

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

Date	Time	Venue
Wednesday, 08 November 2017	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

KENNETH GRAHAM
Head of Corporate Governance

Membership

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

Members of the Press and Public

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

Chair

In Attendance

Health (Tobacco, Nicotine, etc and Care) (Scotland) Act 2016 - The Enforcement of New Provisions Relating to Nicotine Vapour Products (NVPs)

Further Information

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

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

For further information, please either email democratic-services@renfrewshire.gov.uk or telephone 0141 618 7112.

Items of business

Apologies

Apologies from members.

Declarations of Interest

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

- | | | |
|----------|--|-----------------|
| 1 | Revenue Budget Monitoring Report | 7 - 12 |
| | Joint report by Director of Finance & Resources and Director of Environment & Communities. | |
| 2 | Capital Budget Monitoring Report | 13 - 18 |
| | Report by Director of Finance & Resources and Director of Environment & Communities. | |
| 3 | Environment & Communities - Service Improvement Plan 2017/18: Mid-Year Monitoring Report | 19 - 66 |
| | Report by Director of Environment & Communities. | |
| 4 | Health (Tobacco, Nicotine, etc and Care) (Scotland) Act 2016 - The Enforcement of New Provisions Relating to Nicotine Vapor Products (NVPs) | 67 - 70 |
| | Report by Director of Environment & Communities. | |
| 5 | Review of Car Parking Provision and Charges across Renfrewshire | 71 - 76 |
| | Report by Director of Environment & Communities. | |
| 6 | Operational Performance Report | 77 - 90 |
| | Report by Director of Environment & Communities. | |
| 7 | Waste Management Strategy Progress Update & Refresh - Improving Recycling in Renfrewshire | 91 - 98 |
| | Report by Director of Environment & Communities. | |
| 8 | Local Bus Services in Scotland - Improving the Framework for Delivery: A Consultation 13 September 2017 - Consultation Response | 99 - 110 |
| | Report by Director of Environment & Communities. | |

9	Consultation on Building Scotland's Low Emission Zones	111 - 174
	Report by Director of Environment & Communities.	
10	Public Sector Climate Change Duties Reporting 2016/17	175 - 234
	Joint report by Acting Director of Development & Housing Services and Director of Environment & Communities.	
11	Consultation on Smart Ticketing and Payments on Scotland's Public Transport System - Consultation Response	235 - 248
	Report by Director of Environment & Communities.	
12	Use of Land at Old Howwood Road, Howwood by St Vincent Hospice	249 - 252
	Report by Director of Finance & Resources.	
13	Disposal of Land	
(a)	Land at Broomlands Street, Paisley	253 - 258
	Report by Director of Finance & Resources.	
(b)	Former Whitehaugh Barracks, Paisley	259 - 262
	Report by Director of Finance & Resources.	
(c)	Disposal of Land adjacent to 5 Neuk Avenue, Houston	263 - 266
	Report by Director of Finance & Resources.	
(d)	Disposal of Land Adjacent to 11 Neuk Avenue, Houston	267 - 270
	Report by Director of Finance & Resources.	
(e)	Disposal of Land Adjacent to 13 Neuk Avenue, Houston	271 - 274
	Report by Director of Finance & Resources.	
(f)	Disposal of land adjacent to 15 Neuk Avenue, Houston	275 - 278
	Report by Director of Finance & Resources.	
(g)	Land at Centreholm, Erskine	279 - 282
	Report by Director of Finance & Resources.	
14	Long Lease Request - 36 High Street, Johnstone	283 - 286
	Report by Director of Finance & Resources.	
15	Community Asset Transfer Request - Carbrook Street, Paisley	287 - 292
	Report by Director of Finance & Resources.	

EXCLUSION OF PRESS AND PUBLIC

The Board may by resolution exclude the press and public from the meeting during consideration of the following items of business as it is likely, in view of the nature of the business to be transacted, that if members of the press and public are present, there could be disclosure to them of exempt information as defined in paragraphs 6, 8 and 9 of Part I of Schedule 7A of the Local Government (Scotland) Act, 1973.

- 16 Voluntary Acquisition of Land, City Deal**
- 17 Roads Trading Budget Monitoring Report**
- 18 Vehicle Maintenance Trading Budget Monitoring Report**



To: Infrastructure, Land and Environment Policy Board

On: 8 November 2017

Report by: Director of Finance and Resources and Director of Environment & Communities

Heading: Revenue Budget Monitoring to 15 September 2017

1. Summary

Gross expenditure is £26,000 (0.2%) less than budget and income is £26,000 (0.9%) less than anticipated, which results in a break even position for those services reporting to this Policy Board.

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

Division / Department	Current Reported Position	% variance	Previously Reported Position	% variance
Environment & Communities	Break even	0.0%	Break even	0.0%

2. Recommendations

2.1 Members are requested to note the budget position

3. Environment & Communities

Current Position:	Break Even
<i>Previously Reported:</i>	<i>Break Even</i>

3.1 Refuse Collection

Current Position:	Net overspend £79,000
<i>Previously Reported:</i>	<i>Net overspend £32,000</i>

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

3.2 Roads Maintenance

Current Position:	Net underspend £79,000
<i>Previously Reported:</i>	<i>Net underspend £32,000</i>

The underspend is mainly due to an underspend on payments to contractor, and a small over recovery of income.

4. Projected Year End Position

It is currently forecast that Environment & Communities services reporting to this policy board will break even at year end. This forecast position is based on assumptions around the costs of disposal of both residual and recyclate waste, and the levels of tonnages received for recycling or disposal, and this will be regularly reviewed during the financial year.

It is also based on assumptions around the costs of service delivery, including roads maintenance throughout the autumn/winter period from October 2017 to March 2018, and this will be reviewed later in the financial year.

Implications of the Report

1. **Financial** – Net revenue expenditure will be contained within available resources.
2. **HR & Organisational Development** – none

3. Community Planning

Jobs and the Economy – the service supports the improvement of infrastructure to encourage inward investment. The service actively participates in Invest in Renfrewshire initiatives.

Safer and Stronger - safe working practices are in place for the delivery of our services.

4. Legal – none

5. Property/Assets – none

6. Information Technology - none.

7. Equality & Human Rights - The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. Health & Safety – none

9. Procurement – none

10. Risk – none

11. Privacy Impact - none

12. Cosla Policy Position - none

List of Background Papers

None

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

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2017/18
1st April 2017 to 15th September 2017

POLICY BOARD : INFRASTRUCTURE, LAND & ENVIRONMENT

Description (1)	Revised Annual Budget (2)	Revised Period Budget (3)	Actual (4)	Adjustments (5)	Revised Actual (6) = (4 + 5)	Budget Variance (7)
	£000's	£000's	£000's	£000's	£000's	%
Employee Costs	14,870	6,402	6,594	33	6,627	-3.5% overspend
Property Costs	844	405	458	(76)	382	5.7% underspend
Supplies & Services	1,990	755	779	9	788	-4.4% overspend
Contractors and Others	13,780	5,440	5,058	121	5,179	4.8% underspend
Transport & Plant Costs	4,851	2,143	1,932	204	2,136	0.3% underspend
Administration Costs	9,054	76	76	5	81	-6.6% overspend
Payments to Other Bodies	3,978	1,644	1,666	(20)	1,646	-0.1% overspend
CFCR	0	0	0	0	0	0.0% break-even
Capital Charges	6,746	0	0	0	0	0.0% break-even
GROSS EXPENDITURE	56,112	16,866	16,563	276	16,839	0.2% underspend
Income	(15,310)	(2,924)	(2,676)	(221)	(2,897)	-0.9% under-recovery
NET EXPENDITURE	40,802	13,941	13,887	55	13,941	0.0% break-even

£000's

Bottom Line Position to 15 September 2017 is an underspend of 0.0%

Anticipated Year End Budget Position is break-even of 0.0%

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2017/18
1st April 2017 to 15th September 2017

POLICY BOARD : INFRASTRUCTURE, LAND & ENVIRONMENT

Description (1)	£000's	Revised Annual Budget (2)	£000's	Revised Period Budget (3)	£000's	Actual (4)	£000's	Adjustments (5)	£000's	Revised Actual (6) = (4 + 5)	£000's	Budget Variance (7)	%	break-even
MSS		771		1,217		1,301		(84)		1,217		0	0.0%	breakeven
Refuse Collection		4,729		1,711		1,930		(138)		1,792		(79)	-4.6%	overspend
Refuse Disposal		8,083		3,686		3,687		(1)		3,686		0	0.0%	breakeven
Streetscene		6,424		2,293		2,267		26		2,293		0	0.0%	breakeven
Land Services		746		(169)		(294)		125		(169)		0	0.0%	breakeven
Transport		1,696		563		373		190		563		0	0.0%	breakeven
Roads Maintenance		10,552		1,677		1,561		37		1,598		79	4.7%	underspend
Regulatory Services		2,175		565		544		23		567		0	0.0%	breakeven
Flooding		369		104		91		13		104		0	0.0%	breakeven
Structures		305		109		141		(32)		109		0	0.0%	breakeven
Street Lighting		860		259		238		21		259		0	0.0%	breakeven
Traffic Management		1,516		468		512		(44)		468		0	0.0%	breakeven
Traffic & Transport Studies		0		117		117		0		117		0	0.0%	breakeven
Parking of Vehicles		(711)		(300)		(215)		(88)		(300)		0	0.0%	breakeven
Roads grant Funded Projects		0		0		(7)		7		0		0	0.0%	breakeven
SPTA		3,288		1,641		1,641		0		1,641		0	0.0%	breakeven
NET EXPENDITURE		40,802		13,941		13,887		55		13,941		0	0.0%	breakeven

Bottom Line Position to 15 September 2017 is an underspend of £000's **0** 0.0%
Anticipated Year End Budget Position is breakeven of £000's **0** 0.0%



To: INFRASTRUCTURE, LAND & ENVIRONMENT POLICY BOARD

On: 8 NOVEMBER 2017

Report by: Director of Finance and Resources

Heading: Capital Budget Monitoring Report

1. Summary

- 1.1 Capital expenditure to 15th September 2017 totals £5.802m compared to anticipated expenditure of £5.813m for this time of year. This results in an under-spend position of £0.011m for those services reporting to this board, and is summarised in the table below:

Division	Current Reported Position	% Variance	Previously Reported Position	% Variance
Environment & Communities	£0.011m u/spend	0% u/spend	£0.052m u/spend	3% u/spend
Total	£0.011m u/spend	0% u/spend	£0.052m u/spend	3% u/spend

- 1.2 The expenditure total of £5.802m represents 27% of the resources available to fund the projects being reported to this board. Appendix 1 provides further information on the budget monitoring position of the projects within the remit of this board.
- 1.3 A large number of projects are scheduled to take place or be completed in the latter half of the financial year, including the Roads and Footways upgrade programme, LED Street Lighting Strategy, the Parks Improvement Programme, and the purchase of vehicles from the Vehicle Replacement programme.
-

2. **Recommendations**

- 2.1 It is recommended that Members note this report.
-

3. **Background**

- 3.1 This report has been prepared by the Director of Finance and Resources in conjunction with the Chief Executive and the Director of Community Resources.
 - 3.2 This capital budget monitoring report details the performance of the Capital Programme to 15th September 2017, and is based on the Capital Investment Programme which was approved by members on 23rd February 2017, adjusted for movements since its approval.
 - 3.3
-

4. **Budget Changes**

- 4.1 Since the last report there have been no budget changes.

Implications of the Report

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

List of Background Papers

- (a). Capital Investment Programme 2017/18 & 2018/19 – Council, 23rd February 2017.

The contact officers within the service are:

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

Author: *Geoff Borland, Principal Accountant, 0141 618 4786, geoffrey.borland@renfrewshire.gov.uk.*

Infrastructure, Land & Environment - Appendix 1

RENFREWSHIRE COUNCIL

CAPITAL INVESTMENT STRATEGY - NON-HOUSING SERVICES

BUDGET MONITORING REPORT

BOARD: INFRASTRUCTURE, LAND & ENVIRONMENT

Project Title	Approved Programme @23/02/17	Current Programme MR 6	Year To Date Budget to 15-Sep-17	Cash Spent to 15-Sep-17	Variance to 15-Sep-17	% Variance	Cash to be Spent by 31-Mar-18	% Cash Spent
ENVIRONMENT & COMMUNITIES								
Programme Funded By Specific Consent	239	239	0	0	0	0%	239	0%
Vehicle Replacement Programme	1,544	1,544	213	262	-49	-23%	1,282	17%
Bridge Assessment/Strengthening	500	436	0	41	-41	100%	395	9%
Roads/Footways Upgrade Programme	3,000	6,460	2,150	2,179	-29	-1%	4,281	34%
Lighting Columns Replacement	250	197	0	0	0	0%	197	0%
Traffic Management	0	1	0	0	0	0%	1	0%
Paisley Town Centre Signage	0	31	31	49	-18	-58%	-18	159%
Waste Transfer Station Upgrade	400	400	0	0	0	0%	400	0%
Parks Improvement Programme	1,250	1,984	800	843	-43	-5%	1,141	42%
LED Street Lighting Strategy	3,003	4,747	891	848	43	5%	3,899	18%
Community Halls & Facilities Improvement Programme	2,000	2,924	1,199	1,132	67	6%	1,792	39%
Depots Improvements	2,243	2,243	385	327	58	15%	1,916	15%
Improving Community Safety (CCTV)	0	8	4	0	4	112%	8	0%
North Renfrew Flood Prevention Scheme	0	3	1	2	-1	-75%	1	75%
Strathclyde Partnership Transport	0	675	138	117	21	15%	558	17%
TOTAL INFRASTRUCTURE, LAND & ENVIRONMENT BOARD	14,385	21,890	5,813	5,802	11	0%	16,088	27%



To: INFRASTRUCTURE, LAND & ENVIRONMENT POLICY BOARD

On: 8 November 2017

Report by: DIRECTOR OF ENVIRONMENT & COMMUNITIES

**Heading: ENVIRONMENT & COMMUNITIES SERVICE IMPROVEMENT PLAN
2017/18 – 2019/20: MID-YEAR MONITORING REPORT**

1. Summary

1.1 The Environment & Communities Service Improvement Plan 2017/18 – 2019/20 was approved for Community Resources by the Infrastructure, Land and Environment; Communities Housing and Planning and Finance, Resources and Customer Services Policy Boards in June 2017.

1.2 It has been updated to reflect the change in the name of the service to Environment & Communities, agreed at the Leadership Board on 19 September 2017, and the corporate priorities agreed in the Council Plan approved at Council on 28 September 2017.

1.3 The attached Service Improvement Action plan (Appendix 1) and Performance Scorecard (Appendix 2) show progress against the agreed priorities for the service which have been realigned against the 5 Strategic Outcomes approved by Council on 28 September 2017 in the Council Plan for 2017 – 2022.

1.4 This report contains details of Environment & Communities performance over the period 1 April 2017 to 30 September 2017. The main purpose of the report is to provide:

- Details of the key achievements of the service over the period;
- A progress update on implementing the action plan linked to the 2017-18 Service Improvement Plan;
- Details of how the work of the service contributes to the priorities set out in the Council Plan;

- An assessment of performance in relation to the service scorecard of core performance indicators; and
- An overview of priorities for the service over the next six months.

1.5 Over the past six months, the key achievements for the service that are of particular relevance to the remit of this Policy Board have included:

- Development and delivery of key capital programmes to invest in roads and transportation infrastructure, street lighting, vehicle replacement and waste management infrastructure.
- Supporting the City of Culture 2021 Bid through development of public realm infrastructure, transportation and environmental improvements.
- In 2016 the household waste recycling performance was 48.5%, the highest level of performance achieved by the Council in recent years and above the Scottish average.
- Progressing the Clyde Valley Residual Waste Treatment & Disposal project.
- Delivering the final phase of the £11m investment programme for LED street lighting across Renfrewshire, converting of Renfrewshire street lighting to LED lanterns and contributing to a 60% reduction in the Council's street lighting energy consumption & carbon emissions.
- Maintaining ISO 9001, ISO 22000 and OHSAS 18001 accreditation.

1.6 Over the next six months, the key priorities that are of particular relevance to the remit of this Policy Board are:

- Delivery of key projects under the Council's Better Council Change Programme.
- Completing the £11m investment programme for LED street lighting across Renfrewshire.
- Ongoing support for the City of Culture Bid 2021 including works to improve the public realm and transportation infrastructure.
- Progressing City Deal through support for roads and cycling improvements aligned with the Cycling Strategy approved in 2016.
- Ensuring delivery of strategic waste improvements, including progressing the Clyde Valley Residual Waste Treatment & Disposal project.
- Implementing the investment (£250,000) in the Council' Environment & Place, including leading Renfrewshire's Team Up to Clean Up campaign.
- Taking forward the key actions of the new Environment & Communities workforce plan.

1.7 A version of this monitoring report will be reported to the three policy boards of Infrastructure, Land and Environment; Communities Housing and Planning, and Finance, Resources and Customer Services Policy Boards.

2. Recommendations

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

- 2.1 Notes the progress that has been made on service performance;
 - 2.2 Notes the progress made on actions and performance in the action plan; and
 - 2.3 Agrees that an out-turn report in respect of areas of activity delegated to this Policy Board be provided to this Board in Spring 2018.
-

3. Background

- 3.1 The Environment & Communities Service Improvement Plan provides 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. 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. The appendices to the plan contain an action plan and performance indicators against which progress can be measured. This mid-year monitoring report provides an update on progress against the 2017-18 Plan actions and performance indicators.
- 3.3 In June 2017, Community Resources presented a Service Improvement Plan aligned to the then-current Council Plan, which was due to come to an end. A new Council Plan setting out 5 Strategic Outcomes was approved in September 2017 and consequently, service improvement plans have been realigned to reflect these outcomes. The Council Plan 2017-2022 strategic outcomes are:
 - Outcome 1: Reshaping our place, our economy and our future
 - Outcome 2: Building strong, safe, and resilient communities
 - Outcome 3: Tackling inequality, ensuring opportunities for all
 - Outcome 4: Creating a sustainable Renfrewshire for all to enjoy
 - Outcome 5: Working together to improve outcomes
- 3.4 Section 5 of this report provides a summary of the service's achievements over the period April to September 2017 that are of significant relevance to the remit of this Policy Board. It highlights areas of significant progress and details of action to be taken to address any areas where performance is below target. Further detail is provided in the Action Plan which forms Appendix 1 and the Performance Scorecard which forms Appendix 2 both of which are aligned to the Council Plan Strategic Outcomes agreed at Council on 28 September 2017 and provide a complete

summary of progress against all Service Improvement Plan Actions and Performance Indicators.

- 3.5 A version of this monitoring report is being presented to the Infrastructure, Land and Environment, Communities Housing and Planning, and Finance Resources and Customer Services Policy Boards. A further outturn report will be presented to each Board in Spring 2018.

4. Service Update

Role of Environment & Communities and Key Service Activities

- 4.1 The principal role and purpose of Environment & Communities is to provide:

- Amenity Services - Waste, StreetScene & Land Services, Roads & Transportation, Fleet & Transportation, Infrastructure;
- Public Protection - Regulatory Services, Community Safety and Civil Contingencies;
- Facilities Management (Hard & Soft Services) – including PPP & Compliance and Building Services.

- 4.2 Services are provided directly to the public of Renfrewshire, to other services within the Council and to community partners. Services are delivered by approximately 1,800 employees employed on a full-time or part-time basis, with a gross expenditure budget of approximately £68 million.

- 4.3 These wide ranging and highly visible services are delivered at around 270 Council premises, to over 83,000 households and businesses with more than 800km of roads and transport structure being maintained across Renfrewshire. Environment & Communities also provides statutory enforcement and related advisory/educational activities. These activities ensure the safeguarding of public health, and the protection of the environment, consumers, workers and local communities within Renfrewshire.

Best Value

- 4.4 On 31st August, the Accounts Commission published the Best Value Assurance Report for Renfrewshire Council. The Local Government in Scotland Act 2003 and supporting Statutory Ministerial Guidance sets out the statutory duties and characteristics of a Council that is demonstrating Best Value. Audit Scotland is appointed to assess if Local Authorities are meeting this duty through their audit work on behalf of the Accounts Commission.
- 4.5 Audit Scotland revised the methodology used for auditing best value in 2015, and Renfrewshire Council is the second local authority to have participated in the new Best Value Assurance Report process.

- 4.6 The report provides an assessment of the Council and its performance of 11 years, since its last audit in 2006. Overall the report is positive, providing independent assurance to local residents and businesses on the extent to which the Council is achieving best value. The report confirms Audit Scotland's view that the Council has a clear and ambitious vision for the area which is shared with partners, is working well with partners to address the challenges facing the organisation and the Renfrewshire area and effectively manages the Council's finances. In publishing the report, the Accounts Commission notes that "Renfrewshire Council continues to improve and is making encouraging progress in the performance of its services".
- 4.7 In the report, Audit Scotland also provides direction on the key areas which the Council should focus its improvement activities on going forward. The report specifically includes 7 recommendations relating to areas such as cross party working, community engagement, partnership working, workforce planning and governance arrangements. An action plan which sets out the Council's proposed actions to progress these recommendations was approved by Council on 28 September.
- 4.8 These actions will be embedded within the Council Plan and Community Plans and driven at service level through Service Improvement Plans.
- 4.9 The Best Value Assurance Report for Renfrewshire Council highlights the Renfrewshire Community Safety Partnership's daily tasking process as an example of best practice.
- 4.10 Daily tasking takes place each day within the Community Safety Partnership Hub to review relevant incidents that have occurred over the previous 24-48 hours. The information is then given to the most appropriate service to deliver an earlier intervention approach to resolve the issue before it worsens. The outcomes of each incident are monitored to identify any patterns of persistent behaviour. This means that resources, including people and money, are deployed based on evidence.

External Scrutiny

- 4.11 Environment & Communities has successfully participated in several external audit exercises which have demonstrated conformance to standards set out by the accreditation body, British Standards Institution (BSI).
- 4.12 The service has continued to maintain ISO 9001, ISO 22000 and OHSAS 18001. Building Services was also successfully integrated into the overarching Environment & Communities Quality Management System for ISO 9001.
- 4.13 All audits received very positive continuing assessment reports which demonstrated the mature and well managed systems in place across the service.

5. **Performance of Environment & Communities from 1 April 2017 to 30 September 2017**

5.1 The main achievements of the service over the first 6 months of the plan that are of particular relevance to the remit of this Policy Board are highlighted below. Further detail is provided in Appendix 1 which provides a summary of progress achieved over the period April to September 2017. The Appendix highlights areas where significant advances have been made and gives clear targets for completing actions that have been reviewed or delayed.

5.2 The main achievements over the first 6 months of the plan that are of particular relevance to the remit of this Policy Board are outlined below:

- Development and delivery of significant capital programmes to invest in roads and transportation infrastructure, street lighting, vehicle replacement and waste management infrastructure.
- Supporting the City of Culture 2021 Bid through development of public realm infrastructure, transportation and environmental improvements.
- Progressing the Clyde Valley Residual Waste Treatment & Disposal project.
- In 2016 the household waste recycling performance was 48.5%, the highest level of performance achieved by the Council in recent years and above the Scottish average.
- Delivering the final phase of the £11m investment programme for LED street lighting across Renfrewshire, converting of Renfrewshire street lighting to LED lanterns and contributing to a 60% reduction in the Council's street lighting energy consumption & carbon emissions.
- Maintaining ISO 9001, ISO 22000 and OHSAS 18001 accreditation.

6. **Areas where actions have been reviewed or delayed**

6.1 Since the publication of the Service Improvement Plan 2017-2020, all actions have been progressing in line with anticipated timescales.

7. **Progress against service scorecard**

7.1 The Environment & Communities performance framework has been realigned with the priorities set out in the 2017 Council Plan. Relevant operational performance is reported to each meeting of this Policy Board.

7.2 The Environment & Communities performance scorecard contains 47 indicators, of which 10 are for information only and have no target. Of those indicators with targets, 16 are performing strongly (Green), 13 are close to target (Amber) and will continue to be monitored and 8 are currently not achieving their target (Red). The full performance scorecard containing a detailed explanation of performance for each indicator is included at Appendix 2 of this report.

- 7.3 Several performance indicators in the service scorecard are reported as part of the Local Government Benchmarking Framework (LGBF). The Improvement Service will release a first draft of the 2016/17 data in late November early December 2017.
- 7.4 A final validated version of the LGBF data for 2016/17 will be published by the Improvement Service in late February 2018. A summary of Renfrewshire Council's performance will be reported to the Audit, Risk and Scrutiny Board in March 2018.
- 7.5 Some examples of good performance with particular relevance to the remit of this Policy Board include:
- The street cleanliness score has improved from 88% in 2015/16 to 91.3% in 2016/17, against an annual target of 90%. The cleanliness score is based on 3 sample surveys carried out throughout the year. The overall result relates to both internal and external audits. The external audit being carried out by the independent body, Keep Scotland Beautiful.
 - The percentage of waste landfilled is now reduced to 24.2%, well below the target maximum of 35%.
 - Completing 97% of Renfrewshire's street lighting improvement strategy, converting Renfrewshire's street lights to LED lanterns and achieving one of the highest percentages of LED street lighting in Scotland
- 7.6 Some examples of good performance indicators that are currently performing below target that are of relevance to the remit of this Policy Board include:
- The cumulative household waste recycling performance at the end of the second quarter of the calendar year i.e. January to June was 48.6%. This rate is comparable with the 48.7% performance level for the same period in 2016. An education & awareness and communication strategy will be developed to provide support to householders to improve their recycling performance, commencing later in the financial year.
 - Absence at the end of quarter 2, at 6.8%, was above target (4%). While the target is challenging for the service, performance has declined compared to the same period last year.
 - The number of managers with a completed 360 report and the number of employees being supported to obtain SVQ qualifications or having completed an IDP are currently below target. These will be addressed as the corporate workforce and OD strategy and performance development review process are agreed and implemented across the service.
 - The number of frontline resolutions and complaint investigations dealt with within timescale are below the 100% target. Over 2,624 frontline resolutions or complaints were received by the service in the first 2 quarters of 2017/18 with 84% completed on time.
 - Overall, at the end of the first half of 2017/2018, 66% of pothole repairs have been completed within the agreed timescales, 2% below the annual target of 68%. In quarter 1, 60% of repairs were completed within timescale, in quarter 2, repair performance was improved and 82% were repaired on time. A number of

potholes have been reported on roads that have been or will be resurfaced as part of the £6.7m capital investment in Renfrewshire's roads in 2017/18.

7.7 Three of the performance indicators within Environment & Communities have targets that require to be reviewed. Two of these are of particular relevance to the remit of this Policy Board:

- In 2016 the household waste recycling performance was 48.5%, the highest level of performance achieved by the Council in recent years and above the Scottish average. However, this performance was below the annual internal target of 55%. Data for the first 6 months of 2017 indicates that the annual internal target of 55% will not be achieved. This reflects external drivers and global market conditions. It is proposed that the annual target for 2017 be amended to align with Scotland's Zero Waste Plan of 50% recycling, with an incremental increase over the next 3 years aligned with a refreshed waste strategy for Renfrewshire, which is the subject of another report on this agenda.
- The pothole repair annual target is currently 68% for 2017/18. Reflecting the importance of maintaining Renfrewshire's roads network, this performance indicator will be increased to reflect the current quarter 2 performance level with a revised annual target of 75% in 2017/18 and 80% from 2018/19 onwards.

8. Priorities over the next six months

8.1 The focus of the service over the next six months in areas of relevance to the remit of this Policy Board will be:

- Delivery of key projects under the Better Council Change programme.
- Concluding the £11m investment programme for LED street lighting across Renfrewshire.
- Ongoing support for the City of Culture Bid 2021 including works to improve the public realm and transportation infrastructure. This will progress potential short, medium and longer term options that support major improvements to the development and regeneration of Paisley town centre. In addition, a detailed and prioritised programme of proposals will be developed to ensure that it is physically deliverable for Paisley 2021 thereby maximising the benefits of Paisley 2021 and the longer term economic legacy benefits for the town centre.
- Ensuring delivery of strategic waste improvements including progressing the Clyde Valley Residual Waste project.
- Continuing the implementation actions of the Council's investment (£250,000) in Environment & Place, including leading the Team Up to Clean Up campaign.
- Taking forward the key actions of the new Environment & Communities workforce plan.
- Delivering on the £6.7m capital investment programme for Renfrewshire's roads and footway network.
- Progressing City Deal through support for roads and cycling improvements aligned with the Cycling Strategy approved in 2016.

Implications of the Report


1. **Financial** – The Service Improvement Plan includes an analysis of the Revenue and Capital Estimates for 2017/18.
2. **HR & Organisational Development** – The Service Improvement Plan links closely with the Workforce Plan for Environment & Communities, ensuring that the workforce is in a strong position to deliver key priorities now and in the future.
3. **Community Planning** – the report details a range of activities which reflect local community planning themes.
4. **Legal** – None.
5. **Property/Assets** – Section 7.5 of the 2017 – 2020 Service Improvement Plan sets out the asset management priorities for 2017/18.
6. **Information Technology** – The Service Improvement Plan supports the implementation of the Enterprise Resource Planning System.
7. **Equality & Human Rights** - The recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website. The Service Improvement Plan also links with the Council's Equality Outcomes and Mainstreaming Equality Report and includes actions to ensure the Service contributes positively to reducing inequality.
8. **Health & Safety** – The Service Improvement Plan supports Environment & Communities commitment to ensuring effective Health & Safety management.
9. **Procurement** – None.
10. **Risk** – The Service Improvement Plan supports the overarching management of risk within Renfrewshire Council and aligns closely with the Environment & Communities Risk Register.
11. **Privacy Impact** – None.
12. **CoSLA Policy Position** – not applicable.


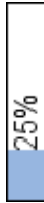



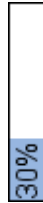
List of Background Papers: None

Author: Shona MacDougall, Director of Environment & Communities
e-mail: shona.i.macdougall@renfrewshire.gcsx.gov.uk

Action Status	
	Cancelled
	Overdue; Neglected
	Unassigned; Check Progress
	Not Started; In Progress; Assigned
	Completed



01: Reshaping our place, our economy and our future





Action Code	Action	Status	Progress	Due Date	Update
01	Actively participate in the Invest in Renfrewshire strategy to support young people into work		<div style="width: 50%;"><div style="background-color: #0070C0; height: 10px;"></div></div> 50%	31-Mar-2018	Environment & Communities continues to participate in the Invest in Renfrewshire youth employability initiatives including the Project Search employability programme for young people with learning disabilities and/or autism. Facilities Management has participated in Project Search which is now in the third year of the project. There are currently 8 young people working with staff throughout the service.





Action Code	Action	Status	Progress	Due Date	Update
02	<p>Active involvement in the delivery of City Deal initiatives including:</p> <ul style="list-style-type: none"> • a passenger transit link to Glasgow airport • investment in roads around Glasgow airport • a crossing of the Clyde at Renfrew 			31-Mar-2020	<p>Support for the infrastructure associated with the Glasgow Airport Investment Area and Clyde Waterfront and River Crossing continues. The proposals include the realignment and construction of new roads, following the route of Abbotsinch Road and Inchinnan Road, to the south of Glasgow Airport, eastwards to a new bypass of Renfrew town centre northwards to the proposed Clyde Crossing swing bridge. All the roads are partnered by off-road cycle routes which serve the Airport, Inchinnan Business Park and the Clyde Crossing. The Council continues to pursue the extension of these cycle routes to Bishopston and along the Paisley to Renfrew corridor.</p>
03	<p>Support economic regeneration and improve job creation through the regeneration and revitalisation of town centres</p>			31-Mar-2020	<p>Close working is being maintained with regard to the Renfrewshire Economic Strategy/Framework and the City of Culture Bid 2021. Key service actions:</p> <ul style="list-style-type: none"> • A refresh of the Local Transport Strategy was approved by Board in August 2017 • Traffic and transport plans for Johnstone phase 1 of 4 has been completed. Phase 2 signage is progressing for delivery in 2017/18 • Traffic and transport plans for Paisley town centre are in development, including stakeholder consultation in July 2017, in support of the Paisley Town Centre Action Plan
04	<p>Lead on the works to improve the public realm in support of Paisley's 2021 City of Culture bid</p>			31-Mar-2020	<p>A Public Realm Masterplan has been developed outlining a series of proposals for implementation. The masterplan will now be developed through to detailed design with an implementation timeline for delivery in advance of 2021.</p> <p>In support of both the bid for UK City of Culture 2021, and the long term wider regeneration strategy for Paisley town centre, high level master planning activities have been taken forward to identify key infrastructure improvements across public realm and flexible outdoor space as well as travel and accessibility arrangements in and around</p>







Action Code	Action	Status	Progress	Due Date	Update
					<p>approaches to the town centre.</p> <p>To advance this next stage we are taking forward a range of detailed development, enabling, and early preparation works over the coming months. Following completion of this phase of development work, the detailed programme of investment will be reported and presented for consideration at a future board cycle, prior to commencement of the delivery phase.</p>

02: Building strong, safe and resilient communities

Action Code	Action	Status	Progress	Due Date	Update
05	Deliver and support actions to meet the Community Empowerment Act through community and partnership participation			31-Mar-2020	<p>Leading the corporate approach to empowering communities and developing proposal to create a new relationship between the Council and its communities through:</p> <ul style="list-style-type: none"> • Building community capacity in natural communities • Transferring control of service delivery assets to communities • Developing decentralised budgets and participatory budgeting • Sharing power more equally between communities, individuals and professionals • Investing in and developing potential, assets and social networks <p>As part of the new Team Up to Clean Up campaign, Environment & Communities are leading on Community Clean Ups and working with Communities and associated groups. Environment & Communities will work with Corporate Services and other stakeholders regarding empowering communities.</p>






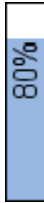
Action Code	Action	Status	Progress	Due Date	Update
06	Lead on the public protection agenda incorporating requirements from national legislation			31-Mar-2020	<p>The Public Protection Agenda is critical in ensuring that Renfrewshire is a safe place to live, work and visit. Through the Community Safety & Public Protection Steering Group and reporting to the Renfrewshire Community Safety Chief Officers Group, Environment & Communities drive the Public Protection Agenda in close partnership with Police Scotland, Scottish Fire & Rescue, Children's Services and the HSCP and other key partners. Over the past year significant progress has been made.</p> <p>Local strategies have been developed to target Serious and Organised Crime, Counter Terrorism and are based on the national agenda set by the UK and Scottish governments.</p> <p>The Renfrewshire Community Safety Partnership has developed its approach to CCTV with 24-hour monitoring and a focus on crime prevention, missing persons and homelessness.</p> <p>Work with the Gender based violence group and Police Scotland has led to the development of best practice MARAC (high risk victims of domestic abuse) processes. The first MARAC annual report highlighting progress and next steps is currently being prepared and will be published shortly.</p> <p>The development of an integrated enforcement policy has ensured all regulatory and enforcement services are targeted on supporting the development of legitimate businesses and ensuring the safety and protection of local communities.</p>
07	Develop and deliver phase 2 of the Renfrewshire Community Safety Partnership hub			31-Mar-2020	<p>Work continues to develop the Community Safety Hub and realign services to maximise the service. Over the past year there has been progress in a number of key areas.</p> <p>The CCTV operations centre based in the Renfrewshire Community Safety Partnership Hub is now monitored 24 hours a day and has targeted the development of out of hours services focussed on missing</p>







Action Code	Action	Status	Progress	Due Date	Update
					<p>persons and homelessness.</p> <p>The Council has now taken on data ownership and control of all images collected through the public space CCTV system. Extensive training has focussed on ensuring compliance with data protection and RIPSAs requirements and the service received a clean audit from the OSC (Office of Surveillance Commissioner).</p> <p>Additional services are now being provided through the Hub including out of hours calls (including the £10.7m Fingal Pump station in Renfrew) and winter maintenance call/service.</p> <p>The Renfrewshire Community Safety Partnership Hub has been successfully used as the JACC (Joint Agency Control Centre) for a number of town centre events and activities.</p> <p>The Renfrewshire Community Safety Partnership's daily tasking process was highlighted as an example of best practice in Audit Scotland's 2017 Best Value Assurance Report for Renfrewshire Council.</p>
08	Developing community interventions that build community resilience, improve safety and security and reduce victims of harm through improved intelligence sharing, partnership working and diversionary activities			31-Mar-2020	<p>The Daily Tasking process is well embedded with 14 key partners attending on a regular basis. Public Protection leads on reviewing incidents over the previous 24/48 hours and disposing actions to the relevant agencies and partners, dealing with approximately 500 incidents per month. The improved intelligence shared via an Information Sharing Protocol allows earlier intervention within the communities to safeguard and reduce victims of harm.</p> <p>The Building Safer Greener Communities programme is now targeting its third area (Erskine) having successfully delivered interventions in Ferguslie and Gallowhill.</p>
09	Developing the Renfrewshire Multi Agency Risk Assessment Conference (MARAC) to			31-Mar-2020	<p>The Renfrewshire MARAC was established in October 2015 to assist the high-risk victims of domestic abuse and put appropriate safety</p>






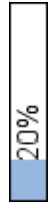




Action Code	Action	Status	Progress	Due Date	Update
	support high risk victims of domestic abuse and raise awareness of the issue in Renfrewshire				<p>plans in place to protect the victim and their children.</p> <p>An audit by SafeLives has provided recommendations for improvement and the resultant action plan has been completed and reported to the Community Protection Chief Officer Group in September 2017. The audit also highlighted the excellent practice being undertaken as part of Renfrewshire MARAC and other local authorities have visited Renfrewshire to assess how it works in practice.</p> <p>Renfrewshire MARAC has now dealt with over 380 cases since October 2015 including in recent months a number of male victims of domestic abuse.</p>
10	Working with key partners to develop a local counter terrorism CONTEST strategy			31-Mar-2020	<p>The Council's Single Point of Contact (SPOC) sits on the local Contest Board and chairs a multi-agency Contest/Prevent Group which implements the national Contest Strategy at a local level.</p> <p>This meeting has good representation from all key partners including relevant national agencies (Scottish Prison Service, Police Scotland National CT Unit, and Scottish Ambulance Service).</p> <p>The Council's Single Point of Contact (SPOC) has also participated in Prevent Peer review training organised by the home Office and is supporting the development of a Scottish Peer review and training process.</p>
11	Contribute to the Tackling Poverty Action Plan through enhanced enforcement activity in the private rented sector			31-Mar-2018	<p>To date, 391 unregistered landlords have been identified with 206 of these having now registered and 144 who have failed to register, being issued with Rent Penalty Notices, the remaining are in the process of being pursued. There have also been 66 Repairing Standard investigations undertaken with four landlords being reported to the Housing and Property Chamber First Tier Tribunal for Scotland.</p>
12	Carry out repairs and maintenance on Renfrewshire Council buildings and monitor			31-Mar-2019	<p>The Environment & Communities Risk Register allows the risk associated with buildings to be captured and monitored. Following the</p>




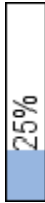


Action Code	Action	Status	Progress	Due Date	Update
	actions through the Risk Register				issue of new corporate Health and Safety Guidelines for compliance. The Hard FM team has been working to ensure all areas within the document are covered. The development of the Corporate Asset Management Information System (CAMIS) is on-going, this will greatly assist in the scheduling of compliance across the Council property portfolio. It is anticipated that by summer 2018 a substantial amount of the development work will be completed.

03: Tackling inequality, ensuring opportunities for all











Action Code	Action	Status	Progress	Due Date	Update
13	Contribute to the Tackling Poverty Action Plan through the Families First project by providing healthy hot meals during designated holiday periods			31-Mar-2018	During the School holiday periods, Families First clubs have operated within Renfrewshire. These clubs provide activities and healthy meals to pupils who are entitled to a free school meal, children who attend additional support needs schools and also to children under five who attend a Council pre-five centre during school holidays.
14	Contribute to the Tackling Poverty program by delivering morning clubs in targeted areas			31-Mar-2018	As part of the Council's Tackling Poverty initiative, morning clubs were established in 2016 within 9 Primary schools and 1 Secondary School and continue in the new school year. The morning clubs in St Catherine's Primary School, Gallowhill Primary School, St David's Primary School, Cochrane Castle Primary School, St Mary's Primary School, St Margaret's Primary School, West Primary School, Brediland Primary School and Our Lady of the Peace School are open to all pupils and include a healthy breakfast and a programme of activities. Pupils eligible for a free school meal at Castlehead High School can receive a healthy breakfast in the cafe area before school starts.
15	Contribute to the Tackling Poverty Action Plan through the enhanced Street Stuff programme including activities and meals			31-Mar-2018	An expanded Street Stuff programme will continue to be delivered in the afternoons, evenings, weekends and holiday periods during 2017-18. The Street Stuff attendances continue to remain at a high level with year to date attendance of over 16,500. This was boosted by implementation of the 2017 spring & summer break camps and













Action Code	Action	Status	Progress	Due Date	Update
					attendance at events such as, British Pipe Band Championship, gala days, etc.
16	Contribute to the Tackling Poverty Action Plan through the provision of employment and training opportunities for identified groups of young people in Renfrewshire			30-Sep-2017	12 trainees were recruited during 2016 - 5 Special Wardens, 4 Street Stuff Coaches and 3 Community Safety Officers, all received extensive training and experience during their time with the services. This programme has been successful with 8 trainees now having gained full employment.
17	Actively promote equality and diversity mainstreaming through its service activity			31-Mar-2018	Service planning and delivery continue to support all Renfrewshire's residents.
04: Creating a sustainable Renfrewshire for all to enjoy					
					The Council is a member of the Clyde & Loch Lomond Flood Risk Management area. This is a partnership involving Scottish Water, SEPA and 10 local authorities, priorities across the area have been set with regard to detailed study to address future flood risk. The first Flood Risk Management Plan was published in June 2016 and has two cycles covering the period 2016 – 22 and 2022 – 28. Actions currently ongoing and on target include:
18	Fulfill the requirements of the Flood Risk Management Act by developing action plans to address flooding risk in Renfrewshire			31-Mar-2020	<ul style="list-style-type: none"> • Surface Water Management Plan / Study of Hillington / Cardonald / Penilee area jointly progressing with Glasgow City Council to identify the most sustainable suite of options to manage flood risk from all sources; • Integrated Catchment Study of Erskine Waste Water Treatment Works Catchment with Scottish Water to assess catchment flood management needs; • Flood risk through effective development planning and

Action Code	Action	Status	Progress	Due Date	Update
19	Our council fleet, street lighting, public realm and floodlight strategy are managed to ensure that the Council's CO ₂ emissions are minimised			31-Mar-2020	<p>management;</p> <ul style="list-style-type: none"> Maintain a schedule of watercourse assessment and repair; Map watercourses and Sustainable Urban Drainage systems Record flood events. <p>The modernisation of the Council's street lighting to LED lanterns has reduced CO₂ emissions from street lighting by 60%.</p> <p>The Council fleet continue to purchase Euro 6 for heavy fleet and increase electric vehicles asset in the light fleet with 28 vehicles at present, increasing to over 30 in 2017/18.</p>
20	Ensure a residual waste treatment and disposal facility is fully operational by 2019 as part of the Clyde Valley Waste Management solution, to ensure that all waste collected by partner authorities is diverted from landfill.			31-Mar-2020	<p>Contract for the treatment and disposal facility is on schedule with the contract commencing on 1 December 2019. The service is developing options for interim waste disposal solutions to allow the Council to manage its residual waste in advance of the facility going 'live' in 2019.</p> <p>The transfer station at Linwood requires a level of refurbishment to allow residual waste to be handed to a contractor to service the bulking up and transfer of waste. Work will commence in April 2018 and is due for completion by Autumn 2018.</p>
21	Deliver the requirements of the Scottish Household recycling charter and related service changes			31-Mar-2019	<p>A refreshed Waste Strategy for 2018 – 2023 is being developed by the service working towards compliance with the household recycling charter.</p>
22	Develop and implement long term sustainable leachate and surface water management plan for Linwood Moss			31-Mar-2019	<p>A mobile Treatment Plant has been installed successfully at the former landfill site at Linwood Moss allowing the Council to treat leachate to permissible discharge levels. Additionally, flow meters have been installed to measure flow rates around the entire site for leachate, surface water and ground waters. A minimum of two years data will be gathered prior to developing longer term options for the site.</p>
23	Finalise the delivery of the project to replace all street lighting in Renfrewshire with LEDs			31-Dec-2017	<p>97% of Renfrewshire's street lighting improvement strategy has been completed. The programme was broken into 3 phases, the contractor awarded the phase 2 and phase 3 contracts in late August went into administration. As a result of this unfortunate position the programme completion has been delayed while new contractors were appointed.</p>

Action Code	Action	Status	Progress	Due Date	Update
					<p>A night time audit has been undertaken of all the street lights converted to LED lanterns. The audit results have been positive with light levels shown to be in excess of the minimum lighting levels required for residential areas as set out in the design specification. Remedial actions identified in the audit are programmed for completion.</p> <p>The LED lanterns are now delivering a 60% reduction in energy use. This aligns with the business case approved by Council and the Council's agreed net revenue saving of £750,000 per annum. The Council's carbon emission from street lighting has also reduced by 60%. This is a significant contribution to the Council's carbon reduction targets and reduction on carbon tax.</p>
					<p>Three Air Quality Management Areas have been declared for Paisley Town Centre, Johnstone High Street and Renfrew Town Centre. A Renfrewshire Air Quality Action Plan is being developed which will cover these areas.</p>
24	Deliver a refreshed Air Quality Action Plan to improve air quality for Renfrewshire			30-Sep-2017	<p>Meetings have been held with internal partners to devise specific action measures to tackle air quality and technical advisers have recently been procured to assist with developing sections of the plan which require specialist support.</p> <p>The refreshed Air Quality Management Action Plan will be submitted to the Infrastructure Land and Environment Policy Board in January.</p>
25	Achieve Sustainable Food Cities Status			31-Mar-2018	<p>Work is ongoing with The Soil Association and Renfrewshire Council representatives to progress Sustainable Food Cities status. It is hoped to hold a seminar during the Autumn to explore options with Renfrewshire's key community partners.</p>
26	Review, update and formally launch Renfrewshire's Sustainable Food Strategy			31-Mar-2018	<p>Environment & Communities has led on the implementation of Renfrewshire's Sustainable Food Strategy and delivering food education programmes with partners. It is hoped to hold a seminar during the Autumn to review, update and finalise launch of the strategy.</p>

05: Working together to improve outcomes

Action Code	Action	Status	Progress	Due Date	Update
27	Provide our employees with the appropriate support to manage their attendance			31-Mar-2018	Regular Trade Union liaison meetings take place to ensure consistency in guidance issued to employees. HR personnel are in attendance at all Supporting Attendance meetings.
28	Ensure effective management arrangements are in place for overtime levels			31-Mar-2018	Overtime reports are discussed with managers on a four-weekly basis, to identify areas of concern and agree action to be taken. Overtime costs to the end of quarter 1 in 2017/18 were 6.5% of total employee costs, this is an improvement on the 2016/17 annual performance of 7.3%.
29	Implement the Council's new Organisational Development Strategy			31-Mar-2020	A new workforce strategy was approved in August 2017. A working group has been established to implement the necessary actions for Environment & Communities from the Council's Organisational Development Strategy.
30	A strategic planning approach to future skills and service requirements will be implemented through the Environment & Communities Workforce Plan			31-Mar-2020	Environment & Communities now has an approved Workforce Plan which will be implemented across the respective areas in the service. Staff from the service have taken part in the corporate leadership development programmes, 'Leaders of the Future' and 'Aspire'.
31	Manage the four trading operations of Roads Services; Catering; Vehicle Maintenance; and Building Services and achieve their financial and operational targets			31-Mar-2018	Reports in the trading operations are submitted to each cycle of the Infrastructure, Land and Environment and Finance, Resources and Customer Services Policy Boards. The 4 trading operations are on schedule to achieve their financial and operating targets for 2017/18.

Action Code	Action	Status	Progress	Due Date	Update
32	Active participation in phase 3 of the Better Council Change Programme			31-Mar-2019	Environment & Communities plays an active role in each phase of the Better Council Change Programme.
33	Supporting the Council to implement the Enterprise Resource Planning system.			31-Mar-2019	Environment & Communities are participating in user testing sessions and staff training to support preparedness to go live.
34	Develop customer engagement plans to involve our customers and actively seek their buy-in and support for service provision			31-Mar-2019	Environment and Communities has played a leading role in developing a corporate approach to Empowering Communities. The service is developing proposals to create a new relationship between the Council and its communities based on building community capacity in 'natural' communities; transferring control of service delivery and assets to communities; developing decentralised budgets and participatory budgeting proposals and sharing more power more equally between communities, individuals and professionals.
35	Develop a strategic approach to asset management			31-Mar-2019	Roads Asset Management Plan is a well-developed process and the Council are Council about to commence the next tranche of review and development through the SCOTS Asset Management group. Asset condition surveys have been completed for our cemeteries. A number of neighbourhood parks have been undertaken and this will continue with neighbourhood parks through 2017/18.
36	Continue to progress the schools PPP contract and progress and finalise the benchmarking of cleaning and catering services during 2017/18			31-Mar-2018	The schools PPP contract is self-monitoring with the Council continuing to monitor on a random sampling basis to ensure services are delivered to a high standard and to specification. Regular meetings are held at an operational level as well as with the Renfrewshire Schools Partnership to ensure contract performance. The second formal benchmarking of cleaning and catering services commenced in September with anticipated completion in March 2018.
37	Develop and deliver a strategy for how the Council will respond locally to the risks posed by serious organised crime			31-Mar-2018	Renfrewshire Council's Integrity Group sets the Council's strategy on reducing the threat posed internally from Serious Organised Crime and Corruption. The group membership encompasses representation from key Council Services, with Police Scotland acting in an advisory capacity.







