducing the climate risk associate with fuel emissions across the vehicles used in the ongoing trial. The reduction in CO<sub>2</sub> will continue to be monitored as the trial progresses.

The provisions of the Circular Economy (Scotland) Bill published on 13 June 2023 will be considered and closely monitored to determine the impact of these measures on climate risk.

---

**List of Background Papers:**

None

---

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