Action Code	Action	Status	Progress	Due Date	Update
					<p>The Integrity Group have undertaken an internal assessment of the risks posed to the Council and its services by fraud, corruption and organised crime. This assessment identified potential areas for action. These actions were captured as part of a Renfrewshire Integrity Action Plan, which is being used as an internal document to focus the work of the Integrity Group on mitigating vulnerabilities in areas of greatest risk. The key themes currently focussed upon in the Integrity Action Plan are:</p> <ul style="list-style-type: none"> • Governance • Insider Threat • Workforce Support • Procurement • ICT & Cyber Security
38	<p>Ensure all council services have robust and up to date business continuity arrangements in place</p>			31-Mar-2018	<p>The Action Plan is a live document and the Integrity Group regularly review the progress of existing actions, as well as horizon scanning to identify any further actions or improvements.</p> <p>Currently all services have business continuity plans in place. This is an ongoing process and falls under the remit of the Council Resilience Management Team which has it as a standing item on its agenda and already have "Incident Response Guides" in place and these are being rolled out to other businesses and Council premises as we identify those whose loss would most severely impact on the council.</p>
39	<p>Review and maintain continuous improvement frameworks including:</p> <ul style="list-style-type: none"> • quality assurance and self-evaluation; • actions arising from Best Value assurance report, • health and safety accreditations; and • staff and customer service national accreditations 			31-Mar-2018	<p>Environment and Communities continue to demonstrate compliance with ISO9001 for quality management systems. The Facilities Management Catering Service in Secondary Schools and Council run Care Homes operate to ISO22000 for Food Safety Management Systems, providing confidence in the food produced within the kitchens and served to customers.</p> <p>Building Services were also successfully integrated into the overarching Environment & Communities Quality Management System for ISO 9001.</p> <p>In addition, Environment & Communities, successfully contribute to</p>

Action Code	Action	Status	Progress	Due Date	Update
					the Corporate Occupational Health and Safety accreditation, OHSAS18001, a commitment to comply with defined health and safety standards to safeguard employees and customers.




Appendix 2

Environment & Communities Service Improvement Plan 2017-2020







Local Outcome 01: Reshaping our place, our economy and our future




Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		2017/18	Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target		
01	(Maintenance) Carriageway Condition: % of road network considered for treatment (v) Overall				36.2%	36%	34.8%	35%	Not measured for Quarters	Not measured for Quarters	35%	35%	Performance has improved from 36.2% in 2015/16 to 34.8% in 2016/17 and has exceeded the 2015/16 target of 35%. This level of performance reflects the significant annual investment within Renfrewshire's roads which has funded a programme of resurfacing, patching and reconstruction works.	
Local Government Benchmarking Framework (LGBF) Indicator														
02	(Maintenance) Carriageway Condition: % of road network considered for treatment (i) A Class Roads (LGBF Indicator)				26.3%	26%	22.4%	25%	Not measured for Quarters	Not measured for Quarters	25%	25%	Performance has improved from 26.3% in 2015/16 to 22.4% in 2016/17 and has exceeded the 2016/17 target of 25% (provisional figures). This level of performance reflects the significant annual investment within Renfrewshire's roads which has funded a programme of resurfacing, patching and reconstruction works.	
It should be noted that this data is provisional and may be subject to change when the draft														

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
03	(Maintenance) Carriageway Condition: % of road network considered for treatment (ii) B Class Roads (LGBF Indicator)				31.6%	26.0%	27.5%	25.0%	Not measured for Quarters	25.0%			LGBF is released in December 2017 by the Improvement Service. A final release will be published in late February 2018 and will be reported to the Audit, Risk and Scrutiny Board in March 2018 as soon as it is available.
Local Government Benchmarking Framework (LGBF) Indicator													
Performance has improved from 31.6% in 2015/16 to 27.5% in 2016/17. Although slightly above the 2016/17 target of 25% this level of performance reflects the significant annual investment within Renfrewshire's roads which has funded a programme of resurfacing, patching and reconstruction works.													
It should be noted that this data is provisional and may be subject to change when the draft LGBF is released in December 2017 by the Improvement Service. A final release will be published in late February 2018 and will be reported to the Audit, Risk and Scrutiny Board in March 2018 as soon as it is available.													
04	(Maintenance) Carriageway Condition: % of road network considered for treatment (iii) C Class Roads (LGBF Indicator)				38.8%	35.0%	36.9%	35.0%	Not measured for Quarters	35.0%			Performance has improved from 38.8% in 2015/16 to 36.9% in 2016/17. Although slightly above the 2015/16 target of 35% this level of
Local Government Benchmarking Framework (LGBF) Indicator													




Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
05	(Maintenance) Carriageway Condition: % of road network considered for treatment (iv) Unclassified Roads (LGBF Indicator)				37.2%	36.0%	36.6%	36.0%	Not measured for Quarters	36.0%			performance reflects the significant annual investment within Renfrewshire's roads which has funded a programme of resurfacing, patching and reconstruction works. It should be noted that this data is provisional and may be subject to change when the draft LGBF is released in December 2017 by the Improvement Service. A final release will be published in late February 2018 and will be reported to the Audit, Risk and Scrutiny Board in March 2018 as soon as it is available.
	Local Government Benchmarking Framework (LGBF) Indicator												Performance has improved from 37.2% in 2015/16 to 36.6% in 2016/17. Although slightly above the 2016/17 target of 36% this level of performance reflects the significant annual investment within Renfrewshire's roads which has funded a programme of resurfacing, patching and reconstruction works. It should be noted that this data is provisional and may be subject to change when the draft LGBF is released in December 2017 by the Improvement Service. A final release will be published in late February 2018 and will be reported to the Audit, Risk and Scrutiny Board in March 2018 as soon as it is available.

Local Outcome 02: Building strong, safe and resilient communities




Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
06	Percentage of adults who agree that Renfrewshire is a safe place to live.				86%	83%	82%	84%	Not measured for Quarters	84%	84%	Indicators 6 and 7 are both annual indicators from the Council's Public Services Panel survey. This is a snap shot survey which takes place once a year. In the most recent survey there were 950 respondents.	
07	% of adults who agree with the statement "I am satisfied with my neighbourhood as a place to live".				79%	85%	81%	86%	Not measured for Quarters	87%	87%	Indicator 6, the percentage of adults who agree that Renfrewshire is a safe place to live has decreased from 86% in 2015/16 to 82% in 2016/17 falling short of the annual target of 84%. Indicator 7, the percentage of adults who agree with the statement "I am satisfied with my neighbourhood as a place to live" has increased from 79% in 2015/16 to 81% in 2016/17 but was below the target of 86%. Over the last five years performance for both indicators has fluctuated but has aligned in recent years so that a more consistent response is being received across both indicators. This is believed to reflect a more accurate measurement of feelings of safety and satisfaction across Renfrewshire and its neighbourhoods. Despite the fluctuations, overall current performance has improved for both indicators	

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
08	Number of incidents of anti-social behaviour reported to Renfrewshire Council Community				2,110	1,800	1,916	1,700	558	487	1,750	<p>since 2014/15.</p> <p>In addition to measuring the impact of reductions in anti-social behaviour, crimes and violence both indicators reflect a wider sense of well-being that has been driven by a range of investments and projects undertaken by the Council and its partners. These include:</p> <ul style="list-style-type: none"> • A strengthened and widened Community Safety Partnership, which incorporates daily tasking and investment by the Council in the Community Safety Hub and CCTV; • Renfrewshire Council's Tackling Poverty programme; • Investments in the housing stock; and • Improved access to youth employability programmes. The overall combined impact of these investments has led to people feeling safer in their community. <p>The overall combined impact of these investments has led to people continuing to feel safe in their community and neighbourhood.</p> <p>The reported number of incidents of anti-social behaviour at the end of quarter 2 was 1,045. This was lower than the 1,255 reported at the end of quarter 2 in 2016/17, reflecting improved</p>	

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
					Value	Target	Value	Target	Value	Target	Value	Target	
	Safety Service												performance. Performance reflects the very challenging nature of the target and a drive to improve reporting and recording of all incidents of anti-social behaviour. The types of anti-social behaviour recorded include Disorder/Youth disorder including youths gathering, gang fighting, drinking in public and carrying offensive weapons; Vandalism, graffiti, fireworks and fire raising, drugs including dealing and paraphernalia; Noise complaints including domestic, industrial and commercial, general banging, parties and disturbances; Verbal abuse, bullying/harassment and racist or sectarian incidents; Minimotors, joy riding, illegal parking and abandoned vehicles; suspicious persons, missile throwing and intruder alarms.
09	Domestic noise complaints - the average time (hours) between the time of the complaint and attendance on site (LGBF)												In the first 6 months of 2017/18 a total of 540 domestic noise complaints were received, 326 of which required attendance on site with an average response time of half an hour
10	Number of recorded attendances at Street Staff activities												Street Staff uses statistical data and analysis to improve targeting for the delivery of the programme and maximise the effectiveness of resource. Current trends in anti-social behaviour indicate a reduced percentage of incidences are taking


Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
													<p>place in Paisley, particularly Ferguslie Park an increased percentage of incidents are occurring in outlying communities including Erskine.</p> <p>The profile of the Street Stuff programme has been amended to target the areas where increased incidents of anti-social behaviour are occurring.</p> <p>The number of attendances reflect a reduced number of sessions being held at the St Mirren Paisley 2021 Stadium where a higher number of attendees can be expected (typically around 100 young people) and increased numbers of sessions being held in outlying communities with lower numbers of attendances expected (typically between 10 – 30 young people).</p> <p>On this basis and to reflect expected performance over the current year it is proposed that the annual target for 2017/18 be amended from 45,000 to 32,000 attendances.</p>
11	Number of complaints regarding youth disorder				New from 2016/17	747	750	169	50	740			<p>In quarter 2, there were a total of 219 complaints regarding youth disorder. This is down from 474 complaints over the same period last year. 2016/17 was the baseline year for this indicator.</p>



Local Outcome 03: Tackling inequality, ensuring opportunities for all







Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
12	% uptake of free school meals in primary and secondary schools				69.5%	72%	69.4%	73%	72%	70.9%	75%	<p>School meal uptake at the end of Period 6 was 72.2%. This is slightly below the target of 75%.</p> <p>For the first time pupil absence is now taken into account when calculating school meal uptake. This provides a more accurate record of actual meal uptake but means that like for like comparisons with historic uptake are not now possible as the data collected has changed.</p> <p>Facilities Management are working with Head Teachers, Parents and young people to provide food that will help attract an increase in school meals uptake and to target schools where uptake is less than expected. Consideration will also be given to changes to the school meal service in order to improve efficiency whilst continuing to increase uptake for both free and paid school meals.</p> <p>Active Communities and Healthy Lives groups are also involved to consider menus in line with Health and Well Being initiatives in schools.</p>	

Local Outcome 04: Creating a sustainable Renfrewshire for all to enjoy




Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
13	Food Hygiene Information Scheme - % of premises which currently achieve a Pass rating				97.3%	97%	96%	97%	97%	97%	97.5%	97%	At the end of Quarter 2 there were 1,329 premises within the Food Hygiene Information Scheme, of which 97.5% have a Pass or Pass with Eatsafe. This reflects a very high level of performance where food premises meet or exceed compliance standards at any given inspection. All premises are ultimately required to make the improvements necessary to achieve the Pass rating.
14	Trading Standards - consumer complaints completed within 14 days				87.4%	82%	87%	82%	85.4%	82%	96.9%	82%	A higher than average number of complaints continues to be referred for investigation, in relation to alleged criminal breaches, where in fact there is either no locus or no evidence to substantiate these claims. These complaints are logged as intelligence, and patterns are monitored over time.
15	Air Quality - Annual average PM10 value across all continuous monitoring sites				13.8	18	13.7	18	Not measured for Quarters	18	Not measured for Quarters	18	This performance indicator measures air quality across Renfrewshire's 3 automatic monitoring sites. It does this by measuring the average level of particulate matter (fine dust particles) which are 10 micro-meters or less in diameter (PM10). It is measured in micrograms per cubic meter (µg/m3). The annual target of 18 µg/m3 is the statutory

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
16	Air quality - average nitrogen dioxide value of monitoring sites, within AQMA(s) exceeding limits				0	46	0	45	Not measured for Quarters	44			<p>objective that must be met for this pollutant. In 2016/17 the average PM10 value across the 3 monitoring sites in Renfrewshire was within the target value of 18. Renfrewshire's measured PM10 levels have been well within target in recent years.</p> <p>Air quality is affected by a number of factors including weather conditions. Whilst the results of monitoring during 2016/7 were positive it is likely that in future exceedances may occur and be recorded.</p> <p>On this basis, air quality monitoring will continue to be undertaken and an Air Quality Action Plan will be brought to the January meeting of the Infrastructure, Land and Environment Policy Board for approval.</p> <p>This performance indicator measures air quality across monitoring sites in Renfrewshire. It does this by measuring the average level of nitrogen dioxide (NO₂) and is measured in micrograms per cubic meter (µg/m³).</p> <p>The 2017/18 target of 44µg/m³ will be reduced to 40µg/m³ by 2020 to meet the Scottish Government's target for this pollutant.</p> <p>During 2016/17, no monitoring sites within the Air Quality Management Areas exceeded average</p>

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
													nitrogen dioxide limits.
													Air quality is affected by a number of factors including weather conditions. Whilst the results of monitoring during 2016/7 were positive it is likely that in future, exceedances may occur and be recorded.
													On this basis, air quality monitoring will continue to be undertaken and an Air Quality Action Plan will be brought to the January meeting of the Infrastructure, Land and Environment Policy Board for approval.
													This performance indicator measures the percentage of monitoring sites that exceed the statutory nitrogen dioxide (NO ₂) limits.
17	% of air quality monitoring sites within AQMA(s) which exceed nitrogen dioxide limits				0%	22%	0%	22%	Not measured for Quarters	22%			Monitoring takes place at 27 sites in the 3 Air Quality Management Areas in Renfrewshire. During 2016/17, none of these monitoring sites exceeded nitrogen dioxide limits. Air quality is affected by a number of factors including weather conditions. Whilst the results of monitoring during 2016/7 were positive it is likely that in future, exceedances may occur and be recorded.
													On this basis, air quality monitoring will continue to be undertaken and an Air Quality Action Plan will be brought to a future Infrastructure, Land and

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
													Environment Policy Board.
18	Street Cleanliness Score - % of areas assessed as clean (LGBF Indicator)				88%	90%	91.3%	90%	Not measured for Quarters	90%			<p>The percentage of Renfrewshire's street assessed as clean has improved from 88% in 2015/16 to 91.3% for 2016/17. In 2016/17 the Scottish average was 93.9% which was up 0.5% from the 2015/16 average.</p> <p>The cleanliness score is based on 3 sample surveys carried out throughout the year. The overall result relates to both internal and external audits. The external audit being carried out by the independent body, Keep Scotland Beautiful.</p> <p>This score represents the percentage of areas assessed as acceptably clean (categories A and B) using Keep Scotland Beautiful's Local Environmental Audit and Management System (LEAMS) methodology.</p> <p>Renfrewshire's ranking position relative to other Scottish Councils will not be available until the first draft of the 2016/17 Local Government Benchmarking Framework (LGBF) is published in December 2017. A final release will be published in late February 2018 and will be reported to the Audit, Risk and Scrutiny Board in March 2018 as soon as it is available.</p>
19	% of the vehicle fleet which uses alternative fuels, such as				5.5%	5%	6.7%	5%	6.7%	6.7%	7%		<p>The percentage of the vehicle fleet which uses alternative fuel such as electricity was 6.7% at the end of 2016/17. This is up from 5.5% in 2015/16.</p>

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
	electricity												<p>This figure is based on a total of 24 electric vehicles. A further 4 vehicles have been added to the Council's fleet in the first six months of 2017/18. The vehicle replacement programme for light fleet is being reviewed to consider the feasibility of electric alternatives. All diesel is 7% biodiesel.</p>
20	Amount of CO ₂ emitted by the public vehicle fleet				3,535	3,170	3,109	3,060	Not measured for Quarters			2,950	<p>This indicator reflects the tonnes of CO₂ emitted from Renfrewshire Council vehicle fleet based on the fuel usage with a reduction in the amount of CO₂ emitted by the public fleet in 2016/17.</p> <p>The fleet has reduced its CO₂ emissions and continues to purchase economical engines and increase the number of electric vehicles in the Council fleet.</p>
21	Reduce the amount of CO ₂ emitted from public space lighting.				6,482	6,720	5,191	6,451	Not measured for Quarters			3,200	<p>There has been a significant reduction in CO₂ emissions from public space lighting in 2016/17 due to the implementation of the LED replacement programme. This figure continues to show a significant improvement during 2017/18 through the energy usage compared to previous years. Early indications are that CO₂ emissions have been reduced by 60%.</p>
22	% of street lighting lanterns in Renfrewshire which are LED				6.01%	5%	82%	50%	94%	97%	100%		<p>97% of Renfrewshire's street lighting improvement strategy has been completed. The programme was broken into 3 phases, the contractor awarded the phase 2 and phase 3</p>

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
23	Land Audit Management System - % of areas assessed as acceptable				92.7%	90%	97%	90%	95%	98.1%	90%	<p>contracts in late August went into administration. As a result of this unfortunate position the programme completion has been delayed while new contractors were appointed.</p> <p>The Land Audit Management System (LAMS) is designed to provide a quality indicator which will provide the service with an overall score on how well open spaces, parks and sports facilities are maintained. It provides a mechanism to respond and remediate any inspected areas that do not meet specification.</p> <p>Inspections are carried out by StreetScene supervisors/team leaders. Quality follow up inspections are also carried out by technical officers. The performance indicator is calculated using a LAMS scoring system, which is based on the statutory Local Environmental Audit and Management System PI methodology.</p> <p>This indicator relates to the % of areas which receive a Grade A or Grade B score ('completed to specification' or 'predominantly completed to specification')</p> <p>In quarter 2, the percentage of areas which were assessed as being of an acceptable standard was</p>	

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	

98.1%, which is well in excess of the target set.

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015		2016		Q1 2017		Q2 2017		2017		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	

The cumulative household waste recycling performance at the end of the second quarter of the calendar year i.e. January to June was 48.6%. This rate is comparable with the 48.7% performance level for the same period in 2016. An education & awareness and communication strategy will be developed and delivered to provide support to householders to improve their recycling performance.

24	% of Household Waste Recycled (Calendar year data) (LGBF Indicator)				43.9%	52%	48.5%	55%	43.6%	53.2%	50%	(revised target)			In 2016 the household waste recycling performance was 48.5%, the highest level of performance achieved by the Council. However, this performance was well below the annual target of 55%. In each of the last 3 years performance did not meet the annual target. It is proposed that the annual target for 2017 be amended to align with Scotland's Zero Waste Plan of 50%, with an incremental increase over the next 3 years.
25	% of Household waste collected which is landfilled (Calendar year data)				31.96%	36%	24.2%	35%	Not measured for Quarters	34%					The percentage of household waste which is landfilled has again achieved the target set in 2016. A strategic approach to encourage

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015		2016		2017		Explanation of Performance
					Value	Target	Value	Target	Value	Target	

behavioural change to tackle contamination of recycling and to improve presentation levels of all recyclates has helped to reduce the amount of waste which is landfilled.

Local Outcome 05: Working together to improve outcomes

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
26	% of CR managers in the 360 process with a completed 360 report				88%	100%	88%	100%	88%	88%	88%	100%	The number of managers with a completed 360 report and the number of employees being supported to obtain SVQ qualifications or having completed an IDP are currently below target. These will be addressed as the corporate workforce and Organisational Development strategy and performance development review process are agreed and implemented.
27	% of CR employees having completed IDPs (from MDP/MTIPD)				84%	100%	84%	100%	84%	84%	84%	100%	The cumulative absence to the end of quarter 2 is 6.8% which is in excess of the challenging target set of 4%. Absence continues to be addressed through the Council's supporting
28	Improve SVQ levels across the front-line workforce - number of staff obtaining SVQ qualifications				49	50	39	50	0	0	0	50	
29	Environment & Communities - Absence %				4.9%	4%	5.8%	4%	6.9%	6.8%	6.8%	4%	

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
30	(Traffic & Transportation) Traffic Light Failure % of Traffic Light Repairs completed within 48 hrs				94%	95%	94.1%	95%	84%	84%	74.6	95%	attendance procedures and the utilisation of the services of occupational health. The cumulative % of repairs completed within 48hr for the first 6 months of 2017/18 is 80.3%. In first 6 months of 2017/18 a total of 147 traffic signals repairs were required, 118 of which were carried out within the 48-hour target. Performance has not achieved target due to the requirement for civils works as a result of road traffic accidents. These are more time consuming than reactive repairs.
31	% of reported street lighting faults which were repaired within the 7-day timescale				68.65%	95%	93%	95%	98.9%	98.9%	95.6	95%	The % of street lighting faults which were repaired within the 7-day timescale, in the first 6 months of 2017/18 was 96.7% which achieved the target set. The operational performance has improved continuously since the service was brought in house in February 2016. In 2014/15 the % of street lighting faults repaired within timescale was 62.4%.
32	Environment & Communities - Overtime as a % of total employee costs (cumulative)				7.3%	8%	7.3%	7%	6.5%	6.5%	6.6%	6%	Overtime costs to the end of period 6 were 6.6% of total employee costs which, although just outside the target set this is an improvement on the 2016/17 annual performance of 7.3%.






Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
Local Government Benchmarking Framework (LGBF) Indicator													
33	Cost of Maintenance per Kilometre of roads (LGBF Indicator)				£12,752	n/a	Not yet available	n/a	Not measured for Quarters	n/a	n/a	n/a	This data is published by the Improvement Service on an annual basis as part of the LGBF. The first draft of the 2016/17 performance data will not be available until December 2017. A final release will be published in late February 2018 and will be reported to the Audit, Risk and Scrutiny Board in March 2018 as soon as it is available.
Local Government Benchmarking Framework (LGBF) Indicator													
34	% of adults satisfied with parks and open spaces (LGBF Indicator)				83%	n/a	Not yet available	n/a	Not measured for Quarters	n/a	n/a	n/a	This data is published by the Improvement Service on an annual basis as part of the LGBF. This data will not be available until the first draft of the 2016/17 performance data is published in December 2017. A final release will be published in late February 2018 and will be reported to the Audit, Risk and Scrutiny Board in March 2018 as soon as it is available.
Local Government Benchmarking Framework (LGBF) Indicator													
35	Cost of parks and open spaces per 1,000 of the population (LGBF Indicator)				£21,041	n/a	£19,621	n/a	Not measured for Quarters	n/a	n/a	n/a	The cost of parks and open spaces per 1,000 of the population has decreased from £21,041 in




Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
36	% of adults satisfied with refuse collection (LGBF Indicator)				85.3%	n/a	Not yet available	n/a	Not measured for Quarters	n/a	n/a	n/a	<p>2015/16 to £19,621 in 2016/17.</p> <p>It should be noted that this data is provisional and may be subject to change when the draft LGBF is released in December 2017 by the Improvement Service.</p> <p>A final release will be published in late February 2018 and will be reported to the Audit, Risk and Scrutiny Board in March 2018 as soon as it is available.</p>
Local Government Benchmarking Framework (LGBF) Indicator													
This data is published by the Improvement Service on an annual basis as part of the LGBF.													
This data will not be available until the first draft of the 2016/17 performance data is published in December 2017. A final release will be published in late February 2018 and will be reported to the Audit, Risk and Scrutiny Board in March 2018 as soon as it is available.													
37	Net cost of waste collection per premise (LGBF Indicator)				£54.85	n/a	£55.90	n/a	Not measured for Quarters	n/a	n/a	n/a	<p>The net cost of waste collection per premise has increased from £54.85 in 2015/16 to £55.90 in 2016/17.</p>
Local Government Benchmarking Framework (LGBF) Indicator													




Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
38	Net cost of waste disposal per premise (LGBF Indicator)				£98.51	n/a	Not yet available	n/a	Not measured for Quarters	Not measured for Quarters	n/a		<p>It should be noted that this data is provisional and may be subject to change when the draft LGBF is released in December 2017 by the Improvement Service.</p> <p>A final release will be published in late February 2018 and will be reported to the Audit, Risk and Scrutiny Board in March 2018 as soon as it is available.</p> <p>Local Government Benchmarking Framework (LGBF) Indicator</p> <p>This data is published by the Improvement Service on an annual basis as part of the LGBF.</p> <p>The first draft of the 2016/17 performance data will not be available until December 2017. A final release will be published in late February 2018 and will be reported to the Audit, Risk and Scrutiny Board in March 2018 as soon as it is available.</p>
39	% of adults satisfied with street cleaning (LGBF Indicator)				66%	n/a	Not yet available	n/a	Not measured for Quarters	Not measured for Quarters	n/a		<p>This data is published by the Improvement Service on an annual basis as part of the LGBF.</p> <p>This data will not be available until the first draft of the 2016/17 performance data is published in December 2017. A final release will be published</p> <p>Local Government Benchmarking Framework (LGBF) Indicator</p>

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
					2015/16		2016/17		Q1 2017/18		Q2 2017/18		
40	Net cost of street cleaning per 1,000 of the population (LGBF Indicator)				£10,014	n/a	£8,454	n/a	Not measured for Quarters	n/a			in late February 2018 and will be reported to the Audit, Risk and Scrutiny Board in March 2018 as soon as it is available.
Local Government Benchmarking Framework (LGBF) Indicator													
The cost of parks and open spaces per 1,000 of the population has decreased from £10,014 in 2015/16 to £8,454 in 2016/17.													
It should be noted that this data is provisional and may be subject to change when the draft LGBF is released in December 2017 by the Improvement Service.													
A final release will be published in late February 2018 and will be reported to the Audit, Risk and Scrutiny Board in March 2018 as soon as it is available.													
Local Government Benchmarking Framework (LGBF) Indicator													
41	Cost of Trading Standards per 1,000 of population (LGBF Indicator)				£2,624	n/a	£2,754	n/a	Not measured for Quarters	n/a			in late February 2018 and will be reported to the Audit, Risk and Scrutiny Board in March 2018 as soon as it is available.
The cost of Trading Standards per 1,000 of the population has increased from £2,624 in 2015/16 to £2,754 in 2016/17.													
It should be noted that this data is provisional and may be subject to change when the draft LGBF is released in December 2017 by the													

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
													Improvement Service. A final release will be published in late February 2018 and will be reported to the Audit, Risk and Scrutiny Board in March 2018 as soon as it is available.
Local Government Benchmarking Framework (LGBF) Indicator													
42	Cost of Environmental Health per 1,000 of population (LGBF Indicator)				£10,661	n/a	£10,835	n/a	Not measured for Quarters	n/a			The cost of Environmental Health per 1,000 of the population has increased from £10,661 in 2015/16 to £10,835 in 2016/17. It should be noted that this data is provisional and may be subject to change when the draft LGBF is released in December 2017 by the Improvement Service. A final release will be published in late February 2018 and will be reported to the Audit, Risk and Scrutiny Board in March 2018 as soon as it is available.
43	% of pothole repairs completed within timescales				62%	80%	66%	66%	60%	60%	82%	75%	In quarter 1 of 2017/18, 60% of pothole repairs were completed within timescales, which was below the target of 68%. In quarter 2 the service concentrated efforts on improving the pothole repair performance which resulted in an improvement to 82% in the second quarter. At the end of the first half of 2017/18, 66% of

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
44	% of FOI requests completed within timescale by Environment & Communities				100%	100%	100%	100%	100%	100%	100%	100%	<p>The pothole repair annual target is currently 68% for 2017/18. Reflecting the importance of maintaining Renfrewshire's roads network, this performance indicator will be increased to reflect the current quarter 2 performance level with a revised annual target of 75% in 2017/18 and 80% from 2018/19 onwards.</p> <p>In the first 6 months of 2017/18 the service dealt with 182 Freedom of Information requests, all of which were completed within the statutory timescale.</p>
45	% of front line resolutions dealt with within timescale by Environment & Communities				87%	100%	84%	100%	86%	80%	80%	100%	<p>In the first 6 months of 2017/18 the service dealt with 2,806 front line resolutions, 83% of which were dealt with within the agreed 5-day timescale. 88% of frontline resolutions were dealt with within a 10-day timescale and 91% within 15 days.</p> <p>Environment & Communities delivers the highest volume of front line Council services and receive approximately 75% of all front-line enquiries</p>

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
46	% of complaint investigations completed within timescale by Environment & Communities				94%	100%	91%	100%	78%	100%	100%	100%	<p>made to the Council.</p> <p>Although performance has not met target in the first six months of 2017/18 it should be noted that the number of enquiries received in relation to the level of the service provided continues to be low. For example, the number of complaints about missed waste collections is less than 0.1% of the total number of collections made.</p> <p>To address performance the service has introduced weekly meetings to ensure timescales are achieved. This process is supported by issuing daily reminders to managers.</p> <p>In the first 6 months of 2017/18 the service dealt with 15 complaint investigations, 13 of which were dealt with within the agreed timescale.</p> <p>In quarter 1 the service did not meet its target for completing complaint investigation within timescale. To address the quarter 1 performance a new procedure was introduced to ensure that complaint investigations were highlighted to managers to ensure that the complaints were investigated to ensure the 20-day statutory target is met.</p> <p>There were 6 complaint investigations received in quarter 2 and all were completed within timescale.</p>

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2015/16		2016/17		Q1 2017/18		Q2 2017/18		Explanation of Performance
					Value	Target	Value	Target	Value	Target	Value	Target	
47	Building Services - % of overall housing repairs completed within target				91%	95%	95%	95%	95%	95%	93%	95%	The overall performance for quarter 2 was 93% which was below the target at 95%. The majority of failures relate to the reallocation of resources to cover necessary maintenance works during the school holiday period.



To: INFRASTRUCTURE, LAND AND ENVIRONMENT POLICY BOARD

On: 8 NOVEMBER 2017

Report by: DIRECTOR OF ENVIRONMENT & COMMUNITIES

Heading: HEALTH (TOBACCO, NICOTINE ETC. AND CARE) (SCOTLAND) ACT 2016 – THE ENFORCEMENT OF NEW PROVISIONS RELATING TO NICOTINE VAPOR PRODUCTS (NVPs)

1. Summary

1.1. The provisions of the Health (Tobacco, Nicotine etc. and Care) (Scotland) Act 2016 came into force in early 2017. This legislation aims to control the sale of Nicotine Vapour Products (NVPs), commonly known as “e-cigarettes” to young people under the age of 18. The 2016 Act amends the Tobacco & Primary Medical Services (Scotland) Act 2010, to create a number of offences in relation to the sale of Nicotine Vapour Products - including:

- An age restriction of 18 on purchases of Nicotine Vapour Products
- Offences relating to the purchase or proxy purchase of Nicotine Vapour Products.

1.2. Local authorities have a statutory duty of enforcement, as well as powers to issue Fixed Penalty Notices in relation to these offences. In Renfrewshire, these powers have been delegated to Officers within the Trading Standards & Licensing Team who currently check that local traders are complying with the Tobacco & Primary Medical Services (Scotland) Act 2010, as well as other legislation to prevent the underage supply of fireworks, spray paints, butane gas lighter refills, petroleum and DVDs.

1.3. In the first instance, Trading Standards and Licensing Officers will assist local traders to achieve compliance with the provisions of the Health (Tobacco, Nicotine etc. and Care) (Scotland) Act 2016 through the provision of business advice and support in line with the Integrated Enforcement Policy agreed at Leadership Board on 14

September 2016. Continued contraventions will be considered for enforcement action only if compliance is not reached.

- 1.4. Legal Services have confirmed that as the new Act amends legislation which is already delegated to Officers, the Scheme of Delegated Functions will not require to be changed and support for businesses and enforcement can be started immediately.
-

2. Recommendations

- 2.1 It is recommended that the Infrastructure, Land and Environment Policy Board notes the implementation of the new Health (Tobacco, Nicotine etc. and Care) (Scotland) Act 2016 and the associated enforcement duties relating to Nicotine Vapour Products.
-

3. Background

- 3.1 Environment & Communities Trading Standards & Licensing Team have been proactive in the field of underage sales in the past, with figures for test-purchase failures falling from 38% in 2007-2008 to 10.1% of traders in 2011. The only case to go to Court in that time resulted in a local trader being fined £2000 for selling cigarettes to a fifteen-year-old girl – the highest fine awarded in Scotland for this offence.
- 3.2 On 1 April 2011, various provisions of The Tobacco & Primary Medical Services (Scotland) Act 2010 were brought into effect, to control the sale of tobacco products and to create a duty on Local Authorities to enforce the provisions of the Act. At that time, Officers from the Trading Standards and Licensing Team were authorised to undertake the enforcement required under the legislation.
- 3.3 Throughout early 2017, the provisions of the Health (Tobacco, Nicotine etc. and Care) (Scotland) Act 2016 were brought into effect, to update and amend the 2010 Act, to include Nicotine Vapour Products (NVPs) as tobacco products. Provisions include introducing a purchasing age restriction of 18, alongside new offences for the purchase or proxy purchase of Nicotine Vapour Products. At present there is no restriction on the advertising or display of Nicotine Vapour products.
- 3.4 Certain offences within the 2010 Act, as amended by the 2016 Act can be disposed of by means of a Fixed Penalty Notice, or by referring the matter to the Procurator Fiscal for consideration as a criminal case. Where an offence punishable by Fixed Penalty Notice is observed by Officers, a Fixed Penalty Notice will be issued to the individual committing the offence. After review, and where considered appropriate, unpaid Fixed Penalty Notices can be reported to the Procurator Fiscal.
- 3.5 All enforcement work will be carried out in line with the Renfrewshire Council Integrated Enforcement Policy, as approved by the Leadership Board on 14

September 2016 in compliance with the Scottish Regulators Code of Practice. As such, the initial focus will be on supporting traders to achieve compliance with the legislation through the provision of business advice and support.

- 3.6 The Scottish Regulators Strategic Code of Practice was agreed by the Scottish Government in February 2015. The Code of Practice seeks to ensure enforcement decisions are consistent and transparent and local authorities are encouraged to develop Enforcement Policies in relation to all legislation enforced by the local authority. The Council is required to produce an Annual Statement of Compliance showing how it has met the Code over the previous year. The first Annual Statement of Compliance was approved at the Leadership Board on 19 September 2017.

Implications of the Report

1. **Financial** - None
2. **HR & Organisational Development** - None
3. **Community Planning – Jobs and the Economy –** Enforcement work on age-restricted products helps ensure a level-playing field for traders. This work will ensure Renfrewshire is seen as an attractive place to trade.
Safer and Stronger – Enforcement of this Act will aim to make our communities safer by ensuring that age-restricted products are not sold to underage persons in Renfrewshire. Work on this, in conjunction with the agencies involved in the Community Safety Partnership, will help to reduce anti-social behaviour problems.
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** – the proposed new work will not require the Council to gather any additional personal or sensitive data, than is already gathered in the course of their normal functions.
 12. **CoSLA Policy Position** – None
-

List of Background Papers

- (a) Health (Tobacco, Nicotine etc. and Care) (Scotland) Act 2016
-

Author: Oliver Reid, Head of Public Protection



To: Infrastructure, Land and Environment Board

On: 8th November 2017

Report by: Director of Environment & Communities

Heading: Review of Car Parking Provision and Charges, Across Renfrewshire

1. Summary

- 1.1 Council controlled on and off street parking is currently only charged for in Paisley, with all other Council owned parking within Renfrewshire provided free of charge.
- 1.2 Pay & Display parking charges in Paisley Town Centre for on and off street Council controlled parking facilities were constrained to Monday to Friday in 2012, with all on and off street Council controlled parking on a Saturday and Sunday currently free. Annual income from Council controlled parking is approximately £800,000 to £850,000 per annum, with on and off street parking charges last subject to increase in 2011/12.
- 1.3 The Council's current parking meters only accept cash payments. In comparison to other local authorities and providers this is outdated, with parking meters available that can accept other methods of payment, including contactless payment. In addition, the parking meters are between 10 and 30 years old, with many approaching end of life. A large percentage of parts are no longer manufactured for the machines, with refurbished and reconditioned parts requiring to be utilised to maintain operation.
- 1.4 Parking permits for residents in Paisley who live within the Pay & Display zones are currently issued free of charge, and this is unusual in comparison with other large urban areas where an annual charge for a resident's parking permit is normal. No residents parking permit scheme is in place outwith the Paisley area.
- 1.5 This report contains proposals to streamline Council owned on and off street parking provision and charges across Renfrewshire, with an objective to increase

usage, generate turnover of parking spaces, be of benefit to High Street shoppers, and subsequently generate increased footfall in Town Centre economies. This includes the review of the current free parking permit scheme for residents within the Pay and Display zones in Paisley.

- 1.6 It also contains proposals to modernise meters to enable both cash and non-cash payment options, whether through credit/debit cards or contactless payment, as has been introduced and explored in other local authorities.

2. Recommendations

- 2.1 It is recommended that the Infrastructure, Land and Environment Policy Board:
- 2.2 Approves the increase of parking tariffs in Paisley, by 10p for 30 minutes parking up to approximately 50p for 4 hours parking.
- 2.3 Approves the widening out of charges for Council owned on and off street parking to include Renfrew and Johnstone, streamlining the cost of Town Centre parking for Renfrewshire residents.
- 2.3 To approve investment in a modern parking meter supply, to introduce meters that can accept other methods of payment including contactless payment.
- 2.4 To approve the introduction of an annual charge for residents parking permits to recover costs for all areas within the Pay and Display parking zones in Paisley.
- 2.5 To continue to charge for parking in Pay and Display for on and off street zones Monday to Friday only, with Saturday and Sunday remaining free.

3. Background

- 3.1 On and off street Council controlled car parking is currently managed and directly provided through Environment & Communities, by both Amenity Services (Roads & Transportation) and Community Safety (Renfrewshire Wardens).
 - 3.2 Council controlled on and off street parking is currently only charged for in Paisley, with all other Council owned parking within Renfrewshire provided free of charge
- ### **3.3 Pay and Display Parking in Paisley**
- 3.3.1 Pay & Display parking charges in Paisley Town Centre for on and off street Council controlled parking facilities were constrained to Monday to Friday in 2012, with all on and off street Council controlled parking on a Saturday and Sunday currently free. On and off street parking charges were last subject to increase in 2011/12,

with annual income from Council controlled parking approximately £800,000 to £850,000.

3.3.2 It is proposed to increase parking tariffs, by 10p for 30 minutes parking up to approximately 50p for 4 hours parking, generating additional income of approximately £90,000 per annum. It is proposed that revised tariffs would be introduced in April 2018, with parking continuing to be free on Saturdays and Sundays.

3.3.2 The Council's current parking meters currently only accept cash payments. In comparison to other authorities and providers this is outdated, with parking meters available that can accept other methods of payment, including contactless payment. In addition, the majority of the parking meters are between 10 and 30 years old, with many approaching end of life. A large percentage of parts are no longer requiring to be manufactured for the machines, with refurbished and reconditioned parts being utilised to maintain operation. It is estimated that to fully replace or upgrade the parking meter supply in Paisley with modern meters capable of taking other payment methods could be approximately £800,000.

3.4 Introduction of Pay and Display charges within the wider Renfrewshire.

3.4.1 The introduction of Pay & Display parking charges for on and off street Council controlled parking facilities in Renfrew and Johnstone, would ensure better management of parking spaces to the benefit of business and visitors. It would ensure a ready availability of short stay parking for shoppers who at present are typically displaced to the edge of the town or park on yellow lines. Johnstone and Renfrew albeit smaller Town Centres, are busy and vibrant.

3.4.2 In both towns, parking supply close to the retail core is exceeded for much of the day, partly due to long stay parking. This is despite short lengths of limited waiting in both Renfrew (Hairst St) and Johnstone (behind Ludovic Square). Limited waiting parking restrictions are very difficult to enforce.

3.4.3 There is potential to boost effective parking supply and support local businesses by implementing strategies which displace longer stay parking to the edges of the town centres and encourage short stay parking in the core. Pay and Display parking offers the most effective management mechanism to achieve this.

3.4.4 The first step to progress Pay and Display proposals involves a detailed survey of on street and off street parking supply to identify the numbers of spaces that would be subject to pay and display. If the proposal is approved to proceed with Pay and Display, detailed plans with associated traffic orders would require to be prepared and consulted on, with this process typically taking up to 18 - 24 months. Implementation would follow through delineation of parking bays on street, erection of signage and installation of pay and display machines, which were able to take both cash and card/contactless payment.

3.4.5 Based on introducing the same tariffs as being proposed for Paisley Zone 2, this proposal could generate additional net income of an estimated £260,000 per annum, with a one off investment required for the purchase of parking meters, and the costs associated with lineage and roads signs of approximately £300,000. This is based on an estimated number of meters, which will be finalised once the number of on and off street spaces are identified. Again, it is proposed that parking would be free Saturdays and Sundays, with the revised parking scheme being ready to implement in 2019.

3.5 Residents Parking Permits

3.5.1 Parking permits for residents in Paisley who live within the Pay & Display zones are issued free of charge, and have been since the residents parking scheme was originally introduced in the late 1990's, with approximately 1,000 permits issues per annum. This is unusual in comparison with other large urban areas where an annual charge for a resident's parking permit is normal. Access to a parking space immediately outside a house adds value to the property and offers convenience to residents.

3.5.2 Where other local authorities charge for parking permits, the annual charge ranges from £45 to £190 per annum (excluding Glasgow and Edinburgh).

3.5.3 It currently costs the Council approximately £50,000 per annum to manage and administer the residents parking scheme, and it is proposed to introduce an annual charge of £50 for a residents parking permit to recover the costs of this scheme. The scheme would be introduced in April 2018.

3.5.4 If Pay & Display charges are widened out to Renfrew and Johnstone as detailed above, it is proposed that the parking permit scheme could also be implemented in these Town Centres at the same time.

Implications of the Report

1. **Financial** – A one off Capital investment is required of approximately £1.1million, with this being funded from the Council's Service Modernisation and Reform Fund. Additional Income of approximately £400,000 per annum, would be generated from the changes as detailed in the report.
2. **HR & Organisational Development** – none
3. **Community Planning** – none
4. **Legal** – none
5. **Property/Assets** – none

6. **Information Technology** – Consultation will be required with ICT on the contactless technology for the parking meters.
 7. **Equality & Human** – none
 8. **Health & Safety** – none
 9. **Procurement** – A significant procurement exercise will be required for the procuring of the parking meters
 10. **Risk** – none
 11. **Privacy Impact** – none
 12. **Cosla Policy Position** – none
-

List of Background Papers

- (a) Current Parking Tariffs in Paisley Residents
- (b) Residents Parking Permit Charges in other Local Authorities

The foregoing background papers will be retained within the Environment & Communities department 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 Debbie Farrell, Finance Business Partner, x7536. Email debbie.farrell@renfrewshire.gov.uk

Author: Debbie Farrell, Finance Business Partner - Environment & Communities
Debbie.Farrell@renfrewshire.gov.uk
Ext 7536



To: INFRASTRUCTURE, LAND AND ENVIRONMENT POLICY BOARD

On: 8 NOVEMBER 2017

Report by: DIRECTOR OF ENVIRONMENT & COMMUNITIES

Heading: OPERATIONAL PERFORMANCE REPORT

1. Summary

- 1.1 This report provides an overview of key service activities over the first 6 periods of 2017/2018, namely 1 April 2017 to 15 September 2017. This report provides an operational performance update on the services and key projects delivered during this period.
-

2. Recommendations

- 2.1 It is recommended that the Infrastructure, Land and Environment Policy Board notes the operational performance update detailed within this report.
-

3. Background

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

Operational Updates

4. Amenity Services

Land Services – Parks Regeneration

4.1 Phase 1 of the investment works at Robertson and Barshaw Parks have largely been completed. The phase 1 investment has focused on improvements to path and road infrastructure within the parks and new play equipment areas to complement the existing play park equipment. The new play areas in Barshaw and Robertson Parks have opened with very positive feedback received by users and visitors to the park.

4.2 As part of the Council's investment of £2.25 million in parks regeneration, £250,000 was allocated to 5 Neighbourhood Parks and attention now turns to these parks with development of plans to support improvements in the infrastructure and equipment. Asset condition surveys and engagement with community groups will be undertaken between end 2017 and spring 2018. The recruitment of supporting specialist officers is ongoing and will support community and friends groups to pursue external funding in parks.

StreetScene

4.3 The integrated seasonal workforce undertaking work for StreetScene during the summer 6-month period have transferred into the Roads operations service to undertake winter maintenance activities over these next 6 months. This flexible workforce increases the service's resilience to delivery and response to winter maintenance activities.

4.4 StreetScene continue to support events throughout Renfrewshire and is preparing for the busy autumn and winter events programme across Renfrewshire. Events including the SPREE week, Halloween Festival, Fireworks Event and the seasonal Christmas Lights "Switch On's" across all our communities. These events provide a wide range of interest to local communities, attracts visitors and increases footfall for local businesses.

Roads Capital Programme, 2017/18

4.5 The roads capital investment programme for 2017/18 was approved by Council in February 2017 to deliver a capital investment of £6.7m in Renfrewshire's roads and pavements. The programme consists of 85 roads in strategic routes as well as providing improvement on a significant number of rural and residential areas.

4.6 The delivery of the investment programme is progressing well with multiple roads and pavements, now completed. Improvements and repairs are now noticeable on a number of main routes, residential streets and pavements and this will continue throughout the remainder of the financial year 2017/18. As a result of progress being made and the reduction in the estimated cost of planned improvements, through tendering and procurement market efficiencies, the programme of reserve schemes, is able in part to be progressed.

Environment and Place, Team Up to Clean Up

- 4.7 The 'Team Up to Clean Up' campaign as launched on 2 November 2017 with activities focussing on street cleaning, gully maintenance, rapid response services, road infrastructure improvements, support & engagement with communities and volunteer participation, will have a positive impact on strengthening local communities and improving the local environment across Renfrewshire:
- An enhanced programme of roads gully maintenance has been introduced to complement existing activity and allow gullies to be examined, and where appropriate, drained and cleaned;
 - An increased road sweeping provision will mean Renfrewshire's residential roads will now be swept every two months;
 - 6 new dedicated litter pickers have been employed to complement existing street cleaning activity and will work to clear litter from their area whilst also addressing any other cleanliness issues they come across on their route;
 - A Rapid Response Team service will be expanded with a focus on rural communities to undertake patrols and tackle reports of fly tipping, fly posting and similar activity.
- 4.8 A total of 8 "Team Up to Clean Up" community engagement sessions have taken place across Renfrewshire, including one for school pupils. The aim was to seek community input to assist in directing the campaign. The sessions were attended by a broad range of community groups and individuals. A recurring thread was the value placed on a central resource, an easy to find website where community groups could visit to find other groups contact details and activities being undertaken. They also requested support by way of posters and fliers to promote their own events.
- 4.9 A Team Up to Clean Up area has been developed and is now being promoted on the Council's website. This will be further populated with community group details and activity as the campaign progresses. Webpages offer schedules of works in relation to gully cleaning and road sweeping, advice on recycling and information on responsible dog ownership. A dedicated litterpick phone number is advertised together with advice on conducting a litterpick.
- 4.10 The Team Up to Clean Up official launch took place in Knockhill Park in Renfrew which has been highlighted as an example of best practice in how community groups (The Friends of Knockhill Park) can work positively to improve their local area. Empowering and supporting communities to assist the Council in delivering services is a focus for the Team Up to Clean Up campaign and several community groups have showcased the great work currently being undertaken. A litterpick in the streets surrounding Knockhill Park was undertaken which was well supported by Elected Members, local school pupils and community groups (including some from other LAC areas). Local press also attended to promote the campaign. The event showcased the campaign branding on Council vehicles and equipment and the new brand will continue to feature prominently on promotional materials throughout the campaign.

Waste Services

- 4.11 On September 2017 SEPA published the audited / official statistics for household waste recycling for the period January to December 2016. In 2016, the Scottish average recycling rate was 44.8%, an increase of 0.6% on 2015 figures, with Renfrewshire's recycling rate being 48.5% an increase of 4.6% on the previous year's figures and now 3.7% above the Scottish average.

Street Lighting

- 4.12 Renfrewshire's £11m LED Street Lighting Improvement strategy commenced implementation in April 2016. To date 97% of the programme has been completed. The programme was broken into 3 phases, the contractor awarded the phase 2 and phase 3 contracts in late August went into administration. As a result of this position the programme completion has been delayed for approximately 6 to 8 weeks while new contractors were appointed.

As planned, a night time audit has been undertaken of all the street lights converted to LED lanterns. The audit results have been positive with light levels shown to be in excess of the minimum lighting levels required for residential areas as set out in the design specification. Remedial actions identified in the audit are programmed for completion. A Street Lighting Improvement Strategy completion report will be brought back to the next meeting of this Policy Board.

- 4.13 Street Lighting Repairs – improved performance within the in-house Street Lighting Repair team has been sustained, with 99% of repairs being undertaken within the performance target of 7 days from the date reported, and an overall first fix performance rate exceeding 95%.

Fleet Services

- 4.14 One of the vehicle maintenance service's apprentice mechanics was shortlisted and won the Invest in Renfrewshire apprentice of the year award for 2017. The same apprentice was also shortlisted in APSE's UK apprentice of the year awards where he was a runner up.
- 4.15 As part of an ongoing review of the delivery of the Council's transport provision for Children Services and the Health & Social Care Partnership as specific to the use of school buses, social transport buses and taxis some operational changes are being developed to improve efficiency and reduce costs, including;

- optimising productivity of the existing 33 council operated bus routes, through planned workforce changes.
- A review of the use of single occupancy taxis.

Transportation

Inchinnan Bascule Bridge

- 4.16 Inchinnan Bascule Bridge (the only one of its kind in Scotland), is over 200 years old and continues to play a significant role in the transportation infrastructure of Renfrewshire. As part of this year's capital investment, the replacement of a number

of the damaged deck pans was planned for August 2017, involving a 7-day closure of the bridge. In June 2017, a detailed inspection identified that the bridge opening mechanism was in need of immediate repair. It was decided to undertake the mechanical repairs and the deck pan replacement at the same time to avoid the series of disruptive closures needed to repair the individual elements.

- 4.17 Works were scheduled for a 4-week closure from 5th August, they were undertaken in 3 weeks and the Bascule Bridge reopened to vehicles on Sunday 27th August 2017. During the course of the scheduled works, the bridge remained open to pedestrians and cyclists.

5. Renfrewshire Community Safety Partnership

2017 School Parking Safety and Idling Initiative

- 5.1 This campaign aims to make drivers aware of the dangers of parking illegally or inconsiderately near schools and the threat that idling engines can pose to children's health. Following on from the campaign in 2015-16 where 18,894 text messages were sent to parents/guardians, combined with thousands of leaflets distributed to drivers, this year's campaign aims to be equally successful. A further 10 schools have been identified to be part of the 2017 School Parking Safety and Idling Initiative where evidence shows that illegal parking and vehicle idling are particular issues. Banners highlighting the issues relating to engine idling and dangerous parking have been erected outside some schools and wardens are patrolling during key times to reinforce the messages. Information has been communicated through the Council website, text alerts, school newsletters, leaflets and local media. This action supports wider activities relating to road safety carried out at schools across Renfrewshire. Over the remainder of the year the campaign will be further rolled, encompassing all 10 schools identified.

Vehicle Emissions Testing

- 5.2 On 11 and 12 October 2017, Vehicle Emissions testing was carried out in Paisley (11 October) and Johnstone (12 October) Air Quality Management Areas. 432 vehicles were tested over the 2 days of testing. In total 3 vehicles failed the emissions test and were issued with a Fixed Penalty Notice which will be waived if they provide evidence within the next fourteen days that their vehicle exhaust emissions have now been retested and comply with current legislation
- 5.3 A number of taxis were tested over the two-day campaign with 1 East Renfrewshire private hire failing an emissions test resulting in an immediate suspension - 1 Renfrewshire private hire was also suspended for operating with an expired plate. In total 36 Renfrewshire Taxis / private hires were inspected & 5 defects for minor faults were also detected.
- 5.4 All drivers stopped & tested were given a Renfrewshire Council Greener Renfrewshire Vehicle "Don't Be An Idler" Information leaflet & an explanatory letter.

6. Regulatory Services

Pricing and Medical Weighing

- 6.1 The trading standards team is currently taking part in a national trading standards liaison group project looking at pricing in the electrical and e-commerce sectors. New pricing guidance will be consulted to ensure traders are being clear about price reductions and the applicability of special offers. Traders will be given advice to secure compliance in the first instance, and formal warnings will only be considered if compliance is not achieved.
- 6.2 The first of a series of visits has now been made to the Royal Alexandra Hospital to check equipment used for medical weighing. Patients are often given treatment or medication based on their body mass, and as such it is crucial that equipment is both accurate, and regularly serviced. High risk areas have all been checked and all weighing equipment was found to be of the accurate and of the correct type. Low risk areas will be checked over the next two months.

Best Bar None Renfrewshire

- 6.3 Best Bar None is an accreditation scheme which rewards high standards and good practice in the licensed trade sector. The Scottish Business Resilience Centre (SBRC), who run the Best Bar None scheme in Scotland, are providing the administration and assessment for the Renfrewshire scheme this year. The Scottish Business Resilience Centre advise that they have had 9 applications for the scheme this year – a decrease of 3 from last year. Applications have fallen across the country, with many long-standing venues feeling that they have gained all they can from the scheme. The 9 Renfrewshire venues will be assessed against national standards in October, with judging taking place in late November 2017. Outstanding local venues can go forward to the National Awards in March 2018.

Tackling Poverty

- 6.4 Through the Council's Tackling Poverty funding, the service is continuing to identify unregistered private landlords and to take enforcement action, where appropriate, to ensure that these landlords comply with their legal responsibilities. To date 391 potentially unregistered landlords have been investigated with 206 applying for registration and 144 being issued with Rent Penalty Notices for failing to rent.
- 6.5 The service is also investigating landlords who rent property in poor condition. Where landlords fail to maintain their privately let property the service has powers to make an application to the Housing and Property Chamber First Tier Tribunal for Scotland and to date inspections of 70 properties have been made and whilst the majority of landlords have undertaken works to improve their property condition, several have been the subject of applications to the Housing and Property Chamber. This work will assist in driving up standards within the sector.

7. Performance Update – Indicators and Targets

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

A Better Future – Place			
1. Food Hygiene Information Scheme - % of premises which currently achieve a Pass rating			
97%	97%	97.6%	<p>Of the 1,329 premises in Renfrewshire food hygiene scheme, 1,297 achieved a 'Pass' rating. This reflects a very high level performance where 97.6% of food premises inspections meet or exceed compliance at the point of inspection.</p> <p>This reflects a very high level of performance where food premises meet or exceed compliance standards at any given inspection. All premises are required to make the improvements necessary to achieve the Pass rating in order to continue trading.</p>
2. Trading Standards – Consumer Complaints completed within 14 days			
82%	82%	97%	<p>This performance was above the period 6 target of 93%. At the end of period 6, the service dealt with 128 consumer complaints, 124 of which were completed within the 14-day timescale.</p>
3. % of household waste which is recycled (** Waste data is now published by SEPA on a calendar year basis – this is the data for 2016 calendar year and has still to be verified by SEPA.)			

55%	55%	48.6%	<p>This is the data for the second quarter of 2017 calendar year and is an estimate which has not yet been verified by SEPA. The recycling rate was estimated to be 48.6%.</p> <p>Waste performance data is measured on a calendar year basis. The 48.6% performance detailed above reflects the second quarter of the calendar year i.e. April to June 2017. The 48.6% compares with a 48.7% performance level for the same period in 2016.</p>
A Better Council			
4. Land Audit Management System - % of areas assessed as acceptable			
90%	90%	98%	Performance in the first 6 periods of 2017/18 exceeded the target of 90%.
5. % of front line resolutions dealt with within timescale			
i) Environment & Communities			
100%	100%	84%	Environment & Communities has received 2,626 front line resolutions in the first 6 periods of 2017/18, of which 2,196 (84%) were responded to within timescale.
ii) Amenity Services			
100%	100%	84%	Over the same period Amenity Services received 2,493 front line resolutions of which 2,084 (84%) were responded to within timescale.
iii) Regulatory Services			
100%	100%	85%	Regulatory Services received 13 front line resolutions in the first 6 periods of 2017/18 and 11 were responded to within timescale.
6. % of complaint investigations dealt with within timescale			
i) Environment & Communities			
100%	100%	85%	Environment & Communities has dealt with 13 complaint investigations in the first 6 periods of 2017/18, 11 (85%) of which were dealt with within the agreed timescale.

ii) Amenity Services			
100%	100%	100%	Amenity Services has dealt with 7 complaint investigations; all (100%) were dealt with within the agreed timescale.
iii) Regulatory Services			
100%	100%	100%	There were 2 complaint investigations for Regulatory Services in the first 6 periods of 2017/18 and these were dealt with within the agreed timescale.
7. % of Freedom of Information requests completed within timescale			
Environment & Communities			
100%	100%	100%	All FOIs were responded to on time, achieving the annual target. 215 FOI requests were received, 168 of which were departmental specific and the other 47 were cross-departmental.
8. (Traffic and Transportation) Traffic light failure - % of traffic light repairs completed within 48 hours			
95%	95%	80.3%	At the end of Period 6, 80.3% of traffic repairs were completed with 48 hours. Performance has not achieved target due to the requirement for civils works as a result of road traffic accidents. These are more time consuming than reactive repairs.
9. Overtime as a % of total employee costs			
i) Environment & Communities			
6%	6%	6.6%	The level of overtime across Environment & Communities , in the first 6 periods of 2017/18, was slightly above target. This was due to additional overtime being required to deliver two elections in the reporting period with all cost recoverable.

ii) Amenity Services			
6%	6%	5.1%	In this period the level of overtime in Amenity Services was within target.
iii) Regulatory Services			
6%	6%	0.9%	In the same period the level of overtime in Regulatory Services was within target.
10. Sickness Absence Figures:			
i) Environment & Communities			
4%	4%	6.8%	<p>The absence level for Environment & Communities at the end of period 6 was 6.8% compared to the target of 4%.</p> <p>The absence level of 6.8% is due to a number of long term absences, with the overall absence rate consisting of:-</p> <ul style="list-style-type: none"> - 76.5% long-term absences - 23.5% short-term absences. <p>Absence continues to be addressed through the Council's supporting attendance procedures and the utilisation of occupational health services.</p>
ii) Grounds Maintenance			
4%	4%	2.6%	<p>Absence level for grounds maintenance employees was 2.6% at the end of period 6 and was within target.</p> <p>Overall absence rate is made up of:-</p> <ul style="list-style-type: none"> - 52.8% long-term absences - 47.2% short-term absences. <p>Absence is within target.</p>

iv) Street Cleansing			
4%	4%	1.6%	<p>Absence levels for street cleansing employees was 1.6% end of period 6.</p> <p>The absence level of consisted of:-</p> <ul style="list-style-type: none"> - 40.6% long-term absences - 59.4% short-term absences. <p>Absence continues to be addressed through the Council's supporting attendance procedures and the utilisation of occupational health services.</p>
v) Refuse Collection			
4%	4%	8.1%	<p>Absence levels for refuse collection employees was 8.1% at the end of period 6.</p> <p>This consisted of:-</p> <ul style="list-style-type: none"> - 54.1% long term absence - 45.9% short term absences. <p>Absence continues to be addressed through the Council's supporting attendance procedures and the utilisation of occupational health services.</p>
vi) Roads & Transportation			
4%	4%	2.1%	<p>Absence levels for Roads & Transportation employees was 2.1% at the end of period 6.</p> <p>Overall absence is made up of:-</p> <ul style="list-style-type: none"> - 65.2% long-term absence - 34.8% short-term absence. <p>Absence continues to be addressed through the Council's supporting attendance procedures and the utilisation of occupational health services.</p>

vii) Regulatory Services			
4%	4%	2%	<p>Absence levels for Regulatory Services employees was 2% at the end of period 6. This consisted of:-</p> <ul style="list-style-type: none"> - 86.6% long-term absence - 13.4% short-term absence. <p>Absence continues to be addressed through the Council's supporting attendance procedures and the utilisation of occupational health services.</p>
11. % of pothole repairs completed within timescales			
66%	66%	66%	In the first half of 2016/17, 66% of pothole repairs were completed within the agreed timescales.

Implications of the Report

1. **Financial** – Service improvements and changes as detailed in Section 4.1.6 will deliver financial benefits over the medium term
2. **HR & Organisational Development** – Implementation of the service improvements above will result in changes to the shape and size of the workforce. Supporting people through a period of change will be a major priority, with the proposals potentially involving the voluntary release of employees.
3. None.
4. **Community Planning** – the report details a range of activities which reflect local community planning themes.
5. **Legal** – None.
6. **Property/Assets** – The Council’s roads, fleet and open space infrastructure is maintained and enhanced.
7. **Information Technology** – None.
8. **Equality & Human Rights** - The recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals’ human rights have been identified arising from the recommendations contained in the report because it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council’s website.
9. **Health & Safety** – None.
10. **Procurement** – None.
11. **Risk** – None.
12. **Privacy Impact** – None.
13. **CoSLA Policy Position** - none

List of Background Papers: None

Author: Shona MacDougall, Director of Environment & Communities
e-mail: shona.i.macdougall@renfrewshire.gov.uk



To: INFRASTRUCTURE, LAND AND ENVIRONMENT POLICY BOARD

On: 8 NOVEMBER 2017

Report by: DIRECTOR OF ENVIRONMENT & COMMUNITIES

**Heading: WASTE MANAGEMENT STRATEGY PROGRESS UPDATE & REFRESH –
IMPROVING RECYCLING IN RENFREWSHIRE**

1. Overview

- 1.1 This report sets out both a progress update and a refresh of the Council's Waste Management Strategy as developed since 2009 with Managed Weekly Collections (MWC) and in 2012, with the commencement of the Clyde Valley Residual Waste Treatment & Disposal Project. The report also outlines the challenging external drivers and global market conditions as now affecting the Council's Waste Strategy and sets out service change proposals to address these external drivers, through reducing residual waste and improving the quality of dry recyclate through improved segregation.
- 1.2 There are a number of challenging external drivers which impact on the Council's Waste Strategy going forward, including global market prices for recyclate materials, legislation, including the future ban on landfill from 2021 and transition towards compliance with the Scottish Government Household Waste Charter, which is aimed at increasing recycling and improving the quality of recyclate sent for processing & disposal.
- 1.3 The cost of processing recyclate material is driven by global markets, which are changing. Global markets are seeking high quality recyclate material through better segregation, predominantly at source when the public present their bins for collection. It is essential to improve the quality and quantity of recyclate material, as high quality recyclates reduce the cost of processing and consequently support the circular economy whereby so far as possible waste created in Scotland is treated in Scotland.

- 1.4 The principal provisions of Scotlands Zero Waste Plan which apply to local authorities include:
- Recycling 50% of household waste by 2013, 60 % by 2020 and 70% by 2025,
 - From 2014 ensure that houses are provided with a separate collection service for dry recyclates and other waste,
 - Ensure that by 2014 commercial premises are provided with a separate collection service for dry recyclates and other waste,
 - Households must be provided with a collection service for food waste by 2016, and
 - By 2021 untreated biodegradable municipal waste is banned from landfill.
- 1.5 Renfrewshire's recycling performance has shown incremental increases from 37.4% in 2009 to 48.5% in 2016, driven by a number of service delivery changes as commenced with the introduction of managed weekly collections in 2009. To further improve Renfrewshire's recycling performance of 48.5%, fundamental changes are required to both waste collection and current disposal arrangements, taking cognisance of external drivers and reflecting global market conditions.
- 1.6 The primary service drivers, including behavioural change, towards increased recycling levels are:
- Reducing residual waste. This includes reduced capacity for residual waste to drive householders behavioural change;
 - A comprehensive education & awareness strategy, with a supporting communications campaign to engage all householders.
- 1.7 A review & analysis of the Council's kerbside waste collection arrangements, waste tonnages, waste disposal contracts and recycling performance has been undertaken to develop a refreshed Waste Strategy for Renfrewshire. Service delivery changes, as emerging from this review & analysis and which are also required to address the external drivers (as set out in paragraph 1.2 above) are set out later in this report as at paragraphs 4.2.1 to 4.2.4.
- 1.8 The implementation for the proposed service delivery changes is Autumn 2018 and the implementation will be supported by a comprehensive education & awareness and communications strategy to engage householders and support behavioural change.
-

2. Recommendations

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

- 2.1 Approves the service delivery changes to the kerbside refuse collection service provided to Renfrewshire's households as set out in paragraphs 4.2.1 to 4.2.4 of this report,
- 2.2 Notes the development of a comprehensive education & awareness strategy, with a supporting communications campaign to support a refreshed Waste Strategy for

Renfrewshire and implementation of the service delivery changes, as set out in paragraphs 4.2.1 to 4.2.4 of this report, and

2.3 Notes the requirement for the development of a business case for the future long-term collection & disposal arrangements required for glass collections.

3. Need for Change – Responding to External Drivers & Improving Recycling

3.1 Renfrewshire has proactively introduced a number of key service changes in recent years and as part of the Council's Waste Strategy "journey", including:

- Introduction of Managed Weekly Collections (2009),
- Clyde Valley Residual Waste Treatment & Disposal Project (2012-2020, in advance of landfill ban of 2021)
- Introduction of an on-request textile collection service and enhanced bring bank facilities,
- Provision of comingled food & garden waste services,
- Roll out of kerbside wheeled bin collections to Erskine and other parts of Renfrewshire, previously on sack collections. This has resulted in the percentage of sack collection properties reducing from 5.3% to 1.4%.

3.2 These service changes have had a significant impact on the Council increasing its recycling performance from 37.4% in 2009 to 48.5% in 2016, which is now above the Scottish average (44.8%). The refreshed Waste Strategy and proposed service changes as set out at paragraphs 4.2.1 to 4.2.4 of this report will support improvements required to at least achieve the 50% recycling target of 2013 and potentially up to a 5% improvement to the Council's current performance level.

3.3 A key factor in the Council improving its recycling is to address the external drivers and global market conditions it faces. The current markets for recycling dictate that it is essential to improve the quality and quantity of recycling and further separate comingled recyclate materials. High quality recyclates are easier & more cost effective to recycle, achieving a higher value in global markets through reducing processing costs.

3.4 As outlined in paragraphs 1.2 and 1.4 above the Council faces a number of legislative responsibilities as well as national policy and guidance in relation to recycling. At the Leadership Board of 8th June 2016 the Council's commitment to the Scottish Household Waste Charter was approved. This is a commitment through the Household Waste Charter to transform waste services to achieve a more uniform waste collection service nationally, to improve collection rates and create a consistent stream of high quality recyclates. The service delivery changes as set out later in this report at paragraphs 4.2.1 to 4.2.4 will transition the Council towards compliance with the Charter and the associated Code of Practice.

3.5 The review & analysis of the Council's kerbside waste collection arrangements, as referenced in paragraph 1.7 above indicates that the current waste volumes and contents of residual waste bins have spare capacity of approximately 30% for an average household

and that residual waste bins still contain a high volume of materials that could and should be recycled.

4. Proposed Service Changes

4.1 Current Kerbside Refuse Collection Service

- 4.1.1 In Renfrewshire, since 2009 kerbside waste has been collected through a managed weekly collection (MWC) approach for around 60,000 households (69% of all households) with a three 240 litre wheeled bin system of residual (grey), mixed dry recyclate (blue) and comingled garden & food (brown).
- 4.1.2 The current kerbside collection arrangements for those properties not on a kerbside wheeled bin collection, around 27,000 households (31% of all households) vary from bulk bin collections, communal wheeled bin, sack collections or rural collection arrangements. These households are predominantly within tenemental, flatted or maisonette properties.
- 4.1.3 A review of the Council's kerbside waste collection arrangements has been undertaken to develop future service delivery arrangements that will; continue to deliver high quality services to the public; respond to external and global market drivers; reduce residual waste; improve recycling; improve the quality of recyclate collected; whilst seeking to transition the Council towards compliance with the Scottish Government's Household Waste Charter and associated Code of Practice.

4.2 Proposed Kerbside Refuse Collection Service

- 4.2.1 The proposed kerbside refuse collection service delivery model will impact on the 60,000 households on a kerbside wheeled bin collection, including some flatted properties who receive a kerbside wheeled bin collection, in the following way:
- Householders will receive a collection service every week with at least one bin being uplifted every week.
 - Residual waste (grey bin) being collected on a 3-weekly basis instead of fortnightly.
 - Dry recyclate (blue bin) being separated into two separate bins – one for paper & card and another for plastics, cans and glass (this additional bin being provided free of charge). These dry recyclate bins would then be collected on alternate fortnights.
 - Comingled food & garden waste (brown bin) will be unaffected by these proposals.
 - Glass will continue to be collected with dry recyclates as set out above, but there is a requirement for the development of a business case for the future longer-term collection & disposal arrangements for glass.
- 4.2.2 For those tenemental, flatted and maisonette properties, around 27,000 households, that do not receive a kerbside wheeled bin collection it will be necessary to make changes to the recycling infrastructure provided through bulk & communal bins, to also segregate dry recyclate into paper & card and plastics, cans & glass. There will be no change to the frequency of residual waste collections for these properties.

- 4.2.3 Each household, where practicable will continue to be provided with a 240 litre wheeled bins. Where a householder requests a larger or smaller bin for example 180 litre or 360 litre this will be accommodated taking account of the circumstance and the household size. Households where medical circumstances prevail can be provided with individual arrangements to suit their particular circumstances.
- 4.2.4 It is anticipated that the revised kerbside collection arrangements for wheeled bins, as set out on paragraph 4.2.1 above will result in a reduction in the level of residual waste and improvements in recycling levels of up to 5%. This will have a significant impact on associated waste disposal costs.

5. Implementation – Education & Awareness and Communications

- 5.1 The increase in recycling performance associated with the previous changes to refuse collection arrangements has demonstrated that Renfrewshire's residents respond well to change and have played a significant role achieving the Council's improved recycling level of 48.5% in 2016.
- 5.2 The proposed implementation timescale for the service delivery changes as set out in paragraph 4.2.1 above is for Autumn 2018, and will be fully supported by an extensive education & awareness strategy with a supporting communications campaign designed to engage householders and support behavioural change.

5.3 Education & Awareness

- 5.3.1 The implementation will be supported through an extensive programme of roadshows, drop in sessions, household visits and advice & support to community groups and residents.
- 5.3.2 There will be a number of specialist waste advisors employed, in advance of the service delivery changes being implemented to promote the need for changes and to provide one to one & tailored advice and support to householders.
- 5.3.3 Waste advisors will be present within communities at the time of the service changes being made, to support householders in ensuring the correct bins are being presented and household waste is being segregated into the correct bin. The waste advisors will work with the refuse collection operatives to support households who are not utilising the service effectively and to encourage and support them with the new collection arrangements. The refuse collection crews will also require a detailed training programme to ensure the service re-routing that will be required by the new collection arrangements is implemented effectively.

5.4 Communications

- 5.4.1 The planning and development of the communications campaign will commence in early 2018, with a programme of individual household and Renfrewshire wide communications running through until mid-2018, with a significant increase in communications running through to the service change in autumn 2018 and beyond the first year of service changes.

- 5.4.2 The communications will take the form of individual communications to each household, social media and other media channels including fleet advertising.
- 5.4.3 The communications will promote reducing residual waste and improving recycling through better segregation of recyclate materials. Detailed communications about the service delivery changes will be provided to every household, explaining what the change will mean for their household as relating to bins & calendars, detailing collection days & frequencies, along with information as to how to use the new service and encourage and promote the service changes and householder recycling.

6. Implications – Financial & Operational

6.1 Operational Implications

- 6.1.1 The proposed service delivery changes will impact on approximately 60,000 of Renfrewshire's households i.e. those currently with a kerbside wheeled bin collection, this includes some flatted properties that currently have a kerbside wheeled bin collection. The 60,000 households will receive a 3-weekly kerbside collection service for residual waste, with an additional bin being provided for dry recyclate. This will allow dry recyclate to be separated into paper & card and plastic, cans & glass, collected on a managed fortnightly basis. This will require a significant service rerouting exercise, encompassing residual waste and recycling kerbside collections to the 60,000 households affected.
- 6.1.2 For those tenemental, flatted and maisonette properties that do not receive a kerbside wheeled bin collection it will be necessary to make changes to the recycling infrastructure of both communal bins to also segregate dry recyclate into paper & card and plastics, cans & glass. There will be no change to the frequency of residual waste collections for these properties.
- 6.1.3 Comingled garden & food kerbside collections will not be affected operationally other than collection days may require to be changed.

6.2 Financial Implications

- 6.2.1 As a result of implementation of the revised kerbside refuse collection arrangements there will be an associated investment of approximately £1.3 million for the provision of the additional recycling bin. This will be funded from the Council's Strategic Waste Reserve and will have a financial payback period of 1.6 years. There will be financial savings, mainly associated with better disposal prices due to the current global waste market conditions and also from associated operational costs.
-

Implications of the Report

1. **Financial** – A £1.3 million investment as detailed in paragraph 6.2.1 of the report will be required to be funded from the Council's Strategic Waste Reserve, with a financial payback period of 1.6 years. The financial savings as referenced in paragraph 6.2.1 of the report will arise from the implementation of the service delivery changes to residual waste and dry recycle kerbside collections.
 2. **HR & Organisational Development** – The service delivery changes will result in a small reduction in the number of employees, approximately 6, which can be managed as part of the service workforce planning process, utilising VR/VER and redeployment.
 3. **Community Planning**
Creating a Sustainable Renfrewshire – It is anticipated that a combination of the revised collection arrangements for residual waste and the provision of the additional recycling bin will increase household recycling levels by up to 5%
 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 as the proposals recognise individual arrangements that would have to be accommodated due to particular circumstances. 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** – A Procurement Strategy will be developed to recognise the required changes to waste disposal contracts and the additional infrastructure.
 10. **Risk** – A risk register will be prepared as part of the implementation and Council's Project Management Framework will be utilised.
 11. **Privacy Impact** – None.
 12. **CoSLA Policy Position** - None.
-

List of Background Papers: None

Author: Shona MacDougall, Director of Environment & Communities
Email: shona.i.macdougall@renfrewshire.gov.uk



To: The Infrastructure, Land and Environment Policy Board

On: 8 November 2017

Report by: Director of Environment & Communities

**Heading: Local Bus Services in Scotland – Improving the Framework for Delivery -
A Consultation, 13 September 2017
Consultation Response**

1. Summary

- 1.1 The Scottish Government has issued a consultation to seek views on means to improve the framework for delivery of local bus services in Scotland. The consultation opened on 13 September 2017 and closes on 5 December 2017.
- 1.2 Three quarters of all public transport journeys in Scotland are made by bus. However, the sector faces significant challenges with the overall number of passenger journeys decreasing and service cutbacks in some places which can leave communities without a public transport option.
- 1.3 Responses to this consultation will help to inform the development of future laws and guidance on bus services in Scotland.
- 1.4 Local authorities carry out their own transport functions and work within their Regional Transport Partnerships (RTP) to deliver public transport. Renfrewshire delivers public transport functions through Strathclyde Partnership for Transport (SPT).
- 1.5 Scottish Government has a responsibility to improve bus services for passengers, and for those who would be bus passengers. However, the existing set of improvement options for transport authorities is considered inadequate and can be inflexible or overly bureaucratic. The Scottish Government is presenting proposals to improve those options, be they improved partnership arrangements, local franchising

or even local authorities running bus companies. Scottish Government also propose to require bus operators to share information on routes, timetables, punctuality and fares.

1.6 Renfrewshire Council is supportive of proposals that ensure there are tools that will help to arrest and reverse the decline in bus patronage and to maintain a sustainable bus network across Scotland and has no objection to proposals put forward in the consultation which are:

- Replacing the Statutory Quality Partnership with the Service Improvement Partnership.
- Local authorities being given the power to franchise local bus services, given the correct consents, checks and balances.
- Transport authorities being able to run their own bus operations or an arms-length bus company given the correct checks and balances.
- Operators of local bus services being required to release open data on routes, timetables, punctuality and fares.

2 Recommendations

2.1 It is recommended that the Infrastructure, Land and Environment Policy Board approve the attached response by Renfrewshire Council to the Scottish Government's consultation on Local Bus Services in Scotland – Improving the Framework for Delivery, 13 September 2017.

3 Background

3.1 Scottish Government has issued a consultation to seek views on means to improve the framework for delivery of local bus services in Scotland. The consultation opened on 13 September 2017 and closes on 5 December 2017.

3.2 The Minister for Transport and the Islands suggests that for many local authorities (or RTPs where relevant), with healthy patronage and a competitive bus market, the best approach may be to continue as they are. Scottish Government will not force transport authorities to adopt any proposals derived from this consultation, but where one is looking for a way to improve its bus services, Government wants to ensure that it has a range of viable and flexible tools at its disposal.

3.3 Buses form a fundamentally important part of the transport system in Scotland. In 2015-16, 409 million trips, 76% of all public transport journeys, were made by bus. Urban areas are better served by more frequent buses when compared with rural areas, owing largely to the 'critical mass' of passengers making services commercially viable.

- 3.4 Passenger numbers have been decreasing over the long term and the industry faces a number of external and internal challenges. The overall decline in Scotland has been dominated by that in the South West, which in turn is dominated by Glasgow and the wider Glasgow region.
- 3.5 80% of bus services are commercially operated with the remaining 20% supported by transport authorities. The bus market in Scotland has matured since privatisation began in the mid-1980s. Competitive competition between bus operators is now uncommon and there are barriers to entering new geographic markets with established incumbents which makes potential competition between operators less effective.
- 3.6 Bus operators compete directly for transport authority tendered services. Competition for local bus service contracts has reduced and where there is less competition, there is the risk of tender prices increasing, which in turn puts pressure on transport authority support budgets.
- 3.7 Bus operators in Scotland received £671 million in revenue in 2015- 16. Almost half (£301 million, 45%) of operator revenue came from Local or Central Government through concessionary travel reimbursement (£189 million), Bus Service Operators Grant (BSOG) (£53 million) or payments from local transport authorities for supported services (£59 million). Passenger revenue (i.e. ticket sales to non-concessionary passengers) accounted for around 55% of operators' revenue (£370 million). In 2017- 18 the reimbursement rate is 56.9% of the cost of the adult single fare for the journey undertaken.
- 3.8 The Scottish Government's agency, Transport Scotland, sets the national policy framework and provides funding to support bus services. The Traffic Commissioner for the Scottish Traffic Area is the independent licensing and regulatory authority. Provided that an operator registers a service with the Office of the Traffic Commissioner they can operate any route they wish to any timetable (subject to certain conditions). Bus operators use their commercial judgement to determine service routes and frequencies.
- 3.9 Strathclyde Partnership for Transport (SPT) is responsible for ensuring that bus services in its geographical area meet local needs. Under the Transport Act 1985, SPT has a duty to subsidise services that it deems to be socially necessary and that would otherwise not be provided commercially.
- 3.10 Renfrewshire Council entered into a statutory Quality Partnership (sQP) with SPT and McGill's buses five years ago to use investment in infrastructure in Paisley to secure improvements in services. The Council set standards which bus services using the council supplied infrastructure had to satisfy. The sQP achieved its goal of raising the standard of bus travel in Renfrewshire.
- 3.11 The Transport (Scotland) Act 2001 also introduced Quality Contract legislation (QCs), which allows transport authorities to introduce local franchising arrangements. They enable transport authorities to specify a wide range of standards such as

frequency, fares and routes. Scottish local authorities have not pursued this option because the QC system is felt to be too burdensome to attempt.

- 3.12 A number of local authorities have also publicly stated their desire to run their own buses either directly or via an arm's length company, much like Lothian Buses. It has been fed back to that the existing legislation around this topic is unclear and that inhibits the option of taking this forward.

4 Bus Usage – Challenges

4.1 The bus industry in Scotland is faced with the following challenges:

- Bus patronage is declining in Scotland.
- Bus satisfaction scores have reduced in recent years.
- Passengers expect better information and ticketing offers.
- In rural areas it is becoming increasingly difficult for services to remain commercially viable and hence for the network to be maintained.
- Lack of competition in the market is pushing costs up and making services vulnerable.

4.2 Bus Users Scotland reports that:

- Passengers look for more reliable services, friendlier drivers, bus services that continue to run into the evenings and on Sundays, and better specified and maintained buses.
- Passengers look for clear and up-to-date information about bus services (including fares), at bus stops and stations, and on in-bus audio-visual next stop journey information.
- The standard of printed information available at the stops where passengers board their bus can vary widely throughout Scotland.
- Poor information is often cited as a reason why many non-users are reluctant to try buses.

4.3 There is no single cause for the decline in passenger numbers. The increase in car ownership over an extended period and the recent low cost of car use, and in some cases parking, has had a direct impact on bus patronage. Other reasons include national lifestyle changes such as online and out of town shopping and congestion.

5 Consultation Objectives

5.1 The objective of Scottish Government's consultation proposal is to ensure that there are tools that will help to arrest and reverse the decline in bus patronage and to maintain a sustainable bus network across Scotland. To achieve this they will:

- ensure that there is a flexible and effective partnership framework for transport authorities and operators to work together;
- ensure that franchising is a viable option for transport authorities, while retaining appropriate checks and balances;

- ensure that, where appropriate, transport authorities can run their own buses either directly, or by setting up an arms' length company, with the right checks and balances;
- ensure that operators share information openly so that it is easier for people to take the bus; and
- ensure that, where services are withdrawn, operators co-operate with transport authorities to assist the latter in determining whether and how to provide alternative services.

6 Consultation Proposals

6.1 Scottish Government proposes to make changes to the existing regulatory environment around local bus service provision including:

- Replacement of the statutory Quality Partnership with the Service Improvement Partnership.
 - Firstly, it would not require the transport authority to invest in infrastructure, Secondly, it would extend the range of standards beyond that allowed in the sQP, including being able to agree frequencies on certain routes and/or setting maximum fare levels. Thirdly, it proposes to encourage the development of a genuine partnership approach through joint working from the start and then throughout the partnership.
- Local Franchising.
 - Franchising is a system where the transport authority awards the exclusive right to run a bus route or routes for a set period to the most competitive bidder. The bus service is defined by the transport authority. Tendering is still a competitive process but is competition for the market rather than competition in the market.
 - The aim is to enable it to be used for smaller scale scenarios such as routes or small networks, whilst ensuring that the right checks and balances are in place.
 - It is proposed to remove the requirement to demonstrate that franchising is 'necessary' to deliver the relevant general policies.
 - Scottish Government proposes that transport authorities use an analysis of the options for delivering the transport authority's bus policies based on an outline business case.
- Transport Authority Run Bus Services
 - The Scottish Government has no in principle opposition to transport authorities being able to run their bus services either directly or via an arms' length company, similar to Lothian Buses, subject to complying with relevant competition law.
 - There could be considerable costs involved in such a venture but the option should be available to transport authorities. However, it would be expected that checks are in place regarding affordability, appropriateness and an identifiable decision process. A business case should form part of

any process before any decision on pursuing establishment of a bus company, as would be the case for any other significant decision by a transport authority.

- Scottish Government proposes to legislate to enable transport authorities to be able to run bus services directly and/or to be able to set up arms-length companies.
- Open Data
 - Clear, high quality and up-to-date information is essential for the smooth running of bus services. Alongside members of the public (both bus users and non-users) who seek to understand the services available to them, accurate information is important to inform bodies such as transport authorities in supporting their local bus services.
 - The quality of information available to passengers in Scotland is continuing to advance, however the current system is not subject to regulation, and there is a risk that any future changes to the way operators share information could result in a reduction of the current levels of service.
 - In order to build on existing voluntary arrangements Scottish Government proposes to make provision to require the operators of local services to provide information on routes, timetables, punctuality and fares for public access.
 - Scottish Government proposes to bring forward legislation to ensure that authorities have the power to obtain the information about revenue and patronage of services being de-registered where required. While some operators are already providing this to local authorities on a voluntary basis, legislation on this issue will ensure compliance across Scotland, and address those matters identified by the Competition Commission.

7 Summary of Renfrewshire Council's Response to Consultation

7.1 Overall the Council's response to this consultation supports proposals that ensure there are tools that will help to arrest and reverse the decline in bus patronage and to maintain a sustainable bus network across Scotland and has no objection to:

- Replacing the Statutory Quality partnership with the Service Improvement Partnership;
 - Local authorities being given the power to franchise local bus services, given the correct consents, checks and balances;
 - Transport authorities should be able to run their own bus operations or an arms-length bus company, given the correct consents, checks and balances;
 - Operators of local services should be required to release open data on routes, timetables, punctuality and fares.
-

Implications of the Report

1. **Financial** - None
2. **HR & Organisational Development** - None
3. **Community Planning**
Community Care, Health & Well-being – Potential to cut emissions
Greener – The bus is seen as sustainable transport mode
Jobs and the Economy –Linking residents with jobs
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

List of Background Papers

Local Bus Services in Scotland – Improving the Framework for Delivery - A Consultation

Author: Mark Higginbotham
mark.higginbotham@renfrewshire.gov.uk
Tel: 4510

Response Form

Respondent Information Form

Please Note this form must be returned with your response.

Are you responding as an individual or an organisation?

Individual

Organisation

Full name or organisation's name	RENFREWSHIRE COUNCIL
Phone number	0300 300 0300
Address	RENFREWSHIRE HOUSE COTTON STREET PAISLEY
Postcode	PA1 1BR
Email	ES@RENFREWSHIRE.GOV.UK

The Scottish Government would like your permission to publish your consultation response. Please indicate your publishing preference: -

Publish response with name

Publish response only (anonymous)

Do not publish response

We will share your response internally with other Scottish Government policy teams who may be addressing the issues you discuss. They may wish to contact you again in the future, but we require your permission to do so. Are you content for Scottish Government to contact you again in relation to this consultation exercise?

Yes

No

Consultation Questions

The consultation questions are listed below. Respondents are asked to give an answer to the questions put on our policy proposals, this is typically to say whether you agree with them or not, and to explain that answer in a comment. There is a separate section at the end which looks at likely impacts.

Partnerships

Question 1 - Do you think that legislation (either via the existing sQP model or another) is required to secure the benefits of partnership working?

Please answer Yes or No .

Please explain your answer to this question: -

Renfrewshire has had a positive experience and outcome working with SPT and the local bus providers through entering into a sQP five years ago to use investment in infrastructure in Paisley to secure improvements in services. The Council set standards which bus services using the Council supplied infrastructure had to satisfy. The sQP achieved its goal of raising the standard of bus travel in Renfrewshire.

Question 2 - Do you feel that statutory Quality Partnerships as defined in the Transport (Scotland) Act 2001 provide the right framework for partnership working?

Please answer Yes , or No

Please explain your answer to this question: -

The present regulations allow bus companies freedom to set routes, frequencies and fares. These key metrics should be tools that are available to transport authorities to fulfil bus policy. Similarly, bus routes can be withdrawn immediately, leaving council infrastructure redundant. An alternative framework is needed with more policy powers available to the transport authority.

Question 3 – Do you agree with our proposals for Service Improvement Partnerships as outlined in pages 32-35?

Please answer Yes or No .

Please explain your answer to this question: -

The Service Improvement Partnership would enable the transport authority to invest strategically in infrastructure and a range of standards would put policy tools in the control of the authority by being able to agree frequencies on certain routes and/or setting maximum fare levels.

Question 4 – If a new form of statutory Partnership is introduced, do you agree that statutory Quality Partnerships as defined in the Transport (Scotland) Act 2001 should be replaced (i.e. they would no longer be available as a tool for LTAs)?

Please answer Yes or No .

Please explain your answer to this question: -

sQPs have proved unpopular throughout Scotland, although Renfrewshire has used it effectively. If an agreed alternative which enables more effective outcomes and partnerships is provided, then, the sQP should be replaced.

Local Franchising

Question 5 – Do you think that local authorities should have the power to franchise bus services (either via Quality Contract or another system)?

Please answer Yes No .

Please explain your answer to this question: -

Transport authorities, in their Local Transport Strategies, promote public transport as an important policy tool with the ability to take polluting private cars off the road network and to reduce congestion, yet they have no control over where buses run, how often, over what period or the fares charged unless it is a tendered supported service. A franchise arrangement puts powers to specify the bus service in the hands of the policy makers and enables the bus to serve the public, including those on lower incomes or in isolated locations. Transport authorities do influence a degree of control by the provision of socially necessary services, Scottish Government subsidy also makes up a proportion of the rest of the private bus operators' income. This transport authority funding along with Scottish Government funding could be used to support franchising arrangements in the way public authorities would wish, to support local economic and environmental needs.

Question 6 – Do you think that the existing Quality Contracts require change to make franchising a more viable option?

Please answer Yes **X** or No .

Please explain your answer to this question: -

The reluctance of local authorities to engage with Quality Contracts would suggest that they require change to make them a more practical option.

Question 7- Considering the information on our proposal on pages 38-42

Question 7(a) – Do you think that there should be any consent mechanism for an authority to begin the process of assessment for franchising?

Please answer Yes , or No **X**

Please explain your answer to this question: -

A local transport authority is in the best position to understand its requirements for improvements to its bus service network. On the basis that the assessment will draw its own conclusions on the viability of a franchise arrangement, there seems little need for another body to consent to assess for franchising. It is an assessment and not implementation of a franchise.

Question 7(b) – Do you think that there should be a requirement for independent audit of the business case for franchising?

Please answer Yes **X** or No .

Please explain your answer to this question: -

In order to provide evidence of value for money, affordability and the proper spending of public money, an independent audit will determine if the authority is acting in its own interests or against any competition legislation.

Question 7(c) – Do you think that there should be an approval process beyond that of the local authority itself, before franchising can take place?

Please answer Yes **X** or No ,

Please explain your answer to this question **including (if yes) what kind of approval process:-**

For the purposes of double checking what would be new legislation, an independent panel should approve the submission. This would ensure the decision is taken for practical and economic reasons in supporting local policy.

Transport Authority Run Bus Services

Question 8(a) – Do you think that transport authorities (including ‘model III’ RTPs) should be able to directly run bus services?

Please answer Yes .No **X**

Please explain your answer to this question: -

Transport authorities should be given the same opportunities as any other organisation to directly run bus services if appropriate to local circumstances.

Question 8(b) – Please describe the circumstances in which this might be appropriate: -

Where the transport authority is not the local roads authority, say in the case of Strathclyde Partnership for Transport.

Question 8(c) – What, if any, safeguards do you think should be put in place to ensure that no operator has an unfair advantage in a deregulated market?

Please explain your answer to this question: -

Appropriate governance and legislation would support fair and transparent bus operations.

Question 9(a) – Do you think that transport authorities (including ‘model III’ RTPs) should be able to set up arm’s length bus companies to operate local bus services?

Please answer Yes **X** No .

Please explain your answer to this question: -

Transport authorities should be given the same opportunities as any other organisation. This should not limit the ability to set up an arms-length company to run bus services if appropriate to local circumstances.

Question 9(b) – Please describe the circumstances in which this might be appropriate: -

Where there is a lack of local bus provision.

Question 9(c) – What if any safeguards do you think should be put in place to ensure that no operator has an unfair advantage in a deregulated market?

Appropriate procurement and governance arrangements.

Question 9(d) – What, if any, checks and balances do you think should be put in place for a transport authority looking to set up an arms’ length company to run buses? Please explain your answer to this question.

Appropriate governance would support decision making

Open Data

Question 10 – Do you agree with our proposals to require the operators of local services to release open data on routes, timetables, punctuality and fares in a specified format?

Please answer Yes **X** No .

Please explain your answer to this question: -

If the transport authority is to use bus as a policy tool and be accountable to the public for the efficiency of the operation, then statistics on its operation must be made available for comparison year on year or between different operators. Decisions on contract extension or withdrawal can then be based on performance statistics with real significance.

Question 11 (a) – Do you think that data provided by operators should be stored in a central data hub?

Please answer Yes **X** or No .

Please explain your answer to this question: -

Consistency of information collection.

Question 11(b) – if you do not support the use of a central data hub how do you think data should be stored/ made available? :-

N/A

Question 12 – Do you support proposals for transport authorities to have the power to obtain, information about revenue and patronage of services being deregistered, and where appropriate disclose this as part of a tendering process?

Please answer Yes or No .

Please explain your answer to this question: -

This information would inform transport authorities as to why a service was deregistered and allow informed planning to support the pursuit of replacement service provision.

Other

Question 13 – Please provide any other comments or proposals around the regulation of bus services in Scotland that were not covered in the above questions.

No comment



To: INFRASTRUCTURE, LAND AND ENVIRONMENT POLICY BOARD

On: 8 NOVEMBER 2017

Report by: DIRECTOR OF ENVIRONMENT & COMMUNITIES

Heading: CONSULTATION ON BUILDING SCOTLAND'S LOW EMISSION ZONES

1. Overview

- 1.1 On 6 September 2017, the Scottish Government launched a consultation on Building Scotland's Low Emission Zones. The consultation seeks views on the proposed introduction of Low Emission Zones within towns and cities in Scotland with a focus on improving air quality, but also: as a means to improve road network operations; tackle congestion; support a modal shift to active travel and public transport; support climate change mitigation and support placemaking to improve town and city spaces.
- 1.2 Air pollution from transport related sources whilst declining across Scotland continue to remain higher than the European limit values and Scottish Air Quality Objectives for nitrogen dioxide (NO₂) and fine particulate matter less than 10 microns diameter (PM₁₀).
- 1.3 The Scottish Government's Programme for Government 2017 states that in partnership with local authorities, they will introduce Low Emission Zones (LEZ) into Scotland's four biggest cities between 2018 and 2020 and thereafter into all other Air Quality Management Areas where National Low Emission Framework appraisals advocate such mitigation by 2023.
- 1.4 The Council's draft response to the consultation is attached as Appendix 1 and the full consultation document is attached as Appendix 2. The consultation period closes on 28 November 2017.
-

2. Recommendations

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

- 2.1 notes the publication of the Scottish Government consultation on Building Scotland's Low Emission Zones and the requirement to respond by 28 November 2017
 - 2.2 approves the draft consultation response within Appendix 1 for submission to the Scottish Government.
-

3. Background

- 3.1 It is recognised that whilst there have been reductions in transport related air pollution, Scotland (and the rest of the UK) are not meeting current statutory limit values for air pollution, primarily as a result of transport emissions. It is further recognised that the main air pollutants from transport sources, nitrogen dioxide and fine particulate matter have the potential to have a detrimental impact on human health.
- 3.2 In 2015, the Scottish Government published Scotland's first distinct air quality strategy, "Cleaner Air for Scotland: The Road to a Healthier Future" (CAFS) which sets out how the Scottish Government and its partners propose to reduce air pollution and meet statutory limit values at the earliest possible date.
- 3.3 Within the Cleaner Air for Scotland strategy, amongst a wide range of measures, there is a commitment to develop a nationally consistent approach to the appraisal, design and implementation of Low Emission Zones through the application of a National Low Emission Framework in conjunction with a national modelling Framework. There is a further commitment to make significant progress toward the revocation of all Air Quality Management Areas by 2020 and Low Emission Zones are considered to have a clear role to play in this regard.
- 3.4 The Scottish Government's programme for Government 2017 states that in partnership with local authorities, they will commit to introduce Low Emission Zones into Scotland's four biggest cities between 2018 and 2020. Thereafter, between 2020 and 2023 all other Local Authorities with Air Quality Management Areas will be required to undertake an appraisal of potential air quality improvement measures in accordance with the National Low Emission Framework as described within the Cleaner Air for Scotland Strategy. Local Authorities will be required to consider a wide range of options to improve air quality as part of this appraisal process and this will not be limited solely to the possible introduction of Low Emission Zones (as these may not be appropriate for all areas and scenarios).

4. Key Points and Summary of Consultation

- 4.1 While there is no immediate implication for Renfrewshire in relation to an immediate proposal to introduce a Low Emission Zone within Renfrewshire it is still relevant for the Council to respond to this consultation. The current Consultation provides background information on what a Low Emission Zone is, how it would operate and refers to successes elsewhere within Europe on their use. It proposes the guiding principles which will be used to build Scotland's Low Emission Zones and seeks views on issues such as the use of Low Emission Zones to reduce air pollution. This includes adoption of a national road access restriction scheme for Low Emission Zones, appropriate Euro emissions criteria for zones, their hours of operation, enforcement, lead in times and exemptions.
- 4.2 The introduction of Low Emission Zones is also expected to provide additional benefits in improving road network operations; tackling congestion; supporting a modal shift to active travel and public transport; supporting climate change mitigation and supporting placemaking to improve town and city spaces. Views on these complimentary measures are also being sought through this consultation. The views of relevant officers from a number of services, including Roads and Transport and Economic Development have contributed to the Council's proposed consultation response.
- 4.3 The consideration of Low Emission Zones as a tool to tackle poor air quality should be broadly welcomed and the proposal consultation response reflects this position. However, the consultation response also recognises that Low Emission Zones will not be appropriate in all situations and a feasibility/appraisal process will be required as part of the process to demonstrate the appropriateness and effectiveness for any area where a Low Emission Zone is proposed.
- 4.4 The costs for implementation may be significant (around £3million for a small zone and up to £14million for a large zone). It is not clear from the consultation how these implementation costs are to be funded, other than the statement that the level of new funding for zones would be considered during the 2018/19 spending review budget process. The draft Council response recommends that additional funding to establish Low Emission Zones should be met by the Scottish Government.
- 4.5 Concerns are also likely to be raised by bus operators, commercial fleet owners and residents who would be impacted by Low Emission Zones being introduced as any scheme is likely to have a cost implication for them. This is particularly relevant as the Scottish Government have indicated that the option for a vehicle restriction scheme is their preferred choice, rather than a charging scheme for non-compliant vehicles. A vehicle restriction scheme would introduce a fixed penalty scheme for infringements into the Low Emission Zone by vehicles which have been excluded by the scheme. The Council's draft consultation response has considered this approach and highlights the need to consider the impact on businesses and residents when introducing Low Emission Zones and considering appropriate mitigation options. In addition, this aspect is of more immediate relevance for local businesses and

residents that might be impacted on if a Low Emission Zone were to be introduced in Glasgow (and other cities).

- 4.6 Renfrewshire currently has three Air Quality Management Areas in Paisley, Renfrew and Johnstone. The identified pollutant of concern within the three areas is nitrogen dioxide and is primarily attributable to emissions from road traffic. Currently a draft Renfrewshire wide air quality action plan is being prepared which will be presented to a future Board for approval which will identify measures to secure improvements in air quality within these areas.
- 4.7 Whilst there were no recorded exceedences of air quality objective levels during 2016, this is unlikely to be replicated during 2017 as year on year, climatic conditions vary and this has a significant impact on overall levels of pollution recorded. In general however, this in turn is likely to have a bearing on whether there will be a requirement to consider the suitability of Low Emission Zones as a tool to improve air quality within Renfrewshire during the proposed timescale of 2020 to 2023.

Implications of the Report

1. **Financial** – none
2. **HR & Organisational Development** – none
3. **Community Planning**
A Greener Renfrewshire– 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** - There are no impacts on equality and human rights as part of this paper.
8. **Health & Safety** – none
9. **Procurement** – none
10. **Risk** – none
11. **Privacy Impact** – none

12. **CoSLA Policy Position**- not available at this time

List of Background Papers

- a) Appendix 1- Renfrewshire Council's draft response to the Scottish Government consultation on Building Scotland's Low Emission Zones
 - b) Appendix 2 – Scottish Government consultation on Building Scotland's Low Emission Zones
-

Author: Oliver Reid, Head of Public Protection
e-mail: oliver.reid@renfrewshire.gcsx.gov.uk

Appendix 1- Renfrewshire Council's draft response to the Scottish Government consultation on Building Scotland's Low Emission Zones

Consultation on Building Scotland's Low Emission Zones
Transport Scotland

6. Consultation Questions

1

Do you support the principle of LEZs to help improve Scottish air quality?
Please be as specific as possible in your reasoning.

Renfrewshire Council supports the introduction of LEZs as a tool to tackle areas of poor air quality, where feasibility and modelling studies have demonstrated that the use of an LEZ will ensure that National and EU air quality limits will be met. However, the use of an LEZ should be considered amongst a range of measures to improve air quality and not seen as a panacea to the problem. It is only where other measures to improve air quality have been tried and proven ineffective, that they should be considered. The socioeconomic aspects of introducing such a scheme should also be assessed through the modelling and feasibility studies and taken into account when determining the potential effectiveness of an LEZ within a particular local authority or area.

2

Do you agree that the primary objective of LEZs should be to support the achievement of Scottish Air Quality Objectives?
If not, why not?

Yes. As recognised within the consultation document, air pollution does have an adverse impact on health and as LEZs have only been introduced elsewhere as a tool to preclude the worst polluting vehicles from areas where poor air quality has been identified, then this is clearly their primary objective.

3a

Do you agree with the proposed minimum mandatory Euro emission criteria for Scottish LEZs?

Whilst setting emission criteria for LEZs would in itself be relatively straightforward, ensuring that there is effective communication of this may prove difficult in practice. This would be particularly so at LEZ boundaries where clear signage would be required to ensure that drivers entering the area are made fully aware of what vehicles are prohibited by the scheme. This would be less of a requirement where only buses are targeted but if extended to the general public this will be significantly more challenging.

Whilst we believe there should be a degree of flexibility for each local authority in establishing LEZs within their area, the setting of EURO emission standards is one area where consistency across local authorities may be required.

3b

Do you agree with the proposal to use the NMF modelling in tandem with the NLEF appraisal to identify the vehicle types for inclusion within a LEZ?

Yes. This would be considered a prerequisite to ensure that the scheme being implemented has been robustly challenged to demonstrate the need to include particular vehicle classes. This would also provide a strong defensible position should there be any legal challenge to the scheme.

3c

Should emission sources from construction machinery and/or large or small van refrigerated units be included in the LEZ scope, and if so should their inclusion be immediate or after a period of time?

Emission sources from construction machinery and large/small van refrigeration units appear at this time to be unregulated and are not classed in the same way as vehicle exhaust emissions which relate directly to Euro emission standards. However, on an anecdotal basis, it is considered that these sources of emissions are insignificant when set against emissions from the large volume of road traffic vehicles and therefore should remain outside the scope of any LEZ.

4

What are your views on adopting a national road access restriction scheme for LEZs across different classes of vehicles?

The adoption of a national road access restriction scheme would have the benefit of ensuring a consistent approach across the country making the approach to the use of LEZs easily understood for drivers and the public. If all vehicle classes are included within a scheme, a system of road charging rather than penalties also becomes more practical. There are financial and practical implications for persons having a legitimate need to be inside a restriction zone who may not be in a position to purchase a vehicle which would be compliant with the scheme. To penalise these owners might be unfair, especially when residents in inner city areas (where the zones are likely to be) are often less well off.

Whilst it is noted that the Scottish Government's preference is for a road access restriction scheme, Renfrewshire Council would suggest that the option of a charging scheme should be maintained. The most appropriate option for each local authority and individual area could then be confirmed through the modelling and feasibility studies undertaken at a local level taking into account local circumstances.

5

What are your views on the proposed LEZ hours of operation, in particular whether local authorities should be able to decide on LEZ hours of operation for their own LEZs?

LEZ operation could be limited to daytime hours when the pollution problem is apparent. Why deny non-compliant vehicles the opportunity to enter the zone at night if their effect will be minimal? Changes in hours of operation between authorities may confuse drivers but this would be no different to Controlled Parking Zones etc. as long as they are signed adequately.

Whilst it is noted that the Scottish Government's preference is for schemes to operate 24 hours a day, Renfrewshire Council would suggest that the option of a variable hours scheme should be maintained. The most appropriate option for each local authority would then be confirmed through the modelling and feasibility studies.

6

What are your views on Automatic Number Plate Recognition enforcement of LEZs?

ANPR seems the only practical option for enforcement. No other means can identify the type of engine in the vehicle and the use of ANPR would automate the capture of scheme infringements. However, the cost associated with establishing a network of ANPR cameras would be expensive (both capital and revenue) and there would need to be full financial support from the Scottish Government to support any local authority with this. There would also be additional costs associated with processing the ANPR data; subsequent penalty notice issues and the likely increase in appeals against these. The Scottish Government should also give consideration to these matters and the funding associated with this.

7a

What exemptions should be applied to allow LEZ to operate robustly?
Please be as specific as possible in your reasoning.

The matters identified within paragraph 3.1 of the consultation document would form the basis for establishing appropriate exemptions for the scheme. However, it should be a requirement that emergency vehicles, abnormal loads and blue badge holders are exempted from the scheme. Renfrewshire Council would consider that buses travelling proportionately lesser miles within a LEZ than outwith should not be exempted, as it is likely that this will be the case for the majority of bus journeys.

7b Should exemptions be consistent across all Scottish local authorities?

Yes. In order to avoid confusion for drivers, Renfrewshire Council would consider that any exemptions applied should be consistent across all LEZ areas in Scotland.

8

What are your views on LEZ lead-in times and sunset periods for vehicle types shown in Table 2?

Renfrewshire Council would support the use of lead-in times and sunset periods which would provide those affected by the introduction of the LEZ sufficient time to make preparations for the scheme becoming enforceable.

9

What are your views about retrofitting technology and an Engine Retrofitting Centre to upgrade commercial vehicles to cleaner engines, in order to meet the minimum mandatory Euro emission criteria for Scottish LEZs?

Renfrewshire Council has no comment in respect of this question

10 How can the Scottish Government best target any funding to support LEZ implementation?

Renfrewshire Council would support funding being provided to ensure that there is no net detriment to the authority responsible for implementing and running the LEZ, either capital set-up costs or ongoing administration costs.

The current Scottish Government funding for local air quality management is currently £3million and as noted within the consultation, the implementation of a LEZ would cost between £3.4 and £14.9million. The significant increased support required to implement a scheme would be expected to be met by the Scottish Government and this should be in addition to the ongoing financial support provided to local authorities to manage their air quality duties.

11

What criteria should the Scottish Government use to measure and assess LEZ effectiveness?

The introduction of LEZs within Scotland is aimed at improving air quality and specifically addressing transport related pollution. It would be appropriate to utilise the existing air quality monitoring network within the area of any LEZ to monitor its effectiveness. The results of monitoring across the network will be used by the local authority to demonstrate that the air quality is meeting statutory objective levels, in turn using this indicator over a number of years to allow the revocation of any air quality management area.

12

What information should the Scottish Government provide to vehicle owners before a LEZ is put in place, during a lead-in time and once LEZ enforcement starts?

The Scottish Government should prepare and publish a guide to the operation of the LEZ including the reasons for its introduction; what benefits will be achieved; how it will impact on groups of individuals; and depending on what vehicle classes are included within the scheme, predicted improvements in air quality. A comprehensive list of the emissions standards required for compliance across the fleet and a means by which the owner can check their own vehicle free of charge should also be provided.

It would also be useful to provide a Q and A document which would look to answer the most likely questions which will arise as a result of a scheme's introduction.

There would be a need for clear information on penalty charges and how these can be appealed. A dedicated phone number for advice may also be appropriate.

13

What actions should local or central government consider in tandem with LEZs to address air pollution?

As mentioned within the response to Q1, whilst LEZs provide a tool to tackle areas of poor air quality, they should be considered amongst a range of measures to improve air quality. The measures which have been identified within the Cleaner Air for Scotland Strategy will, in tandem with the introduction of LEZs as a tool, bring about modal shifts in people's travel and therefore improvements in air quality to meet the statutory objective levels within Scotland. Renfrewshire Council therefore supports the use of complementary measures to LEZs which will require a partnership approach as well as comprehensive policy framework. It is accepted that the delivery of LEZs along with a range of other measures to create a low carbon place by reducing our carbon emissions and adapting to climate change will require to be integrated into Development Plans and planning decisions to create and enhance successful and sustainable places.

The Renfrewshire Local Development Plan already provides a framework to promote sustainable patterns of development that contribute towards minimising emissions supporting placemaking and improving Renfrewshire's Centres. In considering development proposals, measures to mitigate the impact of air pollutants are central to decision making. It is considered that although improving air quality within towns and cities may make them more attractive, the introduction of LEZs has to be balanced with ensuring that increased investment, footfall and opportunities in our Centres are also encouraged. Local authorities should be able to respond to economic issues, challenges and opportunities in their local area and LEZs should not put undue constraints on the ability to address this.

14

How can LEZs help to tackle climate change, by reducing CO2 emissions in tandem with air pollution emissions?

Renfrewshire Council would consider that the introduction of LEZs will result in modal shifts in travel within the area of the zone, as a minimum. If this transpires there will be reductions in vehicle miles travelled which would have the associated effect in reducing CO2 emissions.

15

What measures (including LEZs) would make a difference in addressing both road congestion and air pollution emissions at the same time?

The key to reducing road congestion and emissions is to ensure that planning and transport policy are adhered to in the face of economic pressure to accept new development. Out of town retail and commercial development has been allowed to dominate with no adequate means to ensure the provision of affordable, reliable and convenient public transport as a true alternative to the private car. The Scottish Government should consider options such as taking greater control of public transport or provide the degree of subsidy commonplace in Europe to make public transport attractive enough to car drivers to guarantee a meaningful mode shift.

16

Do you have any other comments that you would like to add on the Scottish Government's proposals for LEZs

Renfrewshire Council has no comment in respect to this question

17

What impacts do you think LEZs may have on particular groups of people, with particular reference to the 'protected characteristics' listed in paragraph 5.2? Please be as specific as possible in your reasoning.

There is a general consensus that poor air quality has a disproportionate impact on the most deprived areas within society, who are also least likely to have access to a private vehicle. The introduction of LEZs may have a positive impact on these groups, particularly the elderly and very young within these areas. There is also the benefit to be secured through making town centre areas more attractive places to visit and stay within where air pollution has been improved.

However, there is potential for some groups to be disadvantaged through restriction of their vehicle to certain areas e.g. disabled people dependent on car travel, not eligible for motability or people unable to afford a compliant vehicle but requiring access to the zone, will each be disadvantaged.

18

Do you think the LEZ proposals contained in this consultation are likely to increase or reduce the costs and burdens placed on any sector? Please be as specific as possible in your reasoning.

The organisation given responsibility for administering the LEZ will be burdened with additional costs for resources to install and maintain the infrastructure necessary to enforce the LEZ, such as ANPR cameras, signing and gateway features, plus arrangements for rerouting non-compliant vehicles so as not to create more problems with emissions elsewhere.

In addition, administration of the penalties and appeals will require trained staff and likely an independent adjudicator.

There is also likely to be increased burdens on bus and commercial vehicle operators who will have a need to upgrade their fleet if they are accessing a LEZ. The current green funding for bus upgrades is unlikely to meet the costs for e.g. bus operators to upgrade their fleet and there will be associated costs for them.

19

What impacts do you think LEZs may have on the privacy of individuals? Please be as specific as possible in your reasoning.

Renfrewshire Council has no comment in respect of this question.

20

Are there any likely impacts the proposals contained in this consultation may have upon the environment? Please be as specific as possible in your reasoning.

It has been documented that areas where there is poor air quality are also likely to be adversely affected by environmental noise and means to tackle air quality may also have beneficial impacts on environmental noise at the same time.

There is potential that introducing an LEZ into a particular area may shift much of the transport into other areas to avoid the zone, which could have a detrimental impact on previously less affected areas.



**TRANSPORT
SCOTLAND**
CÒMHDHAIL ALBA

transport.gov.scot

Building Scotland's Low Emission Zones

A Consultation

Ministerial Foreword



**Roseanna
Cunningham MSP**

**Cabinet Secretary For
Environment, Climate
Change and Land
Reform**



Aileen Campbell MSP

**Minister for Public
Health and Sport**



Humza Yousaf MSP

**Minister for Transport
and The Islands**

We have progressively reduced air pollution in Scotland over recent years, but poor air quality – predominantly caused by road transport – remains an issue at a number of hotspots in our towns and cities. In the Cleaner Air for Scotland: The Road to a Healthier Future (CAFS) strategy, published in November 2015, we therefore committed to ensuring that Scotland's air quality will be the best in Europe.

Improving air quality must be at the centre of the Scottish Government's transport and placemaking decision making, to ensure we maximise the real and tangible health benefits associated with cleaner air. To support this, the Scottish Government has committed to:

- with local authorities, introduce Low Emission Zones (LEZs) into our four biggest cities between 2018 and 2020 and into all other Air Quality Management Areas by 2023 where the National Low Emission Framework (NLEF) appraisals advocate such mitigation
- introduce an Air Quality Fund to support local authorities with Air Quality Management Areas to deliver transport based mitigation as identified by the NLEF
- work with the commercial and bus sectors, the Energy Saving Trust and the Low Carbon Vehicle Partnership to introduce an Engine Retrofitting Centre in Scotland to support the delivery of LEZs, creating new jobs and with the goal of winning business from outwith Scotland

Following the May 2017 local elections, several local authorities in major Scottish cities have made positive statements around LEZs, and we are encouraged to see the strong political will across local government to support the building of Scotland's LEZs.

Local authorities have longstanding expert knowledge about their air pollution challenges, and are best placed to take the lead in addressing air pollution hotspots.

However, we also recognise there must be collaboration and partnerships between Government, its agencies, local authorities, regional transport partnerships, business and industry, non-governmental organisations and the general public to successfully deliver LEZs.

We look forward to receiving your views on our questions and proposals on Building Scotland's Low Emission Zones.

Contents

1. Introduction	3
Cleaner Air for Scotland and Low Emission Zones	3
Purpose of this consultation	4
2. Setting the Scene	5
Air quality in Scotland	5
Air pollution and health	5
Responsibilities under air quality legislation	6
Local Air Quality Management	6
Transport strategy and air quality	14
What is a LEZ?	14
Do LEZs improve air quality?	16
Scottish Parliament scrutiny of LEZs	16
Legislation, Orders and Conditions related to LEZs	17
3. Building Scotland's LEZs	18
Primary LEZ objective	18
LEZ Euro emission standard criteria and vehicle scope	19
LEZ scheme founding principle: Charging versus Penalty	22
LEZ hours of operation	23
Enforcement and Vehicle Detection	24
Exemptions	24
Lead-in time and sunset period	26
Alternative engine technology and retrofitting	29
Funding	30
Measuring LEZ effectiveness	31
Communications	31
4. Complementary measures to LEZs	33
Multiple benefits associated with improvements to air quality	33
Air pollution and climate change	34
Air pollution and congestion	35
5. Assessing Impact	37

Equality	37
Business and Regulation	37
Privacy	38
Environment	38
6. Consultation Questions	40
7. References	42
8. Respondent Information Form	44

Abbreviations

Air Quality Management Area	AQMA
Automatic Number Plate Recognition.....	ANPR
Cleaner Air For Scotland.....	CAFS
Clean Vehicle Retrofit Accreditation Scheme.....	CVRAS
Gross Vehicle Weight.....	GVW
Heavy Goods Vehicle.....	HGV
Intelligent Transport Systems.....	ITS
Local Air Quality Management	LAQM
Low Emission Zone.....	LEZ
Member of the Scottish Parliament	MSP
National Low Emission Framework	NLEF
National Modelling Framework.....	NMF
Particulate Matter	PM
Regional Transport Partnership	RTP
Traffic Regulation Conditions	TRC
Traffic Regulation Order	TRO
Ultra-Low Emission Zone	ULEZ

About this consultation

Consultation is an essential part of the policy making process. This consultation on Building Scotland's Low Emission Zones gives us the opportunity to seek your opinions on issues we believe are essential to deliver a national approach that ensures robust implementation of LEZs. There has been significant scrutiny of LEZs and air quality in recent years. This consultation provides an opportunity for stakeholders and the general public to offer their views on Scottish Government proposals on key aspects of establishing LEZs in Scotland.

After the consultation is closed, all responses will be analysed and used to inform the LEZ policy making process, helping to shape the guiding principles that the Scottish Government will adopt to design, establish, and operate Scottish LEZs. We will publish responses where we have been given permission to do so.

This consultation focuses on the proposals for LEZs to improve air quality; however we believe LEZs should also act as a means to improve road network operations and tackle congestion (in tandem with other transport policies), support modal shift to active travel and public transport, support climate change mitigation and support placemaking to improve town and city spaces.

This consultation is not about:

- The design or implementation of any individual town or city-specific LEZ. Further consultation on location-specific LEZ proposals will follow in due course.
- A full review around the next phase of actions for AQMAs, although Section 4 ask for views on the actions that local or central government should consider to work in tandem with LEZs to improve air quality.
- Zero-emission zones, that restrict road access to only zero emission vehicles, although the evolution of some European LEZs has seen zero-emission zones being considered.

Deadline

This consultation will close at 23:59 on the 28 November 2017.

How to respond

To encourage wide participation, the Scottish Government has created a number of ways for you to engage in the consultation. You can respond online, by email or by post. The consultation will also be available in alternative formats on request, including Large Print, Braille and Easy Read.

Response methods

Online To respond online, please use the Scottish Government's consultation hub called Citizen Space. You can respond in English or British Sign Language. You can save and return to your response at any time while the consultation is open, but please ensure that your response is submitted before the consultation closes at 23:59 on the 28 November 2017.

You will be automatically emailed a copy of your response after you submit it. If you choose this method you will be directed to complete the Respondent Information Form (as shown in Section 8). The Respondent Information Form lets us know how you wish your response to be handled, and in particular whether you are happy for your response to be made public.

Email Send us an email to lezconsultation@transport.gov.scot with a copy of your response, along with the Respondent Information Form.

Post Send your responses (within the Respondent Information Form) in English to the following address:

Environment and Sustainability
Trunk Road and Bus Operations
Transport Scotland
Buchanan House, 7th Floor
58 Port Dundas Road
GLASGOW G4 0HF

With each of these methods, you need to include your Respondent Information Form because this lets us know how you wish your response to be handled, and in particular whether you are happy for your response to be made public.

If you wish to comment on the consultation via Twitter, please use the hashtag #lezconsultation

Next Steps

After the consultation has closed we will analyse all the responses received and use your feedback to help inform the development of future legislation and guidance on LEZs. Where permission has been given, we will make responses available to the public at <https://consult.scotland.gov.uk/>. We will aim to publish our response and analysis to the consultation within 20 working days of the consultation closing.

Need Assistance?

If you need support in answering this consultation or alternatively have a query about the consultation process, or a complaint about how this consultation has been conducted, you can send your query to the email, postal address or Twitter hashtag shown above.

1. Introduction

Cleaner Air for Scotland and Low Emission Zones

- 1.1 Cleaner Air for Scotland: The Road to a Healthier Future (CAFS), published in 2015, is Scotland's first distinct air quality strategy. CAFS sets out how the Scottish Government and its partners propose to reduce air pollution and fulfil Scotland's legal responsibilities as soon as possible. CAFS committed to:
- A nationally consistent approach to the appraisal, design and implementation of Low Emission Zones (LEZs) through the application of a National Low Emission Framework (NLEF) in conjunction with a National Modelling Framework (NMF)
 - '...significant progress towards the revocation of all Air Quality Management Areas' by 2020. LEZs have a clear role to play in this commitment
- 1.2 The Scottish Government's Programme for Government 2017 states that, in partnership with local authorities, we will:
- introduce Low Emission Zones (LEZ) into Scotland's four biggest cities between 2018 and 2020, and into all other Air Quality Management Areas (AQMAs) by 2023 where the National Low Emission Framework appraisals advocate such mitigation
 - introduce an Air Quality Fund to support local authorities with Air Quality Management Areas to deliver transport-based mitigation as identified by the National Low Emission Framework
 - work with the commercial and bus sectors, the Energy Saving Trust and the Low Carbon Vehicle Partnership to introduce an Engine Retrofitting Centre in Scotland to support the delivery of LEZs, creating new jobs and with the goal of winning business from outside Scotland
- 1.3 In addition, the draft Climate Change Plan has also stated that the 'Scottish Government will evaluate the scope for urban wide LEZs with a specific focus on CO₂ emissions, as well as air pollution'.
- 1.4 The development of LEZs will be supported by the Cleaner Air for Scotland Governance Group¹ (in tandem with a selection of stakeholders). LEZs will be designed in a manner consistent with the national discussion on the NLEF² and we will use the experience of putting in place the first LEZ to inform the NLEF, which is currently being prepared by the Scottish Government.

¹ The CAFS governance group membership is outlined at <http://www.scottishairquality.co.uk/air-quality/CAFS>

² Noting that the first LEZ design may not fully reflect the eventual NLEF appraisal document guidance. The Scottish Government would not expect the first LEZ appraisal to be repeated once NLEF is published.

Purpose of this consultation

- 1.5 This consultation paper sets out the proposed arrangements and options to deliver consistent, well-designed and managed LEZs. Local authorities will undoubtedly aim to work in partnership with a range of stakeholders including the Scottish Government and Regional Transport Partnerships – together with industry stakeholders across bus operators, freight transport companies and taxi associations - to make the key decisions on the size, shape and scope of LEZs, given the extensive local knowledge of air pollution challenges and transport solutions across such stakeholders.
- 1.6 Section 3 outlines the proposed guiding principles for building Scotland's LEZs to address hotspots of air pollution in our towns and cities, and seeks your views on a selection of issues such as Euro emission criteria, LEZ hours of operation, enforcement, lead-in times and exemptions.
- 1.7 Section 4 seeks your views on synergistic complementary measures that local, regional or central government - in tandem with commercial fleet and bus operators should consider in conjunction with LEZs to support congestion reduction, climate change mitigation and modal shift to active travel and public transport.
- 1.8 Section 5 seeks opinions on how the Scottish Government should pay due regard to impacts across equalities, business and regulation, privacy and environment.
- 1.9 The findings from the consultation will help inform the guiding principles for Scottish LEZs. They will also help guide the design of the NLEF, which will provide local authorities with a consistent national methodology to appraise, implement and operate a LEZ.
- 1.10 In developing our plans for LEZs, the Scottish Government have been, or will seek to, actively engage with relevant stakeholders, including but not limited to Convention of Scottish Local Authorities, local authorities, Regional Transport Partnerships (RTPs), Society of Chief Officers for Transportation in Scotland, Traffic Commissioner for Scotland, business organisations including Chamber of Commerce and Federation of Small Businesses, planning groups, non-governmental organisations, freight transportation organisations (such as the Freight Transport Association and Road Haulage Association) and bus sector organisations (including the Confederation for Passenger Transport). A number of these organisations will have roles to play in the governance and delivery of LEZs in Scotland, to ensure stakeholders are involved in the co-design of LEZs as early as practicably possible.
- 1.11 We hope that as many members of the public as possible will respond to this consultation. We appreciate that some of the more technical questions in this consultation are aimed at local authorities and businesses, but we would encourage everyone to respond to any or all of those areas where you feel you have a contribution to make.

2. Setting the Scene

Air quality in Scotland

- 2.1 Levels of the main transport-related air pollutants are declining with cumulative emission from nitrogen oxides (NO_x) having decreased by 39% and fine particulate matter (PM) by 2% between 2007 and 2014. However, we are not meeting European limit values or Scottish Air Quality objectives at a number of locations across towns and cities in Scotland, primarily as a result of transport emissions which contribute 39.1% of nitrogen oxides emissions³.
- 2.2 The Scottish Air Quality website provides a summary of the Scottish Air Quality objectives and standards - as set out in the Air Quality (Scotland) Regulations 2000 - along with the locations of Air Quality Management Areas and a short glossary description on both PM and oxides of nitrogen e.g. the relationship between NO_x and NO₂.

Air pollution and health

- 2.3 Transport-related air pollution caused by fine particulate matter (PM_{2.5} and PM₁₀) and gases such as nitrogen oxides (NO_x) impact on human health. Air pollution can have a particular impact on the very young and old, and those with existing respiratory and cardiovascular conditions, where air pollution can exacerbate existing health conditions (especially heart disease and respiratory illnesses) of vulnerable individuals. More detail on this topic can be found in Chapter 5 of Cleaner Air for Scotland.
- 2.4 Air pollution is a health inequalities and social justice issue, given that vulnerable groups are disproportionately affected. There is a positive relationship between air quality and social deprivation, with the most socially deprived communities more likely receive a disproportionate share of poor air quality (see Namdeo & Stringer, 2008; King & Healy, 2013; Mitchell, et al 2015)
- 2.5 In 2010, the UK Government Department of Health's expert advisory committee, the Committee on the Medical Effects of Air Pollution (COMEAP) produced estimates of the burden of added mortality associated with ambient fine particulate pollution at UK level. COMEAP estimate that poor air quality shortens average life expectancy in Scotland by 3-4 months (compared to 6-7 in England and Wales), although vulnerable groups are disproportionately affected (Health Protection Scotland, 2014).

³ Transport sector contributions are outlined in Table 1 of Cleaner Air for Scotland. The Scottish Transport Statistics can be found on the Transport Scotland website, to enable comparison between transport and emissions, with the latest data available at <https://www.transport.gov.scot/publication/scottish-transport-statistics-no-35-2016-edition/>

Responsibilities under air quality legislation

- 2.6 With respect to domestic legislation, the Environment Act 1995 and associated regulations require local authorities to review and assess air quality in their areas against objectives and standards for a range of averaging periods for a number of air pollutants.
- 2.7 Assessment of air quality is focused on locations where members of the public are regularly present and where there is exposure to the pollutant in question over the timescale for which the air quality objective is defined. Authorities are legally obliged to demonstrate that they are doing all that is reasonably possible to work towards the legal objective values. Authorities are expected to liaise with Transport Scotland, Scottish Environment Protection Agency and other relevant organisations when developing action plan measures.
- 2.8 With respect to European legislation, the Ambient Air Quality Directive 2008/50/EC requires the Scottish Government to secure compliance with the European Directive limit values, at locations where the public has access (but not including factory premises or industrial installations where legal provisions regarding health and safety at work apply, locations with no fixed habitation, and road carriageways) as soon as possible. The work of local authorities in relation to Local Air Quality Management (LAQM) makes an important contribution to actions being implemented by the Scottish Government.

Local Air Quality Management

- 2.9 The LAQM system is detailed in the LAQM Policy Guidance PG(S)16 (Scottish Government, 2016). It sets out the policy framework for improving local air quality, with local authorities holding the responsibility to deliver LAQM objectives and Scottish air quality assessments.
- 2.10 A number of local authorities with Air Quality Management Areas (AQMAS) now have action plans, and the Scottish Government is working closely with these authorities, to help implement the plans and deliver air quality improvements. The majority of Air Quality Management Areas declared in Scotland are due to nitrogen dioxide (NO₂) and/or particulate matter (PM) emissions from road traffic. For this reason, air quality mitigation related to transport has been a longstanding focus of AQMAS, including action on vehicle idling, traffic management (using Intelligent Transport Systems (ITS)), improved cycling uptake/active travel measures, introduction of cleaner low emission vehicles and parking policies. A number of local authorities have also outlined their interest in a LEZ (feasibility and appraisal) option within previous LAQM annual reports.
- 2.11 Scottish Government (2016) made reference to significant new component parts of the LAQM process, including the forthcoming National Low Emission Framework (NLEF) and the National Modelling Framework (NMF). The NMF, informed by robust local traffic data, will provide modelled kerbside pollution concentrations that can be assigned to emissions across the fleet. The NMF will inform traffic-related actions through the NLEF appraisal process to reduce

kerbside concentrations, and thus improve local air quality and minimise public exposure. As such, LEZs should be considered as an additional action to the current LAQM regime, with LEZs being put in place where NMF/NLEF evidence helps to determine both the exact extent and focus of the LEZ area, and the LEZ implementation towards achieving the LAQM objectives.

- 2.12 Early NMF outputs for a hypothetical LEZ in Glasgow are shown in Figures 1 to 3, to provide an indication of the impact that could result from a LEZ in relation to achieving the Scottish Air Quality Objective for nitrogen dioxide. The NMF outputs are based on the application of the proposed Euro emission standards (as described in Table 2), but are provided here for illustration only in relation to the topics outlined in Section 3. Whilst several scenarios in Figure 3 have focused on a hypothetical bus-only LEZ, **bus-only LEZs are not being proposed in this consultation for any location in Scotland**. Individual town or city-specific LEZs will be consulted upon in due course. As noted later in Section 4, LEZ implementation could play a key enabling role to tackle urban congestion and support the bus sector to increase patronage, by supporting actions to reduce both private car journey emissions and congestion caused by cars. The NMF modelling work, in tandem with traffic modelling, will be central to the analysis of future Scottish LEZs.

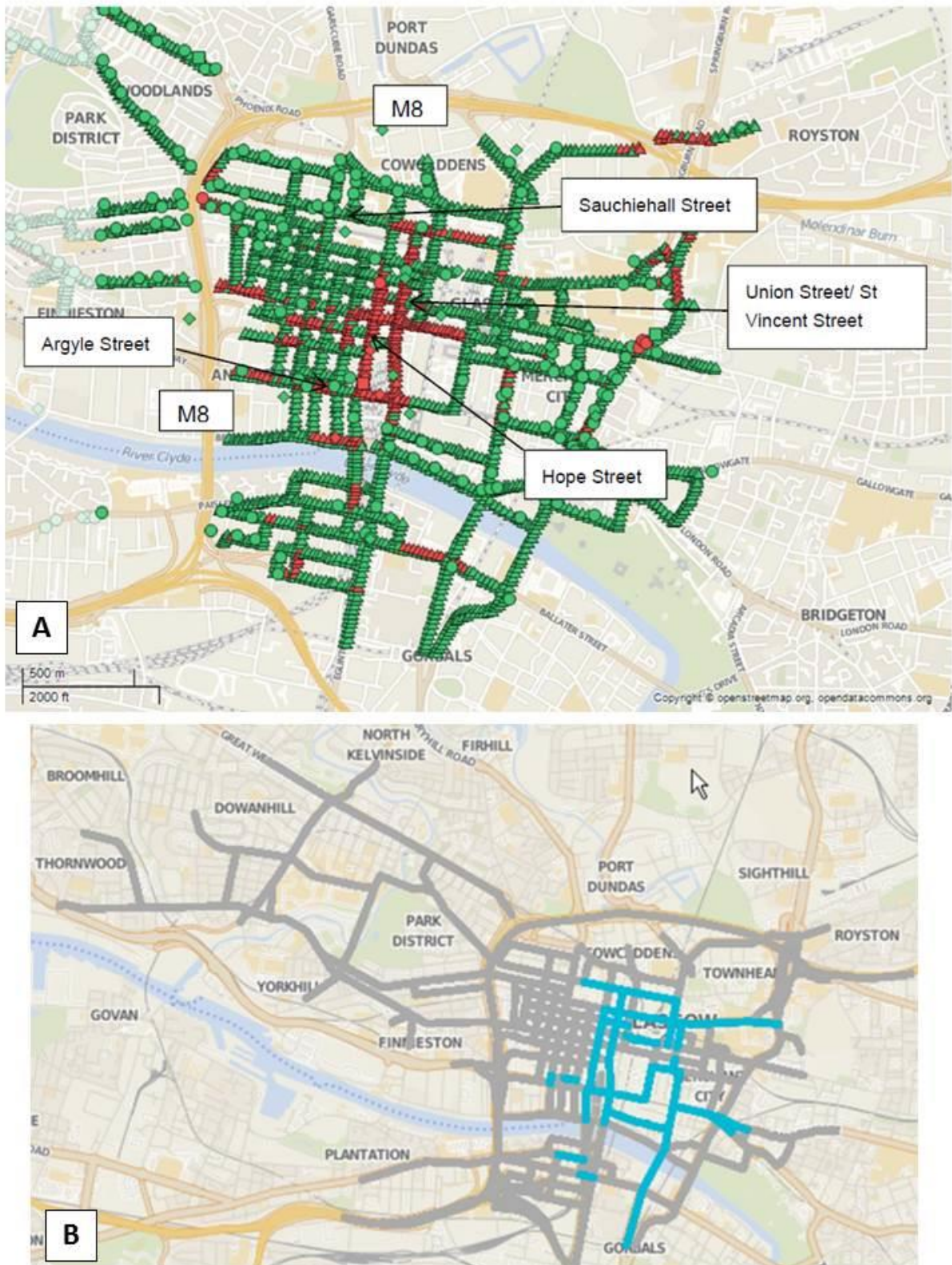


Figure 1 – Map A shows NOx emissions within a hypothetical LEZ in Glasgow City Centre modelled for the year of 2015 using the NMF, based on 2015 observed traffic

data e.g. before LEZ mitigation is put in place. The red colouring shows locations where NO_x levels exceed a limit of 40 µg_m⁻³, whilst green colouring shows locations where these levels are below this limit. Map B shows the main sources of NO_x emissions in Glasgow city centre. Roads shown in blue represent the locations where buses contribute more than 40% of the emissions. The roads shown in grey represent locations where private cars contribute more than 40% of the emissions. In summary, buses are the dominant source of road emissions on specific city centre streets, whilst private vehicles are the dominant source across the wider road network. Maps created using OpenStreetMap and published on OpenDataCommons. © OpenStreetMap.

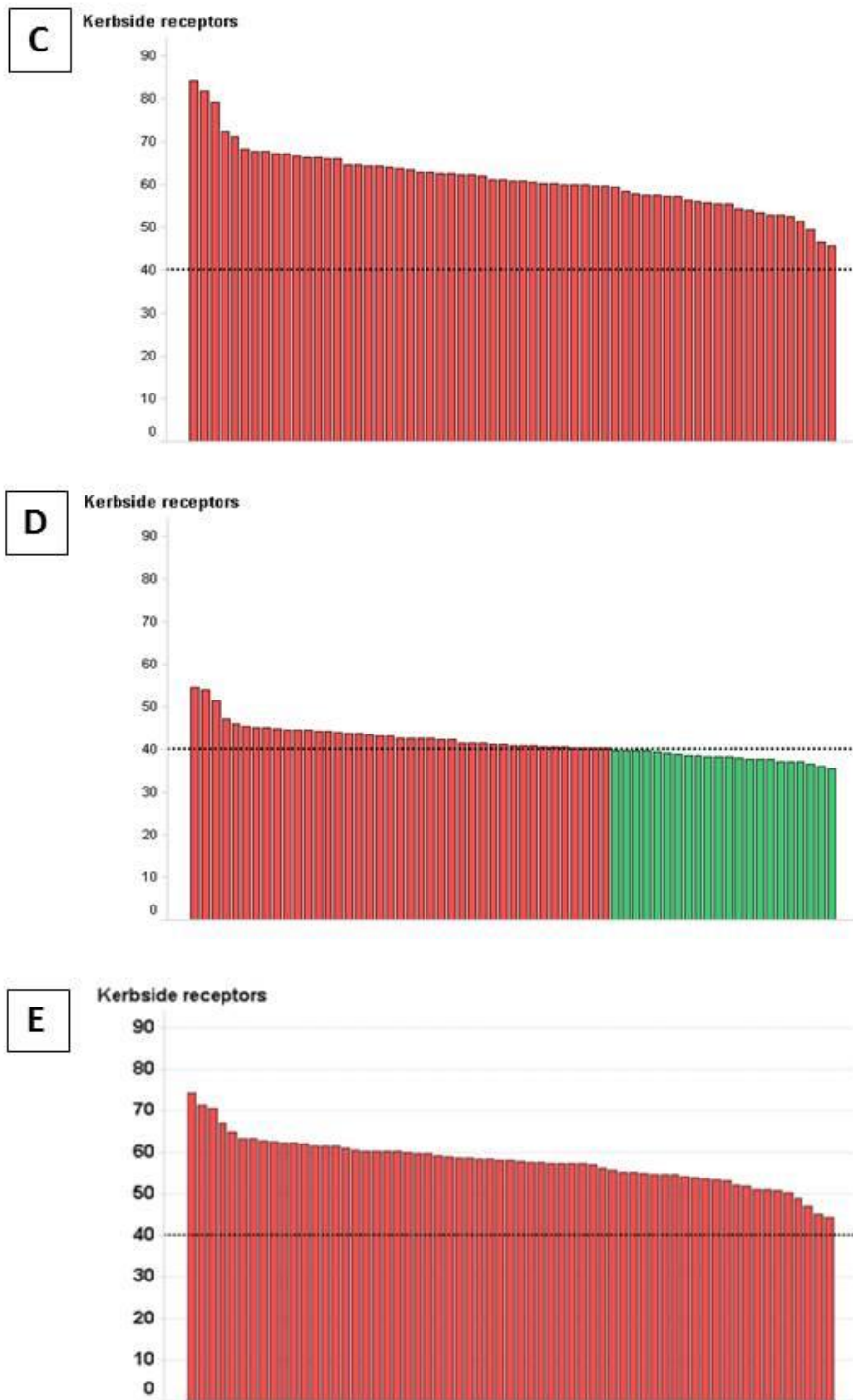


Figure 2 – Examples of air quality impact on Renfield Street in Glasgow for a hypothetical LEZ at a number of kerbside locations, noting that altering the Euro

emission standard for various vehicle types for a specific street can result in variable outcomes. Upgrading the bus fleet only to Euro VI is predicted to reduce kerbside NO₂ concentrations by an average of 19 µg m⁻³, whilst upgrading the diesel car fleet only to Euro 6 on the same street would achieve more modest improvements in air quality, with average reduction in kerbside NO₂ concentrations of 3 µg m⁻³. Graph C represents kerbside receptor model predictions with no action; Graph D represents kerbside receptor model predictions with action focused only on buses; Graph E represents kerbside receptor model predictions with action focused only on diesel private cars. The dotted line in graphs C, D and E represent the 40 µgm-3 mean Scottish Air Quality Objective value.

Scenario	Description	Buses and Coaches	Taxis and Private Hire	HGVs	LGVs	Cars	Motorcycles
1	2018 do-nothing i.e. natural fleet renewal projection from 2015 to 2018 using Emit factors	Standard emit assumption at 2018	Standard emit assumption at 2018	Standard emit assumption at 2018	Standard emit assumption at 2018	Standard emit assumption at 2018	Standard emit assumption at 2018
2	2028 do-nothing i.e. natural fleet renewal projections from 2015 to 2028 using Emit factors	Standard emit assumption at 2028	Standard emit assumption at 2028	Standard emit assumption at 2028	Standard emit assumption at 2028	Standard emit assumption at 2028	Standard emit assumption at 2028
3	2018 hypothetical LEZ implementation based on Euro emission standards lower than those proposed in Table 2 (with no lead-in time and full enforcement immediately).	Euro IV	Euro 3 (diesel)	Euro 4	Euro 3 (diesel)	Euro 3 (diesel)	Euro 3
4	2018 hypothetical LEZ implementation based on Euro emission standards proposed in Table 2 for all vehicles (with no lead-in time and full enforcement immediately).	Euro VI	Euro 6 (diesel)	Euro VI	Euro 6 (diesel)	Euro 6 (diesel)	Euro 3
			Euro 4 (petrol)		Euro 4 (petrol)	Euro 4 (petrol)	
5	As scenario 4 but with hypothetical LEZ not introduced until 2023 in order to show impact of natural fleet renewal versus LEZ implementation	Euro VI	Euro 6 (diesel)	Euro VI	Euro 6 (diesel)	Euro 6 (diesel)	Euro 3
			Euro 4 (petrol)		Euro 4 (petrol)	Euro 4 (petrol)	
6	2018 hypothetical LEZ implementation based on Euro emission standards proposed in Table 2 for buses only. All other vehicle fleets renewed using emit factors to 2019	Euro VI	Standard emit assumption at 2019	Standard emit assumption at 2019	Standard emit assumption at 2019	Standard emit assumption at 2019	Standard emit assumption at 2019
7	As scenario 4 but the LEZ is restricted to only Hope Street and Renfield/Union Street (only on section between Argyle Street and West Regent Street). EMIT factors for 2018 applied to vehicles in all other areas	Euro VI	Euro 6 (diesel)	Euro VI	Euro 6 (diesel)	Euro 6 (diesel)	Euro 3
			Euro 4 (petrol)		Euro 4 (petrol)	Euro 4 (petrol)	
8	As scenario 6 but with hypothetical LEZ for bus only not introduced until 2023 in order to show impact of natural fleet renewal versus LEZ implementation	Euro VI	Standard emit assumption at 2019	Standard emit assumption at 2019	Standard emit assumption at 2019	Standard emit assumption at 2019	Standard emit assumption at 2019
9	As scenario 7 but with hypothetical LEZ not introduced until 2023 in order to show impact of natural fleet renewal versus LEZ implementation	Euro VI	Euro 6 (diesel)	Euro VI	Euro 6 (diesel)	Euro 6 (diesel)	Euro 3
			Euro 4 (petrol)		Euro 4 (petrol)	Euro 4 (petrol)	

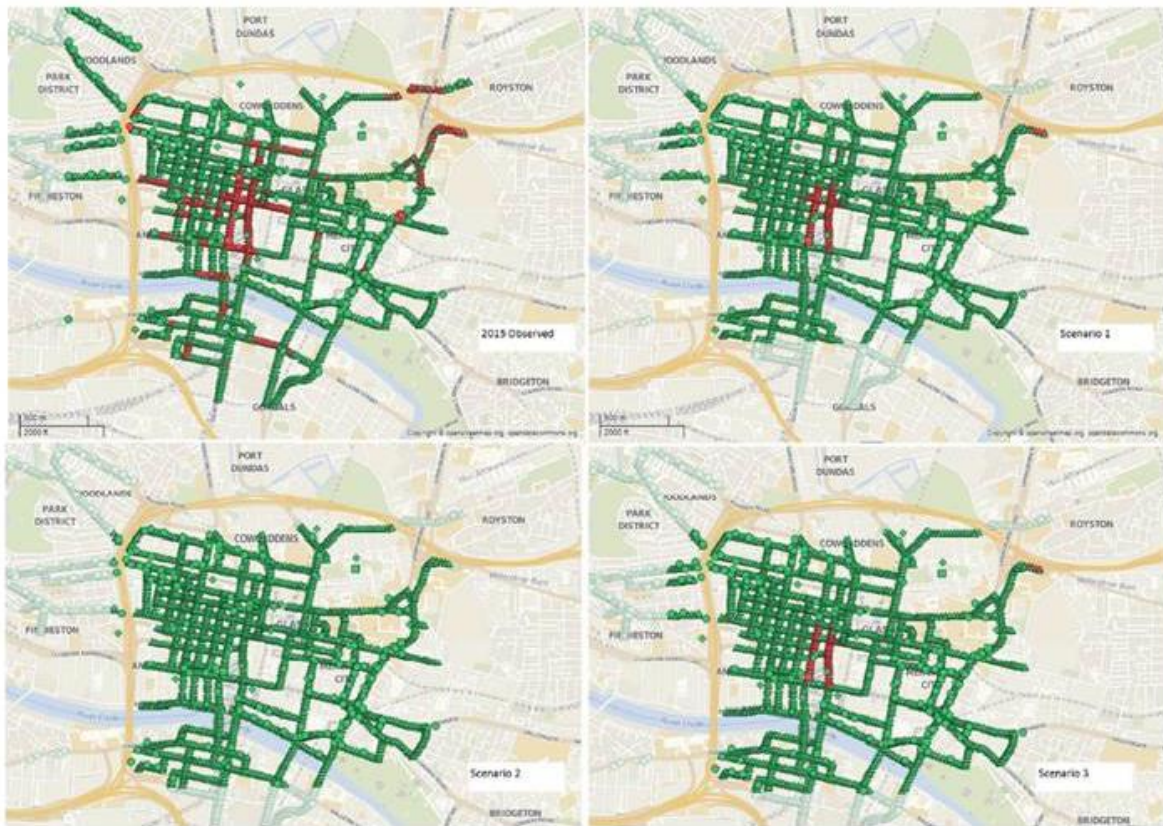


Figure 3a – NMF outputs showing a variety of potential scenarios for a hypothetical Glasgow LEZ, based on work commissioned by Transport Scotland to estimate LEZ costs. The scenarios are shown in the table of page 11. The green areas represent locations where the NO_x mean level would be lower than the 40 µg_m⁻³ mean Scottish Air Quality Objective value if the scenario was implemented. Note that scenario 6 in Figure 3b (which focuses on buses) would still result some exceedance of the Scottish Air Quality Objective value on Hope Street and Argyle Street. The NMF calculations utilised EMIT, which is a comprehensive emissions inventory toolkit and included road traffic emissions factors from DfT and from Defra's Emission Factor Toolkit. Maps created using OpenStreetMap and published on OpenDataCommons. © OpenStreetMap.

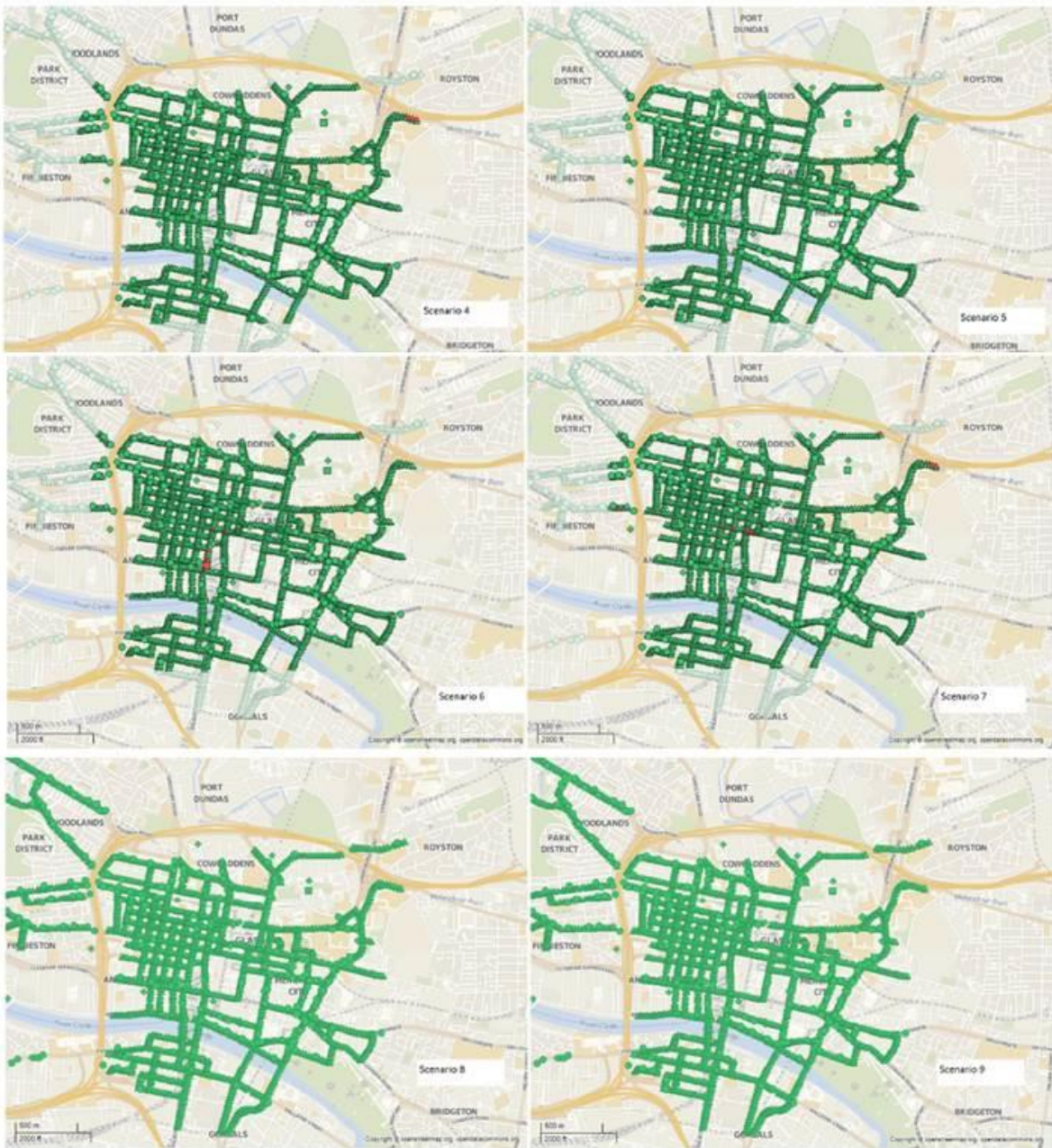


Figure 3b - NMF outputs showing a variety of potential scenarios for a hypothetical Glasgow LEZ. Maps created using OpenStreetMap and published on OpenDataCommons. © OpenStreetMap.

Transport strategy and air quality

- 2.13 The refreshed National Transport Strategy 2016 (NTS; see Transport Scotland 2016), reiterated the primacy of three Key Strategic Outcomes to be used as the guiding principles at national, regional, and local level when developing transport strategy and prioritising resources. One Key Strategic Outcome has a clear link to LEZs, which is to seek “Reduced emissions, to tackle climate change, air quality, health improvement”.
- 2.14 A full review of the National Transport Strategy is currently underway and will aim to set out an updated vision for what kind of transport system we want for the whole of Scotland over the next 20 years and how it can be delivered. The Review will seek to identify the most effective means of reducing transport’s local (air quality) and global (climate change) emissions.

What is a LEZ?

- 2.15 LEZs were first introduced in 1996 in Sweden to improve air quality, and there are now over 250 LEZs across 15 European countries in either an operational or planning phase, as outlined in Table 1.
- 2.16 LEZs are a form of Vehicle Access Regulation Scheme which set an environmental limit on certain road spaces, to improve air quality by allowing access to only the cleanest vehicles, particularly at locations where there is public exposure. LEZs help to accelerate the move to lower emission vehicles and encourage earlier renewal of the fleet. LEZ can also act as a catalyst to the introduction of non-technological air quality mitigation, as outlined in more detail in Section 4.
- 2.17 European LEZs cover a variety of vehicle types, but there is no single model for determining which vehicles to include in a LEZ. Some European LEZs initially focus on heavier vehicles, such as HGVs, buses and coaches, before subsequently placing vehicle access restrictions on private cars. The key principles of a LEZ are outlined in Box 1.

Country	Number	Applicable vehicles	National Framework or legislation
Implemented Schemes			
Austria	7	HGVs	Yes
Belgium	1	All vehicles with 4 or more wheels	Yes
Denmark	4	HGVs	Yes
Finland	1	Buses and refuse trucks	-
France*	1	HGVs***	No
Germany	73	All vehicles with 4 or more wheels	Yes
Greece	1	All vehicles with 4 or more wheels	Yes
Italy	102**	Various	No
Netherlands	13	All vehicles with 4 or more wheels	Yes
Portugal	1	All vehicles with 4 or more wheels	No
Sweden	8	HGVs	Yes
England and Wales	5	Various	Yes****
Planned Schemes			Implementation year
Czech Republic	1	HGVs	2017
Norway	3	Unknown	Unknown
Notes:			
* The Mont Blanc Tunnel LEZ is between France and Italy but is included in Italy's LEZs. An odd-even number plate scheme restricts vehicles during high pollution events.			
** Lombardia Region LEZs, outside cities, are counted as a single LEZ.			
*** Expanded to all vehicles from 1 July 2016.			
**** Known as the Clean Air Zone Framework.			
HGVs = heavy goods vehicles, with a gross vehicle weight (GVW) > 3.5 tonnes. Where the restriction includes all vehicles > 3.5t it includes buses and coaches			

Table 1 - Summary of European Low Emission Zones, based on 2015 data from the Urban Access Regulations in Europe Website.

Box 1 – Key principles of LEZs in Europe

The key design objectives of a LEZ are to accelerate the move to low emission vehicles, and encourage modal shift, thereby improving air quality in the area as soon as possible. The choice around vehicle restrictions is typically based on emissions per vehicle-kilometre, although Begg (2017) has recently highlighted the importance of emissions per passenger-kilometre.

A number of European LEZs have, over time, increased both the vehicle type, scope and Euro emission standard criteria (as described in Table 2) to ensure continual improvement. Key principles of European LEZ design are as follows:

- Emission modelling is required to quantify the potential impact, with some countries developing a national LEZ framework to provide a consistent approach
- Most LEZs have started with a restriction on heavy duty diesel vehicles, but over time their scope has widened to target a wider range of vehicles
- The LEZ area chosen depends on a number of factors including the magnitude of the contribution of traffic – and particular vehicle types - to the urban background, the city's road network and administrative boundaries

Do LEZs improve air quality?

2.18 LEZs can be a viable option to improve air quality. The Airuse (2017) literature review found that LEZ outcomes are highly dependent on the scale, operational scope and traffic data robustness, along with the variable air quality issues that particular cities or countries are trying to address.

2.19 Gehrsitz (2017) found that German LEZs reduced average PM levels by about 4%. The Berlin LEZ was introduced over two stages, creating a 7-10% reduction in NO_x, with traffic adjusted black carbon concentrations decreasing by 14-16% (Lutz, 2009; Airuse, 2017), whilst a 4% reduction in NO_x concentrations was achieved across 17 German cities with LEZs. PM10 was reduced by 4% in Milan, 1-2% in Hanover, 2-4% in the Rhur area of Germany, with reductions in PM10 also detected at 22 out of 29 monitoring sites in Baden in 2008, albeit with meteorological factor contributions (derived from Sadler, 2011). However LEZs in 11 Dutch cities and London did not impact on NO₂ concentrations.

Scottish Parliament scrutiny of LEZs

2.20 Air Quality and LEZs have been the focus of Questions, Committee discussions, and debates in the Scottish Parliament. During 2017, a Members' debate on the 14 June, led by the Scottish Green Party, highlighted the interlinkages between air quality and health as part of the National Clean Air Day 2017. The Environment, Climate Change and Land Reform (ECCLR) Committee subsequently heard evidence from cross-professional experts on the 2 May, which led to an ECCLR Committee Air Quality in Scotland Inquiry. The Inquiry received more than 50 written submissions⁴.

2.21 There is broad political consensus to maintain the joined-up approach across national government, local government and Regional Transport Partnerships – in tandem with commercial fleets and bus operators - to target the urban air pollution hotspots in Scotland's towns and cities.

⁴ <http://www.parliament.scot/parliamentarybusiness/CurrentCommittees/105527.aspx>

Legislation, Orders and Conditions related to LEZs

2.22 There are currently three potential mechanisms that might support the creation of a LEZ:

- The Environment Act 1995 enables the Scottish Ministers to make Regulations prohibiting or restricting the access of vehicles or mobile equipment to areas prescribed in the Regulations
- The Road Traffic Regulation Act 1984 enables local authorities through the mechanism of making a Traffic Regulation Order (TRO) to prohibit or restrict the use of certain vehicles on certain roads for certain purposes including air quality management. Contravention of a TRO is a statutory criminal offence. Police Scotland lead on the enforcement of TROs (with the exception of decriminalised parking matters). The 1984 Act does not provide for enforcement of a TRO through a civil penalty
- Air quality related Traffic Regulation Conditions (TRCs) can be attached as licence conditions in respect of buses by the Traffic Commissioner for Scotland, on the application of the local authority.

Question 1

Do you support the principle of LEZs to help improve Scottish air quality? Please be as specific as possible in your reasoning.

3. Building Scotland's LEZs

Primary LEZ objective

- 3.1 Air Quality objectives adopted in Scotland for the purpose of LAQM can be found on the Scottish Air Quality website, as noted in Section 2. The CAFS strategy also targets significant progress towards the revocation of all AQMAs by 2020, under the Scottish Air Quality objectives. Full compliance with the Ambient Air Quality Directive 2008/50/EC by 2020 will be based around the collective actions of CAFS, including the introduction of LEZs.
- 3.2 **The Scottish Government is proposing that the primary objective of LEZs in Scotland will be to support the achievement of Scottish Air Quality Objectives that focus on nitrogen dioxide and particulate matter.** As our learning around LEZs matures, the focus could widen to incorporate additional Scottish Air Quality Objectives pollutants and support the reduction of greenhouse gas emissions.

Question 2

Do you agree that the primary objective of LEZs should be to support the achievement of Scottish Air Quality Objectives?

If not, why not?



LEZ Euro emission standard criteria and vehicle scope

- 3.3 Most European LEZs adopt the Euro-emission engine classification (known as Euro emission standards⁵) to set out minimum mandatory standards that some, or all, vehicle types must comply with, depending on the LEZ scope e.g. entry into the LEZ is based on the type approval emission rating of a vehicle. These vehicle standards were introduced in 1992 with Euro Class 1, with a subsequent reduction in allowable emission each time a new class was introduced, with the Euro Class 6 for cars introduced in 2015; the Euro VI for vehicles over 3.5 tonnes was introduced in 2013. The classes define emission limits for a range of pollutants, and for air quality there are limits for NO_x and PM. Vehicles manufactured in 2017 must meet the Euro VI/6 standard, and the new Real Driving Emissions test procedure will enhance the Euro emission standard credibility, although LEZ entry will still be based on the Euro emission standard of a vehicle.
- 3.4 **The Scottish Government proposals for the minimum mandatory Euro emission standards for Scottish LEZs across all vehicle types are outlined in Table 2.**
- 3.5 Informed by the NMF methodology and the NLEF appraisal findings, the Scottish Government will seek to work in partnership with local authorities to complete the following, as part of a LEZ design:
- Justify and confirm the vehicle types to be included within the scope of any LEZ (from 2018 onwards), as outlined in Table 2, based on the NMF outputs in tandem with decision making on a suite of issues including exemptions and LEZ geographical area coverage, and thereafter
 - Consider the potential for a phased evolution of any LEZ vehicle scope to tighten over time, to continually improve air quality beyond the current Scottish legal objective values.
- 3.6 The Scottish Government are not proposing to define specific vehicle types to be included in a LEZ. Rather, the decision on all vehicle types to be included in a LEZ should only be decided once (i) an air quality model - that follows the NMF methodology - has been completed, to inform the development of (ii) compelling reasons for certain vehicle types to be included in a LEZ via the NLEF.
- 3.7 Emission sources which are not yet included in the LEZ scope include construction machinery and refrigerated units on large and small vans, noting that the latter are an unregulated source and are not classed in the same way as vehicle exhaust emissions that relate directly to Euro emission standards.

⁵ The Euro-emissions are based on Nitrogen Dioxide emissions, and use Arabic (Euro 5, Euro 6 for cars) and Roman (Euro V, Euro VI for commercial vehicles) numbering to classify the emission standard (Holman et al 2015).

Vehicle Type	Euro Category	Euro Emission Standard
Bus	M3 (GVW over 5000 kg and more than 8 seats in addition to the driver) M2 (GVW not exceeding 5000 kg, ref mass exceeding 2610 kg and more than 8 seats in addition to the driver)	Euro VI (with retrofitted diesel engines meeting Euro VI by using the Clean Vehicle Retrofit Accreditation Scheme (CVRAS))
Coach		Euro VI (once retrofitting technology becomes available and is certified by CVRAS, possibly by end of 2018). Euro IV is acceptable until CVRAS approved technology becomes available.
Minibus	M2 (GVW not exceeding 5000 kg, ref. mass not exceeding 2840 kg and more than 8 seats in addition to the driver)	Euro 6 (diesel) Euro 4 (petrol)
Taxi and Private Hire	Passenger vehicle with up to 8 seats in addition to the driver	Euro 6 (diesel) Euro 4 (petrol)
HGV	N2 (GVW over 3500 kg and ref. mass over 2610 kg) N3 (GVW over 5000kg)	Euro VI (with retrofitted diesel engines meeting Euro VI by using the CVRAS)
Large van	N1 (GVW not exceeding 3500 kg and ref. mass over 1305 kg but not exceeding 2840 kg) N2 (GVW over 3500 kg and ref. mass not exceeding 2840 kg)	Euro 6 (diesel) Euro 4 (petrol)
Small van and light commercial	N1 (GVW not exceeding 3500 kg and ref. mass not exceeding 1305 kg)	Euro 6 (diesel) Euro 4 (petrol)
Cars	Passenger vehicle with up to 8 seats in addition to the driver	Euro 6 (diesel)* Euro 4 (petrol)
Motorcycles and mopeds	Not applicable	Euro 3

Table 2 – Minimum mandatory Euro emission standards for all vehicle types in relation to LEZs. Note that the vehicle types to be included in the LEZ scope will be determined by the local authority in partnership with the Scottish Government once the air quality modelling - following the NMF methodology - has been undertaken. Details on the CVRAS can be found in Section 3. *The Vehicle Emission Testing

Programme⁶ from April 2016 found that a gap exists between the regulated nitrogen oxide (NOx) emissions measured under controlled laboratory conditions and on-the-road performance. The forthcoming new tests and indexes such as the Realworld Driving Emission (RDE) test for Euro 6 diesel cars will have a role to play in informing future LEZ policy.

Question 3a

Do you agree with the proposed minimum mandatory Euro emission criteria for Scottish LEZs?

Question 3b

Do you agree with the proposal to use the NMF modelling in tandem with the NLEF appraisal to identify the vehicle types for inclusion within a LEZ?

Question 3c

Should emission sources from construction machinery and/or large or small van refrigerated units be included in the LEZ scope, and if so should their inclusion be immediate or after a period of time?

⁶ https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/548148/vehicle-emissions-testing-programme-web.pdf



LEZ scheme founding principle: Charging versus Penalty

3.8 LEZs across Europe typically adopt one of the following founding principles:

- Road Charging Scheme⁷ – where vehicles that do not meet LEZ Euro emission standards (and do not meet any LEZ exemption) are allowed to enter a LEZ, but must pay a moderate daily charge, which is typically less than £20 per day
- Road Access Restriction Scheme - where vehicles that do not meet LEZ Euro emission standards (and do not meet any LEZ exemptions) are not allowed to enter a LEZ, and are subject to a penalty if they enter the LEZ, where the penalty is proportionally higher than a daily charge as noted above to incentivise compliance with the LEZ

3.9 A road charging scheme approach has recently been noted by the UK Government (2017) as one – albeit the last - option for proposed 'Clean Air Zones' in England only (see UK Government. 2017). The proposed London Ultra Low Emission Zone (ULEZ) will also require all applicable vehicles to either meet exhaust Euro-emission standards, or pay a daily charge, when travelling in central London.

⁷ Also known as 'road pricing'.

- 3.10 The Transport (Scotland) Act 2001 provides the legal basis for road charging, and allows local authorities, with the approval of Scottish Ministers, to establish road charging schemes. **It is not Scottish Government policy to adopt road charging and we are not proposing road charging for LEZs.**
- 3.11 In light of this, our focus is on creating a national penalty scheme for LEZs, which could be set at a standard rate for all vehicles, or a variable rate depending on vehicle class. Penalties could be set within bands with upper and lower limits, and could vary across different classes of vehicles as outlined in Table 2. An additional element to consider would be the ability to vary the penalties across local or regional areas, depending on the scale of the emission challenge.
- 3.12 A national penalty regime could also be designed to vary with time. For example, a non-compliant vehicle which is issued with a notice could be required to pay the penalty within a set number of days, with the penalty increasing in amount after a defined period e.g. akin to the approach adopted for parking charges.
- 3.13 The public body recipient of monies generated by penalties has still to be confirmed. Only a decriminalised penalty regime would allow penalties to return back to Scottish public bodies directly.
- 3.14 **The Scottish Government's preference would be a road access restriction scheme for LEZs.**

Question 4

What are your views on adopting a national road access restriction scheme for LEZs across different classes of vehicles?

LEZ hours of operation

- 3.15 The majority of European LEZs operate continuously, 24 hours a day, seven days a week, all year round, although some operate non-continuously (across set times, or only on specific days or months⁸). Where hours of operation are non-continuous, the timings chosen are based on evidence from local air pollution and socio-economic factors. Operating 24 hours a day, seven days a week, all year round, would maximise air quality improvement, particularly with respect to the achievement of the annual air quality objective.
- 3.16 TROs are typically limited to a maximum of 8 hours per day, unless amenity value is proven to extend the TRO up to 24 hours per day.
- 3.17 A key consideration is whether local authorities should have discretion to vary LEZ operating times to suit local conditions, or whether Scotland-wide LEZ operating times would be consistent. **The Scottish Government preference**

⁸ See <http://urbanaccessregulations.eu/overview-of-lezs> or the Airuse (2017) report for more information on LEZ hours of operation.

would be for LEZs to operate continuously, 24 hours a day, seven days a week, all year round.

Question 5

What are your views on the proposed LEZ hours of operation, in particular whether local authorities should be able to decide on LEZ hours of operation for their own LEZs?

Enforcement and Vehicle Detection

- 3.18 European LEZs use either automatic or manual enforcement regimes to detect compliance with the LEZ emission criteria. Automatic detection would utilise Automatic Number Plate Recognition (ANPR) cameras linked to a national vehicle licencing database to monitor vehicles entering a LEZ, and automatically detect vehicles which do not comply with Euro emission standards (as outlined in Table 2). Manual detection would rely on police officers or traffic wardens to check colour-coded windscreen stickers or permits.
- 3.19 An automatic detection enforcement regime using ANPR cameras would be more rigorous and effective than a manual detection approach, offer a higher detection rate of non-compliant vehicles, require fewer physical resources to operate, and would mirror existing practices already utilised in Scotland to enforce bus lanes.
- 3.20 **The Scottish Government's preference would be that ANPR cameras would be utilised as the primary basis for monitoring and enforcing LEZs.**

Question 6

What are your views on Automatic Number Plate Recognition enforcement of LEZs?

Exemptions

- 3.21 Certain vehicle types and classes could be exempt from the LEZ emission criteria across all Scottish LEZs in a consistent manner, once a lead-in period or sunset period has passed. Exemptions might be influenced by some of the following considerations:
- the contribution of the vehicle journey to wider society where the exemption is linked to the use of the vehicle rather than just the vehicle type (including, but not limited to, emergency service vehicles, NHS vehicles, refuse vehicles or social care)
 - whether the vehicle is operated by a blue badge holder

- historic and specialist vehicles as defined by a 'historic' vehicle tax class
 - whether the vehicle is a military vehicle
 - specific commercial vehicle types with low frequency movements within a LEZ (including, but not limited to a snow plough or accredited breakdown and roadside recovery vehicle)
 - agricultural or construction mobile machinery with low frequency movements within a LEZ
 - the relatively low distances travelled within a LEZ for buses, coaches and commercial vehicles, compared to distances travelled out-with a LEZ
 - the unintended or unavoidable movement of non-compliant vehicles into a LEZ due to traffic diversions or road closures, where these vehicles do not normally operate within a proposed LEZ
 - Demonstration by the vehicle owner that that they would be severely financially affected by changing their vehicle to meet the LEZ minimum emission criteria, only where the vehicle operates predominantly in a LEZ (known as a 'hardship exemption' in Germany and the Netherlands, with evidence based on financial data for companies and income support levels for private persons)
 - An 'out of hours' exemption tied specifically to times when public transport is closed, to enable people to travel to late-night shift employment. This would require evidence from the vehicle owner that no alternative public transport options exist
- 3.22 Determining the exemption rules would require consideration of equality and socio-economic factors, to ensure that LEZs do not create unintended negative consequences for society.
- 3.23 The successful management of exemptions is reliant on ensuring the vehicle database used for the ANPR enforcement regime includes a list of all exempt vehicles, so that a penalty is not issued. The ability to cross reference certain specific vehicle uses or critical functions would also be important.
- 3.24 In creating rules for LEZ exemptions, a number of complex issues must be taken account of:
- The length of time that exemptions last for, so that exemptions are not open ended without periodic review of their appropriateness and applicability
 - The ability to cross reference a specific vehicle use or critical function with the ANPR enforcement (which identifies a vehicle type and Euro emission standard)
- 3.25 The Scottish Government will consider views and options to enable robust exemptions to be identified** that enable LEZs to operate in harmony with private and commercial vehicle owner needs, whilst still contributing to the achievement of Scottish Air Quality objectives. A key variation here is the

extent to which local authorities should have the discretion to identify and apply LEZ exemptions.

Question 7a

What exemptions should be applied to allow LEZs to operate robustly?
Please be as specific as possible in your reasoning.

Question 7b

Should exemptions be consistent across all Scottish local authorities?

Lead-in time and sunset period

3.26 The design, implementation and operation of LEZs in Europe are often associated with a lead-in time and sunset period. A lead-in time would allow commercial fleet operators and private vehicle owners time to prepare - prior to LEZ operational enforcement starting - for LEZ Euro emission standards that are shown in Table 2 that may be stricter than the Euro emission standard of their current vehicle(s). Key principles of LEZ lead-in times are outlined in Box 2.

Box 2 – Lead in Times and Sunset Periods for LEZs in Europe

Key principles of lead-in times and sunset periods are as follows:

- Awareness raising at the policy stage is essential, with strong engagement required across all road users.
- During the operational period, prior to enforcement, a range of awareness raising measures must be implemented.
- National frameworks can support consistency of approach (the NLEF will be the Scottish approach on this issue).

3.27 The association between lead in times and sunset periods, with policy development and enforcement is shown in Figure 4, noting that the first LEZ will be put in place by 2018. In summary, the lead-in time would commence once a specific LEZ design was published and declared by a local authority.

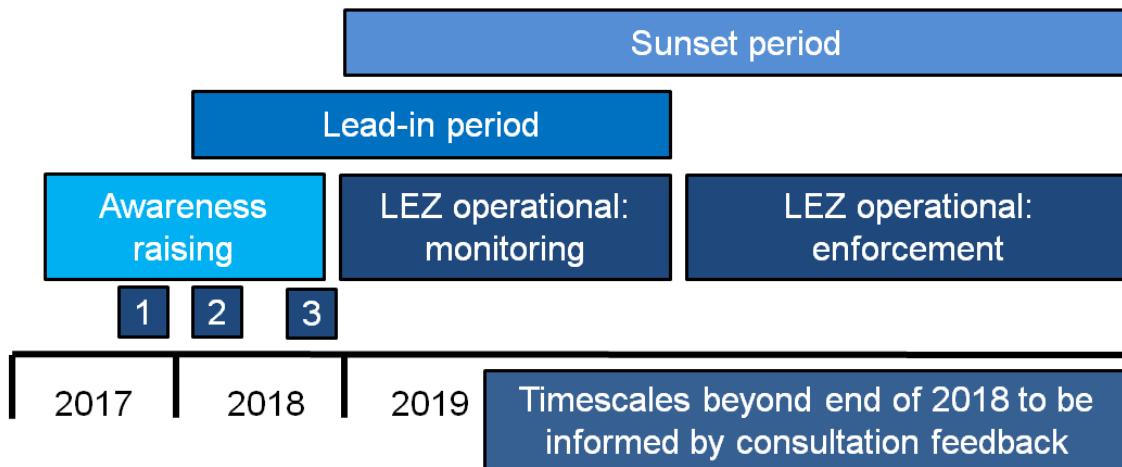


Figure 4 – Potential lead-in time and sunset period timeline. 1 = Building Scotland's LEZ's consultation; 2 = First LEZ declared by a local authority; 3 = First LEZ put in place.

3.28 European LEZ lead-in times can vary significantly. LEZs in Belgium and France sought to update their existing LEZ standards and adopted a 4 year lead-in time for this task⁹. A similar timeframe was also adopted for UK LEZ's, as outlined in Box 3.

Box 3 – European city LEZ lead-in times

The Antwerp LEZ¹⁰ was developed using the Belgian national LEZ framework. In terms of key milestones, a feasibility study was produced in 2012, a council decision was made in 2013, with awareness raising starting in 2014 before the LEZ became operational in February 2017 (4 year lead-in time between 2013 and 2017).

The London ULEZ final plan launch date was March 2015¹¹ with a goal to implement the ULEZ in September 2020, which equates to a 5.5 year lead-in time. However, the lead-in time frame was subsequently reduced to 4.5 years following a change in Mayor¹².

The Brighton and Hove's bus-only LEZ adopted a 4 year lead-in period from the date that the LEZ was put in place.

⁹ An indication of lead-in time trends are sourced from <http://urbanaccessregulations.eu>. LEZ criteria can vary across cities, countries, and classes of vehicle, with outline details of LEZ schemes sometimes being revealed prior to the lead-in time starting.

¹⁰

http://www.joaquin.eu/03/MyDocuments/Yperman_Introducing_low_emission_zone_in_the_city_of_Antwerp.pdf

¹¹ <http://www.airqualitynews.com/2015/03/26/london-ulez-plans-confirmed-for-2020/>

¹² <http://www.airqualitynews.com/2016/07/05/mayor-london-launches-ambitious-air-quality-plan/>

- 3.29 Preparation prior to and during a lead-in time may encompass retrofitting existing vehicles, purchase of new vehicles to replace older non-compliant vehicles, or altering the journey type or mode. It is worth noting that vehicle improvements will require an engineering or manufacturing solution that may be limited nationally by resource and equipment supply. This is where the policy development around the Programme for Government commitment to a National Retrofitting Centre will focus. Commercial businesses would also need to factor in fleet upgrades into their existing investment cycles.
- 3.30 During a lead-in period, ANPR cameras might be used to monitor the expected change in vehicle fleet Euro-standard classification. A communications plan would also be created prior to and during the lead-in period, to help inform vehicle owners that a LEZ was about to be put in place.
- 3.31 Lead-in periods would be set in a manner which did not disincentivise a fleet operator from adopting ultra-low carbon (or zero) emission vehicle.
- 3.32 Sunset periods offer a period of time (the sunset period) for vehicles operating from a commercial base or residential property within a LEZ boundary to ensure that their vehicle complies with the suggested LEZ Euro emission standards (as shown in Table 2)¹³. The sunset period would only apply to vehicles identified by a local authority as being within the scope of a LEZ. For example, if private cars were included in a LEZ scope, then private car owners living within a LEZ boundary with a car that did not meet the proposed Euro emission standards would be applicable for a sunset period. Typically, this would mean replacing the vehicle by the end of the sunset period. As a guide, the London ULEZ proposed a 3 year sunset period for residents living within the ULEZ boundary.
- 3.33 A consistent national standard for both lead-in periods and sunset periods (as applicable to all vehicle type shown in Table 2) would be the Scottish Governments preferred option. **The Scottish Government are seeking views and options that would enable robust lead-in periods and sunset periods to be identified**, noting that we are seeking to address air pollution in the quickest possible time.

Question 8

What are your views on LEZ lead-in times and sunset periods for vehicle types shown in Table 2?

¹³ London's ULEZ has suggested implementing a 3 year sunset period from the date when the ULEZ goes live for residents living in the ULEZ.



Alternative engine technology and retrofitting

- 3.34 The Scottish Government provides a wide range of support related to the purchase of new low emission vehicles¹⁴, and the Switched On Scotland Phase 2 action plan roadmap was recently published by Transport Scotland in 2017.
- 3.35 The United Kingdom engine retrofitting industry tends to focus on upgrading commercial vehicles to a higher Euro emission standard. The Low Carbon Vehicle Partnership¹⁵ and Energy Saving Trust¹⁶ have jointly launched the 'Clean Vehicle Retrofit Accreditation Scheme (CVRAS)' '...to provide independent evidence that a vehicle retrofit technology will deliver the expected emissions reductions and air quality benefits' thus providing confidence to vehicle owners that accredited technologies provide the appropriate emissions reductions for entry to LEZs' (UK Government, 2017).
- 3.36 The Engine Retrofitting Centre in Scotland policy centres around support from the Scottish Government to facilitate the creation of new jobs in the retrofitting

¹⁴ <http://www.greenerscotland.org/greener-travel/greener-driving/grants-and-funding>

¹⁵ http://www.lowcvp.org.uk/news,solving-the-clean-air-zone-conundrum-clean-vehicle-retrofit-scheme-provides-key-component-of-defras-aq-plan_3674.htm

¹⁶ http://www.energysavingtrust.org.uk/business/transport/clean-vehicle-retrofit-accreditation-scheme-cvras?utm_medium=pr&utm_source=Energy%20Saving%20Trust&utm_campaign=pr&utm_term=CVRAS

industry, with the goal of winning business from outside Scotland. The Engine Retrofitting Centre may be located at one specific location or within existing bus operator depots.

- 3.37 The Scottish Government proposal is to utilise the CVRA Scheme to inform any future retrofitting grant programme for commercial vehicles associated with Scottish LEZs and to introduce an Engine Retrofitting Centre in Scotland to support the delivery of LEZs.**

Question 9

What are your views about retrofitting technology and an Engine Retrofitting Centre to upgrade commercial vehicles to cleaner engines, in order to meet the minimum mandatory Euro emission criteria for Scottish LEZs?

Funding

- 3.38 Local authorities, Non-Governmental Organisations and fleet operators have advocated that Government should provide significant financial support toward both the design, construction and operation of LEZs, and the upgrading of commercial fleet – but not necessarily the upgrading of private cars - to meet LEZ emission criteria (as outlined in Table 2).
- 3.39 Transport Scotland commissioned an estimate of costs for a small, medium and large LEZ, based on traffic data in Glasgow collected by Transport Scotland, in tandem with bus fleet data provided by Strathclyde Partnership for Transport (SPT). A LEZ may cost approximately £3.4m for a small LEZ of 0.5 km² in size, and up to £14.9m for a large LEZ of 3.0 km² in size in year 1 to design and build. The estimated costs vary depending on the LEZ size and the provision of a hypothetical Scottish Government grant-scenario for retrofitting and scrapping of buses.
- 3.40 Specific LEZs costs per town and city would be calculated by local authorities as part of their LEZ-specific scheme NLEF appraisal.
- 3.41 The Scottish Government already provides local authorities with grant funding up to £3 million per year to cover air quality monitoring, management, annual reporting and small scale mitigation, but this funding is not associated with LEZ delivery. Funding to encourage the uptake of low emission vehicles is also already provided via the Green Bus Fund, which will be extended in 2018.
- 3.42 The Scottish Government will be considering the required level of new funding for LEZs during the 2018/19 Spending Review budget process.**

Question 10

How can the Scottish Government best target any funding to support LEZ implementation?

Measuring LEZ effectiveness

- 3.43 Local authorities already undertake monitoring and assessment of air quality through a network of automatic monitoring stations and diffusion tubes for both NO_x and PM, with detailed requirements set out in the LAQM Technical Guidance (TG16). The development of the NMF regional and local models has also created a dense network of roadside and kerbside modelled data points.
- 3.44 **The Scottish Government proposal is to utilise the existing network of air quality sensors and diffusion tubes, in tandem with the NMF model datapoints, to evaluate the effectiveness of LEZ actions.**
- 3.45 The issue of monitoring metrics will also be considered. Measuring emissions per vehicle-kilometre is fairly typical, but the recent observation by Begg (2017) to measure emissions per passenger-kilometre is also worth considering, if robust data could be collected to underpin such a metric.
- 3.46 Monitoring and evaluating the effectiveness of LEZs in relation to the issues noted in Section 5 will also be taken into account by the Scottish Government. Collection of data to monitor fleet changes and traffic data (such as annual average daily traffic) to underpin and verify modelling work will also be important.

Question 11

What criteria should the Scottish Government use to measure and assess LEZ effectiveness?

Communications

- 3.47 Both private and commercial vehicle owners must be provided with sufficient information prior to a LEZ being put in place, during the lead-in time and once enforcement commences. A LEZ public awareness campaign is essential. **The Scottish Government proposal is to use the Scottish Air Quality website as the central repository for information related to LEZs**, with links to existing services such as Traffic Scotland, Traveline Scotland and local authority/RTP websites. The Scottish Air Quality website could operate in tandem with Facebook, Twitter, traditional press and radio advertising, school education campaigns and periodic conference, seminar and workshop events to ensure that vehicle owners are informed about LEZs.
- 3.48 Information provision would centre around the criteria outlined in Section 3 of this consultation, in tandem with advice on issues such as LEZ locations and geographical boundaries. A simple tool to check a vehicle's applicability to a LEZ would also be considered¹⁷. The Scottish Air Quality website could also

¹⁷ See the Transport for London LEZ portal as a good practice example:
<https://tfl.gov.uk/modes/driving/low-emission-zone/check-if-your-vehicle-is-affected?intcmp=2266>

provide advice on links to existing information on, low emission vehicle purchases, public transport, active modes of travel¹⁸, and opportunities to either forego car ownership in certain areas or access shared mobility schemes¹⁹.

- 3.49 Once LEZs are put in place, roadside signage will be required at the entry points. New roadside signage would be created by the Scottish Government, in conjunction with the Low Carbon Vehicle Partnership, with the goal of utilising consistent images and wording across and beyond Scotland.

Question 12

What information should the Scottish Government provide to vehicle owners before a LEZ is put in place, during a lead-in time and once LEZ enforcement starts?

¹⁸ <http://www.greenerscotland.org/greener-travel/active-travel>

¹⁹ <http://www.sestran.gov.uk/projects/tripshare/>

4. Complementary measures to LEZs

Multiple benefits associated with improvements to air quality

- 4.1 LEZs must not operate in isolation to address traffic-based air pollution, but rather should operate in a partnership with the suite of transport-focused mitigation already set out in LAQM Air Quality action plans, along with new mitigation identified from NLEF assessments. Combined, these actions should represent the next phase of actions for AQMAs in relation to the CAFS 2020 compliance target and beyond.
- 4.2 LEZ design must be informed by, and seek to work in tandem with, the following:
- Transport policies including freight logistic planning of consolidation centres, the Switched On Scotland programme to increase low emission vehicle uptake and modal shift to active travel and cycling
 - The new ITS Strategy, to be published soon by Transport Scotland
 - bus policy funding streams such as the Green Bus Fund and the Bus Service Operators Grant
 - Current public transport provision, with potential for links and incorporation into contractual or licence agreements for public transport operations
 - Local development plans and local transport plans, that may be collectively seeking transport integration and reprioritisation, and modal shift away from cars into public transport and active travel²⁰
 - Climate change mitigation policies and proposals outlined in the draft Climate Change Plan. There is a suite of ongoing actions to decarbonise our transport networks, including the current policy of switching to low-emission vehicles
 - Placemaking policies, as outlined in Scotland's Third National Planning Framework
 - Local Air Quality Management policy
- 4.3 It may be the case that revision of the LAQM action plans is required to ensure that the transport policies noted above work in tandem with, and complement, LEZ operations.
- 4.4 LEZs can also be a catalyst for improvements to transport operations in our towns and cities, in order to help address significant topical issues such as congestion and climate change. As noted in Section 2, delivering LEZ which practically address both air pollution and congestion will be a key element in the approval of new TRCs. Paragraphs 4.10 to 4.12 provide more information on the interlinkages between air pollution and congestion.

²⁰ Noting the observations in Begg and Haigh (2017) around faster bus running speeds achieving emission reduction and supporting bus attractiveness to increase patronage

- 4.5 Delivery of LEZs will require integration into planning (placemaking) decision making. Planning professionals have a key role to play in the location, design and successful operation of LEZs. Use of the Place Standard Tool will help facilitate community engagement, and create a qualitative benchmark for improving a town or city space through the creation of a LEZ.
- 4.6 LEZs could also benefit local economies by improving air quality within towns and cities, making them more attractive places for living, working, and enjoying recreation.
- 4.7 **The Scottish Government proposal is to ensure that LEZs operate in a complementary manner with existing and future transport and placemaking policies and action plans, in order to support delivery of the CAFS 2020 compliance target.**

Question 13

What actions should local or central government consider in tandem with LEZs to address air pollution?



Air pollution and climate change

- 4.8 Interlinkages exist between air quality and climate change policy (for example see UK Health Alliance on Climate Change, 2016), where integrated strategies can lead to greater benefits to health, environment and the economy.
- 4.9 The Scottish Government published the draft Climate Change Plan in January 2017. **The Scottish Government proposal is to work with local authorities, regional transport partnerships and other partners and stakeholders to evaluate the scope for urban-wide low emission zones with a specific focus on climate change (CO₂) emissions, as well as air pollution more generally.**

Question 14

How can LEZs help to tackle climate change, by reducing CO₂ emissions in tandem with air pollution emissions?

Air pollution and congestion

- 4.10 Interlinkages between emissions and congestion centre around improving the vehicle fleet emission profile (the technology solution) in tandem with actions to reduce congestion, increase urban traffic speeds and make bus travel in particular more attractive²¹ (non-technology solutions). It is worth noting that a halving of average city traffic speeds leads to a 50% increase in NO_x emissions from larger vehicles (Begg, 2016; Begg, 2017; Begg and Haigh, 2017). Stakeholders such as the Traffic Commissioner for Scotland and Confederation for Passenger Transport have already highlighted this view to the Scottish Government during preparation of the National Low Emission Framework.
- 4.11 Demand management measures are specific interventions or strategies that are intended to result in more efficient use of transportation networks and resources. They could reduce traffic levels in town and city roads by introducing measures to reduce the number of vehicle trips, remove the need to travel or increase the desire to use either public transport or active travel; all of which help to reduce emissions. However, transport practitioners acknowledge that attitudes and habits of travel can be deep-rooted and hard to change (RAC Foundation, 2014; Begg and Haigh, 2017).
- 4.12 **The Scottish Government proposal is to incorporate congestion management into all stages of LEZ design and operation.**

²¹ An additional option here is to make car travel less attractive, by reviewing the approach to parking provision in our towns and cities

Question 15

What measures (including LEZs) would make a difference in addressing both road congestion and air pollution emissions at the same time?

Question 16

Do you have any other comments that you would like to add on the Scottish Government's proposals for LEZs?

5. Assessing Impact

Equality

- 5.1 In creating a consistent approach to LEZs in Scotland, the public sector equality duty requires the Scottish Government to pay due regard to the need to the following:
- Eliminate discrimination, victimisation, harassment or other unlawful conduct that is prohibited under the Equality Act 2010
 - Advance equality opportunity between people who share a protected characteristic and those who do not and
 - Foster good relations between people who share a relevant protected characteristic
- 5.2 These three requirements apply across the 'protected characteristics' of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, and sex and sexual orientation. The Scottish Government must also include consideration of the very young and old too, given the point raised in Section 2 about air pollution and exacerbation of existing health conditions.
- 5.3 At this early stage in our planning for LEZs in Scotland, it is difficult to determine whether significant effects are likely to arise and the aim of the Scottish Government is to use this consultation process as a means to explore the likely equality effects, including the impact on children and young people. It is also possible that LEZs could lead to positive equality outcomes, by addressing air pollution impacts in the most socially deprived communities, as noted in Section 2.
- 5.4 The Scottish Government will consider the responses from the consultation process in determining any actions needed to meet its statutory obligations. Your comments will be considered in a full Equality Impact Assessment to determine if any further work in this area is needed.

Question 17

What impacts do you think LEZs may have on particular groups of people, with particular reference to the 'protected characteristics' listed in Paragraph 5.2? Please be as specific as possible in your reasoning.

Business and Regulation

- 5.5 In our work to put in place the first LEZ, a Business and Regulatory Impact Assessment will analyse whether the policy is likely to increase or reduce the costs and burdens placed on businesses, the public sector and voluntary and community organisations.

- 5.6 The Urban Access Regulations in Europe Website states that the Copenhagen LEZ found only a 'few reported negative business impacts'. The most comprehensive published study on LEZs and business is the London ULEZ Economic and Business Impact Assessment, which found that 'any negative impact on London's economy as a result of the ULEZ would be minor to moderate in the short to medium term (predominantly in the first year), ...and by 2025 the cost to London's economy would reduce to virtually zero...with minor to moderate positive long term effects on London's economic competitiveness' (TfL 2014a, 2014b).

Question 18

Do you think the LEZ proposals contained in this consultation are likely to increase or reduce the costs and burdens placed on any sector? Please be as specific as possible in your reasoning.

Privacy

- 5.7 A full Privacy Impact Assessment will be conducted to ascertain whether our proposals on delivering a consistent approach to LEZs in Scotland may have an impact on the privacy of individuals. At this early stage in our planning for LEZs, it is difficult to determine whether significant privacy effects are likely to arise and the aim of the Scottish Government is to use this consultation process as a means to fully explore the likely privacy effects.

Question 19

What impacts do you think LEZs may have on the privacy of individuals? Please be as specific as possible in your reasoning.

Environment

- 5.8 In relation to our plans for delivering a consistent approach to LEZs, the Environmental Assessment (Scotland) Act 2005 ensures those public plans that are likely to have a significant impact on the environment are assessed and measures to prevent or reduce adverse effects are sought, where possible, prior to implementation. At this early stage in our planning for LEZs, it is difficult to determine whether significant environmental effects are likely to arise and the aim of the Scottish Government is to use this consultation process to help explore the potential environmental effects.

Question 20

Are there any likely impacts the proposals contained in this consultation may have upon the environment? Please be as specific as possible in your reasoning.

6. Consultation Questions

Number	Consultation Question
1	Do you support the principle of LEZs to help improve Scottish air quality? Please be as specific as possible in your reasoning.
2	Do you agree that the primary objective of LEZs should be to support the achievement of Scottish Air Quality Objectives? If not, why not?
3a	Do you agree with the proposed minimum mandatory Euro emission criteria for Scottish LEZs?
3b	Do you agree with the proposal to use the NMF modelling in tandem with the NLEF appraisal to identify the vehicle types for inclusion within a LEZ?
3c	Should emission sources from construction machinery and/or large or small van refrigerated units be included in the LEZ scope, and if so should their inclusion be immediate or after a period of time?
4	What are your views on adopting a national road access restriction scheme for LEZs across different classes of vehicles?
5	What are your views on the proposed LEZ hours of operation, in particular whether local authorities should be able to decide on LEZ hours of operation for their own LEZs?
6	What are your views on Automatic Number Plate Recognition enforcement of LEZs?
7a	What exemptions should be applied to allow LEZ to operate robustly? Please be as specific as possible in your reasoning.
7b	Should exemptions be consistent across all Scottish local authorities?
8	What are your views on LEZ lead-in times and sunset periods for vehicle types shown in Table 2?
9	What are your views about retrofitting technology and an Engine Retrofitting Centre to upgrade commercial vehicles to cleaner engines, in order to meet the minimum mandatory Euro emission criteria for Scottish LEZs?
10	How can the Scottish Government best target any funding to support LEZ

	implementation?
11	What criteria should the Scottish Government use to measure and assess LEZ effectiveness?
12	What information should the Scottish Government provide to vehicle owners before a LEZ is put in place, during a lead-in time and once LEZ enforcement starts?
13	What actions should local or central government consider in tandem with LEZs to address air pollution?
14	How can LEZs help to tackle climate change, by reducing CO2 emissions in tandem with air pollution emissions?
15	What measures (including LEZs) would make a difference in addressing both road congestion and air pollution emissions at the same time?
16	Do you have any other comments that you would like to add on the Scottish Government's proposals for LEZs
17	What impacts do you think LEZs may have on particular groups of people, with particular reference to the 'protected characteristics' listed in paragraph 5.2? Please be as specific as possible in your reasoning.
18	Do you think the LEZ proposals contained in this consultation are likely to increase or reduce the costs and burdens placed on any sector? Please be as specific as possible in your reasoning.
19	What impacts do you think LEZs may have on the privacy of individuals? Please be as specific as possible in your reasoning.
20	Are there any likely impacts the proposals contained in this consultation may have upon the environment? Please be as specific as possible in your reasoning.

7. References

- 1 Air Quality in Scotland Website, <http://www.scottishairquality.co.uk/>
- 2 Airuse (2017) Testing and Development of air quality mitigation measures in Southern Europe. <http://airuse.eu/en/>
- 3 Begg, D. (2016) The impact of congestion on bus passengers – new extended version <http://www.greenerjourneys.com/publication/impact-congestion-bus-passengers-new-extended-version/>
- 4 Begg, D. (2017) Improving air quality in towns and cities. <http://www.greenerjourneys.com/publication/improving-air-quality-towns-cities/>
- 5 Begg, D, Haigh, C (2017) Tackling pollution and congestion. <http://www.greenerjourneys.com/publication/tackling-pollution-congestion/>
- 6 Gehrsitz, M. (2017) The Effect of Low Emission Zones on Air Pollution and Infant Health. https://www.researchgate.net/publication/313544726_The_effect_of_low_emission_zones_on_air_pollution_and_infant_health
- 7 Health Protection Scotland (2014) Air Quality (PM_{2.5} particulate air pollution) and Mortality in Scotland. A Briefing Paper <http://www.hps.scot.nhs.uk/resourcedocument.aspx?id=1743>
- 8 Holman, C. Harrison, R. Querol, X. (2015) Review of the efficacy of low emission zones to improve urban air quality in European cities. Atmospheric Environment 111. 161-169
- 9 King, K., Healy, S. (2013) Analysing air pollution exposure in London. Report to Greater London Authority. https://www.scribd.com/doc/312760725/Analysing-Air-Pollution-Exposure-in-London?secret_password=UjnUA1OxDIURlebGARhZ
- 10 LAQM Technical Guidance (TG16) (2016) Local Air Quality Management Technical Guidance (TG16) April 2016 <http://www.scottishairquality.co.uk/assets/documents/technical%20guidance/LAQM-TG16-April-16-v1.pdf>
- 11 Mitchell, G., Norman, P., Mullin, K. (2015) Who benefits from environmental policy? An environmental justice analysis of air quality change in Britain, 2001–2011 https://www.researchgate.net/publication/283788655_Who_benefits_from_environmental_policy_An_environmental_justice_analysis_of_air_quality_change_in_Britain_2001-2011
- 12 Namdeo, A., Stringer, C (2008) Investigating the relationship between air pollution, health and social deprivation in Leeds, UK. Environment International 34(5), 585-591. <http://www.sciencedirect.com/science/article/pii/S0160412007002309>
- 13 Road Traffic Regulation Act (1984), <http://www.legislation.gov.uk/ukpga/1984/27/contents>,

- 14 Sadler, L. (2011) Low Emission Zones in Europe for ADEME.
http://urbanaccessregulations.eu/images/stories/Reports/Summary_Sadler_Consultants_Ademe_report.pdf
- 15 Scottish Government (2015), Cleaner Air for Scotland - The Road to a Healthier Future (CAFS), <http://www.gov.scot/Resource/0048/00488493.pdf>
- 16 Scottish Government (2016) Local Air Quality Management policy guidance – New Policy Guidance PG(S)16.
<http://www.scottishairquality.co.uk/laqm/technical-guidance>
- 17 Scottish Government (2017), Cleaner Air for Scotland - The Road to a Healthier Future (CAFS) - annual progress report 2016,
<http://www.gov.scot/Resource/0052/00521031.pdf>
- 18 Scottish Government (2017) Draft Climate Change Plan - the draft Third Report on Policies and Proposals 2017-2032.
<http://www.gov.scot/Publications/2017/01/2768>
- 19 The Air Quality Standards (Scotland) Regulations 2010,
<http://www.legislation.gov.uk/ssi/2010/204/contents/made>
- 20 TfL (2014a) Ultra Low Emission Zone Integrated Impact Assessment.
https://consultations.tfl.gov.uk/environment/ultra-low-emission-zone/user_uploads/ulez-ii-a-report_final.pdf
- 21 TfL (2014b) Ultra Low Emission Zone Integrated Impact Assessment. Economic and Business Impact Assessment October 2014.
https://consultations.tfl.gov.uk/environment/ultra-low-emission-zone/user_uploads/ulez-ii-a_ebia_final.pdf
- 22 Transport Scotland, Switched on Scotland Phase 2,
<https://www.transport.gov.scot/media/39306/switched-on-scotland-phase-2.pdf>
- 23 Transport Scotland (2016) National Transport Strategy.
<https://www.transport.gov.scot/publication/national-transport-strategy-nts/>
- 24 Transport (Scotland) Act 2001,
http://www.legislation.gov.uk/asp/2001/2/pdfs/asp_20010002_en.pdf
- 25 UK Government (2017) Air Quality Plan for nitrogen dioxide in UK (2017).
<https://www.gov.uk/government/publications/air-quality-plan-for-nitrogen-dioxide-no2-in-uk-2017>
- 26 UK Health Alliance on Climate Change (2016) A breath of fresh air. Addressing climate change and air pollution together for health.
<http://www.ukhealthalliance.org/wp-content/uploads/2016/10/UK-Health-Alliance-A-Breath-of-Fresh-Air-Final-Report.pdf>
- 27 Urban Access Regulations in Europe Website,
<http://www.urbanaccessregulations.eu/>

8. Respondent Information Form

Please Note this form **must** be returned with your response.

Are you responding as an individual or an organisation?

Individual

Organisation

Full name or organisation's name.

Phone number.....

Address.....

Postcode.....

Email.....

The Scottish Government would like your permission to publish your consultation response. Please indicate your publishing preference:

Publish response with name

Publish response only (anonymous)

Do not publish response

We will share your response internally with other Scottish Government policy teams who may be addressing the issues you discuss. They may wish to contact you again in the future, but we require your permission to do so. Are you content for Scottish Government to contact you again in relation to this consultation exercise?

Yes

No



**TRANSPORT
SCOTLAND**
CÒMHDHAIL ALBA

Transport Scotland

Buchanan House, 58 Port Dundas Road, Glasgow, G4 0HF
0141 272 7100
lezconsultation@transport.gov.scot

© Crown copyright 2017

ISBN 978-1-911582-15-1

You may re-use this information (excluding logos and images) free of charge in any format or medium, under the terms of the Open Government Licence. To view this licence, visit <http://www.nationalarchives.gov.uk/doc/open-government-licence> or e-mail: psi@nationalarchives.gsi.gov.uk

Where we have identified any third party copyright information you will need to obtain permission from the copyright holders concerned.

Further copies of this document are available, on request, in audio and visual formats and in community languages. Any enquiries regarding this document / publication should be sent to us at lezconsultation@transport.gov.scot

This document is also available on the Transport Scotland website: www.transport.gov.scot
Published by Transport Scotland, September 2017

Follow us:

 [transcotland](https://www.facebook.com/transcotland)  [@transcotland](https://twitter.com/transcotland)

transport.gov.scot



Scottish Government
Riaghaltas na h-Alba



To: INFRASTRUCTURE, LAND AND ENVIRONMENT POLICY BOARD

On: 8 NOVEMBER 2017

**Report by: ACTING DIRECTOR OF DEVELOPMENT AND HOUSING and
 DIRECTOR OF ENVIRONMENT & COMMUNITIES**

Heading: PUBLIC SECTOR CLIMATE CHANGE DUTIES REPORTING 2016/17

1. Summary

- 1.1. To comply with the requirements of the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland), Renfrewshire Council is required to prepare an Annual Report, detailing progress in helping to mitigate and adapt to climate change.
 - 1.2. Renfrewshire Council's Public Sector Climate Change Duties Reporting for 1 April 2016 to 31 March 2017 is attached at Appendix 1.
-

2. Recommendations

- 2.1 It is recommended that the Infrastructure, Land and Environment Policy Board approve the content and submission of Renfrewshire Council's mandatory Public Sector Climate Change Duties report for 2016/17.
-

3. Background

- 3.1 In 2007, all 32 local authorities in Scotland signed up to Scotland's Climate Change Declaration. Signatories to the Declaration acknowledging the importance of climate change and were committed to:
 - Mitigating their impact on climate change through reducing greenhouse gas emissions;

- Taking steps to adapt to the unavoidable impacts of a changing climate; and
 - Working in partnership with their communities to respond to climate change.
- 3.2 The Declaration recognised that Scottish local authorities play a key role in helping to tackle the challenges of climate change. Signatories to Scotland's Climate Change Declaration have been committed to preparing an Annual Report, detailing progress in mitigating and adapting to climate change. Importantly, it has provided a mechanism for the public sector to lead by example in addressing climate change.
- 3.3 The climate change report to be submitted in November 2017 for 2016/17 is a mandatory submission by Renfrewshire Council, as required by public bodies that are seen as 'major players'.
- 3.4 Renfrewshire Council's annual report for 2016/17 is attached and will be submitted, following approval by the Infrastructure, Land and Environment Policy Board, to the Sustainable Scotland Network on 30 November 2017. It will also be available on <http://climatechange.sustainable-scotland.net/>
-

4. Duties of Public Bodies Reporting – Overview

- 4.1 The mandatory requirement of the report is intended to help with Public Bodies Duties compliance, engage leaders and encourage continuous improvement. The Scottish Government, through the Sustainable Scotland Network, has developed a standardised reporting template which will assist in providing accurate and consistent performance information to inform the direction of future policy, legislation, funding and support services.
- 4.2 For public sector bodies, reporting on climate change activity is considered good practice as it:
- Increases accountability and transparency, making it easier for the public to understand how Renfrewshire Council is performing in climate change areas;
 - Assists with integrating climate change objectives in corporate business plans and embeds climate change action in all services; and
 - Assists with establishing a climate change reporting hierarchy and the mainstreaming of climate change within organisation decision making.
- 4.3 The reporting duties cover six main areas:
- A brief **Organisation Profile** covering the number of staff, budget and organisational context;
 - A section on **Governance and Management** which explains how climate change is governed, managed and embedded in the organisation and identifies its key strategies and priorities;
 - A section on **Emissions, Targets and Projects** which reports the key statistical data, performance targets and climate change projects;

- An **Adaption** section explains how risk is managed and assessed and the actions taken to adapt to climate change;
- The reporting requirements also cover the organisations **Procurement** policies and how they contribute to compliance with climate duties and how procurement activity contributes to compliance in climate change duties;
- A final section addresses the **internal and external validation** processes undertaken by the organisation in terms of its climate change duties.

5. Renfrewshire Council's Annual Report 2016/2017 - Summary

A summary of highlights from Renfrewshire's report is provided below.

Corporate Emissions, Targets and Project Data

- 5.1 Renfrewshire Council's Carbon Management Plan 2019/20 has objectives to reduce emissions that are included in other corporate and strategic documents. The main target is to reduce CO₂ emissions by 36% by March 2020.
- 5.2 The Carbon Management Plan update that was presented to the Planning and Property Policy Board on the 8 November 2016 indicates the Renfrewshire Council have achieved a 20.4% reduction in carbon emissions. This reduction was achieved through carbon reduction activities undertaken by all services. To date Renfrewshire Council have achieved a 28% reduction in emissions.
- 5.3 Renfrewshire Council is the first local authority in Scotland to sign up to producing our third Carbon Management Plan.

Adaptation

- 5.4 The Council's Risk Management process considers the risks associated with flood risk, energy and carbon management, waste management as well as planning for severe weather. In relation to climate change, sustainability and adaptability, this corporate risk is considered to be a moderate risk.
- 5.5 To recognise the links between air quality and climate change, the Council is promoting initiatives to improve air quality and reduce emissions. Paisley Town Centre, Johnstone High Street and Renfrew Town Centre are current locations that are being targeted to achieve air quality improvements. Air Quality Action Plans are being prepared with the aim of addressing issues associated with air quality in these areas.
- 5.6 The adopted Renfrewshire Local Development Plan (2014) continues to promote investment in the right locations whilst aiming to protect and where possible enhancing the environment.
- 5.7 Regeneration is a central focus for the Council and there are various projects across Renfrewshire that are creating sustainable mixed communities, high quality places and delivering sustainable economic growth. The Renfrewshire Strategic Economic Framework outlines 10 near term strategic priorities. This includes projects to

regenerate and invest in Paisley Town Centre, tackling disadvantage, targeting deprivation and supporting people as well as strengthening transport infrastructure.

Procurement

- 5.8 The Council's Corporate Procurement Unit is making a significant impact by actively considering the reduction of greenhouse emissions, energy efficiency and recycling responsibly. Any Suppliers for the Council are made fully aware of the commitment to climate change duties along with clear instructions and terms and conditions.

Implications of the Report

1. **Financial** – None.
2. **HR & Organisational Development** – None.
3. **Community Planning** - the report details a range of activities which reflect local community 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 because it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – None.
9. **Procurement** – None.
10. **Risk** – None.
11. **Privacy Impact** – None.
12. **CoSLA Policy Position** –

List of Background Papers: None

Author: Fraser Carlin, Head of Planning and Housing Services
e-mail: fraser.carlin@renfrewshire.gov.uk

TABLE OF CONTENTS

Required

PART 1: PROFILE OF REPORTING BODY

PART 2: GOVERNANCE, MANAGEMENT AND STRATEGY

PART 3: EMISSIONS, TARGETS AND PROJECTS

PART 4: ADAPTATION

PART 5: PROCUREMENT

PART 6: VALIDATION AND DECLARATION

PART 1: PROFILE OF REPORTING BODY

1(a) Name of reporting body
Renfrewshire

1(b) Type of body
Local Government

1(c) Highest number of full-time equivalent report year
6,800

1(d) Metrics used by the body			
Specify the metrics that the body uses to assess its performance in relation to climate change and sustainability.			
Metric	Unit	Value	Comments
Floor Area	m ²		
Treated Water	ML		
Households supplied with water	Households		
Population supplied with treated water	Population		
Sewage treated	ML		
Households supplied sewage services	Households		
Population supplied with sewage services	Population		
Number of full-time students	Number FTS		
Patient bed nights	Number of patient bed nights		
Population size served	Population		

1(e) Overall budget of the body	
Specify approximate £/annum for the report year.	
Budget	Budget Comments
£396,415,000	

1(f) Report year	
Specify the report year.	
Report Year	Report Year Comments
Financial (April to March) 2016/17	

1(g) Context
<p>Provide a summary of the body's nature and functions that are relevant to climate change reporting.</p> <p>In 2007 all 32 Scottish local authorities signed up to Scotland's Climate Change Declaration. Signatories to the Declaration acknowledging the importance of climate change and were committed to:</p> <ul style="list-style-type: none"> • Mitigating their impact on climate change through reducing greenhouse gas emissions • Taking steps to adapt to the unavoidable impacts of a changing climate • Working in partnership with their communities to respond to climate change <p>The climate change report submitted in November 2017 for 2016/17 will be the second mandatory submission by Renfrewshire Council, as required by public bodies that are seen as 'major players'.</p> <p>For public sector bodies, reporting on climate change activity is considered good practice as it:</p> <ul style="list-style-type: none"> • Increases accountability and transparency, making it easier for the public to understand how Renfrewshire Council is performing in climate change areas; • Assists with integrating climate change objectives in corporate business plans and embeds climate change action in all services; and • Assists with establishing a climate change reporting hierarchy and the mainstreaming of climate change within organisation decision making.

PART 2: GOVERNANCE, MANAGEMENT AND STRATEGY

2(a) How is climate change governed in the body?

Provide a summary of the roles performed by the body's governance bodies and members in relation to climate change. If any of the body's activities in relation to climate change sit outside its own governance arrangements (in relation to, for example, land use, adaptation, transport, business travel, waste, information and communication technology, procurement or behaviour change), identify these activities and the governance arrangements.

Community Planning Partnership

In Renfrewshire, the Community Plan set out a ten year vision and is reviewed, along with the Local Outcome Improvement Plan on a rolling three year basis. Partners have agreed to the principle of keeping governance arrangements simple and straight forward. Each of the six community planning thematic boards were responsible for driving forward a key community planning theme. Political oversight and senior partner representation was a key feature of all boards. The boards were at the heart of Renfrewshire's community planning arrangements and drove and coordinated the work of all partners in the community planning partnership.

The Greener Renfrewshire Thematic Board includes responsibility for co-ordinating and driving multi-agency activity to ensure the achievement of the long term vision that: 'Renfrewshire will be a clean and attractive location, providing a healthy, inviting and pleasant environment in which to live, work and do business through the promotion of sustainable patterns of travel and development, the efficient management of energy and the treatment of waste as a valuable resource.'

To ensure its long term vision the Greener Renfrewshire Thematic Board was supported by three sub-groups, each led by relevant partners and supported by key officers. These were the Greener Communities sub-group; Greener Transport sub-group; and Carbon Management sub-group.

Council and Boards 1 April 2016 to 31 March 2017

The Council's agreed framework for decision making and policy development is based on a series of policy boards. In addition to the Leadership Board, Audit, Scrutiny and Petitions Board and Regulatory Functions Board the Council also operates the following thematic policy boards that reflect policy priorities rather than Council service structures. The thematic boards during 2016/17 are:

- Economy and Jobs Policy Board
- Education and Children Policy Board
- Environment Policy Board
- Finance and Resources Policy Board
- Housing and Community Safety Policy Board

- Planning and Property Policy Board
- Procurement Sub-committee

Each of these thematic boards will have initiatives that contribute to the Council's work on adaptation and reducing its carbon emissions. In particular activity relating to the Carbon Management Plan, biodiversity, development planning and sustainable development falls within the remit of the Planning and Property Board. Matters relating to sustainable procurement are reported to the Finance and Resources Board. Matters relating to waste management, transportation and flooding are reported to the Environment Policy Board. The Environment Policy Board has the delegated authority for decision making on climate change.

Renfrewshire Local Area Committees

Renfrewshire Council has five Local Area Committees (LACs) which act as a focus for community consultation and allocate a wide range of grants and funds. LACs are statutory committees of the Council that meet on a quarterly basis and are designed to let residents see and influence how services are operating in the community and have the power to take decisions on matters such as making grants. Local initiatives promoting sustainable development and activities such as Growing Grounds, or environmental improvements that will enhance sustainability often benefit from LAC grants. Renfrewshire Council has five Local Area Committees (LACs) which act as a focus for community consultation and allocate a wide range of grants and funds.

The Council currently has several internal governance groups in place that work towards promoting emissions reductions. They report to appropriate boards on a range of matters relating to Climate Change Adaptation as and when required.

As noted above the Community Plan was refreshed in September 2017. Any changes will be incorporated in 2018 Climate Change Duties Report.

2(b) How is climate change action managed and embedded by the body?

Provide a summary of how decision-making in relation to climate change action by the body is managed and how responsibility is allocated to the body's senior staff, departmental heads etc. If any such decision-making sits outside the body's own governance arrangements (in relation to, for example, land use, adaptation, transport, business travel, waste, information and communication technology, procurement or behaviour change), identify how this is managed and how responsibility is allocated outside the body (JPEG, PNG, PDF, DOC)

The Council's Corporate Management Team (CMT) is comprised of senior staff from all services and meets on a regular basis. Although matters relating to climate change adaptation and mitigation are not the sole remit of this group, issues such as performance in relation to the Community Plan and Local Outcome Improvement Plan and Sustainable Procurement are considered by the CMT. Specific officer groups whose remit includes Climate Change adaptation and mitigation are outlined below.

1. Strategic Asset Management Group: High level group that meets to discuss and progress corporate asset performance, including energy management. Other projects are discussed including the Carbon Management Plan as well as Capital expenditure projects.

2. Carbon Management Plan Working Group: A group that meets quarterly to monitor the consumption of energy, water, street lighting, waste and transport fleet for the Council's estate and to implement reduction targets. Twice a year the focus of the group is the Carbon Management Plan and where the Group Monitors progress towards the target of a 36% reduction in CO₂ emissions by 2019/20 based on 2012/13 baseline. Updates from this group are reported to the Property Services Senior Management Team convened by the Director of Development and Housing.

3. Fuel Poverty Steering Group: A group that meets regularly to discuss ways in which fuel poverty can be reduced. Membership is cross service and includes representatives from other agencies such as the Citizens' Advice Bureau and the Home Energy Scotland (HES). Climate Change considerations are embedded throughout the Council through the following:

- The Council has used the CCAT (Climate Change Assessment Tool) which will help to foster cross-organisational engagement and assessment.
- The Carbon Management Plan contains specific objectives to reduce emissions that are included in the Council's other corporate and strategic documents, including the Council's Plan - 'A Better Council, A Better Future 2014 -2017' (Council plan was refreshed in September 2017).
- Through the Council's procurement service, sustainability and community benefits are considered in the development of all contract strategies. The Sustainability Test has been designed to identify and prioritise the impacts of your procurement across the 3 strands of Sustainable Procurement – Social, Economic & Environmental which climate change considerations.
- The Council's Energy Management Team organise a range of events and awareness raising activities for staff relating to emissions reduction and energy saving throughout the year and across Council services.
- The Council continues to participate in Earth Hour annually which helps to raise awareness to staff of the need to reduce emissions and increase sustainability.

2(c) Does the body have specific climate change mitigation and adaptation objectives in its corporate plan or similar document?

Provide a brief summary of objectives if they exist.

Objective	Doc Name	Doc Link
<p>We want the Council to play its part in tackling climate change by focusing on reducing energy use and carbon emissions across all aspects of our operations, making sure that the majority of waste collected is recycled and working with our partners to make Renfrewshire's economy and communities as sustainable as possible.</p>	<p>Renfrewshire Council Plan "A Better Future, A Better Council" 2016-17(Council plan was refreshed in September 2017).</p>	<p>www.renfrewshire.gov.uk/media/1099/A-Better-Future-A-Better-Council-20162017/pdf/CouncilPlanDec2015.pdf</p>
<p>Renfrewshire Council has set a target to reduce its total annual carbon footprint by 19,389 tCO₂e by the end of financial year 2019/20, this equates to a reduction of 36%.</p>	<p>Renfrewshire Council Carbon Management Plan 2014/15-2019/20. Section 2, page 19.</p>	<p>www.renfrewshire.gov.uk/media/1767/Carbon-Management-Plan-2014-2020/pdf/CarbonManagementPlan2014-2020.pdf</p>
<p>By 2021 no waste generated within Renfrewshire will be sent directly to landfill without prior treatment and less than 5% of all waste collected will be landfilled. By 2020 60% of waste collected will be recycled and this shall increase to 70% by 2025.</p>	<p>Renfrewshire Council, Community Resources Service Improvement Plan 2016 – 2019.</p>	<p>www.renfrewshire.gov.uk/media/2137/Community-Resources-Service-Improvement-Plan-2016-2019/pdf/CRServiceImprovementPlan2016-19.pdf</p>
<p>25% reduction in households experiencing fuel poverty.</p>	<p>Renfrewshire Local Outcome Improvement Plan, A Greener Renfrewshire, Page 40 (Council plan was refreshed in September 2017).</p>	<p>www.gov.scot/Resource/0043/00435444.pdf</p>

2(d) Does the body have a climate change plan or strategy?

If yes, provide the name of any such document and details of where a copy of the document may be obtained or accessed.

No.

2(e) Does the body have any plans or strategies covering the following areas that include climate change?

Provide the name of any such document and the timeframe covered.

Topic area	Name of document	Link	Time period covered	Comments
Adaptation	Clyde & Loch Lomond Flood Risk Management Strategy	http://apps.sepa.org.uk/FRMStrategies/clyde-loch-lomond.html	To 2020	
Business travel	Carbon Management Plan	www.renfrewshire.gov.uk/article/3246/Carbon-Management-Plan-2014-2020	2014/15-2019/20	
Staff Travel	Carbon Management Plan	www.renfrewshire.gov.uk/article/3246/Carbon-Management-Plan-2014-2020	2014/15-2019/20	
Energy efficiency	Carbon Management Plan	www.renfrewshire.gov.uk/article/3246/Carbon-Management-Plan-2014-2020	2014/15-2019/20	
Fleet transport	Carbon Management Plan	www.renfrewshire.gov.uk/article/3246/Carbon-Management-Plan-2014-2020	2014/15-2019/20	
Information and communication technology				
Renewable energy				
Sustainable/renewable heat				
Waste management	Carbon Management Plan	www.renfrewshire.gov.uk/article/3246/Carbon-Management-Plan-2014-2020	2014/15-2019/20	
Water and sewerage	Carbon Management Plan	www.renfrewshire.gov.uk/article/3246/Carbon-Management-Plan-2014-2020	2014/15-2019/20	

Land Use	Renfrewshire Local Development Plan	<p>The Renfrewshire Local Development Plan sets out the spatial strategy that facilitates investment and guides the future use of land in Renfrewshire. Its policy statements provide a framework for decision making to ensure that development and changes in land use are appropriate. With a focus on supporting sustainable economic growth, the Local Development Plan identifies opportunities for change, regeneration and enhancements, directing developments to locations that are economically, socially and environmentally sustainable. In doing so, this strategy supports measures for the reduction, mitigation and adaptation to climate change along with the promotion of a low carbon economy.</p> <p>www.renfrewshire.gov.uk/wps/wcm/connect/e9fdf04c-9b46-44da-afb0-c9aa55575bfc/Renfrewshire_Local_Development_Plan2014_14%28forweb%29+141021.pdf?MOD=AJPERES</p> <p>The adopted Renfrewshire Local Development Plan (August 2014) sets out the policies and proposals for the next ten years but is required to be revised every five years. The review of the Local Development Plan has commenced. Consultation on the Renfrewshire Local Development plan Main Issues Report and accompanying Environmental Report as the first stage in preparing the next Local Development Plan for Renfrewshire was undertaken in the spring of 2017. The Main Issues Report set out the main changes and</p>	2014-2019
----------	-------------------------------------	---	-----------

		<p>issues that have emerged since the adoption of the current Renfrewshire Local Development Plan, as well as setting out the Council's preferred options and alternatives for development across Renfrewshire.</p> <p>www.renfrewshire.gov.uk/article/3070/Preparation-of-the-next-Local-Development-Plan</p>		
	<p>Local Housing Strategy</p>	<p>The Local Housing Strategy sets out how the Council and partners intend to jointly meet housing need and demand across all housing tenures in Renfrewshire. The strategy sets out the strategic vision taking account of national priorities, identifies how the standard of housing will be improved, and provides clear direction for housing investment over the next five years. The Local Housing Strategy was finalised and adopted by Renfrewshire Council in January 2017 following extensive public consultation on the draft Local Housing Strategy. Seven strategic outcomes are identified in the Local Housing Strategy, including 'Outcome 4: Homes are fuel efficient and fuel poverty is minimised'. Climate change and adaptation are considered in conjunction with reducing Fuel Poverty and improving the energy efficiency of Housing Stock.</p> <p>www.renfrewshire.gov.uk/webcontent/home/services/council+and+government/council+information%2C+performance+and+statistics/council+policies+and+plans/hp-mc-localhousingstrategy</p>	<p>2016-2021</p>	

		<p>The first annual update of the Local Housing Strategy is now available. www.renfrewshire.gov.uk/media/4518/Local-Housing-Strategy-Update-2017.pdf</p> <p>It highlights key achievements and progress in the delivery of the identified Strategic Outcomes and Actions in the Local Housing Strategy 2016-2021 facilitated by housing providers and partners over the last year.</p>		
Other (state topic area covered in comments)				

2(f) What are the body's top 5 priorities for climate change governance, management and strategy for the year ahead?

Provide a brief summary of the body's areas and activities of focus for the year ahead.

1. Renfrewshire's Carbon Management Plan 2014/15 – 2019/20. The Council has set a target to reduce its carbon footprint by 19,389 t CO₂e (36%) by the end of the financial year 2019/20, building on the reduction of 28% that was achieved through the previous CMP. A range of projects have been identified to achieve this ambitious target focusing on:

Upgrade to Efficiency – continuing to upgrade inefficient buildings and replace inefficient appliances.

Build Better – all new buildings to be sustainably designed and resource efficient through adherence to 'Renfrewshire Councils Sustainable Building Design' document.

Move to clean power – continue with the purchase or generation of electricity from renewable sources.

Fuel efficient transport – continued investment in cleaner vehicles.

Waste – increase recycling rates from domestic properties and reduce the quantity of waste being sent to landfill.

Street lighting – implement the council's £11m investment programme for LED street lighting across Renfrewshire. The investment programme has three phases and will be completed by December 2017.

Procurement – continue with, and expand the criteria for the procurement of products that use less energy, last longer and are good for the environment.

Awareness – create a culture of awareness across the organisation through all the areas covered under this Carbon Management Plan.

www.renfrewshire.gov.uk/wps/wcm/connect/dd94b7bc-1f72-47ed-9725-4f97af9542cd/fcs-CarbonMgmtPlan2014-2020.pdf?MOD=AJPERES

2. Completion of the Renfrew North Flood Prevention Scheme. The final phase of the Renfrew Flood Prevention Scheme was completed earlier this year through construction of a pumping station adjacent to Ferry Road. Completion of this scheme concludes a £10m investment which will protect over 300 properties from a 1 in 200 tidal flood event.

[North Renfrew flood prevention scheme: Infrastructure development on Glasgow's River Clyde - Clyde Waterfront](#)

3. Renfrewshire Community Plan 2013 – 2023: The Council will continue to work with its Partners in order to achieve the outcomes identified in the Community Plan. The Greener Renfrewshire thematic group aims to create clean and attractive location, providing a healthy, inviting and pleasant

environment in which to live, work and do business through the promotion of sustainable patterns of travel and development, the efficient management of energy and the treatment of waste as a valuable resource.

www.renfrewshire2023.com/wp-content/uploads/2013/11/CommunityPlan1.pdf

4. Renfrewshire Local Development Plan: The Renfrewshire Local Development Plan sets out the spatial strategy that facilitates and guides the future use of land in Renfrewshire. It has a focus on supporting sustainable economic growth, and identifies opportunities for change, regeneration and enhancement, directing developments to locations that are economically, socially and environmentally sustainable. The strategy supports measures for the reduction, mitigation and adaptation to climate change along with the promotion of a low carbon economy.

www.renfrewshire.gov.uk/wps/wcm/connect/e9fdf04c-9b46-44da-afb0-c9aa5575bfc/RenfrewshireLocalDevelopmentPlan2014_14%28forweb%29+141021.pdf?MOD=AJPERES

Over the last year, Renfrewshire Council has prepared the Renfrewshire Local Development Plan Main Issues Report, the first stage in the preparation of the next Renfrewshire Local Development Plan. The Main Issues Report identified that the main components of the Council's strategy for development remain relevant and central to facilitating investment, directing development to existing built-up areas, creating sustainable mixed communities, high quality places and delivering sustainable economic growth across Renfrewshire. Emerging issues included the future delivery of heat networks and on shore wind energy. The outcome of the consultation on the Main Issues Report will inform the next stage in the preparation of the Renfrewshire Local Development Plan, the Proposed Renfrewshire Local Development Plan.

www.renfrewshire.gov.uk/article/3070/Preparation-of-the-next-Local-Development-Plan

5. Investment in Renfrewshire: The Council is seeking to promote sustainable economic development throughout Renfrewshire. The Renfrewshire Strategic Economic Framework 2016 – 2018, The Paisley Town Centre 10 Year Action Plan, Centre Strategies for Erskine, Johnstone, Linwood, Renfrew and Braehead, housing regeneration projects at Paisley West End, Johnstone Castle and Ferguslie along with regeneration of Renfrewshire's Community Growth Areas at Bishopton and South West Johnstone all aim to ensure that opportunities and benefits will have a positive impact on the environment. As well as these projects, two priorities for sustainable economic growth include:

City Deal – Renfrewshire is one of eight councils signed up to the £1.13bn Glasgow and Clyde Valley City Deal. Renfrewshire has three City Deal projects, with a combined spend of £274m. These include an airport access project connecting the airport with Glasgow Central and Paisley Gilmour Street stations; construction of a new bridge over the Clyde at Renfrew; and improvement infrastructure and environmental improvements in the Glasgow Airport Investment Area.

City of Culture: Paisley is bidding to be UK City of Culture in 2021. The next step is the formation of a cultural partnership featuring the council, local business and other key bodies from the community to deliver the bid together which is to be submitted in 2017. The benefits from the bid will be felt beyond Paisley.

www.renfrewshire.gov.uk/article/2048/Priority-1-Physical-and-economic-regeneration

2(g) Has the body used the Climate Change Assessment Tool(a) or equivalent tool to self-assess its capability / performance?

If yes, please provide details of the key findings and resultant action taken.

Renfrewshire Council's Energy Management Unit helped with the development of the CCAT tool for use by other Local Authorities. As such, our initial scores are as follows and were achieved using the CCAT prototype in December 2014. Governance = 50%, Mitigation = 95%, Adaptation = 17% and Behavior Change = 46%.

2(h) Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to governance, management and strategy.

During 2016/17 the Greener Renfrewshire Thematic Board had responsibility for co-ordinating and driving multi-agency activity to ensure the achievement of the long term vision that: 'Renfrewshire will be a clean and attractive location, providing a healthy, inviting and pleasant environment in which to live, work and do business through the promotion of sustainable patterns of travel and development, the efficient management of energy and the treatment of waste as a valuable resource'. There are three sub-groups to the Greener Renfrewshire Thematic board: Greener Transport; Greener Communities; and Carbon Management. These sub groups have representatives from across the Community Planning Partnership; third sector organisations; and the private sector. Each of these sub groups has developed an action plan which drives forward the key priorities and outcomes of the Greener element of Renfrewshire's Community Plan. The progress of these action plans and the related performance measures from the Local Outcome Improvement Plan are monitored on a regular basis through the Greener Renfrewshire Thematic Board and Renfrewshire's Community Planning Partnership Board.

As noted above the Community Plan was refreshed in September 2017. Any changes will be incorporated in 2018 Climate Change Duties Report.

PART 3: EMISSIONS, TARGETS AND PROJECTS

3a Emissions from start of the year which the body uses as a baseline (for its carbon footprint) to the end of the report year

Complete the following table using the greenhouse gas emissions total for the body calculated on the same basis as for its annual carbon footprint /management reporting or, where applicable, its sustainability reporting. Include greenhouse gas emissions from the body's estate and operations (a) (measured and reported in accordance with Scopes 1 & 2 and, to the extent applicable, selected Scope 3 of the Greenhouse Gas Protocol (b)). If data is not available for any year from the start of the year which is used as a baseline to the end of the report year, provide an explanation in the comments column.

(a) No information is required on the effect of the body on emissions which are not from its estate and operations.

Reference Year	Year	Scope1	Scope2	Scope3	Total	Units	Comments
Baseline Carbon footprint	2012/13	19,749	19,521	14,259	53,529	tCO2e	Scope 2 emissions include electricity for buildings and street lighting.
Year 1	2013/14					tCO2e	The year 2013/14 was the final year of our old CMP. Therefore, no data included.
Year 2	2014/15	16,955	19,441	9,579	45,975	tCO2e	This is the first year of the CMP, using 2012/13 as the baseline year.
Year 3	2015/16	14,473	15,317	11,299	41,089	tCO2e	Scope 3 includes the transmission and distribution of electricity in buildings and street lighting.
Year 4	2016/17	11,842	13,346	2,112	27,301	tCO2e	

3b Breakdown of emission sources										
Complete the following table with the breakdown of emission sources from the body's most recent carbon footprint (greenhouse gas inventory); this should correspond to the last entry in the table in 3(a) above. Use the 'Comments' column to explain what is included within each category of emission source entered in the first column. If, for any such category of emission source, it is not possible to provide a simple emission factor(a) leave the field for the emission factor blank and provide the total emissions for that category of emission source in the 'Emissions' column.										
Total	Comments – reason for difference between Q3a & 3b.	Emission source	Scope	Consumption data	Units	Emission factor	Units	Emissions (tCO2e)	Comments	
0.0		Grid Electricity (generation)	Scope 2	20,767,179	kW					
		Grid Electricity (transmission & distribution losses)	Scope 3	20,767,179	kW					
		Natural Gases	Scope 1	44,112,234	kW					
		Burning Oil		147,189	Litres					
		Water – Supply	Scope 3	378,134	M3					
		Water – Treatment	Scope 3	378,134	M3					
		Petrol	Scope 1	81,899	Litres					
		Diesel	Scope 1	1,358,051	Litres					

3c Generation, consumption and export of renewable energy

Provide a summary of the body's annual renewable generation (if any), and whether it is used or exported by the body.

Technology	Renewable Electricity		Renewable Heat		Comments
	Total consumed by the organisation (kWh)	Total exported (kWh)	Total consumed by the organisation (kWh)	Total exported (kWh)	
Solar PV	353,933	0			
Solar Thermal					
Wind					
Hydro					
Wave					
Tidal					
Biogas CHP					
Landfill Gas CHP					
Biomass			2,002,220	0	
Biogas					
Air Source Heat Pump					
Ground/water Source Heat Pump					

3d Targets

List all of the body's targets of relevance to its climate change duties. Where applicable, overall carbon targets and any separate land use, energy efficiency, waste, water, information and communication technology, transport, travel and heat targets should be included.

Name of Target	Type of Target	Target	Units	Boundary/ scope of Target	Progress against target	Year used as baseline	Baseline figure	Units of baseline	Target completion year	Comments
Carbon Management Plan	absolute	19,389	Reduction; tCO2e	All emissions	10,904	2012/13	53,515	tCO2e	2019/20	

3e Estimated total annual carbon savings from all projects implemented by the body in the report year

Total	Emissions Source	Total estimated annual carbon savings (tCO2e)	Comments
0.00	Electricity	3,754	Street lighting converted to LED
	Natural gas	2,365	Boiler replacements and controls
	Other heating fuels	19	New boiler plants converting from oil to gas & or biomass
	Waste	1,749	Energy from Waste
	Water and sewerage	33	
	Business Travel		
	Fleet transport		
	Other (specify in comments)		

3f Detail the top 10 carbon reduction projects to be carried out by the body in the report year

Provide details of the 10 projects which are estimated to achieve the highest carbon savings during report year.

Project name	Funding source	First full year of CO2e savings	Are these savings figures estimated or actual?	Capital cost (£)	Operational cost (£/annum)	Project lifetime (years)	Primary fuel/emission source saved	Estimated carbon savings per year (tCO2e/annum)	Estimated costs savings (£/annum)	Behaviour Change	Comments
Street lighting conversion to LED	Prudential Borrowing	2,013 tonnes	Actual	£11,000,000 (Total programme cost)		20	Electricity		£327,000		Savings include kW, CCL & CRC. Savings are for energy only and exclude maintenance etc. Savings include savings from kW, CCL & CRC.
BMS Bureau Service	Internal	534 tonnes	Estimated		£40,000	20	Gas		£71,000		
Energy from Waste	Internal	1,749	Actual			20	Landfill				

3g Estimated decrease or increase in the body's emissions attributed to factors (not reported elsewhere in this form) in the report year

If the emissions increased or decreased due to any such factor in the report year, provide an estimate of the amount and direction.

Total	Emissions source	Total estimated annual emissions (tCO2e)	Increase or decrease in emissions	Comments

0.00	Estate changes	69	Decrease	Closure of Scotts Road Depot
	Service provision			
	Staff numbers			

3h Anticipated annual carbon savings from all projects implemented by the body in the year ahead

Total	Source	Saving	Comments
0.00	Electricity	1,000	Full benefit of LED Street Lighting
	Natural gas	152	BMS Bureau Service
	Other heating fuels	432	Oil to gas conversion
	Waste	238	
	Water and sewerage	5	
	Business Travel	4	
	Fleet transport		
	Other (specify in comments)		

3i Estimated decrease or increase in the body's emissions attributed to factors (not reported elsewhere in this form) in the year ahead

If the emissions are likely to increase or decrease due to any such factor in the year ahead, provide an estimate of the amount and direction.

Total	Emissions source	Total estimated annual emissions (tCO2e)	Increase or decrease in emissions	Comments
-------	------------------	--	-----------------------------------	----------

2016/17 0.00 – no changes	Estate changes			
	Service provision			
	Staff numbers			
	Other (specify in comments)			
3j Total carbon reduction project savings since the start of the year which the body uses as a baseline for its carbon footprint				
If the body has data available, estimate the total emissions savings made from projects since the start of that year ("the baseline year").				
Total	Comments			
Total project savings since the baseline year	18,589			

3k Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to its emissions, targets and projects.

Not applicable.

PART 4: ADAPTATION

4(a) Has the body assessed current and future climate-related risks?

If yes, provide a reference or link to any such risk assessment(s).

'Risk Matters' is the Council's combined risk management policy strategy and strategy. In keeping with Risk Matters, the Council has a strategic and corporate risk register, each service department has its own risk management plan Climate related risks and vulnerabilities are considered in some detail and are recorded in the [Corporate Risk Register](#) as well as being reflected within the relevant service plans.

The Council's Corporate Risk Register is approved by the Audit, Risk and Scrutiny Board each year and is monitored on an ongoing basis by the Corporate Risk Management Group. The current corporate risk register was approved on 5 June 2017. Corporate Risk 3 relates to 'Climate change, sustainability and adaptability.' This corporate risk is currently assessed as a moderate risk and is owned by the Director of Finance and Resources. In managing this risk the following is noted within the Corporate Risk Register:

- The Council has used the Climate Change Assessment Tool – helps public sector organisations in Scotland self-evaluate their performance under the public sector duties of the Climate Change (Scotland) Act 2009;
- The Carbon Management Plan has specific objectives to reduce emissions and these are included in other key documents such as the Council Plan;
- Implementation of the Corporate Asset Management Strategy ensures that property assets are managed effectively and efficiently through the provision of relevant management and performance information.

The Energy Management Team:

- ensure energy management initiatives are aligned to the capital investment programme and corporate asset strategy to optimise use of property estate and reduce overall running costs and energy consumption levels;
- promote reductions in energy usage and advise employees and residents about energy efficiency;
- Through the Procurement Unit, sustainability and community benefits are considered in the development of all contract strategies.

4(b) What arrangements does the body have in place to manage climate-related risks?

Provide details of any climate change adaptation strategies, action plans and risk management procedures, and any climate change adaptation policies which apply across the body.

Renfrewshire Council has a proactive approach to managing current and future risks associated with climate change.

Flood Risk Assessment and Resilience

The Council is a member of the Clyde & Loch Lomond Flood Plan District. In June 2016, the first Flood Risk Management Plan was published for this area and presented to the Environment Policy Board in June 2016. Through a partnership involving Scottish Water, the National Parks Agency, the Forestry Commission and 10 local authorities. Priorities across the area have been set with regard to detailed study to address flood risk.

There is a prioritised programme of flood studies and flood surface water plans for several areas across Renfrewshire commencing 2017/18. An integrated catchment study with Inverclyde Council and Scottish Water covering the Erskine Waste Treatment Catchment area (i.e. all of Renfrewshire excluding Paisley, Langbank, Lochwinnoch and sewerage catchment areas).

Any studies completed by December 2019 through flood strategy process will be put forward by the Scottish Government for funding prioritisation. A collaborative Surface Water Management Plan with Glasgow City Council covering Hillington and Cardonald will be the sole project in this category for Renfrewshire Council. Funding for such studies will be available from December 2022. Capital funding within this is not ring fenced.

Sustainable flood risk management is ensured throughout the relevant Council policy and plans. For example, through the production of:

- Local development plan
- Supplementary planning guidelines
- Land/housing policy
- Civil Contingency Plans
- Asset management (roads, water courses, buildings)

The Council has emergency response arrangements in place for severe weather events and works corporately to protect people and properties across Renfrewshire.

Completion in 2016 of the North Renfrew Flood Scheme has been a major achievement. Over 300 properties previously at risk from tidal surge are now fully protected. In excess of 300 ground floor properties have been protected. 700 above ground floor are now protected and are accessible for people.

Metropolitan Glasgow Strategic Drainage Plan

The Metropolitan Glasgow Strategic Drainage Plan and Partnership has worked in parallel to the Clyde & Loch Lomond Local Plan District (Flood Risk Management Area). It involves local authorities and partners across the metropolitan area and incorporates relevant climate change allowances in all activities.

Sewer capacity has been a constant development as well as posing increased flood risk. In Renfrewshire, a £20m investment in sewer capacity, on the south side of Paisley commenced. When this 18 month capital project is complete, there will be a reduction in the environmental from sewer discharges to the water environment.

Air Quality

In recognition of the links between air quality and climate change, the Council has been actively involved in a number of initiatives to improve air quality and reduce emissions within Renfrewshire. Air Quality has been identified as an issue at certain locations with Renfrewshire including Paisley Town Centre, Johnstone High Street and Renfrew Town Centre.

Air Quality Management Areas have been declared at these locations and an Air Quality Action Plan containing actions aimed at improving air quality are currently being developed due for completion in 2018. Air quality will be addressed corporately through this Renfrewshire wide Air Quality Action Plan.

A Biomass Guidance Document has also been developed to address the increasing uptake of biomass as a source of energy for space heating, both domestically and commercially but to ensure that the benefits in terms of reducing CO2 emissions are not to the detriment of local air quality through increased emissions of PM10.

Strategic Planning

The Council contributes to the development of Clydeplan - the Strategic Development Plan (SDP) for the eight authorities within the Glasgow and Clyde Valley area. Clydeplan sets out a land use development strategy over the next 20 years; indicating where new development should be located and providing a policy framework to help deliver sustainable economic growth, shape good quality places and enhances the quality of life in the Glasgow and the Clyde Valley city region.

Adaptation Scotland, the eight constituent authorities and Clydeplan staff have work closely to ensure that full consideration has been given to climate change adaptation and mitigation throughout the development of the Strategic Development Plan.

Renfrewshire Local Development Plan

The adopted Local Development Plan establishes a spatial development strategy for the next 5-10 years that balances requirements for new development

and investment whilst protecting and enhancing the environment and it takes full account of adaptation through its policy framework. Provision has been made for promotion of the low carbon economy and mitigation and adaptation through sustainable urban drainage and flooding measures and improvements to the water environment. Planning policy has been informed by the Council's detailed flood mapping and its Flood Management Strategy.

The Renfrewshire Local Development Plan policies and all proposed development sites were the subject of a Strategic Environmental Assessment (SEA).

The review of Renfrewshire's Adopted Local Development Plan (LDP) has commenced. The first stage in the preparation of the next Local Development Plan is the production of the Main Issues Report and Strategic Environmental Assessment Report which was completed in January 2017.

A Strategic Environmental Assessment was undertaken in tandem with the preparation of the Renfrewshire Local Development Plan Main Issues Report. The Strategic Environmental Assessment influences the preparation of the Local Development Plan. The process is set out within an Environmental Report which accompanies the next Renfrewshire Local Development Plan.

The overall aim of the Strategic Environmental Assessment process is to ensure that the environment is given the same level of consideration as social and economic factors. The Environmental Report illustrates how Renfrewshire Council has assessed the potential effects of the Renfrewshire Local Development Plan Main Issues Report on the environment; how the environmental assessment has influenced the development of preferred and alternative options for each main issue, and how these main issues and options were changed or altered to ensure any environmental effects are mitigated.

The Strategic Flood Risk Assessment has also been undertaken as part of the preparation of the new Renfrewshire Local Development Plan. The main aim of the Strategic Flood Risk Assessment is to inform the emerging Renfrewshire Local Development Plan by providing a strategic overview of flood risk in Renfrewshire.

In undertaking this assessment alongside the preparation of the Plan, new development should be directed to areas with little or no flood risk, thereby ensuring that the overall risk of flooding is not increased. This Strategic Flood Risk Assessment has assisted in informing the next Renfrewshire Local Development Plan by providing a strategic overview of flood risk in and around Renfrewshire. It has also fully informed the individual site assessments as well as the Strategic Environmental Assessment.

Regeneration

Regeneration is a central focus for the Council. A wide range of projects have been undertaken in order to improve Renfrewshire's economy and quality of life for its residents. The Council has recognised the need to take account of climate related risks to secure a sustainable approach to regeneration within Renfrewshire in order to protect its communities now and in the future.

There are many examples, including, the implementation of a Surface Water Drainage Strategy at the former Royal Ordnance Factory at Bishopton for the new Dargavel Village, the largest and final phase of the North Renfrew Flood Prevention Scheme and the update of the Surface Water Management Plan for .Johnstone South West Integrated Green Network in order to facilitate the delivery of the Community Growth Area.

Renfrewshire's City Deal Projects

Renfrewshire is one of eight councils signed up to the £1.13bn Glasgow and Clyde Valley City Deal. Three City Deal projects, with a combined spend of £274m, will take place in Renfrewshire—including an airport access project connecting the airport with Glasgow Central and Paisley Gilmour Street stations and a new bridge over the River Clyde at Renfrew. Both projects will enhance the sustainability of Renfrewshire's transport network and the new bridge seeks to secure the ongoing regeneration of Renfrewshire's waterfront.

The project aims to regenerate the Clyde Waterfront as an attractive area supporting residential, industrial, business, retail and leisure opportunities. The application will include construction of the only opening road bridge across the River Clyde and new roads and cycle routes to better link the communities of Renfrew with Yoker and Clydebank.

Plans behind the £39.1 million Glasgow Airport Investment Area project will also be submitted to Renfrewshire Council. The project includes construction of a new bridge over the White Cart, realignment of Abbotsinch Road, and new cycle routes form the project proposals to improve connections between the existing Westway, Inchinnan and Airport business parks. It will also facilitate the creation of a world class business and commercial location in the heart of Renfrewshire, connected by air, sea and land.

The City Deal projects have had a high level of environmental assessment including a cumulative impact assessment through a Strategic Environmental Assessment of all projects and an Environmental Impact Assessment of each individual project. In recognition of the scale and importance of the projects, it was considered that early identification of the potential cumulative and synergistic effects as well as appropriate mitigation, where necessary, was central to promoting these large infrastructure projects in Renfrewshire.

The City Deal projects in Renfrewshire had four key sustainability objectives, they were as follows:

- To facilitate opportunities for learning through each of the projects;
- To connect opportunities for environmental improvements with community benefit;
- To adopt and record sustainable resource management in design and construction of each project;
- Minimise whole life carbon associated with the project.

The sustainability objectives were used as an integral part of the Environmental Assessment process. These objectives have been included in the development of each of the projects and were used as the basis for consideration in the environmental impact assessments for each project.

Together the Strategic Environmental Assessment and the Environmental Impact Assessments of the City Deal projects provide an appropriate mechanism to consider the potential environmental impacts in securing the most sustainable forms of development.

Biodiversity

The Nature Conservation (Scotland) Act 2004 created a duty on public bodies to further the conservation of biodiversity. In addition, the Wildlife and Natural Environment (Scotland) Act 2011 requires public bodies to publish a report every three years on the actions taken to meet biodiversity duty.

The Renfrewshire Biodiversity Duty Report 2014 incorporated a policy statement, progress report for the period 2011-2014 and the Biodiversity Delivery Action Plan 2014-2017. The Council has made good progress in delivering improvements to biodiversity, particularly through the Local Green Network programme and in embedding biodiversity considerations in the Adopted Renfrewshire Local Development Plan's use of the Green Network as a key component of its spatial strategy.

The Biodiversity Delivery Action Plan and Local Biodiversity Action Plan are currently being reviewed and will focus on Renfrewshire Council. A new Local Biodiversity Action Plan will be prepared for the period 2018–2022 and this will be reflected in the new Local Development Plan.

Forestry

Renfrewshire Council was involved in the development of the Forest and Woodland Strategy (FWS) for the Clydeplan area as part of the development of SDP2. The aim of The Strategy is to guide woodland expansion and management of woodlands in the Clydeplan area, providing a policy and spatial framework to optimise the benefits for the local economy, communities and the environment.

The Forest and Woodland Strategy identified priority locations for woodland management and expansion in the Clydeplan area. Renfrewshire Council will now assist in the development of new Supplementary Guidance to replace the approved Forest and Woodland Strategy.

The Guidance will assist in the protection of existing woodlands and the delivery of national woodland creation targets. It will ultimately set the context for forest management and expansion at the local authority level.

4 (c) What actions have the body taken to adapt to climate change?

Include details of work to increase awareness of the need to adapt to climate change and build the capacity of staff and stakeholders to assess risk and implement action.

Building Adaptive Capacity

Energy Awareness

Energy and Carbon awareness campaigns are regular features, information on the Council's intranet regarding energy and carbon saving actions, staff induction training and the introduction of a suggestions scheme are some of the mechanisms being used to support the cultural change required to build adaptive capacity within Renfrewshire Council. This activity is monitored and progress is reported to the Climate Change working Group reviewed on a regular basis.

Training

Renfrewshire Council is an active member of the Sustainable Scotland Network and officers from relevant services have attended adaptation focused events. Officers have worked closely with Adaptation Scotland and Clydeplan in order to ensure that climate change resilience is at the core of the development of Strategic Development Plan 2 and the Renfrewshire Local Development Plan.

Climate Related Risk Assessment

The Corporate Risk Management Group meets quarterly in order to review the Council's Risk Register and monitor progress being made with regard to identified risks. In addition to the quarterly meetings, two special focus meetings are held each year specifically to consider and identify any new emerging potential future risks which would include those relating to weather, climate, flood risk management, business continuity and civil contingencies. A mechanism is in place, therefore, for full consideration corporately of current risks and identification and inclusion of future risk.

Policies and Plans

The climate risks are addressed through the Renfrewshire Local Development Plan and Clydeplan – Strategic Development Plan. The reviewed Strategic Flood Risk Assessment of the Renfrewshire Local Development Plan is an important element of the climate risk assessment for land use within Renfrewshire.

The review and update of this document has been an important consideration in the development of the Renfrewshire Local Development Plan Main Issues Report and preparation of the new Proposed Renfrewshire Local Development Plan. All potential development sites considered for the Main Issues Report have been reviewed in terms of their sustainability and any likely climate related impacts through the associated Strategic Environmental Assessment. Mitigation and adaptation to climate change and flooding were included in this assessment.

The ongoing work between the Council and SEPA relating to flooding and the development of the Flood Risk Management Strategy set a framework for action for the Council to address flooding in areas at most risk.

Renfrewshire Council's Outdoor Access Strategy 2016-2026 - 'Access for You' was approved by the Council in Autumn 2016 after full public consultation. The Strategy reviews existing access in Renfrewshire and set priorities to deliver future access provision to encourage people to use the outdoors for responsible recreational access and active travel. The Strategy includes an action plan highlighting how the Council intends to deliver this aim in conjunction with a range of partners.

Partnership working

The Renfrewshire Community Planning Partnership fosters a close working relationship amongst a range of stakeholders to consider a broad remit of climate related matters through the Greener Renfrewshire Thematic Board. The Council also works in partnership with organisations and individuals on discrete projects, for example:

- The sub-groups of the Greener Renfrewshire Thematic Board comprise of representatives from Renfrewshire Council service areas; Renfrewshire Community Planning Partnership; community groups; third sector organisations; and the private sector. Each of these sub groups has developed an action plan which drives forward the key priorities and outcomes of the Greener element of Renfrewshire's Community Plan. The progress of these action plans and the related performance measures from the Local Outcome Improvement Plan are monitored on a regular basis through the Greener Renfrewshire Thematic Board and Renfrewshire's Community Planning Partnership Board;
- The Council has an energy advocacy service to give independent and expert advice on a wide range of energy issues to local people. In partnership with Linstone Housing Association, it offers a dedicated advocate for housing association tenants. Additional advocates also support council tenants, private renters and home owners;
- The Renfrewshire Growing Grounds Forum has a broad membership that includes Council officers, Renfrewshire Health & Social Care Partnership, Allotment Associations, Local Housing Associations, Community Development Trusts and other community and capacity building organisations. Quarterly meetings take place and facilitate the Council's support of the community growing sector. Temporary allotments have been set up on a gap site in Sutherland Street, Paisley. The allotments were built as part of an initiative to cater for the increasing demand for growing spaces within Renfrewshire. Funding was provided by Renfrewshire Council and the Scottish Government Climate Challenge Fund. The Council is seeking to support more extensive community participation in ownership of underused parkland and other open spaces that can be used for growing;
- The Council continues to support the Local Outdoor Access Forum which meets regularly to discuss access related matters and ways of improving public access. It is comprised of users (such as cyclists, walkers, horse riders, canoeists and disability users), land owners and managers, community groups and local or national organisations.

Communication

Renfrewshire Council continues to offer training to inform Council staff and provide an understanding of general air quality issues in Renfrewshire and the potential impact from development and planning.

The Council has participated in Earth Hour for several years and will continue to do so. Earth Hour is one of several energy saving initiatives that is communicated to staff through the Council's intranet service.

A Greener Renfrewshire newsletter is produced on a quarterly basis providing information on greener projects both at a local level and national level and also provides information on volunteering and funding opportunities.

Education

Renfrewshire Council continues to support participation in the Eco-schools Programme. The Council will also continue to support initiatives such as 'Walk to School Week', and 'Bikeability' and will work in partnership with parents to ensure that children participate in these events to 'Deliver the Safer Routes to Schools' programme.

Fair Trade

During the period 2016-17 the Council has continued to support the Fair Trade movement across Renfrewshire. With our young people this has included involvement and engagement with schools by including invitations for them to take part in regular Steering Group meetings and through our Fair Trade award for schools – trophies were awarded to Gryffe High School and Todholm Primary School recognising the pupils' outstanding contribution to the Fair Trade movement. Other communities have made significant contributions to the movement and we have supported this through a small Fair Trade fund to help support local Fair Trade activities. In terms of grants, some examples are:

- Provide fair trade bananas to Paisley 10k run
- Give grants to local groups for fair trade promotional materials
- Funding for educational materials
- Grants to support local fair trade events
- To provide fair trade packs to Renfrewshire schools

Renfrewshire welcomed a Fair Trade supplier in partnership with the Scottish Fair Trade Forum to support community groups and their activities around Fair Trade Fortnight. The visitor during Fair Trade fortnight was Lousi Albadawi, a Palestinian craft provider from the Oasis Centre. This is an organisation that produces a range of craft and gift items and provides employment for people with disabilities in the Palestinian town of Beit Sahour.

Renfrewshire Growing Grounds Forum

The Forum has a broad membership that includes Council officers, Renfrewshire Health & Social Care Partnership, Allotment Associations, Local Housing Associations, Community Development Trusts and other community and capacity building organisations. Quarterly meetings take place and facilitate the Council's support of the community growing sector.

By 2016/17 the number of allotments has increased from 115 to 145. A new garden has been developed at the West End Community Centre using Architecture and Design Scotland Stalled Spaces funding for ROAR (Reaching Older Adults in Renfrewshire). Grow in Glenburn has also expanded the number of growing plots available to the project. St Vincent's Hospice has created a new publicly accessible garden at the Hospice near Howwood. Other projects have involved Kilbarchan Community Council developing a garden at Cartside Terrace using a disused filling station. Future expansion of the Growing Grounds initiative may also see further gardening space developed at Carbrook Street in Paisley.

Renfrewshire Council is seeking to support more extensive community participation in ownership of underused parkland and other open spaces and the emerging Food Growing Strategy.

Integrated Green Infrastructure - Johnstone South West

Renfrewshire Council has developed proposals for flood attenuation and landscape improvements within Johnstone South West, a residential neighbourhood which lies a short distance south of Johnstone town centre. The improvements form a key element of a wider regeneration strategy for the area, supporting the development of a Community Growth Area as identified through the Strategic Development Plan.

A masterplan was developed as part of the Scottish Government 'Scottish Sustainable Communities Initiative' (SSCI) programme and approved by the Council. Much of the area is constrained by flooding and issues of surface water management. The masterplan is therefore underpinned by an outline surface water management strategy which considers development within a holistic approach led by the consideration of infrastructure requirements. This provides for a number of linked interventions including the deculverting of watercourses, supported by the creation of swales, new woodland areas and storage ponds.

The Surface Water Management Strategy was updated in July 2016 to set out detailed proposals for required infrastructure, supported by budget costs, anticipated land values and an approach to phasing. The strategy provides the basis for the delivery of infrastructure and in turn development within the Community Growth Area.

The detailed 'outline' designs and budget costs identified in the strategy demonstrate the Council's approach to flood attenuation and green infrastructure within Johnstone South West. These assist to remove uncertainty and will encourage developer interest, supporting disposal of the sites for private sector residential development in accordance with the masterplan for the area. Further work will be required to progress designs to a stage where interventions can be delivered as part of a development proposal, particularly to obtain planning permission and the relevant SEPA Controlled Activity Regulation (CAR) licences. It is anticipated that this will be progressed by an appropriate developer following the marketing of sites.

www.renfrewshire.gov.uk/media/4518/Local-Housing-Strategy-Update-2017/pdf/Local_Housing_Strategy_Update_2017.pdf

In order to address the issue of fuel poverty Renfrewshire Council has been successful in securing funding to improve the energy efficiency of social housing stock. Renfrewshire Council is continuing its installation programme of external wall insulation.

Renfrewshire Council has continued to work with housing associations, landlords and community planning partners and other sectors to reduce fuel poverty through a range of programmes.

In 2016/17 Renfrewshire Council secured £1.185 million from the Scottish Government's Home Energy Efficiency Programme for Scotland: Area Based Schemes (HEEPs:ABS) programme and Scottish Energy Efficiency Programme (SEEP). This was used to progress insulation works to homes in the Gallowhill area.

An additional £762,000 from the HEEPS: ABS programme was secured. Supplemented by funding from the Energy Company Obligation and Renfrewshire Council, this allowed for 4 external wall insulation projects in Gallowhill, Bridge of Weir, Johnstone and Kilbarchan to be completed benefitting 102 privately owned homes and 74 social rented homes

Renfrew North Flood Prevention Scheme

This project is now complete and protects over 300 properties in North Renfrew from tidal surge. The final phase of this £10.5m project involved construction of a pumping station capable of discharging water at over 5m³/s behind the flood defences.

4(d) Where applicable, what progress has the body made in delivering the policies and proposals referenced N1, N2, N3, B1, B2, B3, S1, S2 and S3 in the Scottish Climate Change Adaptation Programme(a) ("the Programme")?

If the body is listed in the Programme as a body responsible for the delivery of one or more policies and proposals under the objectives N1, N2, N3, B1, B2, B3, S1, S2 and S3, provide details of the progress made by the body in delivering each policy or proposal in the report year. If it is not responsible for delivering any policy or proposal under a particular objective enter "N/A" in the 'Delivery progress made' column for that objective.

(a) This refers to the programme for adaptation to climate change laid before the Scottish Parliament under section 53(2) of the Climate Change (Scotland) Act 2009 (asp 12) which currently has effect. The most recent one is entitled "Climate Ready Scotland: Scottish Climate Change Adaptation Programme" dated May 2014.

Objective	Objective reference	Theme	Policy / Proposal reference	Delivery progress made	Comments
Understand the effects of climate change and their impacts on the natural environment.	N1	Natural Environment		SEPA and Renfrewshire Council have worked in partnership to produce the Clyde and Loch Lomond Flood Risk Management Plan which sets the policy framework for the Renfrewshire Local Flood Risk Management Plan.	The Clyde & Loch Lomond Flood Risk Management Plan has been approved and sets priorities for flood studies across Renfrewshire.
					The Strategic Flood Risk Assessment for the Renfrewshire Local Development Plan has been reviewed and updated for the Renfrewshire Local Development Plan Main Issues Report as part of the review of the Renfrewshire Local Development Plan in 2016.

<p>Support a healthy and diverse natural environment with capacity to adapt.</p>	<p>N2</p>	<p>Natural Environment</p>	<p>The Adopted Renfrewshire Local Development Plan seeks to protect and enhance the green and blue network.</p> <p>A programme of Local Green network projects have been delivered by the Council in partnership with Glasgow and Clyde Valley Green Network Partnership.</p>	<p>Green network opportunities mapping was completed for the Adopted Renfrewshire Local Development Plan.</p> <p>Recent collaboration with the Glasgow and the Clyde Valley Green Network Partnership as part of the background work for Strategic Development Plan 2 – Clydeplan has identified Green Network Strategic Delivery Areas.</p> <p>These are locations where the opportunity exists to address health issues particularly associated with low activity levels; climate change adaptation measures, particularly for flooding; poor access to greenspace; and habitat creation.</p>
			<p>The Biodiversity Delivery Action Plan and Local Biodiversity Action Plan for Renfrewshire are currently being reviewed. A new Local Biodiversity Action Plan will be prepared for the period 2018 – 2022.</p>	<p>The review will facilitate closer integration between the Renfrewshire Biodiversity Action Plan and Scotland's Biodiversity Strategy: 2020 Challenge, particularly its "Route Map". This is to ensure that resources deployed locally are aligned to national priorities identified in the Route Map and to maximise opportunities for external funding support from national agencies.</p> <p>Actions developed and delivered by the Biodiversity partners will habitats and species to be more resilient to the impacts of climate change. Actions in relation to the suite of designated sites</p>

<p>Sustain and enhance the benefits, goods and services that the natural environment provides.</p>	<p>N3</p>	<p>Natural Environment</p>	<p>N/A</p>	<p>(local and national) will aim to support improved connections and management, protecting species against climate change where possible, and allowing them to adapt through moving to new areas.</p> <p>The creation of habitats providing important ecosystem services, such as carbon storage or flood mitigation, will be supported (for example through Sustainable Urban Drainage Systems) or by restoration in some cases, for example, some of Renfrewshire's peatland habitats.</p> <p>Native woodland and wetlands are particularly important for these purposes and their roles should be recognised through appropriate conservation management.</p> <p>The Council and its partners will aim to maximise the levels of carbon storage and other ecosystem services such as control of soil erosion and water regulation.</p>
--	-----------	----------------------------	------------	--

Understand the effects of climate change and their impacts on buildings and infrastructure networks.	B1	Buildings and infrastructure networks		<p>SEPA and Renfrewshire Council have worked in partnership to produce the Clyde and Loch Lomond Flood Risk Management Plan which sets the policy framework for the recently reviewed Renfrewshire Local Flood Risk Management Plan.</p> <p>The Council worked closely with SEPA on the review of River Basin Management Plans and will now contribute to the implementation of The River Basin Management Plan for Scotland's River Basin District 2015-2027.</p>	<p>The review of the Renfrewshire Local Development Plan will reflect the requirements of the revised River Basin Management Plan.</p> <p>The Strategic Flood Risk Management Assessment for the Renfrewshire Local Development Plan has been reviewed and updated for the Local Development Plan Main Issues Report 2016.</p> <p>Officers also attend the Clyde Area Advisory Group and have worked with SEPA officers to identify potential projects for Water Environment Fund inclusion and the Council's responsibilities under the Water Environment Act.</p>
Provide the knowledge, skills and tools to manage climate change impacts on buildings and infrastructure.	B2	Buildings and infrastructure networks		N/A	N/A
Increase the resilience of buildings and infrastructure networks to sustain and enhance the benefits and services provided.	B3	Buildings and infrastructure networks		<p>The Council will be guided by the revised Planning Advice Note on Flooding, Water and Drainage when it is made available. Its requirements will be reflected in the Renfrewshire Local Development Plan and any associated Supplementary Guidance.</p>	

				<p>The Renfrewshire Local Development Plan was adopted in August 2014. It complies with the requirements of Scottish Planning Policy and the approved Strategic Development Plan by addressing climate change mitigation and adaptation through the choice of sustainable sites that will support economic growth and make provision for the Low Carbon Economy.</p> <p>The review of the Strategic and Local Development Plans will facilitate an update in the policy approach in these documents and emerging issues to be addressed such as forestry, renewable energy and heat networks.</p> <p>Flood risk will continue to be fully considered in all aspects of the development of the new Local Development Plan and a policy framework established that will create sustainable places for the future.</p>	<p>The Spatial Strategy set out in the Adopted Renfrewshire Local Development Plan is in the early stages of delivery and it has been retained for the Renfrewshire Local Development Plan Main Issues Report of the new Renfrewshire Local Development Plan. It aims to promote sustainable economic growth by identifying opportunities for change and supporting investment which helps to regenerate, create and enhance communities and places, providing high quality new development in appropriate locations.</p> <p>The Spatial Strategy will remain focused on the development of previously used sites, concentrating on existing built-up areas and key redevelopment sites, aiming to facilitate sustainable development and a low carbon economy.</p> <p>The Main Issues Report of the Renfrewshire Local Development Plan identifies that additional guidance will be required in the new Local Development Plan with regards to supporting the delivery of heat networks and the potential for onshore wind development across Renfrewshire.</p>
--	--	--	--	---	--

				<p>Renfrewshire Council has been fully involved in the development of the new Strategic Development Plan – Clydeplan, in particular the impact climate change adaptation and mitigation which will set the policy framework for review of the Adopted Renfrewshire Local Development Plan.</p>
			<p>The review of the Renfrewshire Local Housing Strategy was finalised and it was adopted by Renfrewshire Council in January 2017 following extensive public consultation.</p> <p>Seven strategic outcomes are identified in the Strategy, including 'Outcome 4: Homes are fuel efficient and fuel poverty is minimised'.</p> <p>Climate change and adaptation are considered in conjunction with reducing Fuel Poverty and improving the energy efficiency of Housing Stock.</p>	<p>Renfrewshire Council and its Community Planning Partners, which include the 15 Housing Associations operating in Renfrewshire, aim to achieve seven key outcomes through the Strategy.</p> <p>The first annual update of the Local Housing Strategy is now available. It highlights key achievements and progress in the delivery of the identified Strategic Outcomes and Actions in the Local Housing Strategy 2016-2021 facilitated by housing providers and partners over the last year.</p>
			<p>The Renfrewshire Fuel Poverty Strategy has been updated and replaced (2016).</p> <p>This document reflects the commitment of Renfrewshire Council and its community planning partners to reaching the Scottish Government's target to eradicate fuel poverty, so far as reasonably practicable, by the end of 2016.</p> <p>The Scottish Government is currently reviewing the definition of Fuel Poverty and will consult on</p>	<p>The revised Fuel Poverty Strategy seeks to tackle the factors that put householders at risk of fuel poverty that the Council and partners can influence.</p> <p>It seeks to build on existing partnerships and procedures to refocus our approach to tackling fuel poverty in Renfrewshire.</p>

				<p>proposals later this year (2017).</p> <p>Renfrewshire Council has been invited and has played an active role in providing information to the definition review team. Since 2014 when the first Strategy was approved, there have been major changes in government led programmes and energy supplier commitments that seek to cut fuel poverty and reduce carbon emissions.</p> <p>The UK government has also made significant changes through the Welfare Reform programme that will affect people's income levels. These changes present both a key opportunity and challenge to reduce fuel poverty.</p> <p>The Local Housing Strategy 2016-2021 was approved by the Council's Community and Safety Board in January 2017.</p>	
			<p>The Council recognises its responsibility to meet the requirement of the Energy Efficiency Standard for Social Housing (EESH).</p> <p>The approved Renfrewshire Fuel Poverty Strategy contains a range of measures to assist in meeting the milestones set through the Standard.</p>	<p>Renfrewshire Council and partner Local Housing Associations continue to be successful in securing funding through the Home Energy Efficiency Programme for Scotland Area Based Scheme (HEEPS:ABS) and the Energy Company Obligation (ECO) for a range of projects.</p> <p>It has been assessed that by April 2017 around 70% of the Council's housing stock will meet the 2020 standard as a result of the measures introduced to achieve Scottish Housing Quality Standard. The EESH will be achieved</p>	

				<p>through the capital funding plans for planned investment programmes, together with Government sourced supplementary funding (e.g. HEEPS:ABS) and other external sources such as ECO.</p>
			<p>Renfrewshire Council is currently developing an Energy Strategy. The Strategy will provide overarching framework for the Council's plans, programmes and initiatives relating to sustainable energy supply and use to 2020: cutting emissions, maintaining energy security, maximising economic opportunities, and protecting the most vulnerable.</p>	<p>The Scottish Government issued consultation on local heat strategies early in 2017.</p> <p>Renfrewshire Council was one of many authorities that submitted responses that the Scottish Government is currently considering and we await further consultation. Following the consultation, we would expect further guidance on what a heat/energy strategy will encompass.</p> <p>Renfrewshire Council have recently submitted our consultation response to the Scottish Government's Climate Change Bill 2017. Our response can be found in the Infrastructure, Land and Environment Board at item 5, pages 39-60.</p>

				<p>A District Heating Strategy is currently being developed by the Council. It is aims to describe the Council's aspirations in developing the local infrastructure and economy to deliver district heating with an aspiration to mitigate fuel costs.</p>	<p>Renfrewshire Council is seeking to consider the feasibility of a 3 phase district heating scheme in Paisley. This will be focused on Paisley town centre; in particular the area around the Town Hall and Renfrewshire House and the potential to connect a number of public buildings during phases 2 and 3.</p> <p>The Council is currently undertaking a feasibility report to determine what technologies are best suited to this potential scheme with the later phases looking to reduce fuel poverty.</p>
<p>Understand the effects of climate change and their impacts on people, homes and communities.</p>	<p>S1</p>	<p>Society</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>
<p>Increase the awareness of the impacts of climate change to enable people to adapt to future extreme weather events.</p>	<p>S2</p>	<p>Society</p>	<p>In addition to the physical works associated with Renfrew North Flood Prevention Scheme, local communities have benefited from a range of awareness raising and capacity building initiatives intended to build resilience in areas affected by flooding. Leaflet campaigns and public events have been held and information is available through the Council's website.</p>	<p>The Council works in partnership with Inverclyde and East Renfrewshire to provide its Civil Contingency Service. Risks associated with flooding, infrastructure and other incidents are monitored and regularly reviewed by the Council and its Risk Management Partners.</p>	<p>The Council works in partnership with Inverclyde and East Renfrewshire to provide its Civil Contingency Service. Risks associated with flooding, infrastructure and other incidents are monitored and regularly reviewed by the Council and its Risk Management Partners.</p>

<p>Support our health services and emergency responders to enable them to respond effectively to the increased pressures associated with a changing climate.</p>	<p>S3</p>	<p>Society</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>
--	-----------	----------------	------------	------------	------------

4(e) What arrangements does the body have in place to review current and future climate risks?

Provide details of arrangements to review current and future climate risks, for example, what timescales are in place to review the climate change risk assessments referred to in Question 4(a) and adaptation strategies, action plans, procedures and policies in Question 4(b).

Strategic Development Plan

Land use and development plan to support sustainable economic growth and the low carbon economy. Flood risk mitigation and adaptation. Environmental improvement. Integration of green and blue network. The plan period is 10-20 years and it is reviewed every 5 years

Renfrewshire Local Development Plan

Land use and development to support sustainable economic growth and the low carbon economy for Renfrewshire following on from the framework set by the Strategic Development Plan. The plan period is 5-10 years and it is reviewed every 5 years. The review of the Adopted Renfrewshire Local Development Plan has started. A public consultation on the Main Issues Report and Strategic Environmental Assessment Environmental Report was completed in the Spring of 2017. Preparation of the Proposed Plan will continue with a public consultation following in early 2018.

4(f) What arrangements does the body have in place to monitor and evaluate the impact of the adaptation actions?

Please provide details of monitoring and evaluation criteria and adaptation indicators used to assess the effectiveness of actions detailed under Question 4(c) and Question 4(d).

Policies and Plans

The policies within the Local Development Plan and Strategic Development Plan are monitored annually and both documents are the subject of a Strategic Environmental Assessment (SEA) which includes consideration of the effects of the policies on Climate Change mitigation and Adaptation.

A State of the Environment Report for Renfrewshire has also been produced. It is updated every 2 years and provides a robust information base for the SEA and consideration of emerging environmental issues for the Local Development Plan.

Flooding data is regularly updated to reflect the addition of new information and improvements in climate modeling. The data is also used to inform other corporate strategies such as the Local Housing Strategy.

4(g) What are the body's top 5 priorities for the year ahead in relation to climate change adaptation?

Provide a summary of the areas and activities of focus for the year ahead.

Monitoring and Evaluation of Climate Change Adaptation Action to fulfill duties outlined in the Climate Change Adaptation Programme.

N1-8

Renfrewshire Council regularly updates its flooding data and has worked closely with SEPA on the development of the Clyde and Loch Lomond Local Flood Risk Management Strategy. The Strategy describes our agreed ambition for managing flooding and the priority of actions to be taken forward to deliver this.

A Local Flood Risk Management Plan will also be produced, prepared by the local authorities within each district. The local plan provides additional detail on the local responsibility, funding and coordination of actions. Taken together, these documents are the single point of reference for the public in describing the response and commitment of public bodies to address flooding.

A regular monitoring and biennial report on flood prevention measures that the Council has undertaken are required to inform future updates and maintain the relevance of the plans.

N1-10

Renfrewshire Council has acquired the acquired Light Detection and Ranging (LIDAR) topographic data which provides very accurate height data for the whole of Renfrewshire. The LIDAR data is used to model flood events more accurately and assisted in the development of a sustainable flood management approach.

The data is used to assess flood risk for individual projects and proposed development and will inform the development of the Local Flood Risk Management Plan for Renfrewshire.

N2-2

Renfrewshire Council monitors the progress of its Green Network projects individually and through the Renfrewshire Local Development Plan. The review of the Network in 2014/15 jointly with Glasgow and Clyde Valley Green Network Partnership included consideration of its resilience with regard to climate change which will contribute to further development of the network and the identification of Strategic Delivery Areas.

The review of the Renfrewshire Local Development Plan will consider this information and its contribution to enhancing the Green Network.

N2-11

Renfrewshire Council has been closely involved in the recent review of the Forest and Woodland Strategy for Glasgow and the Clyde Valley that will inform SDP2 and LDP2. Climate change adaptation and the most recent iteration of the Integrated Habitat Network data have been central to the development of the Forest and Woodland Strategy. It will also contribute to the development of new Forestry Supplementary Guidance for Clydeplan which in turn will inform the emerging Renfrewshire Local Development Plan Proposed Plan.

B1-13

Joint working between SEPA and local authorities and public consultation took place to gain views on the proposed plans for how Scotland will tackle flood risk, and inform the development of Scotland's first Flood Risk Management Strategies and Local Flood Risk Management Plans.

The Clyde and Loch Lomond Flood Risk Management Strategy is now in place and provides the framework for the development of the Renfrewshire Local Flood Risk Management Plan.

B1-14

Council is worked closely with SEPA in the review of River Basin Management Plans. A response was made to consultation on second River Basin Management Plan. Officers also attend the Clyde Area Advisory Group and have worked with SEPA officers to identify potential projects for Water Environment Fund inclusion and the Council's responsibilities under the Water Environment Act.

B3-3

The policies within the Renfrewshire Local Development Plan are monitored on an annual basis. Flood risk and climate change resilience are included within the monitoring process. Planning applications stemming from the development plan are also monitored.

B3-6 and B3-7

The Council monitors its progress on a range of initiatives that have been implemented in order to meet the targets set the Renfrewshire Fuel Poverty Strategy.

S2-5

Risks associated with flooding, infrastructure and other incidents are monitored and regularly reviewed by the Council and its Risk Management Partners.

4(h) Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to adaptation.

Community Plan – The Council continued to work with its Community Planning Partners to achieve the outcomes and priorities of the Greener Renfrewshire element of the Community Plan, through the work of the three sub-groups: Greener Transport; Greener Communities; and Carbon Management (Council plan was refreshed in September 2017).

Carbon Management Plan Implementation – to achieve a reduction in carbon emissions and embed carbon management and climate adaptation within the culture of Renfrewshire Council. This will be achieved through:

Risk Management – Continual monitoring and evaluation of climate related risks as an integral part of the Corporate Risk Management Strategy

Regeneration Agenda – The Council will seek to achieve the most sustainable outcomes for Renfrewshire through City Deal, the City of Culture 2021 bid and other regeneration projects. These and other projects such as the Townscape Heritage Initiative, Local Green Network Partnership, Renfrewshire Access Strategy and the Renfrewshire Cycling Strategy 2015 – 2025 provide investment opportunities in key infrastructure that will make provision for climate change adaptation and mitigation.

PART 5: PROCUREMENT

5(a) How have procurement policies contributed to compliance with climate change duties?

Provide information relating to how the procurement policies of the body have contributed to its compliance with climate change duties.

Renfrewshire Council as a contracting authority has developed a range of policies and strategies to ensure compliance with the sustainable procurement duty under section 8 (2) of the Procurement Reform (Scotland) Act 2014, the Climate Change (Scotland) Act 2009 and the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015.

The Sustainable Procurement Strategy was approved on 8 June 2016 by the Procurement Sub Committee. The Strategy is aligned to the statutory requirements as well as the key strategic priority of 'Creating A Sustainable Renfrewshire' set out in Renfrewshire Council's Plan, 'A Better Future, A Better Council'.

The need to ensure compliance and commitment is further reinforced in Renfrewshire Council's Standing Orders relating to Contracts. This requires sustainable procurement is considered at the outset as part of the development of every contract strategy document for regulated procurement.

The approach adopted supports identifying potential environmental, social and economic aspects requiring to be incorporated within the procurement process through the development of a relevant specification or through the contract Terms and Conditions. This approach also helps to support spending decisions based on sustainable choices.

Another example of the procurement policy directly contributing to climate change duties includes the requirement to assess the resource being purchased, consider whole life costing, origins of materials, operating costs and disposal and end of life implications; all contributing to minimising impact on the environment. The five environmental aspects embedded in the contract strategy are:

1. Reduction in emissions to air, water, impact on climate change and the impact on population's health
2. Waste reduction in solid wastes, liquids, hazardous packaging and landfill
3. Reduction in energy use and business travel
4. Loss of biodiversity and the impact on habitat
5. Promotion of energy efficient products, renewable energy and sustainable resources

In order to meet the requirements of the Sustainable Procurement duty specified in section 9 of the Procurement Reform (Scotland) Act 2014 the council's procurement process has incorporated the four sustainable tools:

1. Prioritisation tool which is supporting implement and adopt a standard, structured approach to assessing spend categories and focussing on increasing sustainable economic growth
2. Sustainability test is embedded and considered as part of the contract strategy development
3. The life cycle impact mapping is actively used to help with the identification of sustainable risks and opportunities as part of the procurement process

4. Utilised and completed the self assessment using the Flexible Framework and actions identified are being progressed

In order to ensure that Suppliers are fully aware of the commitment to climate change duties, clear instructions and clauses are incorporated in the Invitation to Tender documents this includes the requirement by Suppliers to sign the declaration for handling and generation of waste which conforms to 'Waste Management, The Duty of Care, A Code of Practice' as a result of the Environmental Protection Act 1990. The requirement of the Contractor is to provide evidence that they are registered as a waste carrier or employ the service of a registered carrier.

We also consider Suppliers' materials that are used in construction and stipulate that Suppliers provide information on their working practices are in accordance with the relevant practice, good building practice issued by the British Board of Agreement, and the Good Practice in Selection of Construction Materials.

5(b) How has procurement activity contributed to compliance with climate change duties?

Provide information relating to how procurement activity by the body has contributed to its compliance with climate change duties.

The range of policies and procedures adopted by Renfrewshire Council's Corporate Procurement Unit is making a significant positive impact by actively considering the reduction of greenhouse emissions, energy efficiency and recycling responsibly.

The evidence based information/examples below demonstrates the integrated approach and activities undertaken by procurement is contributing to the climate change duties, for example:

Renfrewshire Council has entered an Inter Authority Agreement as a key partner on the Clyde Valley Residual Waste Project. The 25 year contract has been awarded to Viridor to design, construct, finance and operate the facilities to treat waste which would otherwise go to landfill. It is anticipated that as a result of the contract Viridor will process approximately 190,000 tonnes of residual waste per year. Renfrewshire Council's annual proportion is 19% (37,021) tonnes of residual waste per year. These measures will make a significant contribution to the national targets for recycling and landfill diversion by 2025.

To ensure its long term vision for a 'Greener Renfrewshire' a wide range of activities are being undertaken this includes the collection of a number of waste related materials both at the kerbside and from the Councils Household Waste Recycling Centres. Materials collected include; asbestos, brick, bulky waste, car batteries, cardboard, dry recyclables, food, garden, general waste, household waste electrical and electronic equipment, metal, textiles, tyres, and wood. These materials are presented to an appropriate treatment facility within the rules as set out by the regulator Scottish Environment Protection Agency (SEPA) and contribute to the council's long term recycling target of 70% of Scotland's waste.

Renfrewshire Council is continuing to investment in Home Energy Efficiency Programme Area Based Schemes (HEEPS ABS Programme), as part of the procurement process the improvement works are focussing on reducing carbon emission as well as reduce fuel poverty.

The renovated St Anthony's Primary School will have superior insulation to conform to current building regulations and a modern eco-friendly heating system which will result in lower heating expenses.

Renfrewshire Council is actively working towards increasing its electric vehicles from 28 to 30 by March 2018. This will continue to support the reduction in carbon emissions by procuring vehicles at the current EU emission rate 'Euro 6'.

The council's new or rebuilt properties are continuing to achieve A+ energy efficiency rating and B rating for environmental impact for CO₂ emissions as a minimum.

A successful procurement process was undertaken resulting in a 5 year Waste Electrical and Electronic Equipment Regulations (WEEE) Corporate contract supporting businesses to recycle all electrical equipment owned by the Council, including IT equipment such as desktop PC's (including monitors, keyboards etc), laptops and printers.

5(c) Supporting information and best practice

Provide any other relevant supporting information and any examples of best practice by the body in relation to procurement.

Corporate Procurement Unit takes a proactive approach towards the legislative and policy requirements which has been developed and embedded within the procurement process. The contract examples above in section 5(b) demonstrate best practice and continuous improvement internally and externally to address the requirements of the Climate Change Duties.

73% (16 of 22) of Procurement Officers have completed the Zero Waste Scotland's Sustainable Procurement module.

A self evaluation is being undertaken to ensure that we continue to maintain or improve the F1 Category achieved as a result of gaining 83% from the 2016 assessment on the Procurement & Commercial Improvement Programme (PCIP) by Scotland Excel.

PART 6: VALIDATION AND DECLARATION

6(a) Internal validation process

Briefly describe the body's internal validation process, if any, of the data or information contained within this report.

Corporate Procurement Unit fully embraces the requirements of continuous improvement and continuous professional development which contributes to achieving best practice throughout the procurement process from identification of contractual need to supplier development and management.

During 2016 the Corporate Procurement Unit were assessed on the Procurement & Commercial Improvement Programme (PCIP) by Scotland Excel. The results achieved 83% which grades the council in the F1, category.

To ensure compliance with the sustainable procurement duty Corporate Procurement Unit continues to utilise the standard sustainable tools and a self assessment of the Flexible Framework indicates that a range of actions have been completed and actions are being progressed at level 4 the advanced level. The results achieved during 2016 from the Prioritisation Tool are informing and shaping procurement process to identify where resources need to be focussed that enable generating benefits such as financial savings, reduce emissions and waste, and identifying areas for innovation.

Corporate Procurement Unit remains committed to continuous improvement in order to demonstrate evidence based compliance with all policy and legislative requirements to achieve better outcomes.

6(b) Peer validation process

Briefly describe the body's peer validation process, if any, of the data or information contained within this report.

Not applicable.

6(c) External validation process

Briefly describe the body's external validation process, if any, of the data or information contained within this report.

Planning Performance Framework

An efficient and well-functioning planning service is recognised as facilitating sustainable economic growth and delivering high quality development in the right places. In order to monitor service performance and the commitment to improve planning services all planning authorities, strategic development plan authorities and seven key agencies prepare a Planning Performance Framework (PPF). The Framework captures key elements of a high-performing planning service, such as:

- speed of decision-making
- certainty of timescales, process and advice
- delivery of good quality development
- project management
- clear communications and open engagement

The framework gives a measure of the quality of the planning service and is used to identify and encourage ongoing improvements. The PPF is completed on an annual basis and feedback is received from the Scottish Government. PPF reports contain both qualitative and quantitative elements of performance and set out proposals for service improvement.

Strategic Environmental Appraisal

The Council is required to assess, consult and monitor the likely impacts of its plans, programmes and strategies on the environment. Strategic Environmental Assessment (SEA) is a key component of sustainable development, establishing important methods for protecting the environment and extending opportunities for public participation in decision making. SEA achieves this by systematically assessing and monitoring the significant environmental effects of public sector strategies, plans and programmes ensuring that expertise and views are sought at various points in the process from SNH, SEPA, Historic Environment Scotland and the public. The Local Development Plan and other plans that have evolved from the LDP has been the subject of SEA, where climate change and associated factors such as flooding were specific considerations of the assessment.

Local Development Plan Examination

An examination was held so that any unresolved representations to the Proposed Plan could be independently reviewed by reporters from the Directorate for Planning and Environmental Appeals (DPEA). The DPEA concluded the examination of Renfrewshire's Proposed Local Development Plan and Renfrewshire Council were then able to adopt the Proposed Renfrewshire Local Development Plan. The Strategic Development Plan was also the subject of an examination and Strategic Development Plan 2 – Clydeplan – is currently the subject of an examination.

6(d) No validation process

If any information provided in this report has not been validated, identify the information in question and explain why it has not been validated.

--

6e - Declaration

I confirm that the information in this report is accurate and provides a fair representation of the body's performance in relation to climate change.

Name	Role in the body	Date



To: THE INFRASTRUCTURE, LAND AND ENVIRONMENT POLICY BOARD

On: 8 NOVEMBER 2017

Report by: DIRECTOR OF ENVIRONMENT & COMMUNITIES

Heading: CONSULTATION ON SMART TICKETING AND PAYMENT ON SCOTLAND'S PUBLIC TRANSPORT SYSTEM. CONSULTATION RESPONSE

1. Summary

- 1.1 Scottish Government has issued a consultation to seek views on the development of a smart ticketing scheme across Scotland's public transport system. The closing date for submissions to the consultation is 5 December 2017.
 - 1.2 Smart ticketing is an important element of a modern public transport system and is increasingly prevalent in major cities and countries around the world.
 - 1.3 All public transport passengers in Scotland, whether regular users, occasional users or simply visitors to Scotland, should be able to enjoy the benefits of modern ticketing and payment technology. The belief is that this will help encourage modal shift onto public transport and contribute to growth in usage of Scotland's public transport services.
 - 1.4 In Scottish Government's opinion, a smartcard-based approach seems like the best way to achieve this – the infrastructure is largely in place, and it is proven, works with many transport modes and is secure. The technology continues to develop rapidly, and that is why identifying the appropriate approach to governance will be essential to ensure an orderly and planned migration between technologies, as well as overseeing the operation of, and participation in, key national and regional smart ticketing schemes.
-

2 Recommendations

- 2.1 The Infrastructure, Land and Environment Policy Board approves the attached response by Renfrewshire Council to the Scottish Government's consultation on the development of a smart ticketing scheme across Scotland's public transport system.
-

3 Background

- 3.1 Scottish Government has issued a consultation to seek views on the development of a smart ticketing scheme across Scotland's public transport system. The closing date for submissions to the consultation is 5 December 2017.
- 3.2 Smart ticketing is an important element of a modern public transport system and is increasingly prevalent in major cities and countries around the world
- 3.3 All public transport passengers in Scotland, whether regular users, occasional users or simply visitors to Scotland, should be able to enjoy the benefits of modern ticketing and payment technology. The belief is that this will help encourage modal shift onto public transport and contribute to growth in usage of Scotland's public transport services.
- 3.4 In Scottish Government's opinion, a smartcard-based approach seems like the best way to achieve this – the infrastructure is largely in place, and it is proven, works with many transport modes and is secure. The technology continues to develop rapidly, and that is why identifying the appropriate approach to governance will be essential to ensure an orderly and planned migration between technologies, as well as overseeing the operation of, and participation in, key national and regional smart ticketing schemes.
- 3.5 The Scottish Government intends to introduce an e-purse in Scotland and this can be defined as; the store of monetary value on a smartcard which can be used in the same way as cash to pay for travel.
- 3.6 The Transport Scotland Smart Ticketing Delivery Strategy, first published in October 2012 and now updated to help with the consultation, set out the vision "That all journeys on Scotland's bus, rail, ferry, subway and tram networks can be made using some form of smart ticketing or payment".
- 3.7 With that smart ticketing strategy in mind, delivery of the policy vision may include:
- A common smart ticketing system across Scotland, which enables both use by many transport modes and integration. The core system Scottish Government is currently seeking to have in place is the UK standard for smart ticketing (ITSO). It is proven as a concept and much of the necessary infrastructure is already in place across Scotland, particularly for bus, rail and subway.
 - ITSO smartcards being used where possible as the media for delivering smart ticketing with the saltirecard branding being visible on all cards

- Larger operators across all modes progressing their own smart ticketing and payment schemes, but on a common infrastructure platform or system. This should deliver a common or similar experience for passengers
- A national epurse scheme that all public transport operators participate in. All of Scotland's major public transport operators have committed to participate in the national epurse, and Transport Scotland's preference is that all operators, of all sizes, across all modes, participate in it. It is envisaged that the epurse will be launched during 2018.
- A series of regional multi operator smart ticketing schemes e.g. around Glasgow, Edinburgh, Aberdeen and Dundee that all relevant transport operators participate in.
- Appropriate governance arrangements to ensure that each scheme endeavours to offer a good passenger experience and, through time, as technology develops, there is an orderly migration path to new or alternative technologies for smart ticketing and payment.

4 Proposals

- 4.1 To have a consistent smart payment option available across Scotland and on all main public transport modes.
- 4.2 The scope of smart ticketing should – for now – be limited to local bus services in Scotland, scheduled rail journeys entirely within Scotland, foot passengers on scheduled ferry services entirely within Scotland, the Glasgow subway and the Edinburgh tram.
- 4.3 Provide a national epurse scheme that is accepted by bus, rail, ferry, tram and subway operators across Scotland.
- 4.4 Promote a number of regional multi operator, multi modal smart ticketing schemes, based on Scotland's main city regions.
- 4.5 Introduce new legislation that requires transport operators to participate in national and regional smart ticketing schemes.
- 4.6 Establish a single governance group so that the technology implemented across Scotland for smart ticketing schemes is controlled.

5 Summary of Renfrewshire Council's response

- 5.1 Renfrewshire Council is supportive of the introduction of a smart ticketing scheme across Scotland's transport network.

Implications of the Report

1. **Financial** - None
2. **HR & Organisational Development** - None
3. **Community Planning**
Greener – Proposals support the promotion and use of public transport.
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

List of Background Papers – none

Author: Mark Higginbotham
mark.higginbotham@renfrewshire.gov.uk
Tel: 4510

Appendix

Consultation Responses

Part 1 - Respondent Information Form

PLEASE NOTE THIS FORM MUST BE RETURNED WITH YOUR RESPONSE.

Are you responding as an individual or an organisation?

Individual

Organisation

Full name or organisation's name	RENFREWSHIRE COUNCIL
Phone number	0300 300 0300
Address	RENFREWSHIRE HOUSE COTTON STREET PAISLEY
Postcode	PA1 1BR
Email	ES@RENFREWSHIRE.GOV.UK

The Scottish Government would like your permission to publish your Consultation response. Please indicate your publishing preference:-

Publish response with name

Publish response only (anonymous)

Do not publish response

We will share your response internally with other Scottish Government policy teams who may be addressing the issues you discuss. They may wish to contact you again in the future, but we require your permission to do so. Are you content for Scottish Government to contact you again in relation to this Consultation exercise?

Yes

No

Part 2 – Questions on Key Issues

Key issues on the future of smart ticketing in Scotland

Transport modes and services to be included in national and regional smart ticketing schemes	
What is it?	In addition to individual smart ticketing schemes currently offered by individual transport operators (eg Stagecoach Megarider, SPT Bramble product for Glasgow subway or Lothian Buses Ridacard), our intention is to ensure that there is a consistent smart payment option (epurse) available across all of Scotland and on all main public transport modes, and to ensure that regional multi-modal schemes are fully supported.
What does it mean for me?	It would mean that, when fully delivered, at least one smart ticketing or payment option was available for passengers – and would remain available - across all of the main public transport modes in Scotland.
What will it cost or save?	It is not intended that Scottish Government should interfere in or influence fares setting, so it will remain a decision (as now) for transport operators about how to price the various smart tickets and products on offer. In terms of the smart infrastructure, most of the elements required are already in place, and it is not envisaged that costs will be routinely passed on, directly or indirectly, to passengers. Transport Scotland will incur a modest cost – estimated at £100,000 per annum – in supporting the national epurse.
What is the justification for claimed costs/savings?	For the epurse, it is anticipated that this new national smart product will prove popular with passengers, as it has in many other countries.

Question 1

Do you think our intention to have a consistent smart payment option available across Scotland and on all main public transport modes would promote use of public transport in Scotland?

Yes No

Please explain your answer.

This approach will provide a modern, flexible approach to travel that provides additional payment options, increasing customer convenience. Increasing convenience and better use of technology should assist increased use of public transport in Scotland.

Transport modes and services to be included in national and regional smart ticketing schemes

What is it?

As well as the obvious transport modes such as bus and rail, there are a number of other transport offerings that could conceivably be included in such smart ticketing schemes. Our intention is that, for now, our smart ticketing plans should be limited to local bus services in Scotland, scheduled rail journeys entirely within Scotland, foot passengers on scheduled ferry services entirely within Scotland, the Glasgow subway and the Edinburgh tram.

Other things such as air services, taxis, coach tours and heritage rail/tram/bus services, as well as peripheral offerings like car hire and cycle hire, and cars and freight vehicles on ferries, are proposed - for now – to be outside of scope.

What does it mean for me?

By focusing on a manageable number of services and modes, we believe that we will increase the likelihood that our plans can be delivered within a reasonable timescale.

What will it cost or save?

By focusing on modes that mostly have existing smart infrastructure, additional costs will be kept to a minimum.

What is the justification for claimed costs/savings?

As well as avoiding spending extra money on widening the scope of smart ticketing, it should also ensure a faster route to delivery.

Question 2

Do you agree that the scope of smart ticketing should – for now – be limited to the modes and services outlined above?

Yes No

Please explain your answer.

Focusing on the main transport options will increase the likely success of the project. This allows consumer confidence to build and develop a culture of smart payment.

Scheme Compliance

What is it?

In addition to the provision of a national epurse that is accepted by bus, rail, ferry, tram and subway operators across Scotland, we also envisage a number of regional multi operator, multi modal smart ticketing schemes, based on Scotland’s main city regions. These regional schemes could be based on existing regional ticketing legislation provision within The Transport (Scotland) Act 2001.

There are a number of considerations ranging from defining the requirements to take part in national or regional smart ticketing schemes, monitoring and controlling compliance, through to whether and how to apply sanctions for non- compliance by operators – and, indeed, what these sanctions might look like.

What does it mean for me?

We think that the simpler and more consistent we can make these arrangements the more likely prospective passengers are likely to have confidence in the new schemes. Similarly, from an operator perspective, it will be clearer what is expected of them.

What will it cost or save?

In terms of the smart infrastructure, most of the elements required are already in place, and it is not envisaged that costs will be routinely passed on, directly or indirectly, to passengers. Transport Scotland will incur a modest cost – estimated at £100,000 per annum – in supporting the epurse.

What is the justification for claimed costs/savings?

For the epurse, it is anticipated that this new national smart product will prove popular with passengers, as it has in many other countries.

Question 3 - epurse

a) Are you in favour of a clearly defined national epurse scheme??	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
b) Should all relevant bus, rail, ferry, tram and subway operators be expected to participate in a national epurse scheme?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
c) Should participation in a national epurse scheme be monitored and controlled?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
d) Should sanctions be imposed for non-compliance in a national epurse scheme?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Please explain your answers. <ul style="list-style-type: none">• Will ensure consistency for both customers and operators• Easier to understand for the customers• Would be more convenient if all operators participated• It would be important to understand why an operator was non-compliant and encourage participation and support to introduce	

Question 4

a) Are you in favour of a clearly defined multi-modal, multi operator regional smart ticketing scheme?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
b) Should all relevant bus, rail, ferry, tram and subway operators be expected to participate in a multi- modal, multi operator regional smart ticketing scheme?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
c) Should participation in a multi- modal, multi operator regional smart ticketing scheme be monitored and controlled?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
d) Should sanctions be imposed for non-compliance in a multi-modal, multi operator regional smart ticketing scheme?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

Please explain your answers.

This approach provides consistency, easier to understand and build consumer confidence.

Operators large and small may find the costs and resourcing of the technology a barrier and should be supported to participate before any sanctions are looked at.

Consideration should also be given to use of established payment methods and technologies such as readers of contactless debit cards and phone payment technology, making use of what people already use for other payment purposes.

Legislation vs voluntary participation or other means of ensuring participation in smart ticketing schemes

What is it?	<p>New legislation would, on the face of it, be a clear cut and attractive means of specifying what is expected of operators in respect of participation in the national e-purse and regional smart ticketing schemes, and ensuring they have available the appropriate smart ticketing infrastructure.</p> <p>However, for example, a combination of encouraging voluntary participation, making – for bus – provision of appropriate ticketing equipment a condition of their service registration, or a requirement of the Bus Service Operator Grant might be considered an effective alternative.</p>
What does it mean for me?	<p>We think that the simpler and more consistent we can make these arrangements the more likely prospective passengers are likely to have confidence in the new schemes. Similarly, from an operator perspective, it will be clearer what is expected of them.</p>
What will it cost or save?	<p>For those operators – typically a few smaller bus operators and the Scottish ferry industry - who have still to invest in smart ticketing equipment there will be some costs. A new bus smart enabled ticket machine might cost £3,000.</p>
What is the justification for claimed costs/savings?	<p>Most operators have already invested in, or have plans to invest in, appropriate ticketing equipment, so the cost of achieving full infrastructure provision across Scotland is already largely addressed.</p>

Question 5

Are you in favour of new legislation that requires transport operators to participate in national and regional smart ticketing schemes?

Yes No

Please explain your answer.

For smart ticketing to be a success it is important there is a universal and consistent system for all consumers to understand and use. Therefore a mechanism requires to be created to allow that to happen, legislation would be one such mechanism to ensure a comprehensive service all users can access on public transport.

Governance of smart ticketing in Scotland

What is it?

A recurring theme in this consultation document is that to deliver interoperable smart ticketing requires a common and proven infrastructure to be in place. Currently that is ITSO, the interoperable smartcard standard in the UK. However, alternative technologies are at various stages of being available and proven. At some point in the future the more progressive transport operators will wish to adopt one or more of these alternatives, while their passengers may increasingly expect to see greater use of, for example, mobile phones and contactless bank cards.

Transport operators have already invested significantly in smart ticketing infrastructure and, understandably, any shift to a newer technology – a further outlay for operators – needs to be carefully planned for, to ensure that systems remain fully interoperable and consistent with passenger expectations.

It therefore seems important that public transport operators should play some role in decision making, or at least advising, moving forward, probably working in partnership with Scottish Ministers and other public bodies. The best way of approaching governance of both smart ticketing infrastructure and national and regional smart ticketing schemes is therefore a key consideration.

What does it mean for me?

From a passenger perspective an orderly and planned migration to newer technologies, as these emerge, will ensure that all of the benefits of smart ticketing and payment are retained, and remain easy to use and understand.

From an operator perspective, investment decisions can be planned for and, collectively, a migration to newer technology platforms can be implemented in such a way that passengers are both able to benefit from technology advances and remain confident and informed about the integrity of the smart offering.

It seems essential that governance arrangements are in place to oversee all of this, and that these arrangements are effective as well as – as far as possible – establishing, representing and implementing the consensus view of transport operators in Scotland, regardless of mode or size.

What will it cost or save?	It is not envisaged that governance arrangements will place any burden on costs for either the passenger, the public purse or for operators.
What is the justification for claimed costs/savings?	No costs to consider

Question 6	
To ensure delivery of a consistent approach to meet the expectations of passengers now and in the future, should we establish a single governance group so that the technology implemented across Scotland for smart ticketing schemes is controlled?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Should such a governance group be established formally and supported by legislation?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Should such a governance group have a role in advising on development, implementation or administration of smart ticketing schemes?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Are there any other areas that a governance group should have a role in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<p>Please explain your answers.</p> <p>Engagement with key stakeholders and involvement of transport providers is essential to ensure the success of the project.</p>	

Are there any other issues you wish to raise which are not covered above?
The Scottish Government welcomes any further comments and suggestions on smart ticketing schemes or governance, and how these might be improved or made more sustainable.

Question 7

Do you have any other comments about any of the issues raised in this consultation?

Yes No

If so, please use the box below to provide details

Mechanisms are put in place to enable customers to retrieve their smart ticketing account on public transport modes without financial penalties when smart ticketing devices are not available.

Part 3 - Assessing impact

Equality

1 In considering possible changes to the delivery of smart ticketing in Scotland the public sector equality duty requires the Scottish Government to pay due regard to the need to:

- eliminate discrimination, victimisation, harassment or other unlawful conduct that is prohibited under the Equality Act 2010;
- advance equality of opportunity between people who share a protected characteristic and those who do not; and
- foster good relations between people who share a relevant protected characteristic.

1.1 These three requirements apply across the 'protected characteristics' of:

- age;
- disability;
- gender reassignment;
- marriage and civil partnership;
- pregnancy and maternity;
- race;
- religion and belief; and
- sex and sexual orientation.

1.2 At this early stage it is difficult to determine whether significant effects are likely to arise and the aim of the Scottish Government is to use this Consultation process as a means to fully explore the likely equality effects, including the impact on children and young people.

1.3 Once completed the Scottish Government intends to determine, using the consultation process, any actions needed to meet its statutory obligations. Your comments received will be used to complete a full Equality Impact Assessment (EQIA) to determine if any further work in this area is needed.

Question – Equality Impacts

Are there any likely impacts the proposals contained within this Consultation may have on particular groups of people, with reference to the ‘protected characteristics’ listed above? Please be as specific as possible.

Question – Children and young people

Do you think the proposals contained within this Consultation may have any additional implications on the safety of children and young people?

None

Business and Regulation

1.4 A Business and Regulatory Impact Assessment (BRIA) will analyse whether the policy is likely to increase or reduce the costs and burdens placed on businesses, the public sector and voluntary and community organisations.

Question – Business Impacts

Do you think the proposals contained in this Consultation are likely to increase or reduce the costs and burdens placed on any sector? Please be as specific as possible.

None

Privacy

1.5 A full Privacy Impact Assessment (PIA) will be conducted to ascertain whether our proposals on delivering a consistent approach may have an impact on the privacy of individuals.

1.6 At this early stage it is difficult to determine whether significant privacy effects are likely to arise and the aim of the Scottish Government is to use this Consultation process as a means to fully explore the likely privacy effects.

Question – Privacy Impacts

Are there any likely impacts the proposals contained in this Consultation may have upon the privacy of individuals? Please be as specific as possible

NO



To: Infrastructure, Land & Environment Policy Board

On: 8 November 2017

Report by: Director of Finance & Resources

Heading: Use of Land at Old Howood Road, Howwood by St Vincent Hospice.

1. Summary

- 1.1 This report seeks to obtain the Boards agreement for the St Vincent's Hospice to use Council land for the purpose of creating a pedestrian and cycle route from Beith Road to Old Howood Road in Howwood as per the attached plan E2648.
-

2. Recommendations

It is recommended that Board:-

- 2.1 Agree to the request by St Vincent Hospice to create a pedestrian and cycle route from Beith Road to the hospice on Old Howood Road in Howwood as per the attached plan E2648.
- 2.2 Agree to grant authority to the Head of Property Services and the Head of Corporate Governance to conclude a license with St Vincent Hospice over the Council owned land on the attached plan, to facilitate the construction of this new route.
- 2.3 This license would remain in place until such times that the Council are satisfied that the footpath meets the required standards for adoption.

3. **Background**

- 3.1 St Vincent's Hospice current facility is located on Old Howood Road. Pedestrian access to this facility is by way of an unlit road and a narrow unmarked path.
- 3.2 St Vincent's Hospice has requested permission to construct a footpath and cycle route over the Council's land at this locality, to create a link between Beith Road and Old Howood Road providing better pedestrian access to their hospice.
- 3.3 The cost of this construction shall be funded via contributions from Sustrans and the Landfill Community Fund. Sustrans have agreed to contribute 50% towards the cost and an application has been made to the Landfill Community Fund for the remainder of the funding.
- 3.4 The ground in question is located within the greenbelt and has a very limited development opportunity due to the presence of overhead pylons. The Head of Amenity Services has welcomed this proposal which will improve connectivity to the Hospice, and advised upon completion he would look to adopt the same. Planning permission for the formation of this pedestrian route and cycleway has been granted (17/0440/pp) and St Vincent's Hospice await Roads Construction Consent.
- 3.5 Once all statutory consents have been obtained, the Hospice will then be in a position to progress their proposal and provide details of the likely construction period. It is then proposed that the Head of Property in conjunction with the Head of Corporate Governance will look to conclude the necessary license to St Vincent's Hospice at a rent of £1, if asked, to allow their chosen contractor to carry out the works. This land shall remain under license agreement to St Vincent's Hospice until such times that it has been agreed that the pathway is of a suitable standard to be adopted.

Implications of the Report

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

Children and Young People – N/A

Community Care, Health & Well-being – Improved links with the wider Howwood and Johnstone Community.

Empowering our Communities – N/A

Greener – Creation of this pathway will encourage more cyclists and pedestrian movement.

Jobs and the Economy -

Safer and Stronger – Creation of a safer pedestrian route

4. **Legal** – None

5. **Property/Assets** – As per this report.

6. **Information Technology** – none.

7. **Equality & Human Rights** -

(a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. 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** – Safer pedestrian and cycle routes

9. **Procurement** – none.

10. **Risk** - none

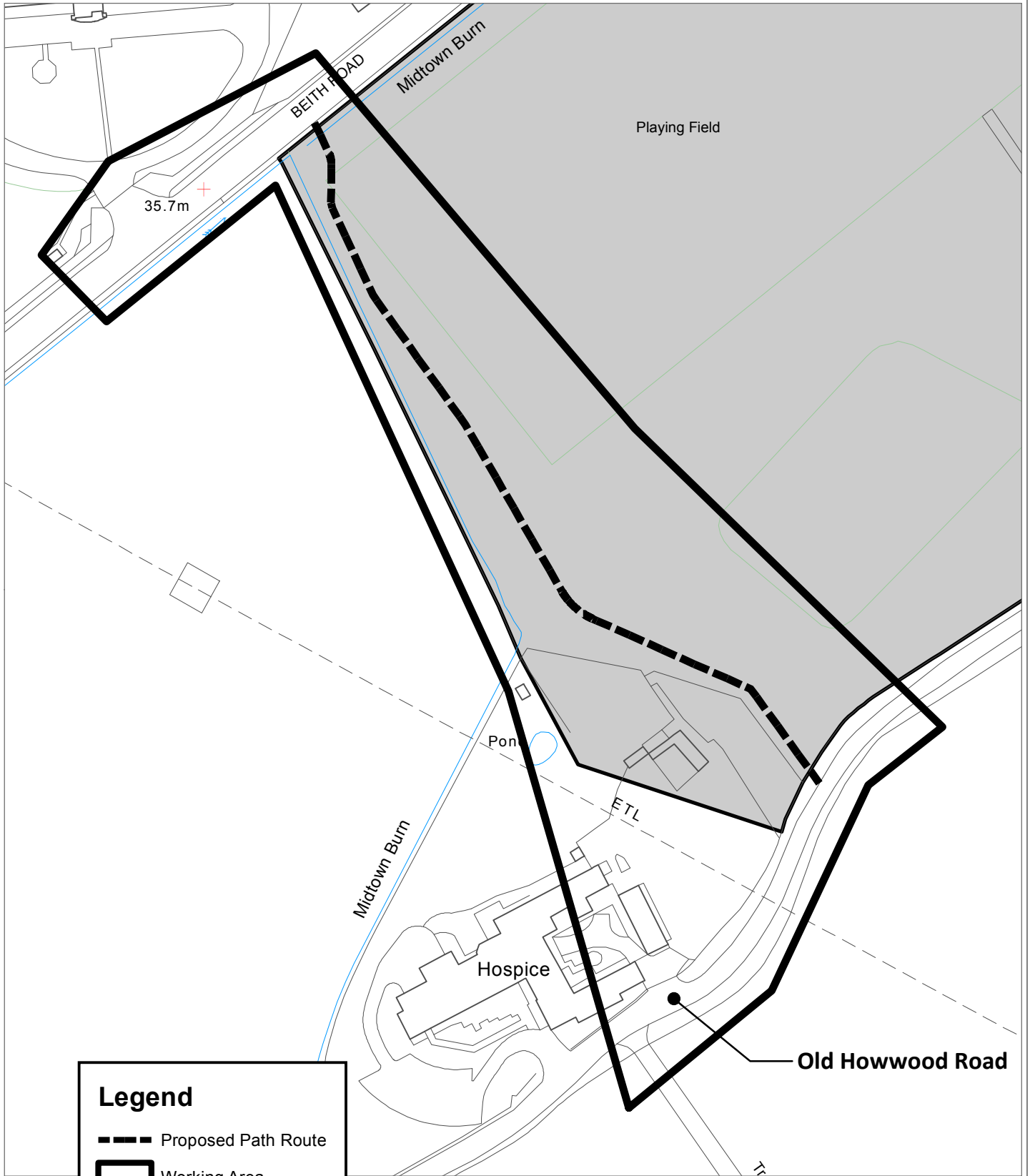
11. **Privacy Impact** – none.

12. **Cosla Policy Position** – N/A.




Author: Louise Le Good
Assistant Asset & Estates Surveyor
Telephone 0141 618 6111
Email louise.legood@renfrewshire.gov.uk



Land at Old Howwood Road, Howwood Report Plan Ref. E2648



Legend

-  Proposed Path Route
-  Working Area
-  Council Owned Land

Notes:

Ordnance Survey Mapping - © Crown Copyright and database right 2017. All rights reserved. Ordnance Survey Licence number 100023417. Aerial Photography 2009 - Cities Revealed © copyright by The GeoInformation © Group, 2009 and Crown Copyright © All rights reserved. Aerial Photography 2004/6 - © 2004 Getmapping plc © 2006 Getmapping plc Aerial Photography 2001 - Cities Revealed © copyright by The GeoInformation © Group, 2009 and Crown Copyright © All rights reserved. Historic Map Data - © Crown Copyright and Landmark Information Group Limited 2012. All rights reserved.



To: Infrastructure, Land & Environment Policy Board

On: 8th November 2017

Report by: Director of Finance & Resources

Heading: Land at Broomlands Street, Paisley

1. **Summary**

1.1 This report seeks consent to the disposal of land at Broomlands Street, Paisley to Messrs Nixon Blue Limited on the basis of the terms and conditions contained in this report.

2. **Recommendations**

It is recommended that the Board:-

2.1 Grant authority to the Head of Property Services and the Head of Legal and Democratic Services to conclude the disposal of land at Broomlands Street, Paisley shown shaded and hatched on the attached plan, to Nixon Blue Limited, subject to the terms and conditions contained in this report.

2.2 Declare both the shaded and the hatched areas of ground that are shown on the attached plan surplus to requirements in order to progress the proposed disposal to Nixon Blue Limited.

3. **Background**

3.1 Nixon Blue Limited have concluded missives in principle to acquire the former Ogilvie Club, 18 Broomlands Street, Paisley, and have

approached the Council to purchase the adjacent land extending to approximately 1,538 square metres (0.38 acres) as shown indicated on the attached plan. The area shown hatched and shaded is the road solum of the former John Street, over which the Council has part ownership. The area only shown shaded is fully within the ownership of the Council.

- 3.2 The Council's land at Broomlands Street comprises a tarmac area formerly the site of public toilets which were demolished in August 2013. There is also an area of mature trees and shrubs, over which there are no Tree Preservation Orders.
- 3.3 Nixon Blue envisage that they could build 28 flats on the Ogilvie Club site in isolation, but that approximately 43 flats could be built if the Council's land was incorporated, enabling a better designed development. This difference of 15 flats is the value to the Council in selling this site. It should be noted however that the total number of flats developable will only be determined once planning permission has been obtained.
- 3.4 Discussions have taken place with representatives of Nixon Blue Limited, and the following main terms and conditions of sale have been provisionally agreed.

4. Proposed terms and conditions of sale;

- 4.1 The purchase price payable for all of the land shown hatched and shaded on the attached plan shall be £150,000 plus VAT. This is on the basis that the purchaser obtains planning permission for the development of 43 flats.
- 4.2 If planning permission for either more or less than 43 flats is secured, then the purchase price will be adjusted pro-rata on the basis of a rate of £10,000 per flat.
- 4.3 The disposal of the Council's interest is subject to Nixon Blue Limited becoming adjoining owners by concluding the acquisition of the Ogilvie Club site.
- 4.4 The purchaser shall meet the Council's reasonable legal and professional expenses incurred in concluding the transaction.
- 4.5 Any other reasonable terms and conditions considered necessary by the Head of Corporate Governance and the Head of Property to protect the Council's interest.

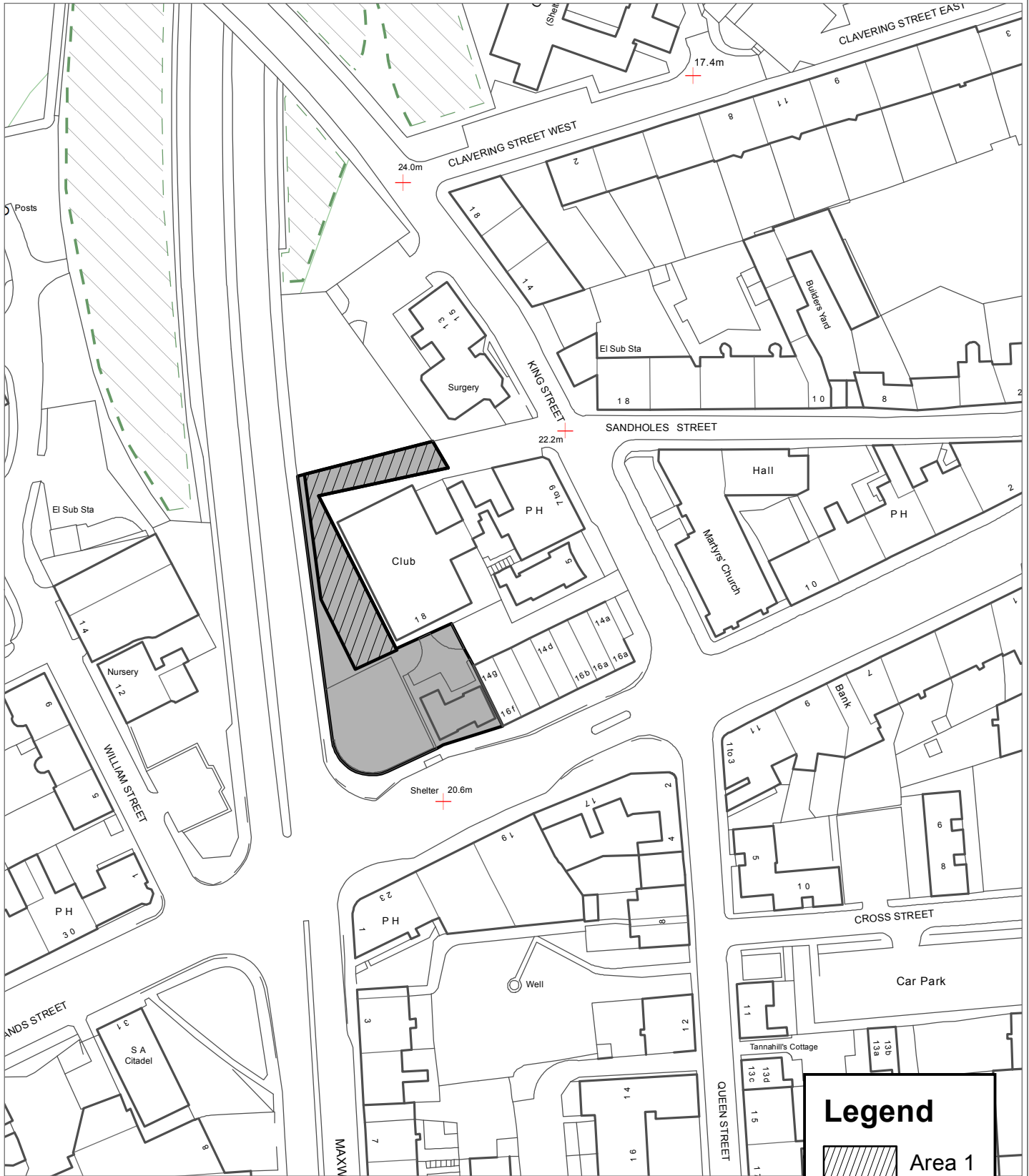
Implications of the Report

1. **Financial** – Purchase price of approximately £150,000 plus VAT to be received.
2. **HR & Organisational Development** – None.
3. **Community Planning** – Potential new residential development will boost the regeneration of the west end of Paisley.
4. **Legal** – Sale of land to be concluded.
5. **Property/Assets** – As per this report.
6. **Information Technology** – None.
7. **Equality & Human Rights**
 - (a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because no groups or individuals have any involvement currently at the property. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – None.
9. **Procurement** – Not applicable.
10. **Risk** – None.
11. **Privacy Impact** – Not applicable.
12. **Cosla Policy Position** – Not applicable.

List of Background Papers

(a) Background Paper 1 – None.

Author: Andrew Smith – 0141 618 6180. andrew.smith@renfrewshire.gov.uk



Legend

- Area 1
- Area 2

Notes:



To: Infrastructure Land & Environment Policy Board

On: 8th November 2017

Report by: Director of Finance & Resources

Heading: Former Whitehaugh Barracks, Paisley

1. Summary

- 1.1 The purpose of this report is to seek approval to declare the former museum store and associated buildings at the former Whitehaugh Barracks, Paisley surplus to operational requirements and to instruct the marketing for sale of the buildings and site.
 - 1.2 The buildings sit within the former Whitehaugh Barracks site at 31 Whitehaugh Avenue, Paisley, on the corner of Whitehaugh Avenue, as per the attached plan Appendix 1.
-

2. Recommendations

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

3. Background

- 3.1 The site at Whitehaugh Barracks (approximately 0.597 acres) is situated in an established residential area to the east of Paisley town centre.

The existing buildings are an amalgamation of different construction phases and the drill hall, which was recently designated category “C” listing by Historic Environment Scotland, being a building of Special Architectural or Historic Interest. It is surrounded by housing and compatible uses, and is approximately 1.5km from the edge of the Town Centre. The buildings are currently used as a storage facility for Paisley Museum. The Economy & Jobs Policy Board at its meeting on 18 November 2015 approved the necessary funding as part of the Paisley Town Centre Heritage Asset Strategy, for the museum storage facility to be moved to 7-11 High Street in Paisley, by 2018. The conversion of the basement of the former Littlewoods store to form a new museum storage facility was completed at the beginning of October. Renfrewshire Leisure, are now in the process of taking steps to relocate the artefacts from Whitehaugh to the new facility and will be looking to return the former Whitehaugh Barracks to the Council during January 2018. This provides an opportunity for the re-development and re-use of the site.

3.2 The buildings on the former Whitehaugh Barracks site are comprised as follows:

- a two-storey harled building, with single-storey lean-to structures to the rear, formerly used as an administrative building,
- a large double-height building attached to the two storey property, which was formally used as a drill hall and
- A single-storey steel framed free-standing building to the north of the main buildings

4. **Next Steps**

4.1 Following the buildings and site being declared surplus, the property will be marketed for sale.

Implications of the Report

1. **Financial** - None
2. **HR & Organisational Development** – None
3. **Community Planning** – None
4. **Legal** – The titles have been checked and there is no impediment which would prevent the Council from seeking to dispose of the Asset, subject to agreement on the boundary extent, and appropriate terms and conditions.

5. **Property/Assets** – The availability of the property will be advertised via on site advertising and the Council’s website.

6. **Information Technology** – None

7. **Equality & Human Rights** -

(a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals’ human rights have been identified arising from the recommendations contained in the report because it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council’s website.

8. **Health & Safety** - None

9. **Procurement** - None

10. **Risk** - None

11. **Privacy Impact** - None

List of Background Papers- None

Author: Frank Hughes, Asset Manager (x6178)

Date: 26/10/2017





To: Infrastructure, Land and Environment Policy Board

On: 8 November 2017

Report by: Director of Finance & Resources

Heading: Disposal of land adjacent to 5 Neuk Avenue, Houston

1. Summary

- 1.1 The purpose of this report is to declare the area of land adjacent to 5 Neuk Avenue, Houston shown on the attached plan, as surplus to requirements.
-

2. Recommendations

It is recommended that the Board:

- 2.1 Declare the area of land located adjacent to 5 Neuk Avenue, Houston shown on the attached plan, as surplus to requirements, with a view to disposing to the adjacent owner.
-

3. Background

- 3.1. The area of land, which is held on the General Services Account, comprises a total of 83 sq m and is part of a larger area of open space, maintained by Environment and Communities.
- 3.2. The applicant has incorporated this area of ground into their private garden ground. This was erroneously undertaken by the applicant after they obtained planning consent (16/0654/PP) in November 2016 for a change of use from amenity ground to private garden ground, and they erected a fence enclosing the Council ground.

- 3.3. The applicant has now agreed to purchase the area of ground so as to continue using it as a private garden.
 - 3.4. The area of land concerned is such that the purchase price/value of the land will be at a level upon which delegated powers granted to the Head of Property for the disposal of surplus property will be utilised.
 - 3.5. The purchasers will be liable to meet the Council's reasonable professional and legal expenses in processing this transaction.
 - 3.6. The Head of Amenity Services has confirmed that the area of land has no operational requirement and would not be opposed to the land being declared surplus.
 - 3.7. The Head of Planning & Housing Services will place an advert in the local press in terms of the Town and Country Planning (Scotland) Act 1959 for the proposed sale of an area of open space.
-

Implications of the Report

1. **Financial** – The General Services Account will benefit from a small capital receipt.
2. **HR & Organisational Development** - *None*.
3. **Community Planning** –
Children and Young People – None
Community Care, Health & Well-being – None
Empowering our Communities - None
Greener - None
Jobs and the Economy - None
Safer and Stronger - None
4. **Legal** – Conclude the legal terms of the sale contract.
5. **Property/Assets** – Conclude negotiation and completion of the property disposal.

6. **Information Technology** – None.

7. **Equality & Human Rights** -

(a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. **Health & Safety** – None.

9. **Procurement** – None.

10. **Risk** – None.

11. **Privacy Impact** – None.

12. **Cosla Policy Position** – None.

List of Background Papers

(a) None

Author: Kalesha Mayne
Student Valuer
0141 618 7789
kalesha.mayne@renfrewshire.gov.uk



Land at 5 Neuk Avenue, Houston Disposal Plan Ref. E2665



Legend

Area to be disposed to proprietor of 5 Neuk Avenue extends to 83sqm or thereby

Notes:



To: Infrastructure, Land and Environment Policy Board

On: 8 November 2017

Report by: Director of Finance & Resources

Heading: Disposal of land adjacent to 11 Neuk Avenue, Houston

1. Summary

- 1.1 The purpose of this report is to declare the area of land adjacent to 11 Neuk Avenue, Houston shown on the attached plan, as surplus to requirements.
-

2. Recommendations

It is recommended that the Board:

- 2.1 Declare the area of land located adjacent to 11 Neuk Avenue, Houston shown on the attached plan, as surplus to requirements, with a view to disposing to the adjacent owner.
-

3. Background

- 3.1. The area of land, which is held on the General Services Account, comprises a total of 54 sq m and is part of a larger area of open space, maintained by Environment and Communities.
- 3.2. The applicant has incorporated this area of ground into their private garden ground. This was erroneously undertaken by the applicant after obtaining planning consent (11/0336/PP) in 2011 for a change of use from open space to garden ground and the erection of a boundary fence enclosing the Council's ground.

- 3.3. The applicant has now agreed to purchase the area of ground so as to continue using it as a private garden.
- 3.4. The area of land concerned is such that the purchase price/value of the land will be at a level upon which delegated powers granted to the Head of Property for the disposal of surplus property will be utilised.
- 3.5. The purchasers will be liable to meet the Council's reasonable professional and legal expenses in processing this transaction.
- 3.6. The Head of Amenity Services has confirmed that the area of land has no operational requirement and would not be opposed to the land being declared surplus.
- 3.7. The Head of Planning & Housing Services will place an advert in the local press in terms of the Town and Country Planning (Scotland) Act 1959 for the proposed sale of an area of open space.

Implications of the Report

1. **Financial** – The General Services Account will benefit from a small capital receipt.
2. **HR & Organisational Development** - *None*.
3. **Community Planning** –
Children and Young People – None
Community Care, Health & Well-being – None
Empowering our Communities - None
Greener - None
Jobs and the Economy - None
Safer and Stronger - None
4. **Legal** – Conclude the legal terms of the sale contract.
5. **Property/Assets** – Conclude negotiation and completion of the property disposal.
6. **Information Technology** – None.

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

List of Background Papers

- (a) None

Author: Kalesha Mayne
Student Valuer
0141 618 7789
kalesha.mayne@renfrewshire.gov.uk



Land at 11 Neuk Avenue, Houston Disposal Plan Ref. E2426



1:1,250

User: howardhaughj2

Date: 27/09/2017



Notes:

Legend

Area to be disposed to proprietor of 11 Neuk Avenue extends to 54sqm or thereby



To: Infrastructure, Land and Environment Policy Board

On: 8 November 2017

Report by: Director of Finance & Resources

Heading: Disposal of land adjacent to 13 Neuk Avenue, Houston

1. Summary

- 1.1 The purpose of this report is to declare the area of land adjacent to 13 Neuk Avenue, Houston shown on the attached plan, as surplus to requirements.
-

2. Recommendations

It is recommended that the Board:

- 2.1 Declare the area of land located adjacent to 13 Neuk Avenue, Houston shown on the attached plan, as surplus to requirements, with a view to disposing to the adjacent owner.
-

3. Background

- 3.1. The area of land, which is held on the General Services Account, comprises a total of 52 sq m and is part of a larger area of open space, maintained by Environment and Communities.
- 3.2. The applicant has incorporated this area of ground into their private garden ground. This was erroneously undertaken by the applicant after they obtained planning consent (13/0560/PP) in 2013 for a change of use from open space to private garden ground.

- 3.3. The applicant has now agreed to purchase the area of ground so as to continue using it as a private garden.
- 3.4. The area of land concerned is such that the purchase price/value of the land will be at a level upon which delegated powers granted to the Head of Property for the disposal of surplus property will be utilised.
- 3.5. The purchasers will be liable to meet the Council's reasonable professional and legal expenses in processing this transaction.
- 3.6. The Head of Amenity Services has confirmed that the area of land has no operational requirement and would not be opposed to the land being declared surplus.
- 3.7. The Head of Planning & Housing Services will place an advert in the local press in terms of the Town and Country Planning (Scotland) Act 1959 for the proposed sale of an area of open space.

Implications of the Report

1. **Financial** – The General Services Account will benefit from a small capital receipt.
2. **HR & Organisational Development** - *None*.
3. **Community Planning** –
Children and Young People – None
Community Care, Health & Well-being – None
Empowering our Communities - None
Greener - None
Jobs and the Economy - None
Safer and Stronger - None
4. **Legal** – Conclude the legal terms of the sale contract.
5. **Property/Assets** – Conclude negotiation and completion of the property disposal.
6. **Information Technology** – None.

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

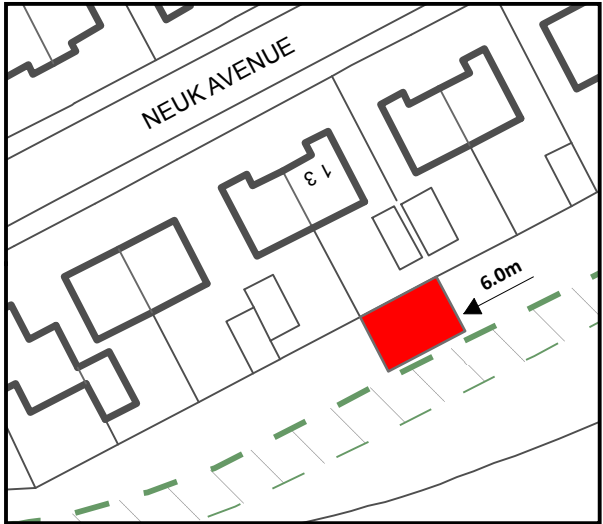
List of Background Papers

- (a) None

Author: Kalesha Mayne
Student Valuer
0141 618 7789
kalesha.mayne@renfrewshire.gov.uk



Land at 13 Neuk Avenue, Houston Disposal Plan Ref. E2666



Enlarged View - 1:750

Notes:

Legend

Area to be disposed to proprietor of 13 Neuk Avenue extends to 52sqm or thereby

Ordnance Survey Mapping - © Crown Copyright and database right 2017. All rights reserved. Ordnance Survey Licence number 100023417. Aerial Photography 2009 - Cities Revealed © copyright by The GeoInformation © Group, 2009 and Crown Copyright © All rights reserved. Aerial Photography 2004/6 - © 2004 Getmapping plc © 2006 Getmapping plc Aerial Photography 2001 - Cities Revealed © copyright by The GeoInformation © Group, 2009 and Crown Copyright © All rights reserved. Historic Map Data - © Crown Copyright and Landmark Information Group Limited 2012. All rights reserved.



To: Infrastructure, Land and Environment Policy Board

On: 8 November 2017

Report by: Director of Finance & Resources

Heading: Disposal of land adjacent to 15 Neuk Avenue, Houston

1. Summary

- 1.1 The purpose of this report is to declare the area of land adjacent to 15 Neuk Avenue, Houston shown on the attached plan, as surplus to requirements.
-

2. Recommendations

It is recommended that the Board:

- 2.1 Declare the area of land located adjacent to 15 Neuk Avenue, Houston shown on the attached plan, as surplus to requirements, with a view to disposing to the adjacent owner.
-

3. Background

- 3.1. The area of land, which is held on the General Services Account, comprises a total of 60 sq m and is part of a larger area of open space, maintained by Environment and Communities.
- 3.2. The applicant has incorporated this area of ground into their private garden ground. This was erroneously undertaken by the applicant after he obtained retrospective planning consent (10/0006/PP) in 2010 for a change of use from open space to garden ground.

- 3.3. The applicant has now agreed to purchase the area of ground so as to continue using it as a private garden.
- 3.4. The area of land concerned is such that the purchase price/value of the land will be at a level upon which delegated powers granted to the Head of Property for the disposal of surplus property will be utilised.
- 3.5. The purchasers will be liable to meet the Council's reasonable professional and legal expenses in processing this transaction.
- 3.6. The Head of Amenity Services has confirmed that the area of land has no operational requirement and would not be opposed to the land being declared surplus.
- 3.7. The Head of Planning & Housing Services will place an advert in the local press in terms of the Town and Country Planning (Scotland) Act 1959 for the proposed sale of an area of open space.

Implications of the Report

1. **Financial** – The General Services Account will benefit from a small capital receipt.
2. **HR & Organisational Development** - *None*.
3. **Community Planning** –
Children and Young People – None
Community Care, Health & Well-being – None
Empowering our Communities - None
Greener - None
Jobs and the Economy - None
Safer and Stronger - None
4. **Legal** – Conclude the legal terms of the sale contract.
5. **Property/Assets** – Conclude negotiation and completion of the property disposal.
6. **Information Technology** – None.

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

List of Background Papers

- (a) None

Author: Kalesha Mayne
Student Valuer
0141 618 7789
kalesha.mayne@renfrewshire.gov.uk



Land at 15 Neuk Avenue, Houston Disposal Plan Ref. E2427



Enlarged View - 1:750

Legend

Area to be disposed to proprietor of 15 Neuk Avenue extends to 121sqm or thereby

Notes:

Ordnance Survey Mapping - © Crown Copyright and database right 2017. All rights reserved. Ordnance Survey Licence number 100023417. Aerial Photography 2009 - Cities Revealed © copyright by The GeoInformation © Group, 2009 and Crown Copyright © All rights reserved. Aerial Photography 2004/6 - © 2004 Getmapping plc © 2006 Getmapping plc Aerial Photography 2001 - Cities Revealed © copyright by The GeoInformation © Group, 2009 and Crown Copyright © All rights reserved. Historic Map Data - © Crown Copyright and Landmark Information Group Limited 2012. All rights reserved.



To: Infrastructure, Land and Environment Policy Board

On: 8th November 2017

Report by: Director of Finance and Resources

Heading: Land at Centreholm, Erskine

1. Summary

1.1 The purpose of this report is to seek authority to declare the supplementary area of ground at Centreholm, Erskine, indicated on the attached plan, as surplus to requirements.

2. Recommendations

It is recommended that the Board:-

2.1 Declare the supplementary area of land at Centreholm, Erskine, as indicated on the attached plan, surplus to requirements.

2.2 Authorise the Head of Property and Head of Corporate Governance to progress with the disposal of this ground along with the original surplus site shown on the attached plan.

3. **Background**

- 3.1 The original surplus site shown on the attached plan was declared surplus at the Planning and Property Policy Board on 11th November 2014. This to enable possible development.
- 3.2 The original surplus site was marketed fully. Offers received were reported to the Planning and Property Policy Board, and at its meeting on 12th May 2015, it agreed to proceed to offer the site to the top offeror with instructions to seek to conclude missives for sale.
- 3.3 Discussions with the selected offeror, LIDL, have progressed to the point that they have revised their plans for development and now seek some additional land required to facilitate their revised model. The Land is held within the General Services Account. Children's Services have confirmed it has no future use for the land in the context of the recently completed new Park Mains High School and indeed the land (along with the remaining unused former school site) had previously been highlighted as to be used for development following completion of demolition of the old school.
- 3.4 The additional land will enable LIDL to progress with their proposed Development in Erskine, to offer the community an increased retail offering.

Implications of the Report

1. **Financial** – General Services Account will in time receive a capital receipt, most likely enhanced to reflect the sale of the additional landholding.
2. **HR & Organisational Development** – None.
3. **Community Planning** –
- Children and Young People** – The landholding to the west within the existing Park Mains High School site is not required for the continued and future operation of the recently replaced school campus.
- Community Care, Health & Well-being** – further investment into Erskine for the benefit of the local community.

Jobs and the Economy – Development at the site will promote additional employment and diversity.

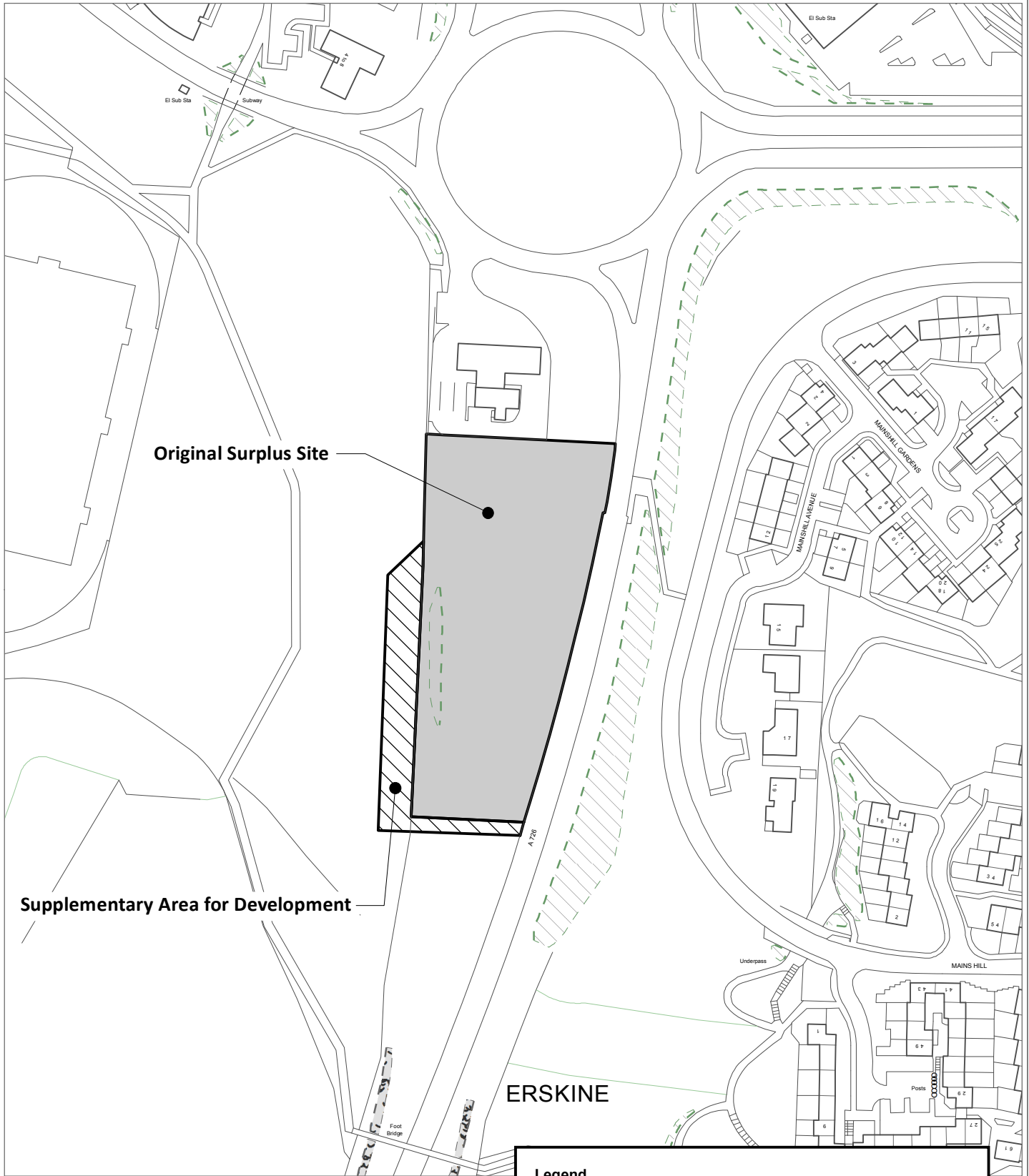
4. **Legal** – Disposal of land will be required in due course.
5. **Property/Assets** – As per the report.
6. **Information Technology** – None.
7. **Equality & Human Rights** -
 - (a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. 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** – not applicable.

List of Background Papers

- (a) Background Paper 1 - Report entitled Land at Centreholm, Erskine to the Planning and Property Policy Board on 11th November 2014.
- (b) Background Paper 2 – Report entitled Disposal of Land at Centreholm, Erskine to the Planning and Property Policy Board on 12th May 2015.



The foregoing background papers will be retained within Property Services for inspection by the public for the prescribed period of four years from the date of the meeting. The contact officer within the service is Joe Lynch, Head of Property tel. 0141 618 6159 or email-joe.lynch@erenfrewshire.gov.uk.

Author: John Mitchell, Senior Asset & Estates Surveyor, tel. 0141 618 6177, email john.mitchell@renfrewshire.gov.uk



Notes:

Legend

-  Original surplus site area extending to 8097sqm (2 acres) or thereby
-  Supplementary area for development extending to 1469sqm (0.36 acres) or thereby



To: Infrastructure Land & Environment Policy Board

On: 8th November 2017

Report by: Director of Finance & Resources

Heading: Long Lease Request – 36 High Street, Johnstone

1. Summary

- 1.1 The purpose of this report is to seek the consent of the Board to grant a lease of 9 years to the existing tenant of 36 High Street in Johnstone as shown on the attached plan E2670.
-

2. Recommendations

- 2.1 Approve the request for a 9 year lease to the existing tenant of the subject Property, Penny Lane Homes Johnstone Limited, on the terms and conditions as detailed within the body of this report.
- 2.2 Request the Head of Corporate Governance to conclude the lease on behalf of the Council with the existing tenant subject to the terms and conditions detailed within the body of this report.
-

3. Background

- 3.1. The commercial property at 36 High Street in Johnstone, as shown on the attached plan, is currently leased to Penny Lane Homes Johnstone Limited for the use as an Estate and Letting Agency.

- 3.2. The existing tenant has been in occupation of the premises since the 18th of April 2017 on a short term six month lease which is currently continuing on a monthly basis. The passing rent for the property is £13,570 per annum.
 - 3.3. The existing tenant has requested a long lease for a period of 9 years which shall commence on a date to be agreed by both parties.
 - 3.4. The following heads of terms have been provisionally agreed and will form the basis of the lease:
 1. The property is let for a period of 9 years on the Council's standard Full Repairing & Insuring lease with the date of entry to be agreed by both parties.
 2. The annual rental shall be the sum of £13,570, payable monthly in advance, and by direct debit if so required by the Council.
 3. The rent shall be subject to a review every 3 years from the date of entry.
 4. The premises shall be used as an Estate and Letting Agency and for no other purpose whatsoever.
 5. It shall be the tenant's responsibility to ensure that any necessary planning, statutory and licensing consents that may be required are secured prior to the date of entry.
 6. The premises are available for lease in their current condition, and any alteration works proposed must be undertaken in accordance with all necessary statutory consents and to the satisfaction of the Director of Finance and Resources.
 7. The Landlord shall procure and maintain buildings insurance for the Subjects of Lease, in terms of its block insurance policy subject to policy excesses and the Tenant will be required to meet the first £250 of this excess should any claim be made against the policy.
 8. The tenant will bear the Council's reasonable professional & legal expenses in concluding the lease, along with any stamp duty, land transaction tax or registration dues.
-

Implications of the Report

1. **Financial** – Security of Income for a Period of 9 Years
2. **HR & Organisational Development** – Not Applicable.
3. **Community Planning** –
 - a. **Children and Young People**
 - i. None
 - b. **Community Care, Health & Wellbeing**
 - i. Not Applicable

c. Empowering our Communities

i. Not Applicable

4. **Legal** – Conclusion of new long term lease
 5. **Property/Assets** – As per report.
 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** – Not Applicable.
 9. **Procurement** –Not Applicable.
 10. **Risk** – Not Applicable.
 11. **Privacy Impact** – Not Applicable.

Author: Louise Le Good
Assistant Asset & Estates Surveyor
0141 618 6111
Louise.legood@renfrewshire.gov.uk

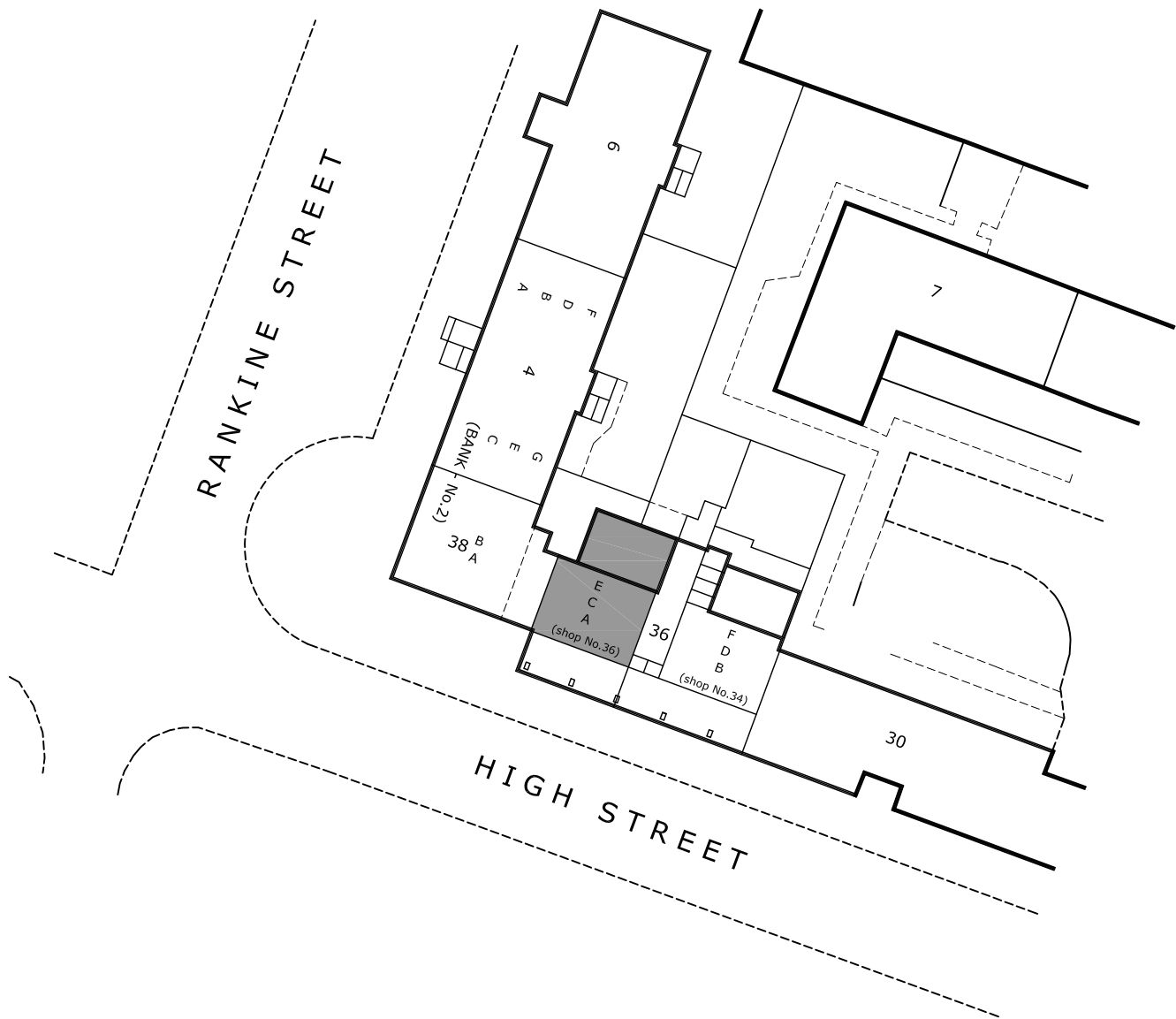
Ref: Document2
Date: 26/10/2017

FINANCE & RESOURCES ASSET & ESTATES SECTION



Renfrewshire
Council

TITLE	REPORT / LEASE PLAN SHOP AT 36 HIGH STREET, JOHNSTONE	DRAWING No.	E2670	SCALE	1:500
		DRAWN BY	JW	DATE	OCT 2017



LEGEND

SHOP AREA TO BE LEASED



To: Infrastructure, Land and Environment Policy Board

On: 8 November 2017

Report by: Director of Finance & Resources

Heading: Community Asset Transfer Request – Carbrook Street, Paisley

1. Summary

- 1.1 The purpose of this report is to approve the Community Asset Transfer request from West End Growing Grounds Association (WEGGA) in relation to the vacant site at Carbrook Street, Paisley, shown on the attached plan.
-

2. Recommendations

It is recommended that the Board:

- 2.1 Approves the Community Asset Transfer request from WEGGA for the subject site at Carbrook Street, Paisley subject to conditions being detailed within the body of this report.
- 2.2 Authorise the Head of Corporate Governance to conclude the Community Asset Transfer.
- 2.3 Note that should WEGGA fail to secure the necessary funding or the appropriate statutory consents for the site, it will remain with the Council as a surplus asset.

3. Background

- 3.1. The subject site is located approximately 2 km from Paisley Town Centre on the periphery of the West End of Paisley. Adjacent to the subject site is 1960's local authority housing. The site is bounded on its north and east side by the high stone wall of Woodside cemetery.
- 3.2. The site extends to approximately 0.80 acres (3,252 sq m). Whilst the site is clear of any structures, it is overgrown with vegetation.
- 3.3. The subject site has been vacant since November 2007. Prior to this it was the site of the former Carbrook Children's Centre. The site is currently being used by Anglian Windows as a temporary site compound as part of the ongoing window replacement programme. Anglian Windows are due to vacate the site early December 2017.
- 3.4. A Stage 2 Community Asset Transfer application has been received from the West End Growing Grounds Association hereinafter referred to as WEGGA, to acquire the site through Community Asset Transfer.
- 3.5. WEGGA was established in 2011 as a constituted sub-committee of Paisley West & Central Community Council. The group are active in the West End of Paisley and currently maintain two West End stalled spaces in Brown Street and Underwood Lane.
- 3.6. WEGGA applied for Scottish Charitable Organisation Incorporation (SCIO) and this was granted on 22nd September. WEGGA's charitable number is SC047768.
- 3.7. WEGGA, through their Community Asset Transfer request, propose to convert the site into a community garden. It will be devoted to sustainable local food production and provide a community garden for recreation and contemplation. They have advised that it will contribute to the Scottish Government's health and well-being outcomes, and the themes and high-level priorities set out in the Renfrewshire Health & Social Care Partnership's Strategic Plan. It will also contribute to Renfrewshire Council's Greener initiatives and outcomes.
- 3.8. A development plan has been prepared and costs received. A SWECO mentoring application has been made to assist with mains water installation and ground contamination testing for the site.
- 3.9. The WISH Community Garden project has a two year implementation programme. Stage one will comprise of providing infrastructure to the site, creating accommodation (space for an office and teaching), 23 raised beds and 12 ground level plots. Stage two will comprise the creation of a community garden.

- 3.10. The accommodation within the site will enable educational programmes to be conducted on site, facilitated by partnership organisations. The educational programmes will be available to the whole community, young and old. The site will be managed daily by WEGGA members and this will allow them to provide support and supervision to users.
- 3.11. The two phases are currently estimated at a cost of £295,000 plus VAT. Applications to grant funding bodies will be submitted following confirmation that their Stage 2 application has been successful.
- 3.12. WEGGA have been working with officers to provide a business case which would allow them to acquire the site at Carbrook Street and manage their other property obligations. Additional information is awaited in support of their applications pertaining to funding however the funding applications cannot be submitted until they have written confirmation that they can acquire the site through Community Asset Transfer.
- 3.13. WEGGA has a healthy bank balance which officers have had sight of. They have provided a robust business plan for the period 2017 – 2022.
- 3.14. The subject site, which has been declared surplus, was previously offered to the open market for residential development. The site was well received and a number of offers were obtained.
- 3.15. In 2007 Board approval for the site to be sold to a developer was granted. Once agreement of deductions had been made the final sale price was determined to be £563,529. It should however be noted that this offer was received when residential land sale values were high and there was demand for development sites. Due to the economic crisis of 2007/2008, like many land sales to residential developers, this transaction did not conclude. The site remained available until now with little or no interest.
- 3.16. In terms of an indicative site value, in the current market and reflecting both the location and residential development capacity the Asset Manager has advised that he believes this site could achieve an offer in the region of £250,000 subject to planning being granted. It should be noted however that at this time there are no active developers who have expressed an interest in the site.

4. Provisional Terms & Conditions

- 4.1. Renfrewshire Council will grant to WEGGA the site known as Carbrook Street as indicated on the attached plan E2507 by virtue of a Community Asset Transfer subject to the following conditions being fulfilled:
 - WEGGA must obtain all statutory consents for their proposal;
 - WEGGA must obtain and provide confirmation of all necessary funding to Renfrewshire Council, for their proposal prior to implementing stage 1;

- Each party will meet their own professional & legal costs with WEGGA meeting any land transaction/stamp duties due for the transfer of the land.

Implications of the Report

1. **Financial** – None
2. **HR & Organisational Development** – None
3. **Community Planning** –
 - Children and Young People** – A vacant site will be improved and developed for the Community at large. It will provide a learning environment as well as a garden for relaxation and reflection.
 - Community Care, Health & Wellbeing** – The creation of associated accommodation, 23 raised beds and 12 ground level beds along with a community garden will offer a place to learn, volunteer, grow food produce and socialise. All these activities will be for the benefit of the local community.
 - Empowering our Communities** – WEGGA will continue to be operated by the community who will be able to improve the subjects for the benefit of the local community both young and old.
 - Greener** – WEGGA will continue to develop their community outdoor growing ground space, only on a larger scale, following their successful projects at Sutherland Street, Paisley and Brown Street, Paisley.
 - Jobs and the Economy** – Whilst no direct employment will be secured WEGGA will be providing members with training and enabling educational programmes to both young and old in the community. Surplus produce will be used for cooking demonstrations and fund raising activities with surplus offered also to food banks.
 - Safer and Stronger** - None
4. **Legal** – Conclude the legal terms of the Community Asset Transfer
5. **Property/Assets** – Conclude negotiations relating to conditions and completion of the property disposal.
6. **Information Technology** – None.
7. **Equality & Human Rights** -

- (a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. **Health & Safety** – None.
9. **Procurement** – None.
10. **Risk** – None.
11. **Privacy Impact** – None.
12. **Cosla Policy Position** – None.

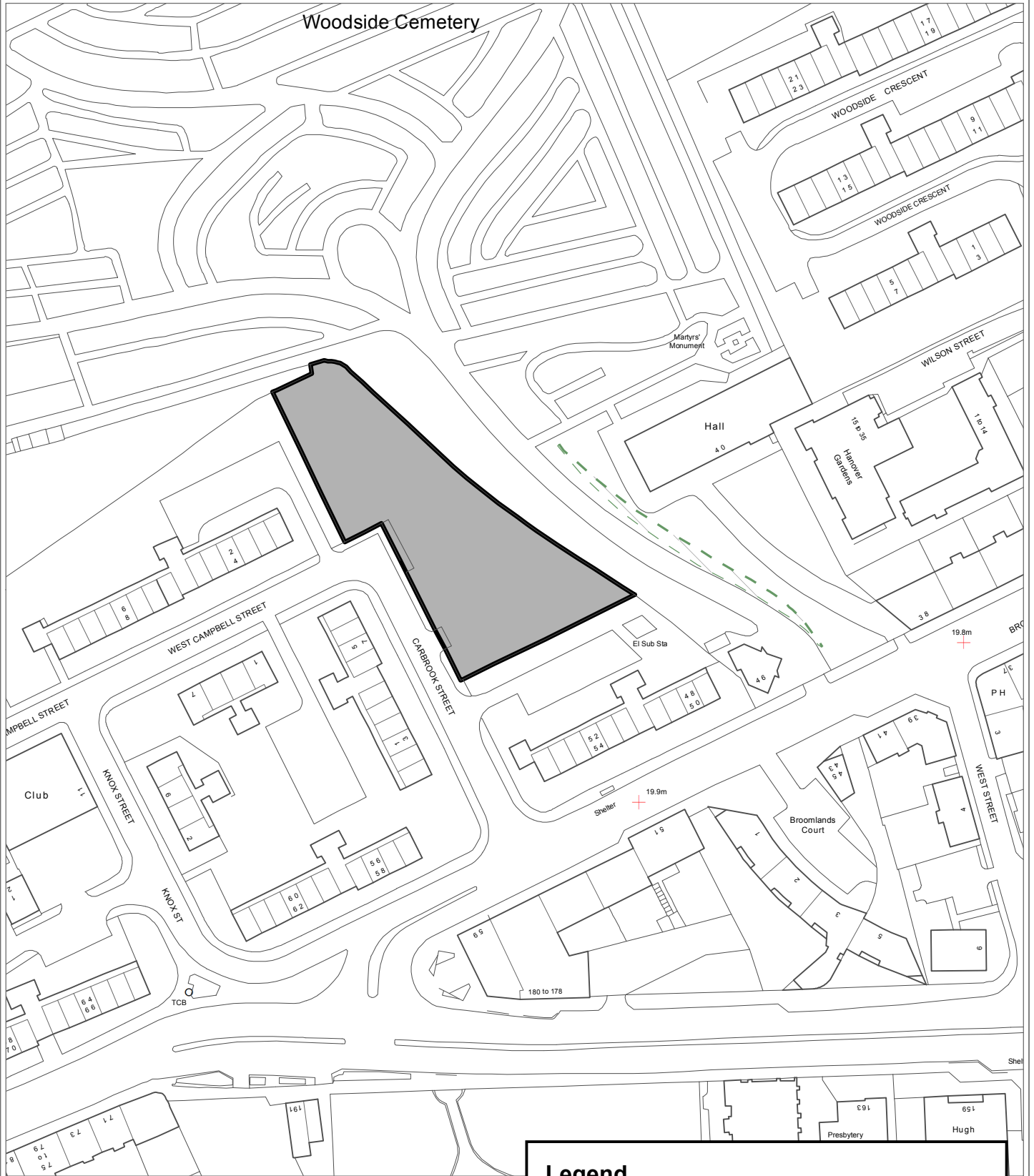
List of Background Papers

- (a) None


Author: Gillian Beattie
Senior Asset & Estates Surveyor
0141 618 6173
Gillian.beattie@renfrewshire.gov.uk



Site at Carbrook Street, Paisley Report / Disposal Plan Ref. E2507



Legend

 Area to be disposed extends to 0.33 hectares or thereby

Notes: