

## Notice of Meeting and Agenda

### Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 03 November 2021	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 Stephen Burns: Councillor Jacqueline Cameron: Councillor Eddie Devine: Councillor Karen Devine-Kennedy: Councillor Audrey Doig: Councillor Neill Graham: Councillor John Hood: Councillor Scott Kerr: Councillor James MacLaren: Councillor Will Mylet: Councillor Iain Nicolson: Councillor Jim Sharkey:

Councillor Cathy McEwan (Convener): Councillor Michelle Campbell (Depute Convener):

### Recording of Meeting

This meeting will be broadcast live via the Council's website. Following the meeting a recording of the meeting will be available to view on the Council's website.

To locate the recording please follow the link which will be attached to this agenda once the meeting has concluded.

If you have any queries regarding this please contact Committee Services on 07934714023.

### Hybrid Meeting

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

## **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.

- |          |  |                  |
|----------|--|------------------|
| <b>1</b> | <b>Revenue and Capital Budget Monitoring as at 17 September 2021</b>   | <b>5 - 12</b>    |
|          | Joint report by Director of Finance & Resources, Director of Environment and Infrastructure & Director of Communities and Housing. |                  |
| <b>2</b> | <b>Operational Performance Report</b>  | <b>13 - 24</b>   |
|          | Joint report by Director of Environment & Infrastructure and Director of Communities and Housing.                                  |                  |
| <b>3</b> | <b>Environment &amp; Infrastructure Service Delivery Plan 2021/22: Mid-Year Monitoring Report</b>                                  | <b>25 - 64</b>   |
|          | Report by Director of Environment & Infrastructure.  |                  |
| <b>4</b> | <b>Communities and Housing Services – Service Delivery Plan 2021/22 Mid-Year Monitoring Report</b>                                 | <b>65 - 92</b>   |
|          | Report by Director of Communities and Housing Services.  |                  |
| <b>5</b> | <b>Renfrewshire Council Road Safety Policy</b>   | <b>93 - 130</b>  |
|          | Report by Director of Environment & Infrastructure.  |                  |
| <b>6</b> | <b>Renfrewshire Allotments Annual Report 2020</b>  | <b>131 - 134</b> |
|          | Report by Head of Economy and Development.   |                  |
| <b>7</b> | <b>Bridgewater Library – Request for a 5-year Lease Renewal</b>  | <b>135 - 138</b> |
|          | Report by Head of Economy & Development.   |                  |
| <b>8</b> | <b>Disposal of Land adjacent to Linwood Toll, Linwood</b>  | <b>139 - 142</b> |
|          | Report by Head of Economy & Development.   |                  |

- 9 Disposal of Land adjacent to Moredun Park, Stanely Road, Paisley 143 - 146**

Report by Head of Economy & Development.

- 10 Disposal of Land adjacent to 67 Foxbar Crescent, Paisley 147 - 150**

Report by Head of Economy & Development.

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

### **Exempt Item**

Exempt documents are no longer available in print format. You will require to log in to Infrastructure, Land and Environment Exempt to access documents. Please note that access to exempt documents is now restricted.

- 11 Disposals of Barnbrock Farm and Brownside Farm**

Report by Head of Economy and Development.

- 12 Proposed sale of Kersland School, Paisley**

Report by Head of Economy and Development.






---

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

**On:** 3 November 2021

---

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

---

**Heading:** Revenue and Capital Budget Monitoring as at 17 September 2021

---

## 1. Summary of Financial Position

- 1.1. The projected Revenue outturn as at 31 March 2022 for Infrastructure, Land and Environment is an overspend position of £3.175m (9.9%) against the revised budget for the year, with £3.142m of expenditure directly attributable to the response to the Covid19 pandemic.
- 1.2. The projected Capital outturn as at 31 March 2022 for Infrastructure, Land and Environment is break even.
- 1.3. This is summarised over the relevant services in the table below and further analysis is provided in the Appendices.
- 1.4. For the financial year 2021/22, the projected outturn position is split into Core (or business as usual) and COVID-19 related variances to help readers understand the impact of the pandemic on service finances.

<b>Table 1: Revenue</b>						
<b>Division</b>	<b>Revised Annual Budget £000</b>	<b>Projected Outturn Core £000</b>	<b>Projected Outturn COVID-19 £000</b>	<b>Total Projected Outturn £000</b>	<b>Budget Variance £000</b>	<b>Budget Variance %</b>
Environment and Infrastructure	30,396	30,445	3,100	33,545	(3,149)	9.9
Communities and Housing (Regulatory Services)	1,675	1,659	42	1,701	(26)	1.6

<b>Table 2: Capital</b>						
<b>Division</b>	<b>Revised Annual Budget £000</b>	<b>Projected Outturn Core £000</b>	<b>Projected Outturn COVID-19 £000</b>	<b>Total Projected Outturn £000</b>	<b>Budget Variance £000</b>	<b>Budget Variance %</b>
Environment and Infrastructure	20,820	20,820	0	20,820	0	0%

## **2. Recommendations**

Members are requested to:

- 2.1. Note the projected Revenue outturn position as detailed in Table 1 above, considering that the forecast position is based on best estimates at this time;
- 2.2. Note the projected Capital outturn position as detailed in Table 2 above; and
- 2.3. Note the Revenue and Capital budget adjustments detailed in sections 4 and 6.

## **3. Revenue**

- 3.1. The Revenue Budget Monitoring report at Appendix 1 identifies a projected annual overspend of £3.175m (9.9% of total budget) for Infrastructure, Land and Environment. Narrative is provided in the Appendices below to provide context and explanation to the budget position for service areas.
- 3.2. The projected outturn includes £3.142m of costs directly attributable to the ongoing response to and recovery from the pandemic. The forecast financial overview for the Council being reported to FARCS Board incorporates the overspend position reflected in this report. It is expected that non-recurring resource earmarked at the end of 2020/21 will require to be utilised to fund this projected overspend.
- 3.3. The main reasons for the projected outturn position are indicated below, with the tables showing both the subjective analysis (what the budget is spent on) and the objective analysis (which division is spending the budget).

## **4. Revenue Budget Adjustments**

- 4.1. Since the last report there have been budget adjustments of £66,000, relating to a budget allocation for the living wage increase in 2021/22.

## **5. Capital**

- 5.1. The Capital Investment Programme 2021/22 to 2025/26 was approved by the Council on 4<sup>th</sup> March 2021.

- 5.2. The Capital Monitoring report at Appendix 2 indicates adjustments in the approved capital programme of £0.441m. This mainly arises to reflect new funding awarded for Electric Vehicle Charging, Renewal of Play Parks and Nature Restoration Fund.
- 5.3. Further detail, including reasons for significant variances, can be found at Appendix 2.

## **6. Capital Budget Adjustments**

- 6.1. Since the last report, budget changes of £0.441m have arisen which reflect the following:

Budget Increases in 2021-22 (£0.441m): reflecting grant awards for the following projects;

- Vehicle Replacement Programme (£0.126m) for grant awards by Energy Saving Trust for supply and installation of electric vehicle charging infrastructure throughout Renfrewshire;
- Renewal of Play Parks (£0.158m) for grant awarded by Scottish Government for children's play park improvements in 2021-22;
- Nature Restoration Fund (£0.157m) for grant awarded by Scottish Government in 2021-22

---

## **Implications of this report**

1. **Financial** – The projected budget outturn position for Infrastructure, Land and Environment Revenue budget is an overspend of £3.175m, with £3.142m due to the response to the pandemic.

The projected outturn position for Infrastructure, Land and Environment Services' Capital budget is break even. The Capital programme will continue to be monitored closely for the rest of the financial year.

2. **HR and Organisational Development**  
None directly arising from this report.
3. **Community/Council Planning**  
None directly arising from this report.
4. **Legal**  
None directly arising from this report.
5. **Property/Assets**

Capital projects result in lifecycle improvements and replacements to Roads & footways network and vehicles.

**6. Information Technology**

None directly arising from this report.

**7. Equality and 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 for example it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

**8. Health and Safety**

None directly arising from this report.

**9. Procurement**

None directly arising from this report.

**10. Risk**

The potential risk that the Council will overspend its approved budgets for the year will be managed at a Council-wide level by the Chief Executive and Directors.

**11. Privacy Impact**

None directly arising from this report.

**12. Cosla Policy Position**

N/a.

**13. Climate Risk**

None directly arising from this report.

---

**List of Background Papers**

Revenue Budget and Council Tax Policy Board report. Council 9<sup>th</sup> March 2020

Non-housing Capital Investment Programme, Prudential Framework and Treasury Management Strategy, and Capital Strategy 2020/21 – 24/25. Council, 9<sup>th</sup> March 2020.

---

**Authors:** Director of Finance & Resources, Director of Environment & Infrastructure and Director of Communities & Housing



RENFREWSHIRE COUNCIL  
REVENUE BUDGET MONITORING STATEMENT 2021/22  
1 April 2021 to 17 September 2021

POLICY BOARD : INFRASTRUCTURE, LAND AND ENVIRONMENT

Objective Summary	Revised Annual Budget at P3	Budget Adjustments	Revised Annual Budget	Projected Outturn Core Business	Projected Outturn COVID-19	Total Projected Outturn	Budget Variance (Adverse) or Favourable		Previous Projected Outturn Variance	Movement
	£000	£000	£000	£000	£000	£000	£000	%	£000	£000
Directorate and Service Co-ordination	1,435	0	1,435	1,435	4	1,439	(4)	(0.3%)	(0)	(4)
Refuse Collection	5,040	14	5,054	5,355	1,342	6,697	(1,643)	(32.5%)	(1,368)	(275)
Household Waste Recycling Centres	671	1	672	690	208	898	(226)	(33.6%)	(342)	116
Refuse Disposal	7,248	0	7,248	7,308	715	8,023	(775)	(10.7%)	(667)	(108)
Streetscene	6,060	53	6,113	5,901	144	6,046	67	1.1%	126	(58)
Sustainability and Place	590	0	590	504	2	506	84	14.2%	106	(22)
Fleet Services	(151)	(34)	(185)	(258)	0	(258)	73	39.3%	13	60
Social Transport	1,667	30	1,697	1,605	(379)	1,226	471	27.8%	302	170
Roads Operations	2,744	1	2,745	2,680	6	2,686	59	2.2%	78	(19)
Infrastructure and Assets	1,740	1	1,741	1,739	0	1,739	2	0.1%	45	(43)
Transportation & Development	1,250	0	1,250	1,184	0	1,184	66	5.3%	89	(23)
Parking of Vehicles	(1,132)	0	(1,132)	(864)	1,058	194	(1,326)	(117.1%)	(1,277)	(49)
Strathclyde Partnership for Transport	3,168	0	3,168	3,168	0	3,168	0	0.0%	0	(0)
Requisition										
Regulatory Services	1,675	0	1,675	1,659	42	1,701	(26)	(1.6%)	(58)	32
<b>NET EXPENDITURE</b>	<b>32,005</b>	<b>66</b>	<b>32,071</b>	<b>32,104</b>	<b>3,142</b>	<b>35,246</b>	<b>(3,175)</b>	<b>(9.9%)</b>	<b>(2,954)</b>	<b>(224)</b>

Objective Heading	Key Reasons for Projected Variance
Refuse Collection	The pandemic continues to result in increased costs of absence and holiday cover, and additional employee and vehicle costs for adherence to social distancing measures. The majority of these vehicle costs are offset by increased income within social transport as mentioned below. At present these additional measures are forecast to remain in place for the full financial year. There is also an expected overspend on the supply of household waste bins, partly due to increased prices, and an under recovery of commercial waste income.
Household Waste Recycling Centres	In order to ensure the public can adhere safely to social distancing measures when visiting HWRC sites increased staffing was required to direct and control the operations. The need for these additional staff has now ended resulting in a reduction in projected costs.
Refuse Disposal	There continues to be a significant increase in household waste for both residual and recycling tonnages, resulting in a forecast increase in the costs of disposal, compared to pre pandemic years. In addition there is an expected loss of income from both scrap metal and textile contracts.
Sustainability & Place	Management controls and actions to mitigate the overall costs of the pandemic have resulted in an underspend in employee costs due to vacancy management.
Social Transport	Additional driver support is required to adhere to service social distancing measures mainly within refuse collection, as mentioned above, resulting in increased income recovery.
Parking of Vehicles	Off street parking charges are currently suspended and at present this is forecast to remain in place for the full year. In addition both on street parking and fine recovery is forecast to remain significantly lower due to the pandemic

**RENFREWSHIRE COUNCIL**  
**REVENUE BUDGET MONITORING STATEMENT 2021/22**  
**1 April 2021 to 17 September 2021**

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

Subjective Summary	Revised Annual Budget at P3	Budget Adjustments	Revised Annual Budget	Projected Outturn Core Business	Projected Outturn COVID-19	Total Projected Outturn	Budget Variance (Adverse) or Favourable		Previous Projected Outturn Variance	Movement
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	%	£000's	£000's
Employees	21,969	16	21,985	21,608	1,141	22,749	(764)	(3.5%)	(902)	135
Premises Related	1,069	0	1,069	1,290	17	1,307	(238)	(22.2%)	(159)	(79)
Transport Related	6,055	30	6,085	6,176	558	6,734	(649)	(10.7%)	(191)	(458)
Supplies and Services	12,509	0	12,509	12,656	721	13,377	(868)	(6.9%)	(625)	(243)
Third Party Payments	3,203	0	3,203	3,203		3,203	(0)	0.0%	(0)	0
Transfer Payments	60	50	110	134		134	(24)	(21.6%)	(18)	(5)
Support Services	186	0	186	189		189	(3)	(1.5%)	(3)	0
Depreciation and Impairment Losses	0	0	0	0		0	0	0.0%	0	0
<b>GROSS EXPENDITURE</b>	<b>45,051</b>	<b>96</b>	<b>45,147</b>	<b>45,256</b>	<b>2,437</b>	<b>47,693</b>	<b>(2,546)</b>	<b>(5.6%)</b>	<b>(1,899)</b>	<b>(650)</b>
Income	(13,046)	(30)	(13,076)	(13,152)	705	(12,447)	(629)	(4.8%)	(1,055)	425
<b>NET EXPENDITURE</b>	<b>32,005</b>	<b>66</b>	<b>32,071</b>	<b>32,104</b>	<b>3,142</b>	<b>35,246</b>	<b>(3,175)</b>	<b>(9.9%)</b>	<b>(2,954)</b>	<b>(224)</b>

RENFREWSHIRE COUNCIL  
CAPITAL INVESTMENT STRATEGY - NON-HOUSING SERVICES  
1st April to 17th September 2021  
POLICY BOARD: INFRASTRUCTURE, LAND & ENVIRONMENT

Project Title	Prior Years Expenditure to 31/03/2021*	Current Year 2021-22						Full Programme - All years			
		Approved Budget 2021-22	Budget Adjustments in 2021-22	Revised Budget 2021-22	Projected Outturn 2021-22	Budget Variance (Adverse) or Favourable		Total Approved Budget to 31-Mar-26	Projected Outturn to 31-Mar-26	Budget Variance (Adverse) or Favourable	
	£000	£000	£000	£000	£000			£000	£000		
<b>ENVIRONMENT &amp; INFRASTRUCTURE</b>											
Cycling, Walking & Safer Streets (Funded by Specific Con	0	784	0	784	784	0	0%	1,284	1,284	0	0%
Roads/Footways Upgrade Programme	15,584	9,900	599	10,499	10,499	0	0%	39,180	39,180	0	0%
Safe Road Crossing	0	0	250	250	250	0	0%	250	250	0	0%
Vehicle Replacement Programme	0	1,700	1,207	2,907	2,907	0	0%	2,907	2,907	0	0%
Bridge Assessment/Strengthening	0	569	54	623	623	0	0%	622	622	0	0%
Lighting Columns Replacement	0	630	270	900	900	0	0%	900	900	0	0%
Traffic Management	0	200	36	236	236	0	0%	236	236	0	0%
Core pathways & cycle network	19	0	181	181	181	0	0%	200	200	0	0%
Parks Improvement Programme	2,122	228	40	268	268	0	0%	2,390	2,390	0	0%
Improvements to Outdoor Access and Play Area Program	0	0	1,500	1,500	1,500	0	0%	1,500	1,500	0	0%
Multi Purpose Bins	60	20	0	20	20	0	0%	80	80	0	0%
Improvements to Cemetery Estate	1,209	150	41	191	191	0	0%	1,441	1,441	0	0%
Underwood Depot - Workshop Improvements	106	0	206	206	206	0	0%	312	312	0	0%
Clyde Mission Fund - Renfrew Riverside to Paisley TC Active Travel Route	0	0	935	935	935	0	0%	935	935	0	0%
Renewal of Play Parks	0	0	158	158	158	0	0%	158	158	0	0%
Nature Restoration Fund	0	0	157	157	157	0	0%	157	157	0	0%
Strathclyde Partnership Transport	0	0	1,005	1,005	1,005	0	0%	1,005	1,005	0	0%
<b>TOTAL INFRASTRUCTURE, LAND &amp; ENVIRONMENT BOARD</b>	<b>19,100</b>	<b>14,181</b>	<b>6,639</b>	<b>20,820</b>	<b>20,820</b>	<b>0</b>	<b>0%</b>	<b>53,557</b>	<b>53,557</b>	<b>0</b>	<b>0%</b>

\*Rolling programmes have a prior year year expenditure of £0 as the expenditure is not directly linked from one year to the next as a singular project.



---

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

**On:** 3 November 2021

---

**Report by:** Director of Environment & Infrastructure and  
Director of Communities and Housing

---

**Heading:** Operational Performance Report

---

## **1. Summary**

- 1.1 Following on from the Service update report presented to this board on 25 August 2021, this report provides a further operational performance update to the Infrastructure, Land and Environment Policy Board on key areas within the Board's remit. It also outlines the priorities through Autumn 2021, highlighting key areas of focus and plans for next steps to support the Council's recovery plans. Whilst developing these plans, the local and national position remains fluid and services will remain flexible and able to respond quickly in relation to changes in restrictions and local outbreaks as a result of the Covid-19 pandemic.
- 1.2 Operational Services continue as normal and are working within Covid-19 restrictions. All required safety measures are in place and are well established.
- 

## **2. Recommendations**

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

- 2.1 Approves the content of this report.
- 2.2 Approves the reintroduction of car parking charges from 8 November 2021 in Paisley Town Centre, with three hours of free parking offered in the 6 car parks that had previously been part of the 'free for three' pilot as set out in section 4.7; and agrees to expansion of the Free for Three car parking to include two further car parks at the Lagoon Centre.

- 2.3 Approves the evaluation of temporary cycle routes, over the period November to July 2022 set out in paragraphs 4.6.1; including a review of the consultation and engagement arrangements methods undertaken with communities and elected members, with a report being brought back to board in August 2022 to consider the results and longer-term cycle route infrastructure and community engagement approach.
- 

### **3. Background**

- 3.1 In the previous service update reported to Infrastructure, Land and Environment Policy Board on 25 August 2021, the Council's response to the coronavirus pandemic from March 2020 to August 2021 was outlined – our partnership approach, our move to protect and support our employees and communities, particularly vulnerable people across the area. Across services, and with our partners, the Council continues to support our communities and develop our operational and policy response both now and as we continue to move through the recovery route map.
- 3.2 Environment and Infrastructure's key services continue to operate within same additional resource requirements and restrictions that have been in place over the last 21 months to minimise transmission of Covid-19 through social distancing and PPE measures. Employees across the Council continue to show great commitment and resilience during this time delivering essential services, volunteering to support frontline services and helping others to remain safe at home.
- 3.3 Within our Operational Services there has been a significant pressure on resources, over the summer period with self-isolation and annual leave stretching the resilience of services, indeed many key operational services such as Waste collection across the UK have reported temporary reductions in service to such resource pressures.
- 3.4 Council services continue to operate flexibly in order to respond to whatever challenges the pandemic brings for local communities, with a continuing focus on the recovery position and opportunities to improve services.
- 3.5 This report gives a broad overview of the key areas of service delivery, the particular areas of focus now and in the near future, and any specific risks and priorities of relevance to this Policy Board.

### **4. Updates for Infrastructure Land and Environment Policy Board**

#### **Fleet, Roads and Transportation**

#### **4.1 Depot Improvements – Underwood Road**

The service continues to carry out maintenance and improvements to Underwood Road depot and works to minimise the environmental impact of the depot operations on local households. The installation of access barriers and new digital CCTV commence in November and will further improve safety and security on the site.

#### **4.2 Fleet Vehicle Repair Workshop**

The improvement works to the vehicle repair workshop and equipment commenced during September with the programme of works expected to take approximately 12 weeks to complete. To date the new taxi testing lane and vehicle tyre fitting station in Unit 4 are complete, allowing the migration of the upper level of Unit 3 to become storage of StreetScene plant and equipment.

Further progress has been made with the installation of electric charging infrastructure in and around the workshop area, allowing traditional fossil fuel fleet to be removed and replaced with zero emission electric vehicles. Larger scale electric charging can only take place after the installation of the new power supply and electric substation by Scottish Power etc.

#### **4.3 Fleet Electric Vehicles**

The Service has deployed new electric vans into front line operations. The new vehicles will be shared across Waste, StreetScene, Roads and Building Services reducing fuel consumption and improving our Carbon Footprint.

##### **Electric Vehicle Chargepoints**

Environment & Infrastructure was successful in its application to the Transport Scotland Local Authority Infrastructure Project. As more residents use electric vehicles, communities will benefit from improved air quality and a reduction in their carbon footprint. This external grant funding will allow Electric Vehicle charging hubs to be installed in Castle Semple Visitor Centre Lochwinnoch, Livery Walk Bridge of Weir, Milliken Road Car Park Kilbarchan, Johnstone Town Hall, Great Hamilton Street Car Park Paisley and Montrose Care Home in Foxbar. In addition, further external funding was secured to install 9 charging points at our Fleet Transport facility in Underwood Road Depot for our zero emission fleet vehicles.

#### **4.4 Roads Capital Programme**

The Roads Capital investment programme for 2021/22 is continuing at pace. To date 66 of the programmed 98 carriageway resurfacing schemes have been completed, continuing with strategic schemes including Lincrive, Ferguslie, Main Street Bridge of Weir, Inchinnan Road Paisley and Glasgow Road Renfrew. The surface dressing programme is now completed (16 schemes) and micro-surfacing (16 schemes) commenced in October and continued throughout that month. The permanent patching programme will continue for the coming months. 15 footways have also been resurfaced and this work will continue until March.

#### **4.5 Safe Crossing Facilities**

In addition to the capital investment programme, as a result of Council and SPT funding there will be a significant investment of £560,000, in Pedestrian Crossing installations to address concerns of road safety, speeding and crossing locations at or around schools, nurseries and key junctions in towns and villages.

It is recognised that this programme will need to be delivered over multiple years and a list of approximately 40 locations has been identified. The first phase of locations is summarised in the table below, with these being prioritised based on the locations PV2 score and crash map data as well as any recordings of speed surveys carried out. The first phase will be completed by the end of March 2022, with further phases following in future years based on successful funding bids. The detail on each location will be shared with ward members and community councils in advance of works taking place on site.

Ward	Ward Area	Road Location	Rationale
10	Houston, Crosslee and Linwood	Clippens Rd/ErskineFauld Rd	Safe route to Our Lady of Peace Primary
4	Paisley Northwest	Greenock Rd/Clark St	Safe Route to Mossvale St James Primary
1	Renfrew North and Braehead	Sandy Road, Renfrew	Safe Route to Schools and links to Play Parks at KGV and Tinto Square
12	Erskine and Inchinnan	Barhill Rd/St John Bosco	Safe Route to Bargarran St John Bosco and Barwood Play Park
9	Johnstone North, Kilbarchan, Howwood and Lochwinnoch	High St/Church St Lochwinnoch	Safe Route to Lochwinnoch Primary and Lochwinnoch Play Park
7	Paisley Southwest	Braehead Rd / Glenburn Rd	Safe Route to St Peters/Langcraigs Primary
7	Paisley Southwest	Gleniffer Rd/Donaldswood Rd	Safe Route to St Peters
11	Bishopton, Bridge of Weir and Langbank	Houston Rd/Warlock Rd BOW	Safe Route to BOW Primary
5	Paisley East and Central	Rowan Street/Thrushcraigs Cres	Safe Route to St Charles Primary and Craggs Road Play Park
7	Paisley Southwest	Brediland Rd / Mannering Rd	Safe Route to Heriot Primary
10	Houston, Crosslee and Linwood	Houston Rd/Neuk Avenue footway	Safe route to Houston Primary and shops
3	Paisley Northeast and Ralston	Penilee Road / School Road	Safe Route to Ralston Primary

## 4.6 Active Travel Routes

- 4.6.1 The new temporary cycle route from Howwood to Paisley started in June 2021 in association with Sustrans to link up with National Cycle Route. The first phase was the creation of the Howwood to Johnstone section with the work due to be completed in November 2021. The 2<sup>nd</sup> phase connects Johnstone to Elderslie and the national cycle route, with this last phase due for completion scheduled for January 2022 after the festive period works embargo. The service will deploy counters and evaluation measures on this route to measure utilisation, and impact on the wider road network.



The service will also deploy counters and evaluation measures on Houston to Bridge of Weir route and also the recently completed Dargavel to Red Smiddy route to measure utilisation, and impact on the wider road network.

The evaluation results of these and wider routes will be provided to the August board as part of a longer-term strategy for supporting active travel on these routes.

In the creation of these cycle routes a revised approach to communication, consultation and engagement was undertaken with online webinar sessions being hosted in light of the covid restrictions in place at that time. This will also be evaluated with elected members, during this period with the future communication, consultation and engagement arrangements for active travel being set out in the August board paper.

- 4.6.2 The next phase of the segregated shared cycle way project from Bishopton to Glasgow Airport is underway, with the section from Red Smiddy Roundabout to Inchinnan Drive Roundabout, with planned completion date of March 2022. This is an important element in the Council's cycling strategy network and will connect to City Deal's proposals for around Glasgow airport.
- 4.6.3 **Beat the Street** – The "Beat the Street" programme focused around a 6-week game in the towns and villages of Bridge of Weir, Houston, Linwood, Elderslie, Johnstone, Howwood, Kilbarchan and Lochwinnoch. The game ran from 15<sup>th</sup> September to 27<sup>th</sup> October 2021 with a launch event on Saturday 18<sup>th</sup> September at Castle Semple Visitor Centre in Lochwinnoch with 2,880 young people taking part. Environment and Infrastructure Services worked in partnership with Renfrewshire Leisure to promote the project in schools and local communities and to link participants to active health groups and activities in Renfrewshire. The programme ended on the 27<sup>th</sup> of October with 6,272 players taking part, covering over 52,000 miles in the process, which has raised £500 for MND Scotland.

#### 4.7 **Town Centre Car Parking**

The Infrastructure, Land & Environment Policy Board has approved the suspension of charges in the Council owned Car Parks of Paisley Town Centre during the pandemic over the past 18 months, until the end of October 2021.

Members will recall there is a Paisley town centre car parking working group comprising council officers, members, Paisley First, shopping centre owners and public transport providers. The group met for the first time since the pandemic in September 2021 to discuss the current arrangements and the next steps.

The business community put forward that as parking was currently free as part of the pandemic response, as restrictions have lifted, the majority of car park spaces in the car parks in the centre of the town were occupied from early in the morning to later in the evening with very little turnover, providing little opportunity for visitors to park in the centre of the Town. The working group agreed that the current free parking should now come to an end and proposed a return to the previous free for three

model. This model was being piloted in 6 car parks. Orchard Street, Weighhouse Close, Hunter Street (upper and lower), Oakshaw and School Wynd, which represents approximately 20% of the council's off-street parking spaces. It is proposed that this model should now be extended to the two car parks in the centre of the town at the Lagoon Centre. The free for three model will recommence from Monday 8 November, with the car parks at the Lagoon to follow later in the month upon delivery of the new meters to facilitate its inclusion in the initiative.

These arrangements will remain in place for a period of 6 months to allow the working group to undertake further evaluation, a digital payment app to be introduced in early 2022 and for assessment of where Renfrewshire and Scotland are with the Pandemic at that point in time.

#### **4.8 Parks Investment**

As part of the parks Investment programme a public survey has been undertaken with a significant number of responses being completed for the 13 play areas being renewed. The results have now been collated for the choice of equipment for each site and where possible and feasible have been included in the contract specification of equipment.

Preparation has commenced to create and install outdoor gym in Robertson park. Contracts have been awarded for some works in preparation of the installation of an outdoor gym equipment in the spring of 2022. The Council has been working with the local community through the newly established Friends of Robertson Park to shape and support this investment. This installation will also include thinning of overhead tree canopies and trimming back and clearing undergrowth in the park.

#### **4.9 StreetScene Services and Team Up to Clean Up**

The grass cutting and second hedge cut are now complete, the Service will now undertake a review of the first year of service provision. In addition, the service will over the autumn and winter months carry out a review of the cutting frequencies and equipment required for grass verges on rural roads, steep sloped areas, roads with a speed limit over 30 mph, centre reservations & islands and edges to footpaths to improve safety for motorists, pedestrians, and active travellers etc. Work is also being planned to introduce schedule maintenance frequencies of the path network in Renfrewshire to support walking, wheeling and cycling.

#### **4.10 Climate Change**

The Council, supported by communities and partners intend to plant 1,800 trees at Brownside Braes, within Gleniffer Braes Country Park as part of the Glasgow Climate Forrest. This will be a positive contribution to supporting the Councils net climate change aspirations and also aims to increase the habitat for the Lesser Whitethroat, a rare breeding bird in Renfrewshire. The Lesser Whitethroat is a small, insect-eating summer visitor which needs areas of dense but scattered scrub-woodland to nest successfully. The establishment of the 7.9ha new woodland will remove an estimated

55 tonnes of CO<sub>2</sub> per annum from the atmosphere throughout the lifespan of the woodland and contribute to the Council's Climate Change target of making Renfrewshire carbon-neutral by 2030. A full report will be taken the Climate Change Board later this month.

The service has completed the recruitment of a Biodiversity Officer who will take up post early in November. This position will drive forward the biodiversity agenda which was agreed and put on hold due to the Pandemic.

StreetScene Services are continuing to support young people from within our communities through the Kickstart programme. We have developed a range of roles to enhance their skills and work experience across all areas of the service to support them gain employment.

#### **4.11 Team Up to Clean Up**

Spotless September returned this year with volunteers from communities, schools and local businesses joining in to make their neighbourhoods cleaner and more attractive. The level of activity boosted with schools, businesses and communities all playing their part to make their local areas cleaner and more appealing. As of 16th September, almost 1,100 bags of litter have been removed from communities by 963 volunteers however this number will increase with at least another 12 school and business events taking place and daily volunteer activity.

In order to comply with Covid guidance, Team Up to Clean Up replaced the planned Appreciation Event, designed to thank volunteers, with a professionally created short film for social media. The Convenor, Deputy Convenor, Provost and staff involved in the Campaign thank volunteers, and offer volunteers the opportunity to celebrate the Campaign and state why they enjoy participating.

#### **4.12 Waste and Recycling Services**

The service continues to deliver all essential frontline collection services including collections for residual waste, recycling, special uplifts, food and garden waste and commercial collections.

The service has increased its use of the In Cab system. All drivers are now trained in the use of the system which is providing benefits to the crews and to service users. This will reduce the number of missed bins and APO complaints and deliver a better customer experience for our service users.

The system also provides powerful management information that supports improvements to service delivery by taking corrective action at a much earlier stage in the process. We will continue to gather the data and will use to drive further improvement in service delivery.

The new Waste Collection Calendar that will posted to residents the last 2 weeks of November, ready for implementation from the beginning of December.

Moving to three weekly grey bin collection in Erskine and the bin rollout in both areas of Dykebar are now complete. We will now move on to reviewing other areas across Renfrewshire that are still on weekly food collection, migrating these to two weekly comingled service where appropriate and reviewing our town centre and rural collections. This work will be done on a geographical basis, community by community, starting in the Johnstone area, we will consider bin storage space & presentation points, access to communities, collection times & frequencies and any other issue that leads to an inconsistent service being delivered or could improve the community in another way.

Since the last Board the service has taken up the opportunity to upskill four refuse collectors to LGV drivers and are currently in the process of completing their LGV training. The upskilling of staff will have a positive impact on the service due to the current National driver shortage and provide waste operations with a pool of trained drivers which can be called upon should they be required, e.g., covid recovery planning, driver shortages.

### **Recycling Improvement Fund**

Stage 2 applications were submitted to Zero Waste Scotland (ZWS). During August and September ZWS asked for some clarification on a few points within our applications which were duly responded to. There has been a delay in the Funding Board meeting to decide on which projects will be taken forward. Any outcome will be brought back to a future board.

For reference the bids were for:

- Improvements in infrastructure and signage at our five Household Waste Recycling Centres; and
- To design, build and operate a Recycling Sort and Bulking centre in Renfrewshire.

### **Zero Waste Scotland – Waste Composition Analysis Programme – 2021-23**

Zero Waste Scotland has established a new programme of household waste composition analysis during 2021 with the programme running until 2023. These studies will focus on describing what households throw away and recycle, helping local authorities to better understand current waste and recycling stream composition.

Renfrewshire Council last carried out a composition analysis in 2017, which shaped the major transformational change project in waste and recycling during 2018/19. The results from the 2021 to 2023 programme will highlight further opportunities for waste prevention and recycling. To support the new programme, ZWS have developed a procurement framework with Scotland Excel and are providing dedicated funding and technical support. Renfrewshire Council successfully bid to be included in this programme. The results from individual local authority studies will be combined to provide up-to-date national estimates for the composition of household wastes.

## **5 Community Investment Fund**

- 5.1 Members will be aware of the Community Investment Fund which was the subject of a report to this Policy Board in March 2021. The launch of the £1.2million fund, which is designed to engage with and hear from communities on their ideas for what investment in infrastructure is required in their communities, took place on 4 October 2021, with double Olympic medal winner and Renfrewshire resident Jack Carlin taking part in the launch event.
- 5.2 As previously stated the fund will be branded as #YouDecide and will focus on reaching as many people throughout Renfrewshire as possible, especially those who wouldn't normally engage with the Council, to support them to submit ideas for infrastructure improvements to their community. This will be accompanied by a highly visible marketing and communications campaign using the #YouDecide brand.
- 5.3 There has been an extensive programme of roadshows and community engagement activities taking place and the ideas submission phase will run until 14 November. To date there have been 760 submissions for shortlisting consideration.

## **6.0 Awards**

### **6.1 Chartered Institute of Waste Management Scottish Resources Awards (CIWM SRC)**

Waste Operations service has been successfully in winning the Outstanding COVID-19 Response Award at the Chartered Institute of Waste Management Scottish Resources Awards held on 9<sup>th</sup> September 2021.

The CIWM SRC award panel were impressed with the quick and effective response of the service and civic amenity sites team to ensure continuation of service, tackling the challenges of front-line resourcing, operating safely and significant increases in waste arisings.

The manner in which staff pulled together and always displayed a positive attitude – finding ways to deliver excellent public service and remaining focused on the job, were all highlighted by the panel as the reasons why the service won this well-deserved award.

### **6.2 Local Government Chronicles (LGC)**

Team Up to Clean Up have been shortlisted in 2 categories for the LGC awards. The two categories are

- Environmental Services, and
- Community Involvement.

Presentations for each of these categories were well received on 23 and 24th of September in Shoreditch, London. The Award ceremony will take place on 4 November.

## **Implications of the Report**

1. **Financial** – The proposed reintroduction of car parking charges will recommence income from Council car parks in Paisley Town Centre.
2. **HR & Organisational Development** – None.
3. **Community & Council Planning**

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

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

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

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

12. **CoSLA Policy Position** – none
13. **Climate Risk** – The Council continues to explore opportunities to secure external funding to deliver sustainable, green infrastructure projects.

---

**List of Background Papers:** none

---

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







---

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

**On:            3 November 2021**

---

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

---

**Heading:     Environment & Infrastructure Service Delivery Plan 2021/22: Mid-Year Monitoring Report**

---

## **1.     Summary**

1.1   As a direct result of the pandemic and the focus on crisis response and recovery, alternative service planning arrangements are in place for 2021/22. Rather than Service Improvement Plans, each Director submitted a Service Delivery Plan covering a 12 month period. These plans set out the priorities for each service area as it continued to deliver a crisis response where required but also began to build back services and support the council's recovery and renewal agenda. The Environment & Infrastructure Service Delivery Plan was approved by this Board on 24 March 2021.

1.2   This report contains details of Environment & Infrastructure's performance over the period 1 April 2021 to 30 September 2021. The main purpose of the report is to provide:

- Details of the key achievements of the service
- A progress update on implementing the action 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
- An overview of priorities for the service over the next six months

1.3 The action plan is the core of the Service Delivery Plan. It sets out the priorities being addressed, the key tasks to be implemented, the implementation timetable and the measures of success. The service scorecard sets out a range of key indicators against which aspects of performance of the service are measured. Despite the challenges of maintaining services throughout different stages of restrictions, Environment & Infrastructure continued to deliver on its priorities and achievements over the last six months include:

#### 1.3.1 **Climate Change**

Environment & Infrastructure activities will make a critical contribution towards Renfrewshire being carbon neutral by 2030. The service has continued to play an active role in this process and delivers a number of programmes to help mitigate climate change:

- led on the Environment and Place agenda;
- played a key role in promoting and encouraging waste minimisation through reducing, reusing and recycling;
- embeds sustainable travel planning across the Council and improving our fleet utilisation;
- supported active travel through its ambitious cycling infrastructure programme;
- increased our use of alternative fuel to impact positively on levels of CO<sub>2</sub> being emitted by the public vehicle fleet; and
- reduced emissions from our public space lighting as a result of the implementation of the LED replacement programme.

#### 1.3.2 **Roads Capital Investment Programme**

The roads capital programme for 2020/21 is progressing well. To date 66 of the programmed 98 carriageway resurfacing schemes have been completed. The surface dressing programme is now completed (16 schemes) and micro-surfacing (16 schemes) commenced in October. The permanent patching programme will continue for the coming months. 15 footways have also been resurfaced and this work will continue until March. The investment programme over the last three years is flowing through into the positive trends in road condition indicators as reported through the LGBF.

#### 1.3.3 **Revised 14 day grass cutting model**

StreetScene services commenced its new approach to grass cutting across Renfrewshire in April 2021. The revised approach is seeing open space areas cut every 14 days and those on Garden Assistance are receiving more cuts to their grass providing an improved area for them to utilise.

#### 1.3.4 **Environment & Place**

The service has successfully led the Environment and Place agenda, fronted by the Team Up to Clean Up campaign with the following key activities:

- To comply with Covid guidance, Team Up to Clean Up replaced the planned Appreciation Event, designed to thank volunteers, with a professionally created short film for social media.
- Spotless September returned this year with volunteers from communities, schools and local businesses joining in to make their neighbourhoods cleaner and more attractive.
- As of 16th September, almost 1,100 bags of litter have been removed from communities by 963 volunteers

#### **1.3.5 Electric Vehicles and Charging Infrastructure**

A further 27 electric vehicles have been added to the Council fleet. These included a combination of cars, light vans and 3.5 tonne vans to increase the number of zero emission vehicles in our Council Fleet. External grant funding has also resulted in the installation additional EV chargers across Renfrewshire.

#### **1.3.6 Community Investment Fund**

Launched the £1.2million Community Investment fund, which is designed to engage with and hear from communities on their ideas for what investment in infrastructure is required in their communities.

#### **1.3.7 Fleet Workshop Improvements**

Fleet Services has installed new vehicle ramps in the workshop repair area along with a new door installation to the front of the building allowing a fully drive through facility. The final phase of the project will be the installation of a vehicle inspection pit and four vehicle ramps.

#### **1.3.8 Infrastructure Investment**

Progress has continued on improving bus corridor infrastructure. The detailed design for an off-road cycle link to the Hawkhead housing development is now nearing completion and the project to refurbish the footbridge across the White Cart will see it reopen to pedestrian and cycle traffic in November 2021.

#### **1.3.9 Bus Partnership Funding**

The Council has been awarded £2million The Bus Partnership Fund to deliver junction improvements with bus priority measures across Paisley Town Centre. This will be completed by March 2023. The scope of this project covers prioritising pedestrians, cyclists and now public transport users.

#### **1.3.10 Cycling Infrastructure**

The service continues to deliver its ambitious cycling infrastructure programme with grant awards from SPT, the Bus Partnership Fund and Cycling Walking Safer Streets.

### **1.3.11 Employment and Training Opportunities**

The service has provided employment and training opportunities to a number of young people through Kickstart and Project Search. Graduate apprentices have also been employed in two service areas.

### **1.3.12 Awards**

Waste Operations service were successful in winning the Outstanding COVID-19 Response Award at the Chartered Institute of Waste Management Scottish Resources Awards held on 9th September 2021.

Team Up to Clean Up has been short listed for 2 Local Government Chronicle Awards in the Environmental Services and Community Involvement categories.

---

## **2. Recommendations**

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

- 2.1 Notes the progress made by Environment & Infrastructure on actions and performance indicators as detailed in Appendix 1 and as specific to the areas of activity delegated to this Policy Board;
- 2.2 Notes that this report will also be provided to the Finance, Resources and Customer Services Policy Board for the elements covered within that Board's remit.
- 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 2022.

---

## **3. Background**

- 3.1 The operating context for services continued to be challenging throughout the first half of 2021/22. Environment & Infrastructure services has continued to operate throughout all periods of restriction delivering critical front-line services and adapting ways of working to support positive outcomes for our communities and local businesses.
- 3.2 The Service Delivery Plan is a statement of the outcomes the service aims to deliver 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.

- 3.3 The Service Delivery Plan also provides a mechanism by which elected members can evaluate the performance of the service. The appendix to the plan contains an action plan and performance indicators against which progress can be measured. This mid-year monitoring report provides an update on progress against the 2020-21 plan.
- 3.4 An outturn report will be brought before Board in mid-2022.

#### **4. SERVICE UPDATE**

##### **Role of Environment & Infrastructure and Key Service Activities**

- 4.1 The principal role and purpose of Environment & Infrastructure as delegated to this Board is to provide:
- **Operations and Infrastructure:** Waste, StreetScene, Roads, Infrastructure & Transportation, Fleet and Social Transport and Sustainability & Place.
- 4.2 The main achievements of the service over the first 6 months of the plan that are of relevance to the remit of this Policy Board are provided in Appendix 1 which provides a summary of progress achieved over the period April to September 2021. The Appendix highlights areas where advances have been made and gives clear targets for completing actions that have been reviewed or delayed.

#### **5 Progress against service scorecard**

- 5.1 The performance scorecard contains 30 indicators, of which 8 are for information only and have no target. Of the 22 indicators with targets, 14 are performing on or above target, 4 are slightly short of target and will require monitoring and 4 are below target.
- 5.2 The full performance scorecard is included as part of Appendix 1 of this report.
- 5.3 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 2020/21 data in late November early December 2021.

- 5.4 A final validated version of the LGBF data for 2020/21 will be published by the Improvement Service in late February 2022. A summary of Renfrewshire Council's performance will be reported to the Audit, Risk and Scrutiny Board in March 2022.

### **Areas of good performance**

- 5.5 Some examples of good performance with specific relevance to this Policy Board include:

- Provisional results for street cleanliness performance in 2020/21 indicates a score of 93.6%, exceeding the annual target of 92%;
- The percentage of the vehicle fleet which uses alternative fuel such as electricity was 25.9% at the end of quarter 2 in 2021/22. This is up from 23.7% in 2020/21; and
- Household waste recycling performance in the first 6 months of 2021 was 50.6%, exceeding the target of 50%

### **Areas where actions have been reviewed or delayed**

- 5.6 Due to ongoing COVID-19 pandemic restrictions some actions were required to be paused. These include:

- Deliver the objectives and requirements of the Scottish Household recycling charter, Circular Economy and Deposit Return and Extended Producer Responsibility schemes. (**Council Plan Action**)

- 5.7 Responsibility for the action, '**Develop action plans to address flooding risk in Renfrewshire**' has now transferred to the Chief Executive's as part of the 'Right for Renfrewshire' process. Environment & Infrastructure will continue to provide an operational flood prevention and infrastructure maintenance service.

- 5.8 The remaining actions have been progressing in line with anticipated timescales.

- 5.9 **Areas requiring improvement or review**

Four indicators were below target:

- Pothole repairs completed on time - the first two quarters of 2021/22 65% of pothole repairs were completed within timescales. Although this is a slight drop in performance with the corresponding period in 2020/21, this is largely due to resource issues experienced during Q1. The figures for Q2 show a significant improvement with performance for this quarter being 76%.

- The absence performance for the second quarter of 2021/22 was 3.82 days lost per FTE employee and was above the Q2 target of 3.50.

Officers from the service monitor and support the progress of employees through the Council's Supporting Attendance process to ensure they are provided with the appropriate support required to return to work.

- 4.8% of headstones and burial ground inspections have been completed by the end of quarter 2 in 2021/22. Memorial Safety inspections were delayed due to the suspension of recruitment of staff during the Covid pandemic. This resulted in a delay to the recruitment of a dedicated team for the programme. As a result, only limited activity has been possible with only two members of staff supporting the programme. This has been further impacted by social distancing requirements and work pressure elsewhere within cemetery operations. However, a dedicated team is now in place, staff have been trained and this will lead to considerable progress being made in the inspection programme over the next six months.
- The number of complaint investigations dealt with within timescale are below the 95% target:

Environment & Infrastructure received 4,184 front line resolutions in the first six months of 2021/22, of which 3,333 (80%) were responded to within timescale. In the first two quarters of 2021/22 the service dealt with 468 complaint investigations, 217 (46%) of which were dealt with within the agreed timescale. Performance improved between quarter 1 and quarter 2.

The performance related predominately to challenged experienced by the waste service over the spring and early summer. There was a gap in the management of the service, between staff leaving and starting and a new supervisory structure being employed. During this period there was a temporary decrease in performance. In addition, with regard to complaint investigations, many of these were due to the non-delivery of new bins to households. As reported to the ILE policy board in May 2021 there were no new bin stocks available as suppliers were unable to fulfil orders as there were a material and bin shortage nationally at that time and the complaint requests could not be actions and concluded, hence why overdue.

To give members assurance with increased management resilience, no supply issues and an overall change in the process of managing enquires the enquiry and complaints performance for quarter 3 is in line with the performance indicator targets set.

## 6. Priorities over the Next Six Months

### 6.1 COVID-19 Recovery

Environment and Infrastructure's key services continue to operate within Covid-19 restrictions. Within frontline operational services there has been significant pressure on resources, with self-isolation and annual leave stretching the resilience of services.

It is likely that similar challenges will be experienced as we enter the winter period. The Service will continue to focus on ongoing COVID-19 recovery activities while remaining flexible and adaptable to manage change and adjust services accordingly.

### 6.2 Climate Change

The service will be at the forefront of work being done to make Renfrewshire carbon neutral by 2030. It will achieve this by building on the positive impacts of the following key areas:

The Council's **Climate Change Action Fund** is intended to fund innovative projects and initiatives to be developed by Council services. Environment & Infrastructure has been awarded funding to enhance the Electric Vehicle Programme and to identify and deliver interventions for the Renfrewshire Active Travel Network.

**Environment and Place agenda**, the £2.5million investment which is making a difference to the cleanliness of the streets in Renfrewshire and improving the local environment.

The service has a key role in promoting and encouraging **waste minimisation** through reducing, reusing and recycling.

The service will continue to embed **sustainable travel planning** across the Council.

As well as receiving funding from the Council's Climate Change Action Fund the service has secured grant funding from SPT and Cycling Walking Safer Street. This will allow the service to further support **active travel** in Renfrewshire.

**Increasing our use of alternative fuel** will have a positive impact on levels of CO<sub>2</sub> being emitted by the public vehicle fleet.

### 6.3 Right for Renfrewshire

The service continues to engage with the Right for Renfrewshire programme. Facilities Management was one of the six services in tranche one of the



service re-designs. Environment and Infrastructure is supporting the implementation of tranche 2 of RforR following confirmation of service redesigns. These will include some Operations & Infrastructure service areas, of which the scope is currently under development.

**6.4 Community Investment Fund**

Further progressing the £1.2million Community Investment fund, which is designed to engage with and hear from communities on their ideas for what investment in infrastructure is required in their communities.

**6.5 Fleet & Social Transport Services**

Improving the utilisation, efficiency and costs within the service has been paused during the period of the pandemic. This has re-started and will continue over the next six months.

**6.6 Responsiveness to Complaints**

The new complaints system and amended process has changed the way officers respond to elected members and public enquiries. A future area of focus is to develop a more robust approach to managing the actions arising from enquiries and complaints. This will be supported by the development of tailored management reports to monitor the process.

**6.7 Implement the Council's People's Strategy**

Operations & Infrastructure is working towards implementing a strategy to ensure that the People's Strategy is embedded within the service for all employees.

**6.8 Memorial Safety inspections**

The inspection programme should see considerable progress over the next six months following recruitment of a dedicated team to undertake inspections.

**6.9 Bus Partnership Funding**

Implementing £2million funding to deliver improvements to bus services at key junctions within Paisley Town Centre.

**6.10 Use of Data and Technology**

The service will continue to utilise data analytics team to develop innovative ways of working, using existing data and new technology to improve the efficiency and performance of the service, such as that introduced to support in-cab digital routing system to support crews in the collection of household waste.

## Implications of the Report

1. **Financial** – The report highlights resourcing pressures arising from increasing demand for services and the current financial environment.
2. **HR & Organisational Development** – The Service Delivery Plan links closely with the Council's People's Strategy for Environment & Infrastructure, ensuring that the workforce is in a strong position to deliver key priorities now and in the future.
3. **Community & Council Planning**

**Reshaping our place, our economy and our future** – The service is also contributing towards leading on the works to improve the transport infrastructure in Paisley Town Centre maintaining and improving strategic road, rail and transport connections; and supporting the Glasgow City Region/City Deal.

**Tackling inequality, ensuring opportunities for all** – the service provides employment and training opportunities for identified groups of young people in Renfrewshire

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

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

4. **Legal** – None.
5. **Property/Assets** – None.
6. **Information Technology** – The Service Improvement Plan supports the roll out 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 & Infrastructure's 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 & Infrastructure Risk Register.
11. **Privacy Impact** – None.
12. **CoSLA Policy Position** – Not applicable
13. **Climate Risk** – The performance outlined within the report will continue to contribute to positive climate change.

---






**List of Background Papers:** None

---

**Author:** Gordon McNeil, Director of Environment & Infrastructure  
**Tel:** 0141 618 7626  
**e-mail:** Gordon.mcneil@renfrewshire.gov.uk


## Environment & Infrastructure Service Delivery Plan 2021-2022

### Six Monthly Monitoring Report

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


#### Council Plan Strategic Outcome 1: Reshaping our place, our economy and our future

#### Priority Actions

Code	Action	Status	Progress	Due Date	Update
01	Deliver the 2021/22 roads and footways capital investment programme - £9 million		<div><div>50%</div></div>	31-Mar-2022	The Roads Capital investment programme for 2021/22 is continuing at pace. To date 66 of the programmed 98 carriageway resurfacing schemes have been completed, continuing with strategic schemes including Linclive, Ferguslie, Main Street Bridge of Weir, Inchinnan Road Paisley and Glasgow Road Renfrew. The surface dressing programme has now completed (16 schemes) and micro-surfacing (16 schemes)





**Council Plan Strategic Outcome I:  
Reshaping our place, our economy and our future**

**Priority Actions**

Code	Action	Status	Progress	Due Date	Update
					commences in October and will continue throughout that month. The permanent patching programme will continue for the coming months. 15 footways have also been resurfaced and this work will continue until March
02	Continue to invest in infrastructure to support growth – from road and rail links to bridges, cycle and pedestrian routes ( <b>Council Plan Action</b> )		<div><div>50%</div></div>	31-Mar-2022	<p>Restrictions due to the Covid-19 pandemic continue to impact on the ability to deliver infrastructure improvements. However, progress continues to be made on improving bus corridor infrastructure. After a change in funder, the detailed design for an off-road cycle link to the Hawkhead housing development is now nearing completion.</p> <p>The project to refurbish the footbridge across the White Cart will see it reopen to pedestrian and cycle traffic in November 2021.</p> <p>Officers continue to assess roads construction consent applications and approvals, in principle, from developers for new roads and bridges to be added to the public road network, particularly in Dargavel, Bishopton.</p>



**Council Plan Strategic Outcome 1:  
Reshaping our place, our economy and our future**

**Priority Actions**

Code	Action	Status	Progress	Due Date	Update
03	Support the delivery of City Deal initiatives, combining roads and active travel projects into a coherent network for all road users		<div><div>50%</div></div>	31-Mar-2022	Support is provided on an ongoing basis with close working on a number of Council priorities including cycleway and traffic signal coordination projects in cooperation with the City Deal Team.
04	Lead on the works to improve the transport infrastructure in Paisley Town Centre		<div><div>20%</div></div>	31-Mar-2022	<p>The Council has been awarded £2million The Bus Partnership Fund to deliver junction improvements with bus priority measures across Paisley Town Centre. This will be completed by March 2023.</p> <p>The scope of this project covers prioritising pedestrians, cyclists and now public transport users.</p>
05	Support economic regeneration and job creation through the regeneration and revitalisation of town centres and the creation of a town centres action plan		<div><div>50%</div></div>	31-Mar-2022	Environment & Infrastructure continue to work with the Car Parking Working group to stimulate the economy within the town centre area. Enhanced street cleaning regimes are ongoing as part of the town centre refurbishment works.
06	Deliver an increase in cycling infrastructure across Renfrewshire		<div><div>50%</div></div>	31-Mar-2022	The service continues to deliver its ambitious cycling infrastructure programme with grant







**Council Plan Strategic Outcome I:  
Reshaping our place, our economy and our future**

**Priority Actions**

Code	Action	Status	Progress	Due Date	Update
					awards from SPT, the Bus Partnership Fund and Cycling Walking Safer Streets.
07	Implement the transfer of the Council's traffic light infrastructure from analogue to digital		<div><div></div>95%</div>	30-Jun-2022	<p>Analogue BT traffic signal communications lines were replaced with 4G mobile technology in March 2020. CCTV cameras are also now installed at key junctions throughout the network to improve real time monitoring and reaction times for incident response.</p> <p>Work continues to upgrade the council's SCOOT network junctions, with a focus on introducing bus priority at selected junctions, now associated with other proposed measures through the Bus Partnership Fund.</p>
08	Deliver externally funded transportation and connectivity infrastructure projects		<div><div></div>50%</div>	31-Mar-2022	The service continues to deliver on our ambitious capital programme with grant awards from SPT, the Bus Partnership Fund and Cycling Walking Safer Streets.

## Council Plan Strategic Outcome 1: Reshaping our place, our economy and our future







## Performance Indicators

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2019/20		2020/21		Q1	Q2	2021/22	Explanation of Performance
					Value	Target	Value	Target	Value	Target	Target	
01	(Maintenance) Carriageway Condition: % of road network considered for treatment (i) A Class Roads (LGBF Indicator)				19.97%	22.5%	19.42%	22.5%	Not measured for Quarters		22%	<b>Local Government Benchmarking Framework (LGBF) Indicator</b>  This data is published by the Improvement Service on an annual basis as part of the LGBF.  <i>The figures for 2020/21 are provisional.</i>  The first draft of the 2020/21 performance data will not be available until December 2021. A final release will be published in late February 2022 and will be reported to the Audit, Risk and Scrutiny Board in March 2022 as soon as it is available.
02	(Maintenance) Carriageway Condition: % of road network considered for treatment (ii) B Class Roads (LGBF Indicator)				24.09%	24.5%	23.68%	24.5%	Not measured for Quarters		24.0%	<b>Local Government Benchmarking Framework (LGBF) Indicator</b>  This data is published by the Improvement Service on an annual basis as part of the LGBF.  <i>The figures for 2020/21 are provisional.</i>  The first draft of the 2020/21 performance data will not be available until December 2021. A final release will be published in






## Council Plan Strategic Outcome 1: Reshaping our place, our economy and our future

## Performance Indicators

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2019/20		2020/21		Q1	Q2	2021/22	Explanation of Performance
					Value	Target	Value	Target	Value	Target	Target	
												late February 2022 and will be reported to the Audit, Risk and Scrutiny Board in March 2022 as soon as it is available.
03	(Maintenance) Carriageway Condition: % of road network considered for treatment (iii) C Class Roads (LGBF Indicator)				34.19%	36.5%	33.49%	36.5%	Not measured for Quarters		36.0%	<b>Local Government Benchmarking Framework (LGBF) Indicator</b>  This data is published by the Improvement Service on an annual basis as part of the LGBF.  <i>The figures for 2020/21 are provisional.</i>  The first draft of the 2020/21 performance data will not be available until December 2021. A final release will be published in late February 2022 and will be reported to the Audit, Risk and Scrutiny Board in March 2022 as soon as it is available.
04	(Maintenance) Carriageway Condition: % of road network considered for treatment (iv) Unclassified Roads (LGBF Indicator)				35.39%	36.5%	34.33%	36.5%	Not measured for Quarters		36.0%	<b>Local Government Benchmarking Framework (LGBF) Indicator</b>  This data is published by the Improvement Service on an annual basis as part of the LGBF.













## Council Plan Strategic Outcome 1: Reshaping our place, our economy and our future

## Performance Indicators

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2019/20		2020/21		Q1	Q2	2021/22	Explanation of Performance
					Value	Target	Value	Target	Value	Target	Target	
												<p><i>The figures for 2020/21 are provisional.</i></p> <p>The first draft of the 2020/21 performance data will not be available until December 2021. A final release will be published in late February 2022 and will be reported to the Audit, Risk and Scrutiny Board in March 2022 as soon as it is available.</p>
05	(Maintenance) Carriageway Condition: % of road network considered for treatment (v) Overall (LGBF Indicator)				32.9%	32.5%	32%	32.5%	Not measured for Quarters		32%	<p><b>Local Government Benchmarking Framework (LGBF) Indicator</b></p> <p>This data is published by the Improvement Service on an annual basis as part of the LGBF.</p> <p><i>The figures for 2020/21 are provisional.</i></p> <p>The first draft of the 2020/21 performance data will not be available until December 2021. A final release will be published in late February 2022 and will be reported to the Audit, Risk and Scrutiny Board in March 2022 as soon as it is available.</p>

## Council Plan Strategic Outcome 1: Reshaping our place, our economy and our future

### Performance Indicators

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2019/20		2020/21		Q1	Q2	2021/22	Explanation of Performance
					Value	Target	Value	Target	Value	Target	Target	
06	% of pothole repairs completed within timescales				37%	%	77%	75%	59%	76%	78%	In the first two quarters of 2021/22 65% of pothole repairs were completed within timescales. Although this is a slight drop in performance with the corresponding period in 2020/21, this is largely due to resource issues experienced during Q1. The figures for Q2 show a significant improvement with performance for this quarter being 76%.
07	% of Statutory category A road inspections completed on target				100%	100%	100%	100%	Not measured for Quarters		95%	In 2020/21, 100% of the statutory road inspections were completed for both all categories.  The three categories of statutory inspections relate to the timing of inspections and are categorised as follows:  A – Undertaken during the progress of the works B – Undertaken within the six months following interim or permanent reinstatement C – Undertaken within the three months preceding the end of the guarantee period  The inspection procedure is designed to enable road work authorities to monitor
08	% of Statutory category B road inspections completed on target				100%	100%	100%	100%	Not measured for Quarters		100%	
09	% of Statutory category C road inspections completed on target				100%	100%	100%	100%	Not measured for Quarters		100%	


**Council Plan Strategic Outcome 1:  
Reshaping our place, our economy and our future**

**Performance Indicators**

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2019/20		2020/21		Q1	Q2	2021/22	Explanation of Performance
					Value	Target	Value	Target	Value	Target	Target	
												statutory undertakers (Gas, electric, and telecom etc).


**Council Plan Strategic Outcome 2:  
Building strong, safe and resilient communities**

**Priority Actions**

Code	Action	Status	Progress	Due Date	Update
01	Carry out a participatory budget programme for infrastructure and transportation		<div><div>50%</div></div>	31-Mar-2022	<p>The participatory budget programme for infrastructure and transportation was paused during 2020/21 due to the COVID-19 pandemic but we have now launched this to our local communities.</p> <p>This is the first participatory budgeting project of its kind within Renfrewshire Council and it is hoped that it inspires further projects across council services in the coming years.</p> <p>The campaign to promote the project is called #YouDecide and will focus on reaching as many people throughout Renfrewshire as possible, especially those who wouldn't normally engage with the Council, to support them to submit ideas for improvements to their community. Ideas can be made via an online survey which was launched in October.</p>



**Council Plan Strategic Outcome 3:  
Tackling inequality, ensuring opportunities for all**

**Priority Actions**

Code	Action	Status	Progress	Due Date	Update
01	Provide employment and training opportunities for identified groups of young people in Renfrewshire		<div><div>50%</div></div>	31-Mar-2022	<p>Waste Operations is working with Kickstart and currently has 5 people working in the service with the potential for a further 7.</p> <p>The service is looking to support two candidates through the Project Search programme.</p> <p>The Sustainability and Place section have appointed a graduate trainee and will be working to assist play park capital spend and other related projects.</p> <p>Infrastructure and Transportation currently has a graduate apprentice/trainee engineer within the service. It also has 5 Kickstart trainees, 4 within Roads Operations and one within the Roads Client team as well as 1 apprentice.</p>




## Council Plan Strategic Outcome 4: Creating a sustainable Renfrewshire for all to enjoy

## Priority Actions

Code	Action	Status	Progress	Due Date	Update
01	Support of the Council's pledge to make Renfrewshire carbon neutral by 2030		<div><div>50%</div></div>	31-Mar-2022	<p>Environment &amp; Infrastructure activities will make a critical contribution towards Renfrewshire being carbon neutral by 2030. It has an active role in this process and already delivers a number of programmes to help mitigate climate change:</p> <ul style="list-style-type: none"> <li>• leading on the Environment and Place agenda;</li> <li>• playing a key role in promoting and encouraging waste minimisation through reducing, reusing and recycling;</li> <li>• assisting communities to mitigate flooding;</li> <li>• embedding sustainable travel planning across the Council and improving our fleet utilisation;</li> <li>• increasing our use of alternative fuel to impact positively on levels of CO2 being emitted by the public vehicle fleet; and</li> <li>• reducing emissions from our public space lighting as a result of the implementation of the LED replacement programme.</li> </ul>
02	Deliver a programme of enhanced operational environmental and community support activities for environment and place		<div><div>50%</div></div>	31-Mar-2023	<p>Engagement on the online platform continues to grow with 3.2k members supporting the Campaign.</p> <p>Spotless September returned this year with volunteers from communities, schools and local businesses joining in to make their neighbourhoods cleaner and more attractive.</p> <p>The level of activity boosted with schools, businesses and communities all playing their part to make their local areas cleaner and more appealing.</p>

**Council Plan Strategic Outcome 4:  
Creating a sustainable Renfrewshire for all to enjoy**




**Priority Actions**

Code	Action	Status	Progress	Due Date	Update
					<p>Team Up to Clean Up took advantage of the Kickstart programme with a trainee who is supporting the litter pickers, requests for equipment, posters and bags.</p> <p>In order to comply with Covid guidance, Team Up to Clean Up replaced the planned Appreciation Event, designed to thank volunteers, with a professionally created short film for social media.</p>
03	Commence digital scheduling and real time recording of StreetScene activities		<div><div>15%</div></div>	31-Mar-2023	The digital transformation of StreetScene is underway with the appointment of a GIS lead and GIS officers. This team will play a key role in the transformation process.
04	Implement revised grass cutting model		<div><div>100%</div></div>	1-Apr-2021	The implementation of the new revised grass cutting model was successfully launched in April 2021. The new model incorporates a 14 day grass cutting regime with reviews of non- maintained areas, rural areas and carriageways being currently undertaken.
05	Develop action plans to address flooding risk in Renfrewshire		N/A	31-Mar-2021	Responsibility for this function has now transferred the Chief Executive's as part of the 'Right for Renfrewshire' process. Environment & Infrastructure will continue to provide an operational flood prevention and infrastructure maintenance service.





## Council Plan Strategic Outcome 4: Creating a sustainable Renfrewshire for all to enjoy

## Priority Actions

Code	Action	Status	Progress	Due Date	Update
06	Work to meet the challenging targets set out in our carbon management plan – through our council fleet, street lighting, public realm, waste and consumables <b>(Council Plan Action)</b>		<div><div>50%</div></div>	31-Mar-2022	The Council took delivery of 27 electric vehicles during reporting period. A combination of cars, light vans and 3.5 tonne vans to increase the number of zero emission vehicles in our Council Fleet. Environment & Infrastructure successfully applied for external grant funding to install additional EV chargers in Underwood Road Depot (Units 1, 3 and 5) and Castle Semple Visitor Centre. In addition, publicly available EV charging hubs have been installed in Elderslie, Ferguslie, Glenburn, Howwood, Linwood, Lochwinnoch and Renfrew.
07	Deliver the objectives and requirements of the Scottish Household recycling charter, Circular Economy and Deposit Return and Extended Producer Responsibility schemes. <b>(Council Plan Action)</b>		<div><div>5%</div></div>	31-Mar-2023	Development of the Scottish Household Recycling Charter, Circular Economy and Deposit Return Scheme (DRS) and Extended Producer Responsibility (EPRS) schemes are currently being reviewed by the Scottish Government as they assess the impact of DRS and EPRS and the COVID-19 pandemic.
08	Complete the new commercial waste service model		<div><div>70%</div></div>	31-Mar-2022	<p>Surveys were being carried out with all commercial customers to gather information in order to provide an efficient service that meets their business needs. This will improve recycling rates and reduces levels of residual waste.</p> <p>The surveys were halted due to covid with a large proportion of commercial customers temporarily closing their businesses. The surveys are about to recommence for the remaining customers who have reopened their premises.</p>







**Council Plan Strategic Outcome 4:  
Creating a sustainable Renfrewshire for all to enjoy**

**Priority Actions**

Code	Action	Status	Progress	Due Date	Update
09	Develop and implement a long term sustainable leachate and surface water management plan for Linwood Moss			31-Mar-2022	In order to calculate whether sufficient dilution can be achieved an additional flow meter has been installed on site. The data will be collected over a 6-month period and used to update the dilution calculations. Since installation however, rainfall in the area has been significantly lower than in previous years, and therefore the data analysis period has been extended for a further 6 months.










## Council Plan Strategic Outcome 4: Creating a sustainable Renfrewshire for all to enjoy

## Performance Indicators

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2019/20		2020/21		Q1	Q2	2021/22	Explanation of Performance
					Value	Target	Value	Target	Value	Value	Target	
01	Street Cleanliness Score - % of areas assessed as clean (Council Plan Indicator)				94.5%	92%	93.6% (still to be verified)	92%	Not measured for Quarters		94.5%	<p>The percentage of Renfrewshire's street assessed as clean was 93.6% for 2020/21. This is slightly down on the 2019/20 performance but above the annual target of 92% and above the Scottish average of 90.1%</p> <p>NB. This figure is still to be verified.</p> <p>The cleanliness score is based on 3 sample surveys carried out throughout the year by both the Council and Keep Scotland Beautiful (KSB).</p> <p>This score represents the percentage of areas assessed as acceptably clean (categories A and B) using KSB's Local Environmental Audit and Management System (LEAMS) methodology.</p>
02	Amount of CO <sub>2</sub> emitted by the public vehicle fleet (Council Plan Indicator)				3,427	2,730	2,992	3,250	819	651	3,000	<p>This indicator reflects the tonnes of CO<sub>2</sub> emitted from Renfrewshire Council vehicle fleet based on fuel usage.</p> <p>In the first two quarters of 2021/22 the fleet emitted 1,470 tonnes of CO<sub>2</sub>..</p>




## Council Plan Strategic Outcome 4: Creating a sustainable Renfrewshire for all to enjoy







## Performance Indicators

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2019/20		2020/21		Q1	Q2	2021/22	Explanation of Performance
					Value	Target	Value	Target	Value	Value	Target	
03	% of the vehicle fleet which uses alternative fuels, such as electricity (Council Plan Indicator)				18.2%	21%	23.7%	22%	25.9%	25.9%	25%	The percentage of the vehicle fleet which uses alternative fuel such as electricity was 25.9% at the end of quarter 2 in 2021/22. This is up from 23.7% in 2020/21. This figure is based on a total of 119 electric vehicles.
04	Reduce the amount of CO <sub>2</sub> emitted from public space lighting (Council Plan Indicator)				1,493	1,700	1,368	1,700	Not measured for Quarters		1,500	There has been a slight reduction in CO <sub>2</sub> emissions from public space lighting due to a small number of the remaining 'conventional' lanterns transferring to LED.  This figure shows an improvement in 2020/21 compared to the previous year. There was a 9% reduction in CO <sub>2</sub> between 2019/20 and 2020/21. Any future improvements will level out as the LED programme is substantially complete.
05	% of bins uplifted first time				99.8%	99.9%	99.8%	99.9%	99.8%	99.8%	99.9%	The percentage of bins uplifted first time in the first six months of 2021/22 was 99.8%. This falls just short of the target of 99.9%. Covid-19 continues to be a challenge for front line services delivery with the numbers of staff off or isolating.  The Waste Operations Manager left the Council and there was a period before the new Waste Operations Manager took up post. However recent performance indicated and

**Council Plan Strategic Outcome 4:  
Creating a sustainable Renfrewshire for all to enjoy**





**Performance Indicators**

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2019/20		2020/21		Q1	Q2	2021/22	Explanation of Performance
					Value	Target	Value	Target	Value	Value	Target	
												improvement on the same period last year and a period by period increase in the number of bins services first time.
06	Complete Inspection process for all headstones and burial grounds				New PI in 20/21		6%	40%	4.8%	4.8%	20%	Memorial Safety inspections were delayed due to the suspension of recruitment of staff during the Covid pandemic. This resulted in a delay to the recruitment of a dedicated team for the programme. As a result, only limited activity has been possible with only two members of staff supporting the programme. This has been further impacted by social distancing requirements and work pressure elsewhere within cemetery operations. However, a dedicated team is now in place, staff have been trained and this will lead to considerable progress being made in the inspection programme over the next six months.

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2019		2020		Q1 2021	Q2 2021	2021	Explanation of Performance
					Value	Target	Value	Target	Value	Value	Target	
07	% of Household Waste Recycled (Calendar year data) (LGBF Indicator)				53%	54%	49.1%	54%	46.6%	54.1%	50%	<p>This data relates to the first two quarters in the calendar year 2021, January to June. It is an estimate which is not yet verified by SEPA. The cumulative recycling rate for the first 2 quarters was estimated to be 50.6%.</p> <p>Recycling levels continue to be impacted by COVID-19. There have been greater yields in some waste streams.</p>
08	% of Household waste collected which is landfilled (Calendar year data)				5.7%	16%	12.1%	16%	Not measured for Quarters		9%	This Performance Indicator is not measured for quarters.



**Council Plan Strategic Outcome 5:  
Working together to improve outcomes**

**Priority Actions**

Code	Action	Status	Progress	Due Date	Update
01	Provide our employees with the appropriate support to manage their attendance, health and wellbeing		<div><div>50%</div></div>	31-Mar-2021	Environment & Infrastructure Services and officers from HR & Organisational Development continue to meet regularly to monitor and support the progress of employees through the Council's Supporting Attendance process to ensure they are provided with the appropriate support required to return to work.
02	Implement the Council's People's Strategy		<div><div>50%</div></div>	31-Mar-2022	Operations & Infrastructure is working towards implementing a strategy to ensure that the People's Strategy is embedded within the service for all employees.
03	Active participation in Council's Right for Renfrewshire Transformational Programme		<div><div>50%</div></div>	31-Mar-2022	The service continues to engage with the Right for Renfrewshire programme. Facilities Management was one of the six services in tranche one of the service re-designs. Environment and Infrastructure is supporting the implementation of tranche 2 of RforR following confirmation of service redesigns. These will include some Operations & Infrastructure service areas, of which the scope is currently under development.
04	Better use of data and technology to improve services performance and delivery		<div><div>50%</div></div>	31-Mar-2022	The service has developed apps to support officers in delivering frontline operational requirements. Waste Operations has increased its use of the In Cab system which focuses on getting "every job done first time, every time". Further apps have been developed to support memorial headstone inspections and permits for the household waste recycling centres.

**Council Plan Strategic Outcome 5:  
Working together to improve outcomes**





**Priority Actions**

Code	Action	Status	Progress	Due Date	Update
					The data analytics SharePoint site continues to be developed and rolled out across the service. This provides performance and management data dashboards to support service improvement.
05	Deliver agreed operational efficiencies through fleet utilisation and rationalisation		<div><div>50%</div></div>	31-Mar-2022	The utilisation and rationalisation process has been impacted severely due to Covid and social distancing. This has led to a position where the service has had to hire in additional vehicles, due to social distancing within vehicles and the requirement of an increased number of vehicles to meet these requirements.
06	Deliver improvements in the Council's Cemeteries estate		<div><div>5%</div></div>	31-Mar-2023	<p>During the first 6 months of 2021/22 a new French drain has been constructed adjacent the rear end of the north wall of Hawkhead Cemetery. This will improve drainage in this section of the cemetery and will connect up drainage works carried out in 2019.</p> <p>Further drainage works are planned in the area adjacent to the Scotts Road/Hawkhead Road section of the cemetery which will eliminate historical flooding in this section of the site. These new works will tie into the drainage system completed in 2018/19.</p> <p>Engineering and tree works have been completed inside and adjacent to the soil storage compound again, to improve the drainage in this section of the cemetery and to enhance the aesthetics in this operational area of the site. The current container storage units will be replaced with a purpose built units to house the plant and equipment used on site.</p>





**Council Plan Strategic Outcome 5:  
Working together to improve outcomes**

**Priority Actions**

Code	Action	Status	Progress	Due Date	Update
					There is a plan in place to renew signage across all cemeteries before the end of this financial year.
07	Support the Council to implement the Business World system		<div><div>50%</div></div>	31-Mar-2022	Environment & Infrastructure continue to participate in user briefing sessions and staff training to support the implementation of Business World. During the first half of 2021/22 the service moved its absence reporting onto Business World.
08	Embed new approaches to staff communication and engagement across all areas of the service		<div><div>50%</div></div>	31-Mar-2022	The service's staff panel and newsletter are still being impacted by the COVID-19 restrictions and guidelines. Staff have kept up to date through the Staff Weekly news and letters which have been the main vehicles for communicating with staff during the pandemic.
09	Ensure robust and up to date business continuity arrangements are in place		<div><div>50%</div></div>	31-Mar-2022	The service's Resilience Management Team continue to hold meetings chaired by Head of Operations and Infrastructure to review recent incidents and lessons learned, business continuity exercises and any training required.
10	Review and maintain continuous improvement frameworks		<div><div>50%</div></div>	31-Mar-2022	Following a review of the service's continuous improvements framework the Senior Leadership Team agreed that ISO 9001 Quality Management would only continue for services under the Operations & Infrastructure section of Environment & Infrastructure.



## Council Plan Strategic Outcome 5: Working together to improve outcomes

### Priority Actions

Code	Action	Status	Progress	Due Date	Update
11	Review Health & Safety and Risk Assessments in line with COVID-19 requirements		<div><div>50%</div></div>	31-Mar-2022	The review of Health and Safety risk assessments has progressed in the first six months of this financial year. A working group has been established and meets on a regular basis to take forward the review.
12	Ensure robust financial monitoring is in place to support the COVID-19 recovery		<div><div>50%</div></div>	31-Mar-2022	The Senior Leadership Team and service managers meet on a period by period basis with Finance to monitor budgets to ensure the service is provided with the most up to date information to ensure robust financial systems are in place to support the service in the Covid-19 recovery phase.













## Council Plan Strategic Outcome 5: Working together to improve outcomes

### Performance Indicators

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2019/20		2020/21		Q1	Q2	2021/22	Explanation of Performance
					Value	Target	Value	Target	Value	Value	Target	
01	Average number of work days lost through sickness absence per employee (FTE) (cumulative)				16.5	13.7	17.02	13.7	4.01	3.82	13.7	<p>The absence performance for the second quarter of 2021/22 was 3.82 days lost per FTE employee and was above the Q2 target of 3.50.</p> <p>Officers from the service monitor and support the progress of employees through the Council's Supporting Attendance process to ensure they</p>

## Council Plan Strategic Outcome 5: Working together to improve outcomes

## Performance Indicators

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2019/20		2020/21		Q1	Q2	2021/22	Explanation of Performance
					Value	Target	Value	Target	Value	Value	Target	
												are provided with the appropriate support required to return to work.
02	% of members enquiries completed within timescale by Environment & Infrastructure				85%	85%	86.4%	85%	80%	84%	85%	Environment & Infrastructure received 2,574 members enquiries in the first six months of 2021/22, of which 2,115 (82%) were responded to within timescale. As can be seen from Q2 the performance has improved and is meeting on target. Positive work is ongoing to ensure that this target is achieved.
03	% of FOI requests completed within timescale by Environment & Infrastructure				96%	100%	97%	100%	99%	99%	100%	Environment & Infrastructure dealt with 170 Freedom of Information requests in the six months of 2021/22, of which 168 (99%) were responded to within timescale. 62 of these requests were cross departmental and 108 were departmental.
04	% of front line resolutions dealt with within timescale by Environment & Infrastructure				85%	100%	75%	100%	85%	75%	85%	The number of complaint investigations dealt with within timescale are below the 95% target:  Environment & Infrastructure received 4,184 front line resolutions in the first six months of 2021/22, of which 3,333 (80%) were responded to within timescale. In the first two quarters of 2021/22 the service dealt with 468 complaint investigations, 217 (46%) of which were dealt with within the agreed timescale. Performance
05	% of complaint investigations completed within timescale by				85%	95%	58%	95%	31%	56%	95%	










**Council Plan Strategic Outcome 5:  
Working together to improve outcomes**

**Performance Indicators**

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2019/20		2020/21		Q1	Q2	2021/22	Explanation of Performance
					Value	Target	Value	Target	Value	Value	Target	
	Environment & Infrastructure											<p>improved between quarter 1 and quarter 2.</p> <p>The performance related predominately to challenged experienced by the waste service over the spring and early summer. There was a gap in the management of the service, between staff leaving and starting and a new supervisory structure being employed. During this period there was a temporary decrease in performance. In addition, with regard to complaint investigations, many of these were due to the non-delivery of new bins to households. As reported to the ILE policy board in May 2021 there were no new bin stocks available as suppliers were unable to fulfil orders as there were a material and bin shortage nationally at that time and the complaint requests could not be actions and concluded, hence why overdue.</p> <p>To give members assurance with increased management resilience, no supply issues and an overall change in the process of managing enquires the enquiry and complaints performance for quarter 3 is in line with the performance indicator targets set.</p>







## Council Plan Strategic Outcome 5: Working together to improve outcomes

## Performance Indicators

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2019/20		2020/21		Q1	Q2	2021/22	Explanation of Performance
					Value	Target	Value	Target	Value	Value	Target	
06	Cost of Maintenance per Kilometre of roads (LGBF Indicator)				£17,932	n/a	Not yet available	n/a	Not measured for Quarters		n/a	<b>Local Government Benchmarking Framework (LGBF) Indicator</b>  This data is published by the Improvement Service on an annual basis as part of the LGBF.  The first draft of the 2020/21 performance data will not be available until December 2021. A final release will be published in late February 2022 and will be reported to the Audit, Risk and Scrutiny Board in March 2022 as soon as it is available.
07	% of adults satisfied with parks and open spaces (LGBF Indicator)				83.77%	n/a	Not yet available	n/a	Not measured for Quarters		n/a	<b>Local Government Benchmarking Framework (LGBF) Indicator</b>  This data is published by the Improvement Service on an annual basis as part of the LGBF.  The first draft of the 2020/21 performance data will not be available until December 2021. A final release will be published in late February 2022 and will be reported to the Audit, Risk and Scrutiny Board in March 2022 as soon as it is available.
08	Cost of parks and open spaces per 1,000 of the				£25,221	n/a	Not yet available	n/a	Not measured for Quarters		n/a	<b>This data is published by the Improvement Service on an annual basis as part of the LGBF.</b>







## Council Plan Strategic Outcome 5: Working together to improve outcomes

## Performance Indicators

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2019/20		2020/21		Q1	Q2	2021/22	Explanation of Performance
					Value	Target	Value	Target	Value	Value	Target	
	population (LGBF Indicator)											The first draft of the 2020/21 performance data will not be available until December 2021. A final release will be published in late February 2022 and will be reported to the Audit, Risk and Scrutiny Board in March 2022 as soon as it is available.
09	% of adults satisfied with refuse collection (LGBF Indicator)				70.63%	n/a	Not yet available	n/a	Not measured for Quarters		n/a	<b>Local Government Benchmarking Framework (LGBF) Indicator</b>  This data is published by the Improvement Service on an annual basis as part of the LGBF.  The first draft of the 2020/21 performance data will not be available until December 2021. A final release will be published in late February 2022 and will be reported to the Audit, Risk and Scrutiny Board in March 2022 as soon as it is available.
10	Net cost of waste collection per premise (LGBF Indicator)				£67.82	n/a	Not yet available	n/a	Not measured for Quarters		n/a	<b>Local Government Benchmarking Framework (LGBF) Indicator</b>  This data is published by the Improvement Service on an annual basis as part of the LGBF.  The first draft of the 2020/21 performance data will not be available until December 2021. A final release will be published in late February 2022 and will be reported to the Audit, Risk and




## Council Plan Strategic Outcome 5: Working together to improve outcomes

## Performance Indicators

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2019/20		2020/21		Q1	Q2	2021/22	Explanation of Performance
					Value	Target	Value	Target	Value	Value	Target	
												Scrutiny Board in March 2022 as soon as it is available.
11	Net cost of waste disposal per premise (LGBF Indicator)				£106.52	n/a	Not yet available	n/a	Not measured for Quarters		n/a	<b>Local Government Benchmarking Framework (LGBF) Indicator</b>  This data is published by the Improvement Service on an annual basis as part of the LGBF.  The first draft of the 2020/21 performance data will not be available until December 2021. A final release will be published in late February 2022 and will be reported to the Audit, Risk and Scrutiny Board in March 2022 as soon as it is available.
12	% of adults satisfied with street cleaning (LGBF Indicator)				52.77%	n/a	Not yet available	n/a	Not measured for Quarters		n/a	<b>Local Government Benchmarking Framework (LGBF) Indicator</b>  This data is published by the Improvement Service on an annual basis as part of the LGBF.  The first draft of the 2020/21 performance data will not be available until December 2021. A final release will be published in late February 2022 and will be reported to the Audit, Risk and Scrutiny Board in March 2022 as soon as it is available.

## Council Plan Strategic Outcome 5: Working together to improve outcomes

## Performance Indicators

Code	Performance Indicator	Current Status	Short Term Trend	Long Term Trend	2019/20		2020/21		Q1	Q2	2021/22	Explanation of Performance
					Value	Target	Value	Target	Value	Value	Target	
13	Net cost of street cleaning per 1,000 of the population (LGBF Indicator)				£5,974	n/a	Not yet available	n/a	Not measured for Quarters		n/a	<b>Local Government Benchmarking Framework (LGBF) Indicator</b>  This data is published by the Improvement Service on an annual basis as part of the LGBF.  The first draft of the 2020/21 performance data will not be available until December 2021. A final release will be published in late February 2022 and will be reported to the Audit, Risk and Scrutiny Board in March 2022 as soon as it is available.






---

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

**On: 3 November 2021**

---

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

---

**Heading: Communities and Housing Services – Service Delivery Plan  
2021/22 Mid-Year Monitoring Report**

---

## **1. Summary**

- 1.1. As a direct result of the pandemic and the focus on crisis response and recovery, alternative service planning arrangements are in place for 2021/22. Rather than Service Improvement Plans, each Director submitted a Service Delivery Plan covering a 12 month period. These plans set out the priorities for each service area as it continued to deliver a crisis response where required but also began to build back services and support the council's recovery and renewal agenda. The Communities and Housing Services Service Delivery Plan was approved by this Board on 24 March 2021.

This report contains details of Communities and Housing Services performance over the period 1 April 2021 to 30 September 2021. 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 2021-22 Service Delivery 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.
- 1.2 The action plan is the core of the Service Delivery Plan. It sets out the priorities being addressed, the key tasks to be implemented, the implementation timetable and the measures of success. The service scorecard sets out a range of key indicators against which aspects of performance of the service are measured. Despite the challenges of maintaining services throughout different stages of restrictions, Communities and Housing Services continued to deliver on its priorities and achievements over the last six months and these are detailed in section 4 of the report.

- 1.3 Appendix 1 of this report provides an updated position on all actions and performance indicators within the Service delivery Plan covering 1 April 2021 to 30 September 2021.
- 

## **2. Recommendations**

- 2.1 It is recommended that the Infrastructure, Land and Environment Policy Board note:
- (i) the contents of this report;
  - (ii) the achievements of Communities and Housing Services during the first six months of 2021/22 which fall within the remit of this Board; and
  - (iii) that the mid-year report was also presented to the Communities, Housing and Planning Policy Board on 26 October 2021 in respect of service areas falling within the remit of that board.
- 

## **3. Background**

- 3.1 Communities and Housing Services aim to create, develop, support, protect and empower Renfrewshire' communities. Including managing and investing in our housing stock of approximately 12,200 properties and providing services to our council tenants, and housing advice and support, we ensure people have safe and healthy places to live. This work links closely with our public protection role safeguarding public health and protecting the environment, consumers, workers and local communities.
- 3.2 The Service Delivery Plan is one way in which elected members are able to scrutinise the work of Communities and Housing Services, and to consider and decide upon policy options as necessary. Refreshing service plans annually and reviewing progress every six months allows each service to consider the context in which they operate and revise plans where appropriate.
- 3.3 The operating context for services continued to be challenging throughout the first half of 2021/22. Services have continued to operate throughout all periods of restriction delivering critical front-line services and adapting ways of working to support positive outcomes for service users, their families and communities.
- 

## **4. Service Update and Key Achievements April-September 2021**

- 4.1 As well as having a focus on responding to COVID-19 and supporting communities and businesses during this period, Communities and Housing Services has continued to provide the regular services which are essential to communities and has ensured the delivery of a wide range of key activities and achievements across the service. These include:

## **Communities and Public Protection**

- Fly Tipping has been a priority for Communities and Housing Services working with Environment and Infrastructure over many years. In particular, it has been a focus for the Environment and Place workstream leading to historical sites at Sergeantlaw Road and Blackstoun Road being cleared and secured. This work is continuing and is linked to the Team Up to Clean Up campaign.
- Almost all funding available via the Greenspaces, Parks and Play Areas and Villages Investment fund has now been allocated (89%) funding 53 projects being taken forward by communities across Renfrewshire
- Training and development opportunities for employees have been provided including additional employees to support the Team Up to Clean Up campaign and use of Invest and Kick Start programmes to support training and employee opportunities within Community Safety.
- Significant work has been undertaken to lead on Water Safety actions for the Council with a report outlining progress to date available to be considered at the October 2021 meeting of the Communities, Housing and Planning Policy Board.
- Communities and public protection services have continued to be at the forefront in supporting the Council in dealing with the impact and recovery from COVID-19. During 2021/22 this has included
  - the recruitment of staff to assist with new and changing posts, for example Environmental Health Compliance Officers to deal with COVID-19 issues
  - assisting Children's Services with contact tracing in educational establishments
  - the continuation of Community Testing sites across Renfrewshire to assist with asymptomatic testing
  - working with businesses throughout the pandemic to ensure they remained compliant with all relevant Scottish Government legislation and guidance
  - assisting to help ensure safe elections for the Scottish Parliament by providing guidance and staff acting as COVID-19 Marshalls and COVID-19 Supervisors
- During 2021/22 the service continued to deliver and manage the Local Assistance Team for calls in relation to self-isolation/vaccinations. The total number of calls between November 2020 and September 2021 stands at 16,118 whilst the number of people requiring calls and assistance continues to be steady and manageable.
- Business Regulatory services have continued to work with stakeholders to understand the impacts of EU withdrawal and ensure the safety of products in Renfrewshire. Work continues with Glasgow Airport, Border Force and national bodies including Food Standards Scotland to assess the challenges and impacts of the EU withdrawal.

- A short life working group was established to review and update the Renfrewshire Anti-Social Behaviour Strategy. The draft strategy has been prepared for consultation and included on the agenda of the October 2021 meeting of Communities, Housing and Planning Policy Board.
- The roll out of further Notice-Check-Share training to support local and national Prevent training and awareness raising remains ongoing. A recent Home Office PMAP (Prevent Multi-Agency Panel) self-assessment review has been completed and evidences that Renfrewshire has established good practice in relation to compliance with the PREVENT guidance published in February 2021. Relevant mandatory training for the nominated Chair and Depute Chair of PMAP has been undertaken. In August 2021 the ACT (Action Counters Terrorism) training module was included on the Councils i-learn system with relevant officers now being encouraged to complete this training.
- Throughout the COVID-19 pandemic, Environmental Health and Trading Standards have been at the forefront of limiting the transmission of COVID-19 by ensuring business compliance with regards to COVID-19 legislation, guidance and requirements. This has included numerous e-mails and visits to different sectors to offer advice on changes to legislation and guidance.
- Work has been prioritised to ensure visits, inspections, risk assessments and sampling of highest risk private water supplies have been undertaken at the required frequency to ensure compliance with legislation. A Senior Regulatory Officer has been recruited to allow ensuring all private water supplies are safe to be a priority for the Council.
- While the focus for the Civil Contingencies team (CCS) remains very much on the COVID-19 response and recovery, to date, all commitments in relation to updating the suite of incident response documentation and moving forward with validating these arrangements by organising training and exercising events have been completed. The service has not only met all obligations on the Councils behalf under the Civil Contingencies Act but has been agile in the support of testing and vaccination programmes while also supporting preparations for the upcoming COP26 event in November.
- The Renfrewshire Community Learning and Development Strategy for 2021–24 has been developed in collaboration with a wide range of partner organisations, third sector groups and individual service users across Renfrewshire to ensure all appropriate groups have had their voices heard. It has been informed by the insight gathered through ongoing engagement during lockdown and the results of consultation exercises carried out with service users in spring 2021.
- The resulting plan of activities and action set out in this strategy, is an ambitious plan of action over the next three years that will deliver real opportunities for individuals, families and communities across Renfrewshire to develop capacity, shape community aspirations and develop and maintain the services and facilities they want locally.

- Following the announcement of funding for the Get into Summer national summer of play programme, a multi-agency working group was established in Renfrewshire to develop a programme that would meet the needs of all children and young people in Renfrewshire. The group was led by officers from the Community Learning and Development service. The approach taken was to develop a programme that would offer a number of core activities open to all on a universal basis throughout the summer, supported by a number of targeted activities aimed at particular groups or families known to have been particularly impacted during the COVID-19 pandemic.
- A report outlining the multi-agency, universal and targeted work developed and delivered across Renfrewshire throughout the summer holidays as part of the National Get into Summer initiative was included on the agenda of the Communities, Housing and Planning Policy Board in October 2021 including the final detailed evaluation report submitted to the Scottish Government on 24 September 2021.

### **Housing Services**

- Following approval from the Communities, Planning and Housing Policy board on 18 May 2021, consultation is progressing in the 8 phase 1 areas of the Housing Led Regeneration and Renewal programme for Renfrewshire. Consultation has been widely publicised, with an opportunity for people to take part and comment on the proposals in a variety of ways to suit their needs and preferred method of communication.
- A new build programme for 2021/22 is being delivered – with revised targets due to COVID-19 restrictions. 95 newbuild homes in Johnstone Castle were completed in April 2021. Work commenced on site in spring 2021 on 39 new homes at Auchengreoch Road in Johnstone and on 101 new homes in Ferguslie Park.
- Renfrewshire Council was awarded £1,003,800 for qualifying projects under the Scottish Government's Home Energy Efficiency Programme Scotland: Area Based Schemes (HEEPS: ABS) for 2021/22. As in previous years, the projects within the bid focussed on mixed tenure blocks of solid wall construction type to support social landlords in meeting the requirements of the Energy Efficiency Standard for Social Housing (EESH). However, for the first time, an application to support a pilot scheme of funding to private homeowners in houses or wholly private blocks through a Managing Agent was included within the submission and funding for this was approved.
- During 2021/22, most housing services have continued to be delivered in accordance with the latest Scottish Government guidance and restrictions. Staff quickly and positively adapted to working remotely and have continued to deliver essential services to tenants, homeless people, those threatened with homelessness, and other services users.

- Staff continue to make connections and refer Council Tenants and applicants where appropriate to relevant colleagues and partners to access support and/ or financial advice and assistance. Joint networking meetings have been held between all housing management staff, income advisors and homelessness staff to further increase awareness of respective services and assistance available to those who need it.
- Housing staff continue to make proactive contact with customers. A successful bid to Connecting Scotland has enabled the provision of devices to some customers to improve access to services and other benefits that being digitally enabled offers.
- Housing Services has been piloting a digital platform which enables face to face contact online, enabling enhanced form filling assistance, face to face interviews and meetings without the need for a customer to travel to an office.
- A review paper summarising the progress over the first 2 years of the Rapid Rehousing Transition Plan (RRTP) and challenges for the remainder of the 5-year period it covers was presented to the Communities, Planning and Housing Policy Board in August 2021.
- We have upscaled the use of a Housing First approach in supporting homeless applicants into settled tenancies. This now covers up to 44 service users at any one time, using both Council and Scottish Government RRTP funding. A Temporary Senior Housing Support Officer post has been established to ensure benefits from this approach are maximised.
- We have reviewed the management structure for sheltered housing service and proposals have been developed and costed.
- We have reviewed the service delivery arrangements for Concierge/ Caretaking service and proposals have been developed.
- Renfrewshire Council is one of the first local authorities to participate in resettlement of Afghan families. Families are currently being supported by our specialist team which was established when Syrian refugees arrived in Renfrewshire.
- We submitted the Annual Return on the Charter (ARC) to the Scottish Housing regulator (SHR) in May 2021. The ARC tracks the quality of service provided to tenants and provides benchmarking and tenant scrutiny of the services provided. We use this to inform what areas we will focus on for improvement.

## **5. Service pressures and areas where actions have been delayed or cancelled**

- Due to COVID-19 restrictions only essential repairs could be completed and consequently less than half the number of non-emergency repairs were completed in 2020-21 compared to 2019-20. The impact of this is currently being assessed together with Building Services. The restrictions to safe working practice and risk assessments for the construction sector also impacted on the throughput of repairs to void properties. The service is working with Building Services to assess impact and prioritise resources. Specifically;

## **General / Specialist Repairs**

- Backlog and new requests are being processed with regular dialogue with Building Services to prioritise works and assess the availability of materials / trades.
- Adaptations –Risk Assessments are being reviewed to allow more works to be carried out as restrictions ease within context of available Trades resources.
- Where specialist rot work jobs are outstanding there is ongoing discussion with external contractor to review the works in progress and to expedite implementation.

## **Empty Properties**

- The number of void properties are at various stages of the repairs process is 60% higher than what would be expected normally.
- Potential impact on rental income, waiting / reletting times and provision of homeless accommodation is being monitored.
- The on-going training of staff as part of the Communities and Public Protection Review has been continued to ensure skills meet the needs of the communities. However, due to the COVID-19 pandemic, training has been a challenge as a result of physical distancing or Colleges/Universities not running appropriate courses. Some of the work also requires “on-site” training which again has been challenging.
- As restrictions are removed, Managers will prepare appropriate training for Officers. Some specific training is being undertaken e.g. Student EHO, Fair Trading Officers and this will continue.
- Across Scotland there is a common issue within business regulation relating to food safety inspections. A food inspections backlog recovery plan has been agreed covering the next few years.

## **6. Progress against performance measures**

- 6.1 A full report on Housing Services performance during 2021/22 to date is included on the agenda of the October 2021 meeting of Communities, Housing and Planning Policy Board in the Housing Charter Performance 2021/22 – Half Year Update.
- 6.2 As anticipated, overall performance in the first 6 months of 2021/22 continued to be impacted by the COVID-19 Pandemic although there are signs of a return to regular practice in service delivery.
- 6.3 Communities and Public Protection have a range of new performance indicators which were introduced in April 2021. Analysis of performance for quarter 1 and quarter 2 will help inform the setting of meaningful targets moving forward to help drive improvement.

## **7. Priorities over the next six months**

### **7.1 Communities and Housing Services will continue to support the strategic objectives and key priorities of the Council, including;**

- The service will continue to support the council's recovery and renewal plans and workstreams. Council services continue to operate flexibly in order to respond to whatever challenges the pandemic brings for local communities but there is also a continuing focus on the recovery position and the opportunities to 'build back better'.
- The service will also continue to support the Right for Renfrewshire transformation programme and the tranche 1 service redesigns and the revised implementation timelines in the context of the disruption caused by the COVID-19 pandemic to the programme delivery.
- Communities and Housing Services will also play a key role in supporting the Renfrewshire Economic Recovery Plan and the Renfrewshire Social Renewal Plan which will set a clear strategic direction for the organisation in these unprecedented and rapidly changing times.
- The service will continue to support the Leadership Board sub-committee on Climate Change to develop a range of actions through its plan for net zero to reduce the Council's own carbon emissions and support partners, businesses and citizens in Renfrewshire to reduce theirs.
- Communities and Housing Services activities will make a critical contribution towards Renfrewshire achieving the target of net zero carbon emissions by 2030. The Housing-led Regeneration and Renewal Programme for Renfrewshire will contribute to achieving this through retrofit of existing stock, including through the (RenZEB) programme and energy efficient construction methods for new build properties.

### **7.2 Within the service the priorities for the next six months up to March 2022 include:**

#### **Communities and Public Protection**

- A desk-top study is currently being undertaken of the litter control areas that remain in place after being issued under the Environmental Protection Act 1990. This is a large piece of historical work being carried out in conjunction with Legal and Democratic Services and will take time to review to ensure a better understanding of areas of concern and provide a focus on relevant engagement and enforcement.
- Work will continue with stakeholders to understand the impact of EU withdrawal and ensure the safety of products in Renfrewshire. This will increase over the coming year as import/exports pick up following COVID-19 and when the EU withdrawal is implemented fully.
- The Local Assistance Team will continue to support calls in relation to self-isolation/vaccinations and provide essential support to communities. the Scottish Government has extended self-isolation support until 31 December 2021 and the number of people requiring calls and assistance continues to be steady and manageable.



- Business compliance with regard to COVID-19 legislation and guidance continues and 2 Environmental Health Compliance Officers have been recruited to continue to prioritise COVID-19 related issues in the coming months/year.
- Renfrewshire Council has been part of the Scottish Food Enforcement Liaison Committee (SFELC) Recovery Group and presented the Business Regulation Service Plan to the Infrastructure, Land and Environment Policy Board on 25 August 2021. This plan detailed the recovery of the Food Law inspection programme over the next 18 months. This has also detailed the time and resource that will be required to ensure full compliance with the Food Law Code of Practice for Scotland.
- A draft voluntary professional dog walking scheme in Renfrewshire has been devised, however, to date it has not been consulted on or launched. This is currently being reviewed to ensure it remains up to date and a plan developed to work with professional dog walkers in the coming year.
- The Civil Contingencies Service's priorities for the rest of 2021-22 include:
  - Continued support to each Council's pandemic response and recovery activities
  - Maintaining oversight of EU Exit and transitional impacts to ensure contingency plans reflect ongoing uncertainty in specific sectoral areas
  - Ongoing planning to establish robust arrangements for continued delivery of essential services in a widespread power outage
  - Continual review and update of each Council's suite of Incident Response Plans
  - Scoping opportunities for training and exercising as a key validator of planning arrangements
  - Ensuring lessons learned from the pandemic, and all incidents are identified and adopted into incident response plans.
- Delivery of year 1 of the Community Learning and Development Strategy plan of activities and action will deliver real opportunities for individuals, families and communities across Renfrewshire to develop capacity, shape community aspirations and develop and maintain the services and facilities they want locally.
- Work is also currently being undertaken to produce a summary and user-friendly version of the CLD strategy to be shared through partner networks
- Efforts will continue to re-connect children, young people and families to communities. Targeted work will continue through the Community Learning and Development partnership to recover education and promote learning opportunities in the autumn and winter community-based programmes, delivering the legacy of the Get Into Summer programme.

## **Housing Services**

- A report will be presented to the Communities, Housing and Planning Policy Board on the consultation feedback for each area in phase 1 of the Housing Led Regeneration and Renewal programme for Renfrewshire. Detailed proposals for each area, taking account of consultation feedback, will be presented to the Board for approval.
- As part of the new build programme for 2021/22, it is anticipated that the 39 new homes at Auchengreoch Road, Johnstone will be completed by summer 2022.
- As part of the 2021/22 funding for the Scottish Government's Home Energy Efficiency Programme Scotland: Area Based Schemes (HEEPS: ABS), the Council will seek the services of a Managing Agent through an open tender process, with the intention of offering this support to private homeowners in areas where the Council has previously carried out HEEPS:ABS investment programmes, where houses and/or blocks were not included in our programme due to them being wholly privately owned.
- The comprehensive review of all statutory landlord compliance activities was completed and the Compliance Strategy and policies are now all in place. A new Compliance Manager post has recently been appointed and a further review of resource requirements has also been undertaken. Once all resources are in place, policies will be fully implemented.
- Processes will be developed to maximise the use of the funding allocated to the Council from the Tenant Hardship Grant. The grant is the newest intervention available to Councils to prevent evictions as a result of COVID-19 related rent arrears for tenants in both the social and private rented sectors. We will also continue to use all tools at our disposal to support people facing housing problems to sustain tenancies and prevent homelessness.
- Housing Services will continue the early intervention approach for Council tenants offering all supports available from the Council and relevant agencies to minimise the number of tenants who may find themselves in circumstances that could result in eviction from a Council house. Eviction will remain the last resort in the Council's housing service.
- The benefits of the new ways of working which have evolved, for example reduced travel for officers and benefits to customers such as making services more accessible through increased use of the digital platforms available will be continued and developed.
- As a consequence of uncertainty in the local employment market and wider economic implications, including the ending of furlough it is anticipated that there will be an increase in rent arrears as a result of new Universal Credit claims and changes in payment methods. This situation will continue to be closely monitored and officers will continue to carry out detailed analysis and monitoring on rent account management as well as providing detailed welfare contacts to support our tenants where there is an indication of financial pressure / distress.

- Although difficult to quantify at present, the impact on housing tenants, homelessness and demand for housing support in the post COVID-19 furlough era could be potentially very high.
- The Housing First approach will be used to increase the number of homeless applicants supported into settled tenancies to 50 by March 2022, using both Council and Scottish Government RRTP funding.
- In September 2021 proposals were presented to the Alcohol & Drug Commission Programme Board in line with the Alcohol & Drug Commission final report recommendations. The initiatives developed will better meet the needs of those homeless applicants and tenants with alcohol and drug issues.
- Three additional officers will be recruited to provide direct support, advocacy and representation for private tenants and private landlord enforcement activities, recognising the very challenging time that will be experienced by some households as temporary legal protections for tenants that have operated during COVID-19 transition away.
- The Annual Return on the Charter data for 2020-21 reflects the challenges faced by the Council in continuing to provide core essential housing services during the COVID-19 pandemic. Taking into account key areas of service performance most significantly impacted by the pandemic, and as part of the Council's recovery planning activity, the housing service will prioritise work to reduce the time taken to re-let empty properties and the time taken to complete adaptations. It will also continue to work to tackle cases of serious rent arrears and to prioritise lets to people who are homeless and those with the highest level of need.
- Consultants have been commissioned to review the current approach to customer engagement and produce a new Tenant Participation Strategy. It is anticipated that their recommendations will be reported to the Communities, Housing and Planning Policy Board in early 2022.

---

## Implications of the Report

1. **Financial** – This report highlights resourcing pressures arising from increasing demand for services and the current financial environment.
2. **HR & Organisational Development** – none
3. **Community/Council Planning** – the report details a range of activities which reflect local council and 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. 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** – Communities and Housing Services continues to follow current public health guidance in relation to the safe operation of care establishments and other working environments.
  9. **Procurement** – none.
  10. **Risk** – Risks related to the delivery and management of services are regularly monitored and included in Renfrewshire Council's Corporate and Strategic Risk Registers.
  11. **Privacy Impact** - none
  12. **COSLA Policy Position** – none.
  13. **Climate Risk** - none
- 

**List of Background Papers:**

- Infrastructure, Land and Environment Policy Board – 24 March 2021, Agenda item 3(b) Service Delivery Plan 2021/22: Communities and Housing Services
- 






*Author: Douglas Morrison, Service Planning & Policy Development Manager,  
Email: [douglas.morrison@renfrewshire.gov.uk](mailto:douglas.morrison@renfrewshire.gov.uk)*






## Strategic Outcome 1: Reshaping our place, our economy and our future

<u>What will we do?</u>	<u>What difference will this make?</u>	<u>Who is leading on this?</u>	<u>When will it be completed?</u>	<u>Update on progress from April 2021 to September 2021</u>	<u>Percentage complete</u>	<u>Status</u>
Continue to work with stakeholders to understand the impacts of EU withdrawal and ensure safety of products in Renfrewshire	Safer communities by ensuring products etc are safe. It will also assist economy by ensuring businesses to import/export and that anything placed on the market is safe	Communities and Public Protection – Environmental Health – Business Regulation Manager and Serious Organised Crime and Trading Standards Manager	March 2022	Work continues with Glasgow Airport, Border Force and national bodies including Food Standards Scotland to assess the challenges and impacts of the EU withdrawal.  This work will continue and will increase over the coming year as import/exports pick up following Covid-19 but also when the EU withdrawal is implemented fully.	50%	
Deliver the first year actions of Housing-led Regeneration and Renewal Programme for Renfrewshire?	The programme which is part of our economic recovery plan to help Renfrewshire thrive after COVID-19 and will create around 300 newbuild homes and deliver improvements to existing housing in eight areas in Johnstone, Paisley and Renfrew in its first phase in the first phase of this 10 year programme.  Creating modern, affordable, safe and warm homes which are designed to reduce fuel poverty and carbon emissions	Housing Regeneration and Service Improvement Team	March 2022	Following approval to consult granted on 18 <sup>th</sup> May 2021, consultation is progressing well in the 8 phase 1 areas of the Housing Led Regeneration and Renewal programme for Renfrewshire.	50%	
Improve Tenant Participation by delivering the Customer Engagement Action Plan.	The Action Plan outlines how we will strengthen and increase tenant participation and support engagement, to help inform ongoing service development and continuous improvement.	Housing Regeneration and Service Improvement Team	March 2022	Consultants have been commissioned to review the current approach to customer engagement and produce a new Tenant Participation Strategy. This is expected to be reported to the CHAPs Board in early 2022.	50%	





	<p>During 2021, we have been reviewing our Customer Engagement Strategy, including:</p> <ul style="list-style-type: none"> <li>• Review of consultative processes</li> <li>• Review of the Neighbourhood Housing Forums</li> <li>• Examining ways to enhance digital methods to consult and engage with our tenants and tenant representatives</li> </ul>					
--	---	--	--	--	--	--





## Strategic Outcome 2: Building strong, safe and resilient communities



What will we do?	What difference will this make?	Who is leading on this?	When will it be completed?	Update on progress from April 2021 to September 2021	Percentage complete	Status
We will deliver new build programme for 2021/22 – with revised targets due to COVID-19 restrictions.	<p>Johnstone Castle phase 1 – 95 new homes now scheduled to complete in April 2021</p> <p>Auchengreoch Road, Johnstone – 39 new homes in South West Johnstone anticipated to complete Summer 2022</p> <p>Ferguslie Park – 101 new homes due to complete Spring 2023</p>	Housing Regeneration and Service Improvement Team	March 2022	<p>95 newbuild homes in Johnstone Castle completed April 2021.</p> <p>Auchengreoch Road, Johnstone – Commenced on site in Spring 21. On programme to complete Summer 2022.</p> <p>Ferguslie Park – commenced on site in Spring 21. On programme to complete Spring 2023.</p>	<p>100%</p> <p>20%</p> <p>15%</p>	<p></p> <p></p> <p></p>
Sustained increase in the number and proportion of lets from Council and RSL partners	<p>Reduce the time homeless applicants spend in temporary accommodation, in line with national homeless policy.</p> <p>Positive effect on tenancy sustainment level and reduction in temporary accommodation costs.</p>	Homeless and Housing Support Services/ Housing Services	March 2022	<p>Target of 49% of group lets to homeless applicants now been set for 2021/22, from 37% target in 2020/21.</p> <p>Increase in number and proportion of lets from RSL's in 2020/21 is being built upon</p>	50%	
Upscale the use of a Housing First approach in supporting homeless applicants into settled tenancies	Increase in number of homeless applicants being provided with wraparound support. Improved tenancy sustainment levels	Homeless and Housing Support Services	March 2022	<p>Now upscaled to 44 service users at any one time, using both Council and Scottish Government RRTP funding, and plan to increase to 50 by March 2022.</p> <p>Positive impact on tenancy sustainment levels</p> <p>Temporary Senior Housing Support Officer post established to ensure benefits from this approach are maximised.</p>	50%	


What will we do?	What difference will this make?	Who is leading on this?	When will it be completed?	Update on progress from April 2021 to September 2021	Percentage complete	Status
Review the provision of temporary accommodation light of the impact of R RTP and Council Regeneration programme	Rationalise the provision and cost of temp accommodation.	Homeless and Housing Support Services	March 2022	Review completed.  Stock of temporary accommodation is currently having to be sustained at previous level due to demand from impacts of COVID and recovery. Planned decommission of staffed accommodation site in 2022/23	50%	
Implement new management structure for sheltered housing service.	Service modernised, improved resilience, meet Care Inspectorate requirements. Alternative arrangements in place for liaison with Gypsy / Travellers	Homeless and Housing Support Services	March 2022	Proposals developed and costed.	50%	
Review service delivery arrangements for Concierge/ Caretaking service	Improved links with enhanced estate management service.	Homeless and Housing Support Services/ Housing Services	March 2022	Proposals developed	50%	
Continue to work with relevant colleagues and partners such as Advice Works, Invest in Renfrewshire, Energy Advisors and other support services to help council tenants to access any source of funding or benefit entitlement available.	Tenants income is maximised	Housing Services	March 2022	Staff continue to make connections and refer Council Tenants and applicants where appropriate to relevant colleagues and partners to access support and / or financial advice and assistance. Joint networking meetings have been held between all housing management staff, income advisors and homelessness staff to further increase awareness of respective services and assistance available to those who need it.	50%	
Maximising contact with customers to understand their needs and offer support through proactive contact.	Allow us to understand their needs to help inform what actions we take next.	Housing Services	March 2022	Housing staff continue to make proactive contact with customers. A successful bid to Connecting Scotland has enabled the provision of devices to some customers to improve access to services and other benefits that being digitally enabled offers.	50%	









What will we do?	What difference will this make?	Who is leading on this?	When will it be completed?	Update on progress from April 2021 to September 2021	Percentage complete	Status
Implement revised Housing Asset Management Strategy	A revised strategy will set out proposals to deal with abeyances and exemptions which have arisen from the Scottish Housing Quality Standard (SHQS) and programmes to maintain delivery of the standard in coming years.	Housing Asset and Investment Team	March 2022	Work is ongoing led by Officers within the Asset and Energy Team and will be reported to the Communities, Housing & Planning Board early in 2022.	50%	
Deliver HEEPS:ABS programme subject to COVID-19 restrictions	The HEEPS:ABS programme will help to ensure council properties in mixed tenure blocks meet EESSH, reducing fuel poverty and ensuring warm, energy efficient homes.	Housing Asset and Investment Team	March 2022	The successful delivery of the Home Energy Efficiency Programme Scotland : Area Based Schemes continues to be rolled out across Renfrewshire with works currently on site in Gallowhill and the Renfrewshire Villages.	50%	
Deliver yearly programme towards ensuring houses meet EESSH standard subject to COVID-19 restrictions	EESSH aims to improve the energy efficiency of social housing in Scotland. This will help reduce fuel poverty and ensure warm, high quality, affordable, low carbon homes and a housing sector that helps to establish a successful low carbon economy across Scotland.	Housing Asset and Investment Team	March 2022	Connected to the implementation of the HEEPS / ABS programme the requirement of the Council to meet the Energy Efficiency Standard for Social Housing continues to be progressed in line with regulatory targets.	50%	
Complete smoke and heat detector upgrade programme.	This will ensure our housing stock meets the revised regulations on smoke, heat and carbon monoxide detectors introduced by the Scottish Government. The date for compliance with the new standards has been extended from February 2021 to February 2022, due to the practical difficulties caused by COVID-19.	Housing Asset and Investment Team	February 2022	Work is underway across the Council's Housing Stock to meet the statutory obligation to provide smoke, heat and carbon monoxide sensors by February 2022.	50%	



What will we do?	What difference will this make?	Who is leading on this?	When will it be completed?	Update on progress from April 2021 to September 2021	Percentage complete	Status
Review the Renfrewshire Council Anti-Social Behaviour Strategy and associated procedures	A fit for purpose strategy to work alongside partners to tackle persistent anti-social behaviour	Communities and Public Protection – Lead Officer, Tasking and Deployment	October 2021	A short life working group was established to review and update the Renfrewshire Anti-Social Behaviour Strategy. The draft has been prepared for consultation with a report has been prepared to be presented to the Communities, Housing and Planning Policy Board in October 2021.	75%	
Continue to deliver and manage the Local Assistance Team wherever required for calls in relation to self-isolation/vaccinations to ensure support to the communities	Assistance for communities throughout the pandemic to ensure support in isolation	Communities and Public Protection – Resilience and Deployment Manager	March 2022	Total calls since 12/10/2020: 16,118  The number of people requiring calls and assistance continue to be steady and manageable. The Scottish Government has increased the self-isolation support until 31 December 2021. Still a proportion of self-isolation grants being generated through Council database (Firmstep), however only 511 require further support from the Community Hubs. General uptake of follow-up calls are reducing due to the restrictions being lifted.	50%	
Roll out of further Notice-Check-Share training as part of the local and national Prevent training	Safer communities and to allow people to share concerns safely	Communities and Public Protection – Resilience and Deployment Manager	March 2022	The training remains ongoing. A recent PMAP (Prevent Multi-Agency Panel) self-assessment has been completed with the Home Office and Renfrewshire has set a good practice in relation to compliance with the PREVENT guidance published in February 2021. The Lead and Depute have undergone mandatory training. In August 2021 Renfrewshire published the ACT (Action Counters Terrorism) training through the councils iLearn on line training system.	50%	
Ensure business compliance with regards to COVID-19 legislation, guidance and requirements	This will reduce transmission of COVID-19 and ensure safety for everyone working, visiting or staying in Renfrewshire.	Communities and Public Protection – Environmental Health and Trading Standards Managers	March 2022	Throughout the Covid-19 pandemic, Environmental Health and Trading Standards have been at the forefront of limiting the transmission of Covid-19. This has included numerous e-mails and visits to different sectors to offer advice on changes to legislation and guidance.	50%	

What will we do?	What difference will this make?	Who is leading on this?	When will it be completed?	Update on progress from April 2021 to September 2021	Percentage complete	Status
				2 Environmental Health Compliance Officers have been recruited to continue to work on Covid related issues in the coming months/year.		
Enhanced inspection of private water supplies (including risk assessments and sampling) in Renfrewshire to ensure compliance with legislation	Safe water supplies for the consumption of residents	Communities and Public Protection – Environmental Health – Public Health Manager	March 2022	Work is being prioritised to ensure visits, inspections, risk assessments and sampling of highest risk private water supplies are undertaken at the required frequency. A Senior Regulatory Officer has been recruited to allow this to be a priority for the Council to ensure all private water supplies are safe.	50%	
Recovery of Food Law inspections in line with the Code of Practice	This will allow businesses to re-open and serve food safely to residents in Renfrewshire	Communities and Public Protection – Environmental Health – Business Regulation Manager	September 2021 (Subject to change due to COVID-19 restrictions)	Renfrewshire Council has been part of the Scottish Food Enforcement Liaison Committee (SFELC) Recovery Group and presented the Business Regulation Service Plan to the Infrastructure, Land and Environment Policy Board on 25 August 2021. This plan detailed the recovery of the Food Law inspection programme over the next 18 months. This has also detailed the time and resource that this will be required to ensure full compliance with the Food Law Code of Practice for Scotland.	50%	

Performance Indicator	Current Status	2018/19		2019/20		2020/21		2021/22 Q1	2021/22	Comment
		Value	Target	Value	Target	Value	Target	Value	Target	
Percentage of Council housing stock which meets the Scottish Housing Quality Standard  (After applying allowable exclusions and abeyances, the Council remains 100% compliant with the SHQS target.)		94.49%	100%	94.6%	100%	91.65%	100%	Not measured for quarters	100%	Last year the service saw a small number of properties not meeting the SHQS standard (89) due to work being required which was unable to be carried out to COVID restrictions. At the end of 2020/21, 11,192 of the stock of 12,212 met the standard SHQS standard. There are 290 properties not in scope as they are part of approved demolition programmes and currently void and 730 properties currently in abeyance due to tenant refusal of works. After applying allowable exemptions and abeyances, the council is 99.3% compliant with the SHQS target




Performance Indicator	Current Status	2018/19		2019/20		2020/21		2021/22 Q1	2021/22	Comment
		Value	Target	Value	Target	Value	Target	Value	Target	
Average time from household presenting themselves as homeless to completion of duty (number of weeks)		23.97	23	23.27	24	25	23	25.73	26	<p>Despite the challenges of providing accommodation during COVID-19 restrictions, this indicator only saw a marginal increase, and it is anticipated that performance will have continued to be better than the national average.</p> <p>It is likely that 2021/22 will present further challenges in meeting the needs of those who are homeless during the COVID-19 recovery, and the target is being reviewed.</p>
Percentage of homes meeting the EESSH 2020 standard		New indicator for 2021/22						Not measured for quarters	95%	This is a new performance indicator which will be reported on an annual basis.
Percentage of adults who agree that Renfrewshire is a safe place to live.		84.6%	84%	84.6%	85%	75%	85%	Not measured for quarters	85%	This comes from the Renfrewshire Public Services Panel which was carried out in December 2020.
Percentage of adults who agree with the statement "I am satisfied with my neighbourhood as a place to live".		83.5%	87%	83.5%	88%	82%	85%	Not measured for quarters	85%	This comes from the Renfrewshire Public Services Panel which was carried out in December 2020.
Private Water Supplies – 100% of type A supplies risk assessed and sampled		New indicator for 2021/22						Not measured for quarters	100%	This is a new performance indicator which will be reported on an annual basis.
Enhanced Enforcement of Private Rented Sector - no. of investigations, reports to First Tier Tribunal and RPNs issued		New indicator for 2021/22						<p>No. of investigations – 13</p> <p>First Tier Tribunal Referrals – 1</p> <p>RPNs issued – 160</p>	Data Only	As this activity is compliant driven, it is not appropriate to set any target for performance. The Q1 data includes all enforcement activity relating to private rented sector. Rent penalty notices issued will include landlords who are unregistered as well as landlords whose registration has expired.



### Strategic Outcome 3: Tackling inequality, ensuring opportunities for all

What will we do?	What difference will this make?	Who is leading on this?	When will it be completed?	Update on progress from April 2021 to September 2021	Percentage complete	Status
Develop Alcohol & Drug Commission related initiatives in line with Final Report recommendations.	Initiatives being delivered to better meet the needs of those homeless applicants and tenants with alcohol and drug issues.	Homeless and Housing Support Services	March 2022	Proposal developed and presented to Alcohol & Drug Commission Programme Board in September 2022	50%	
Develop new 3 year Community Learning and Development Plan	<p>The plan will be developed in partnership with learners and communities. The needs of learners and communities should clearly inform priorities.</p> <p>This will help to ensure CLD provision is adequate and efficient and meets the needs of young people, adults, families and communities.</p>	Community Learning and Development Team	September 2021	<p>The Renfrewshire Community Learning and Development Strategy for 2021–24 has been developed in collaboration with a wide range of partner organisations, third sector groups and individual service users across Renfrewshire to ensure all appropriate groups have had their voices heard.</p> <p>It has been informed by the insight gathered through ongoing engagement during lockdown and the results of consultation exercises carried out with service users in spring 2021.</p> <p>The strategy has a focus on delivery and reflects key priorities set out in relevant local and national plans and strategies:</p> <ul style="list-style-type: none"> <li>• Developing Individual and Family Capacity with a key focus on young people and vulnerable adults and families</li> <li>• Building Community Capacity</li> <li>• Digital Enabling</li> <li>• Participatory Budgeting</li> <li>• Community Asset Transfer/Ownership</li> <li>• Delivering both Universal and Targeted provision</li> </ul>	100%	



What will we do?	What difference will this make?	Who is leading on this?	When will it be completed?	<u>Update on progress from April 2021 to September 2021</u>	<u>Percentage complete</u>	<u>Status</u>
				The resulting plan of activities and action set out in this strategy, is an ambitious plan of action over the next three years that will deliver real opportunities for individuals, families and communities across Renfrewshire to develop capacity, shape community aspirations and develop and maintain the services and facilities they want locally.		

## Strategic Outcome 4: Creating a sustainable Renfrewshire for all to enjoy





What will we do?	What difference will this make?	Who is leading on this?	When will it be completed?	Update on progress from April 2021 to September 2021	Percentage complete	Status
Implement the voluntary professional dog walking scheme in Renfrewshire	Communities feeling safer, less dog fouling and a more controlled sector that is currently not engaged	Communities and Public Protection – Lead Officer, Environmental Initiatives	October 2021	A draft scheme has been devised, however, to date it has not been consulted on or launched. This is currently being reviewed to ensure it remains up to date and a plan developed to work with professional dog walkers in the coming year.	50%	
Review of Litter Control Areas with Legal and Democratic Services across Renfrewshire	A better understanding of areas of concern and a focus on engagement and enforcement	Communities and Public Protection and Legal & Democratic Services	March 2022	A desk-top study is currently being undertake of any litter control areas that remain in place after being issued under the Environmental Protection Act 1990. This is a large piece of historical work and will take time to review and ensure correct.	25%	
Continue to focus on fly tipping hot spots to both remove, secure and tackle the perpetrators	Cleaner communities with less fly tipping and a clear understanding that this will not be tolerated	Communities and Public Protection, Environment and Infrastructure Services and SEPA	March 2022	Fly Tipping has been a priority for Communities and Housing alongside Environment and Infrastructure over many years. In particular, it has been a focus for the Environment and Place workstream leading to historical sites at Sergeantlaw Road and Blackstoun Road being cleared and secured. This work is continuing and this is linked to the Team Up to Clean Up campaign.	50%	


Performance Indicator	Current Status	2018/19		2019/20		2020/21		2021/22 Q1	2021/22	Comment
		Value	Target	Value	Target	Value	Target	Value	Target	
Air Quality - Annual average PM10 value across all continuous monitoring sites		13.75 ug/m3	18 ug/m3	14.3 ug/m3	18 ug/m3	10.2ug/m <sup>3</sup>	18 ug/m3	Not measured for quarters	18ug/m3	Annual results for the reporting year 2021, based on 2020 data is below the target level.
Air Quality - average nitrogen dioxide value of monitoring sites, within AQMA(s) exceeding limits		40.8 ug/m3	43 ug/m3	41.1 ug/m3	42 ug/m3	<40ug/m <sup>3</sup>	41 ug/m3	Not measured for quarters	40 ug/m3	Annual result for the reporting year 2021, based on 2020 data demonstrated there were no monitoring locations within AQMA where the statutory objective limit of 40ug/m <sup>3</sup> was exceeded


## Strategic Outcome 5: Working together to improve outcomes





<u>What will we do?</u>	<u>What difference will this make?</u>	<u>Who is leading on this?</u>	<u>When will it be completed?</u>	<u>Update on progress from April 2021 to September 2021</u>	<u>Percentage complete</u>	<u>Status</u>
We will use the Annual Return on the Charter (ARC) to Scottish Housing regulator (SHR) process to drive improvements across Housing Services.	The ARC tracks the quality of service provided to tenants and provides benchmarking and tenant scrutiny of the services provided. We use this to inform what areas we will focus on for improvement.	Housing Regeneration and Service Improvement Team	March 2022	<p>As anticipated, overall performance during 2020/21 has been significantly impacted by the Covid-19 Pandemic, including:</p> <ul style="list-style-type: none"> <li>• Gas servicing.</li> <li>• Routine repairs,</li> <li>• emergency repairs have continued to be completed throughout the pandemic period.</li> <li>• Void repair work was undertaken where possible in order to maintain a supply of available housing that could be utilised as additional temporary accommodation.</li> <li>• Letting activity initially focussed on homeless applicants and those with highest level of housing needs.</li> <li>• Adaptations work has been affected by pandemic restrictions</li> </ul> <p>Rent arrears has increased slightly but compared to other local authorities, the Service is performing well.</p>	50%	
The service will continue with a flexible approach to service delivery in order to meet any emerging needs or changes to COVID-19 guidance and restrictions.	The service will be agile enough to continue to deliver services as effectively as possible.	Housing Services	March 2022	The housing team is piloting a digital platform which enables face to face contact online, enabling enhanced form filling assistance, face to face interviews and meetings without the need for a customer to travel to an office.	50%	











Housing Services will continue to contribute to the Right for Renfrewshire workstream – ‘Community Development’ whose remit includes housing management services and is looking at opportunities to integrate advice services.	The aim is to create more integrated joined up services at a local level, which are responsive to local needs, and are simpler to navigate from the perspective of the service user/ customer or citizen	Housing Services/ Homeless & Housing Support Services	March 2022	The networking sessions have contributed to collaboration of staff at a local level to improve the customer experience and outcomes. Work will continue to scale up the use of digital platforms to further improve access to services and collaborative working.	50%	
Implement compliance strategy and compliance policies.	This will ensure our housing stock complies with all statutory and regulatory requirements in relation to Gas, Electric, Asbestos, Water, Lifts & Fire Safety	Housing Asset and Investment Team	May 2021	The Strategy and policies are all in place. A new Compliance Manager post has been filled and awaiting a start date. A further review of resource requirements has been undertaken. Policies will be fully implemented when required resources are in place.	50%	
Working with HR and OD, to develop relevant actions in line with the Council’s new People Strategy.	Actions will focus on supporting staff through service transformation, changing culture norms, embedding our values within decision making and improving staff and service user experiences of the council	Senior Management Team	March 2022	Meetings have taken place between Communities and Public Protection & HR and OD to discuss improving staff and service. This has included the provision of “growing your own” staff and how staff can continue to be developed. This is highlighted by Renfrewshire Council working with UWS and taking on an Environmental Health student for the first time in many years.	50%	
We will work with HR & OD colleagues to ensure that our managers have timely, and tailored information and the support they need to proactively manage staff absence.	We will ensure our employees are provided with the appropriate support to manage their attendance, to minimise sickness absence levels and help support staff health and wellbeing.	Senior Management Team	March 2022	Managing absence has been and continues to be a challenge due to the Covid-19 pandemic. However, Managers are trained in the managing attendance policy and this has been used throughout the last year where the illness has not been Covid-19 related.	50%	

				Support is offered to staff members who are not attending work (Occupational Health referral/Time for Talking) and conversations take place between Managers and HR at all interventions to ensure a bespoke approach for each member of staff.		
On-going training of staff as part of the Communities and Public Protection Review to ensure skills meet the needs of the communities	Workforce planning is a key priority to ensure that the workforce is trained and can undertake all roles appropriately	Communities and Public Protection	March 2022	Due to the Covid-19 pandemic, training has been a challenge as a result of physical distancing or Colleges/Universities not running appropriate courses. Some of the work also requires "on-site" training which again has been challenging. As restrictions are removed, Managers will prepare appropriate training for Officers. Some specific training is being undertaken e.g. Student EHO, Fair Trading Officers and this will continue.	50%	

Performance Indicator	Current Status	2018/19		2019/20		2020/21		2021/22 Q1	2021/22	Comment
		Value	Target	Value	Target	Value	Target	Value	Target	
Number of proactive e-mails to businesses in relation to COVID-19 compliance		New indicator for 2021/22						20	TBC	Proactive emails are only sent out to relevant business sectors, when relevant changes are made to Coronavirus controls imposed by Regulations under the Coronavirus Act. In Q1, there were 20 emails issued to a total of 941 businesses in sectors such as dog grooming, home improvements, gyms, personal trainers, close contact services, retail and hospitality. This dropped to 5 in Q2 due to the removal of controls, and is expected to drop further in future. Emails have covered subjects including movement down the Levels Framework (including the removal of physical distancing, household limits and trading times), baseline controls, cleaning, The Euros, Test & Protect, face coverings, counter terrorism, customer management and Coronavirus testing.

Performance Indicator	Current Status	2018/19		2019/20		2020/21		2021/22 Q1	2021/22	Comment
		Value	Target	Value	Target	Value	Target	Value	Target	
Number of or percentage of businesses brought into compliance with applicable legislation within 30 days		New indicator for 2021/22						100%	100%	Compliance is sought by a number of means through the cross-organisational Coronavirus enforcement policy to “engage, explain, encourage then enforce” the controls. Most businesses do in fact want to comply with the controls but have found the vast amount of information online to be overwhelming. Proactive emails have secured compliance in the majority of cases, leaving enforcement officers available to target activities towards areas of higher risk or repeated non-compliance.
Training – Percentage of staff training undertaken in relation to qualifications		New indicator for 2021/22						100%	100%	<p>Three Fair Trading Officers have completed 100% of the training they are required to do, relative to the overall qualification to become a Trading Standards Officer. There are a minimum of 2 years left for each before they will become fully qualified Officers under this new framework, which is still in its early adoption period. At present, the Trainees are working on a portfolio of casework to illustrate their development against defined competencies, which is proving challenging in a post-Covid environment. The Team will continue to support them as fully as possible for the duration of their training.</p> <p>In addition, a trainee Environmental Health Officer has started with Renfrewshire Council as part of their 3rd year Environmental Health Degree (with professional practice). This is a new post and one that the University West of Scotland wish to grow to allow a throughput of Environmental Health Officers in the near future. The training will cover all Environmental Health aspects over a 48 week period between 2021/2022 before they return to University to complete their course.</p>
Gross rent arrears (all tenants) as at 31 March each year as a percentage of rent due for the reporting year.		5.76%	5.70%	5.70%	5.70%	6.42%	8.00%	6.94%	8.00%	Although rent arrears have increased over the course of the current pandemic, the increases have been marginal. This figure remains better than the Scottish average.
Rent collected as percentage of total rent due in the reporting year.		100%	98%	99.5%	98%	98.98%	98%	97.19%	97%	Arrears escalation activity has been suspended, officers are making contact with tenants to check on health and well-being and offering advice, support and signposting to relevant services where required.

Performance Indicator	Current Status	2018/19		2019/20		2020/21		2021/22 Q1	2021/22	Comment
		Value	Target	Value	Target	Value	Target	Value	Target	
Average length of time taken to re-let properties in the last year		38 days	38 days	45 days	37 days	86 days	37 days	81 days	60 days	Re-letting activity has been severely affected since March 2020, with the number of properties re-let over the year by around two-thirds compared to last year. Additionally due to the pandemic there have been restrictions in bringing void properties back into the letting pool.
Percentage of rent loss due to voids		1.40%	1.40%	1.52%	1.40%	1.6%	1.6%	2.4%	1.6%	Re-letting activity has been severely affected since March 2020, with the number of properties re-let over the year by around two-thirds compared to last year. Additionally due to the pandemic there have been restrictions in bringing void properties back into the letting pool. This has affected the percentage of rent loss due to voids.
Percentage of reactive repairs carried out in the last year completed right first time		88.1%	93%	82.6%	93%	85.1%	93%	Not measured for quarters	93%	From the total number of reactive repairs completed (14150) a total of 12,037 repairs were completed right first time during the reporting year.
Percentage of Overall Repairs Completed Within Target		95.9%	94%	94.3%	94%	95.94%	94%	95.6%	95%	Repairs completed within target continues to be above target.
Average length of time taken to complete non-emergency repairs (days)		6.9 days	15 days	7.8 days	15 days	10.7 days	15 days	9.9 days	15 days	Average length of time to complete non-emergency repairs remains within target.
Total Percentage of frontline (stage 1) complaints responded to within 5 days		90.1%	95%	92%	95%	86%	95%	85%	95%	138 frontline complaints were received and 117 answered within timescale.
Total Percentage of investigation (stage 2) complaints responded to within 20 days		82.4%	95%	96%	95%	96%	95%	90%	95%	10 investigation complaints were received and 9 answered within timescale.
Average number of work days lost per full time equivalent (FTE) employee. (cumulative)		9.73	8.5	11.75	8.5	9.61	8.5	2.45*	8.5	The number of days lost in 2020/21 was lower than in both 2018/19 and in 2019/20.

\*Excluding COVID



---

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

**On:               3 November 2021**

---

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

---

**Heading:     Renfrewshire Council Road Safety Policy**

---

## **1.       Summary**

- 1.1     The Council has a vision to create a road network that is safe for all users, provides benefit to health and wellbeing as well as being a fundamental driver of economic regeneration through provision of access to employment, leisure and social activity.
- 1.2     This Road Safety Policy has been shaped to mirror “Scotland’s Road Safety Framework to 2030” and Transport Scotland’s vision to have the best road safety performance in the world.
- 1.3     These aspirations cannot be achieved in isolation but by taking a collective approach to improving Road Safety in our area utilising a number of different strands as outlined within the Road Safety Action Plan within this Policy.
- 1.4     Although the main aims of this Policy relate to improvements to road safety, one of the key aspects of any infrastructure related policy will be recognition of the declaration of a climate emergency in Renfrewshire. It is important that this policy and in particular the attached action plan ensure that climate change and active measures to reduce private car travel feature throughout the document.
- 1.5     The key objectives are to:
  - Reduce the volume of traffic on our road network,
  - Reduce the speed of the traffic on our road network, and

- Enhance the physical environment for those who wish to walk, wheel, cycle or use public transport.
- 1.6 The human costs of accidents are incalculable in terms of the pain, heartache and suffering of those who have been seriously injured or for those who are left to grieve for a family member or friend. Accidents also have a direct economic cost based on lost output, medical costs, damage to property, emergency service attendance and other incidental costs such as insurance administration.
- 1.7 This policy aims to reduce the number of accidents on our network based on three key principles of Education, Engineering and Enforcement. In order to allow officers to deliver improvement to road safety across Renfrewshire it is important that appropriate processes are in place for determining the range of interventions that would be appropriate for individual locations.
- 1.8 There is no single deciding statistic, but a series of factors which determine whether a particular area would require an increased focus. Priority should be given to sites which either have a particularly acute problem, or which can be objectively assessed using measurable parameters.
- 1.9 The increasing numbers of requests for traffic calming on roads in Renfrewshire means that assessment criteria are required to identify priority areas for traffic calming with proposed actions being decided on an evidence-led assessment.
- 1.10 The action plan, at the end of the policy attached at Appendix 1, outlines the areas where officers will have a renewed focus over the coming months and years to deliver on the aim of creating a safe road network for all users in Renfrewshire.
- 

## **2. Recommendations**

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

- 2.1 Approves the Road Safety Policy as attached at Appendix 1 and notes that update reports will be provided to future Boards on the progress made against the attached action plan.
- 

## **3. Background**

- 3.1 Local authorities are responsible for road safety on their local road network. The 1988 Road Traffic Act puts a 'statutory duty' on local authorities to deliver an appropriate road safety education service and to provide a safe local road network. This includes consideration of safe road design and construction, accident investigation and analysis, the provision of traffic calming, setting speed limits and provision of facilities for pedestrians and cyclists.

- 3.2 When considering roads from a safety perspective, there are a number of factors which can be considered, and these usually fall into three broad categories:
- Education – initiatives designed to raise awareness of issues and how identified problems can be addressed,
  - Enforcement – specific interventions at determined locations to improve driver behaviour and improve the safety of a road within a particular area, and
  - Engineering – the introduction of physical barriers or structures designed to improve the safety of the road for a sustainable period.
- 3.3 From an engineering perspective the main way of addressing road safety issues is the deployment of traffic calming measures, ideally at design stage, but on most occasions this is done retrospectively, reflecting the changing environment of street design over the last 30 years.
- 3.4 It is however recognised that a wider view is required in order to deliver on the aim of reducing traffic volumes on our road networks, which is why this Road Safety Policy also looks towards areas such as Public Transport, Active Travel, School Safety as well as emerging issues such as pavement parking.
- 3.5 This Road Safety Policy complements existing approaches in related areas such as the Council's Cycling Strategy, our work with the Glasgow City Region Bus Partnership as well as looking to the future with the creation of a new Renfrewshire Local Transport Strategy.
- 3.6 The Policy document has an accompanying action plan which sets out the key priorities of the service in relation to Road Safety over the coming months and years. The actions are grouped under relevant sections and are assigned as either short, medium or long term interventions, with the priority focus areas set out at 4.1 to 4.4 below.

## **4. Road Safety Action Plan**

### **4.1 Educational Initiatives**

A major contributory factor to the success of any Road Safety Action Plan is an effective, wide ranging communication and engagement exercise. Existing links with schools, local community groups and partners such as Police Scotland will be strengthened and ensuring our message of educating driver behaviour is as influential as it can be.

School travel plans and the influence of our young people on adults will be a critical theme going forward and we will ensure our communications are robust in that regard

#### 4.2 Policy Development

As an organisation we will continue to promote road safety through development of national, regional and local policies. The creation of a new Regional Transport Strategy by 2022 will allow Renfrewshire to develop a new Local Transport Strategy thereafter. One of the key aspects of this will be how we can further improve the safety of our road network, with one of the most important aspects of this being our continued commitment to enhancing our public transport and active travel offering.

We will continue to work with our colleagues in Planning to ensure new developments are delivered with the end result being enhanced road safety measures from the outset rather than retro-fit approaches.

We will commit to a roll out of mandatory 20mph zones across Renfrewshire, this will be a significant undertaking and likely to be a rolling programme over a number of years but is essential in delivering further improvements to road safety in Renfrewshire. This Road Safety Plan and associated guidance document provides our officers with a framework for prioritising these areas over a number of years.

#### 4.3 Public Transport & Active Travel

The Council will continue to commit significant capital resources as well as accessing external funds to deliver improvements to both our Public Transport and Active Travel networks.

We will look to be innovative in our approach to this expansion, recognising that it cannot be a one size fits all approach in a similar way we approached the Transport Scotland Spaces for People fund.

#### 4.4 Enforcement

We will continue to enhance links with colleagues and Partners, recognising that no one single team is responsible for changing inappropriate driving or parking behaviours.

#### 4.5 Review

It is recognised that the environment we operate in is continually evolving and as a result we must continue to evolve as well. We will review this policy and associated action plan on an ongoing basis to ensure it will continue to deliver the identified improvements for our communities.

---



## **Implications of the Report**

1. **Financial** – As outlined within the policy, the implementation of various interventions does come at a financial cost, however adopting a longer-term rolling programme will ensure the aims of the policy become achievable.
2. **HR & Organisational Development - none**
3. **Community Planning**  
  
**Empowering our Communities** – This policy gives considered priority to community requests for traffic calming.  
  
**Safer and Stronger** – The aim of this policy is to create a road network in Renfrewshire that is safer for all users..
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** – not applicable.
13. **Climate Risk** – The encouragement of a modal shift towards Active Travel and Public Transport will reduce congestion and have a positive impact on climate change through the resultant reduction in vehicle emissions.

---

## **List of Background Papers - None**

---

**Author:** Gerard Hannah, Infrastructure, Transportation & Change Manager  
Gerard.hannah@renfrewshire.gov.uk



# Road Safety Policy

**Renfrewshire Council  
Environment & Infrastructure**

November 2021



**Renfrewshire  
Council**





# Foreword

I am delighted to provide the foreword to this document which sets out how Renfrewshire Council intends to improve road safety within its communities and reduce the number of people killed and seriously injured on its roads.

Scotland's original Road Safety Framework was launched in June 2009. It set out the vision for road safety in Scotland, the main priorities and issues and included Scotland-specific targets and milestones which were adopted from 2010.

Renfrewshire Council is proud of its achievements in road safety, measured against this framework over the past decade. The number of people killed on local authority roads has dropped by two-thirds in that period and the number of slight injury casualties has dropped by around three-quarters. Serious injury road casualties have remained broadly static and it is the means to reduce these which this document aims to target.

Renfrewshire Council also recognises it must strive to further reduce road casualties as it aims to meet the challenging road casualty reduction target set by Scottish Government, in its new Road Safety Framework to 2030, of zero fatalities and injuries on Scotland's roads by 2050.

Renfrewshire Council cannot achieve this in isolation, but by engaging with organisations and individuals with an interest in road safety and the newly created Local Partnership Forums, anyone who travels on Renfrewshire's road network, by whichever mode they choose, for whatever purpose, should be able to do so safely with the help of this Renfrewshire Council Road Safety Policy document.

**Councillor Cathy McEwan**

Convener of Infrastructure,  
Land & Environment Policy Board





# National & Local Context

The vision is to create a road network that is safe for all users, provides benefit to health and well being as well as being a fundamental driver of economic regeneration through access to employment, leisure and social activity.

Renfrewshire Council's Road Safety Policy has been shaped to mirror Scotland's 'Road Safety Framework to 2030' and Transport Scotland's 'Vision for Scotland' to have the best road safety performance in the world. Road safety impacts on everyone's daily life, whether we are pedestrians, cyclists, passengers, or drivers; and we all should have the freedom to travel safely no matter which mode of transport we choose.

The Council believes that nearly all road collisions and their consequent injuries should be avoidable and, accepting that road safety is everyone's responsibility, together we can achieve an improvement in Renfrewshire's road safety performance which will contribute to Transport Scotland's vision.

Renfrewshire Council has a key duty to provide and maintain a safe road network, including footways and cycleways. The Road Traffic Act 1988 (Section 39) places several statutory duties on Local Authorities to prepare and deliver a programme of measures designed to improve road safety, carry out studies into accidents on our local roads and take measures which are appropriate to prevent these accidents.

A wide range of interventions include engineering and enforcement but may also include education and behaviour change events. These measures coupled with community involvement and strong partnership working will be key to reducing the number of accidents in our council area.

Given the wide variety of disciplines involved in road safety issues this Road Safety Policy will set out the Council's procedures and criteria for assessing and prioritising requests that come from communities and groups who wish to improve their road environment.

Our Road Safety Policy encapsulates the Government's Safe System which sets out five outcomes:

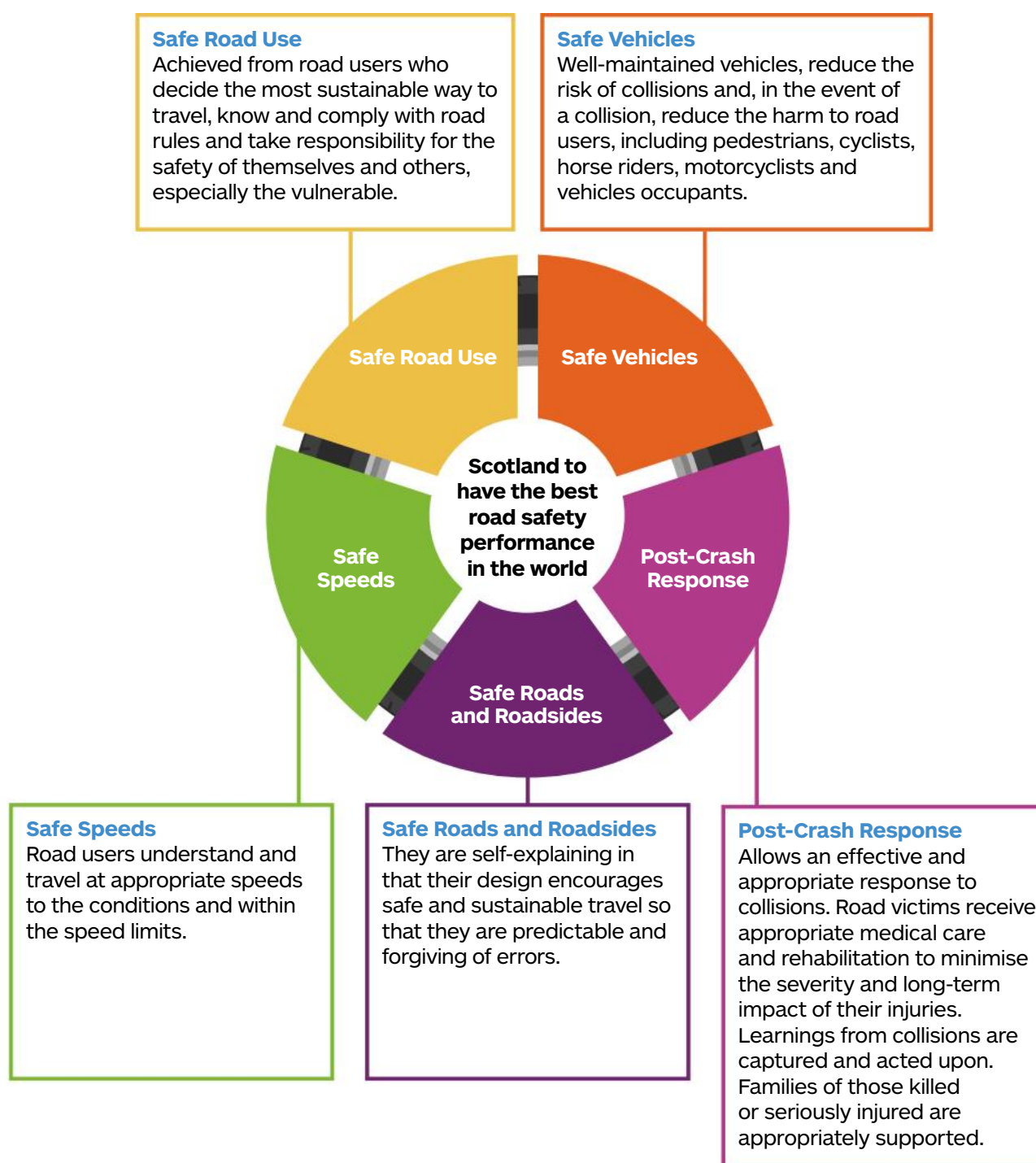


Figure 1. Scotland's Road Safety Framework—Outcomes

Used with permission from Transport Scotland—Scotland's Road Safety Framework to 2030

Our Road Safety Policy and its delivery will perform a crucial role in supporting other Council policies and priorities to achieve their outcomes. This policy/plan sets out our road map of how we, along with our partners and our local communities, can achieve these challenging targets.

# Current Position and Next Steps

The core emphasis of the 2030 Road Safety Framework targets is to reduce the number of those killed or seriously injured on our roads.

The Council has performed well in relation to road safety improvement targets, however there is still work to do to ensure the number of people seriously injured continues to decrease. This policy and the associated action plan will make real improvements in tackling the issue of road safety across Renfrewshire. It is widely recognised that no one organisation can deliver these improvements on its own and we will continue to work with stakeholders such as Police Scotland and raise awareness of the consequences of poor driving behaviours.

As part of Renfrewshire Council's plan to achieve Transport Scotland's targets to 2030, we will continue to invest in our road network, including cycleways, road safety measures and active travel through community involvement to ensure that Renfrewshire has the best road safety record in Scotland.

In the last year the Council has made record levels of investment in roads infrastructure as well as rolling out pilots to improve road safety around schools. In addition, significant funding has been set aside specifically to improve road safety through engineering solutions, whether that be traffic calming measures or signalised pedestrian crossing points.

The focus of our investment will be on casualty reduction and developing and sharing best practice in casualty reduction interventions with our partners and colleagues throughout Scotland. We will evaluate our progress with an annual report, which summarises Renfrewshire's road casualty statistics following the publication of Transport Scotland's annual report 'Reported Road Casualties Scotland'. The findings will allow us to measure our progress towards the 2030 targets and assist with the prioritisation of our road safety resource.

In addition to the safety perspective, the action plan aims to make a contribution to the Climate Change agenda by increasing access to Active Travel and Public Transport.

## Our Targets

### Interim Targets to 2030

- 50% reduction in people killed
- 50% reduction in people seriously injured
- 60% reduction in children (aged <16) killed
- 60% reduction in children (aged <16) seriously injured



### Intermediate Outcome Targets

- 40% reduction in pedestrians killed or seriously injured
- 20% reduction in cyclists killed or seriously injured
- 30% reduction in motorcyclists killed or seriously injured
- 20% reduction in road users aged 70 and over killed or seriously injured
- 70% reduction in road users aged between 17 to 25 killed or seriously injured
- Percentage of motorists driving/riding within the posted speed limit
- The casualty rate for the most deprived 10% SIMD areas is reduced to equal to the least deprived 10% SIMD areas.

### Intermediate Measures

- Casualty rate per 100 million vehicle kilometers for cyclists killed and seriously injured
- Casualty rate per thousand population for pedestrians killed and seriously injured
- Number of people killed and seriously injured in collisions where at least one driver/rider was driving for work, not commuting



Figure 2. Road Safety Framework Targets

Used with permission from Transport Scotland—Scotland's Road Safety Framework to 2030

# Road Safety

To decide on how we invest in road safety, and the importance of the need to reduce accident casualties, it is important we discuss the true cost of road accidents. The human costs of accidents are incalculable in terms of the pain, heartache and suffering of those who have been seriously injured or for those who are left to grieve for a family member or friend. However, accidents also have a purely economic cost based on the number of lost days work, hospital costs, damage to property, emergency service attendance and other incidental costs such as insurance and administration.

The Department for Transport estimates the value of accident and casualty costs in Great Britain each year. The current cost of a Fatal accident stands at £2,029,237. An accident where someone is seriously injured costs £228,029. These values are used to produce average accident and casualty costs for Scotland and Transport Scotland includes these in its annual publication 'Reported Road Casualties'. These are calculated using the Great Britain casualty costs and the number of casualties by severity in accidents in Scotland.

The current cost of a Fatal accident in Scotland on all road types is £2,267,767. An accident where someone is seriously injured costs £270,384. The average costs per accident for Great Britain and Scotland differ because of differences in the average numbers of casualties per accident, and the proportions of fatal and serious casualties in an accident.

While the Council must consider the cost of accidents to the economy, our main focus is always on providing safer communities for all our residents and our commitment is to continue to invest in road safety to prevent or reduce road traffic accidents, injuries and deaths. To do so Renfrewshire Council goes beyond its minimum obligation of its statutory duty under the Road Traffic Act 1988, to provide a road safety service. We provide a devoted and combined Traffic and Road Safety section consisting of road safety engineers, development officers, technicians and a dedicated Road Safety and Active Travel Officer.





## Active Travel

Active travel is an essential component of an active and healthy lifestyle and the Council will continue to invest in the required infrastructure to encourage modal shift towards active travel.

Providing the infrastructure to allow residents to cycle to work even one day a week results in a potential decrease of 20% in car journeys for any given week.

The Council uses a variety of funding sources to deliver active travel improvements, including working with SPT and Sustrans and utilising our own Roads Capital Investment Programme to deliver cycling improvements across the area. The Council also utilises the planning process to impose conditions on new developments on the basis of providing appropriate active travel infrastructure.

In the last two years, the Council has been successful in securing significant amounts of external funding to deliver improvements, including temporary cycle lanes, which if proven successful would be made permanent.

We encourage active travel to school, with the aim of improving children's health and wellbeing as well as reducing congestion and CO<sub>2</sub> emissions around schools. In order to assist active travel, schools have been encouraged to adopt positive active travel policies to promote more sustainable travel choices for all members of the school community and visitors, to ultimately improve safety on the school journey and reduce the volume of traffic on the school run.

We have also introduced traffic orders outside schools to discourage parking by parents at or near the school gate. We will continue with these programmes so that eventually parking will be prohibited at the gates of all our schools. In order to encourage travel by public transport we carry out school pick up and drop off assessments. This is to ensure that the facilities at the school bus stop meet safety standards.

## Public Transport

The Council works in partnership with SPT and bus operators to encourage the use of public transport for employment, leisure and recreational purposes, recognising that a shift towards public transport will have a significant impact on congestion levels and secure lasting improvements for road safety in Renfrewshire.

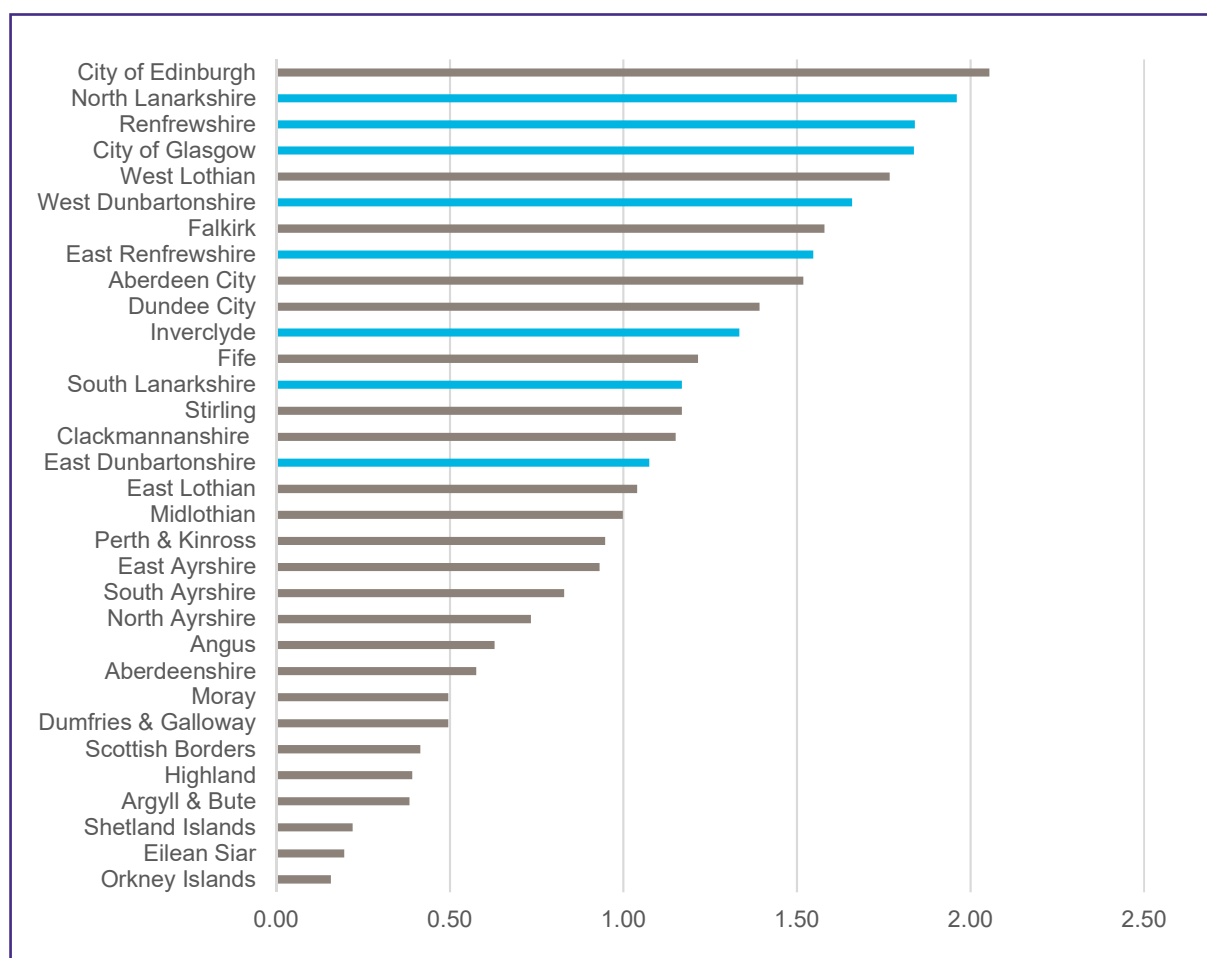


Figure 3. Vehicle km travelled per km of Road by Council Area

Used with permission from Transport Scotland—Scotland's Road Safety Framework to 2030

As can be shown in the above figure, Renfrewshire has the 3rd highest number of vehicle kilometres per kilometre of road traveled in Scotland by private car. The requirement for improvements to Public Transport in the area are significant to encourage the shift towards Public Transport instead of the private car.

The Council is working with the Glasgow City Region authorities, SPT and bus operators as part of the Glasgow City Region Bus Partnership and has submitted a funding application to Transport Scotland's Bus Partnership Fund to make significant improvements to public transport in Renfrewshire.

## Pavement Parking

The Transport (Scotland) Act 2019 introduced provisions for banning pavement parking in Scotland, with the responsibility being delegated to local authorities to determine their own local arrangements for introducing exemptions to the pavement parking ban where necessary in their own authority areas.

The enactment of these provisions has been delayed due to the COVID-19 pandemic and further

guidance is due to be issued in 2022 as to how authorities will determine which areas may be suitable for introducing the parking ban.

The Council has secured £50,000 funding for 2021 to carry out initial assessments of our road network to ensure the legislation and associated guidance is implemented as appropriate across Renfrewshire.

## Parking Enforcement

Civil parking enforcement contributes to the authority's transport objectives. A good civil parking enforcement regime is one that uses quality-based standards that the public understands, and which are enforced fairly, accurately and expeditiously.

Renfrewshire Council aim to increase compliance with parking restrictions through clear, well designed, legal and enforced parking controls. Civil parking enforcement also provides a means by which an authority can effectively deliver wider transport strategies and objectives.

We also aim to ensure that parking in town centres and other shopping areas is convenient, safe and secure, including appropriate provision for motorcycles and deliveries. Our parking policies, including enforcement, are proportionate and do not undermine the vitality of town centres.

Our parking policies are developed and designed to support:

- managing the traffic network to ensure expeditious movement of traffic, (including pedestrians and cyclists),
- improving road safety
- improving the local environment
- improving the quality and accessibility of public transport

- meeting the needs of people with disabilities, some of whom will be unable to use public transport and depend entirely on the use of a car
- managing and reconciling the competing demands for kerb space

As well as having Parking Attendants patrolling the Renfrewshire area issuing Penalty Charge Notices for parking infringements, we also tie in with local Schools, Businesses, Communities and other key partners to assess safe routes and manage the traffic network as outlined above.

We also carry out joint 'Days of Action' with Police Scotland in known hotpot areas to address issues of unruly road users and inconsiderate parking.

It is however recognised that the Council will have to take a longer term view in relation to car parking, particularly in and around the town centre areas and new housing developments, and this will require the development of a separate Parking Strategy for Renfrewshire.

# Road Safety Interventions

When looking at roads from a safety perspective, there are a number of corrective actions which can be considered, and these usually fall into three broad categories which encompass the Governments Safe System approach to Road Safety, outlined by Figure 1 above.

**Engineering**—The introduction of physical barriers or structures designed to improve the safety of the road for a sustainable period. These solutions can take a number of forms, whether its signalised crossing points, speed tables, islands or chicanes, these interventions help to force behaviour change in areas where there can be incidences of poor driving behaviours.

**Education**—As in many cases, education is not a one off approach and requires to be embedded as a culture within areas and is often best supported by engineering solutions even on an interim basis. Interventions such as basic signing and lining works can contribute to the wider educational aspect of road safety. Recent initiatives designed to raise awareness of issues have focussed on safety around schools and this will continue to be a priority for the Council going forward.

**Enforcement**—As a last resort targeted enforcement campaigns can deliver initial benefits for a period of time, however the desire is for long term improvement so it is important that any enforcement efforts are complemented with either appropriate educational or engineering interventions.

## Engineering Interventions

### Traffic Calming

In many instances road safety enhancements may only be requested for a single street rather than a whole residential zone. From an engineering perspective a common way of addressing road safety issues is the deployment of traffic calming measures, ideally at design stage, but in most occasions this is done on a retrospective basis, reflecting the changing environment of street design over the last 30 years.

There are a number of measurable parameters which could be used to assess whether traffic calming at a particular location would be appropriate and to prioritise its need for action. The ones selected below are deemed the most important:

- Accidents involving injury to pedestrians or cyclists,
- The measured speed of vehicles at the site under consideration,

- The likelihood of vulnerable road users wanting to cross the road,
- The volume of traffic using the road.

Although cost is not one of the parameters that is used for the assessment, it is recognised that there will be a limit to how many schemes can be delivered on an annual basis. This does not preclude the investigation of other types of remedial measures at sites with lower priority ratings.

### Pedestrian Crossing Facilities

Sometimes unforeseen demands require the Council to provide new crossings. Not all these crossings merit signalised control. The provision of crossings must balance the needs of all road users while recognising our increasingly aging population and the needs of other disabled and vulnerable road users.

Safety around Schools will continue to be a priority for the Council going forward and a programme of improvements to school crossing facilities is underway and will be carried out over a rolling programme to deliver essential infrastructure to ensure all children feel safe when walking to and from school.

Crossings are provided as amenities to give access and easier movement to pedestrians without incurring excessive delays to traffic. The provision of crossings and the needs of those people who experience most difficulty and danger in crossing is targeted by Traffic Calming Measures.

Each potential crossing location is assessed for its ability to serve the most people, the most appropriate type of crossing or alternatives if a crossing is not practically possible. Renfrewshire Council has adopted Local Transport Notes LTN 1/95 and LTN 2/95, The Assessment of Pedestrian Crossings and The Design of Pedestrian Crossings, when justifying the case for the provision of a new pedestrian crossing. In addition, when specifically justifying the case for a new signal-controlled pedestrian crossing the PV<sup>2</sup> assessment tool is used.

### **Cycling Facilities**

Renfrewshire Council Cycling Strategy outlines our intention to increase cycling levels and how we priorities demand for cycling infrastructure. With higher levels of cycling come a wealth of benefits, both for individuals and for society.

People can benefit from improved physical health and mental wellbeing, and enjoy a means of getting around that is quick, convenient and low-cost. Communities benefit through reduced congestion, improved air quality, and more liveable places. Driving conditions would also be improved from more people cycling, with reduced journey times, and less competition for parking spaces.

A transport system and urban environment that is more cycle friendly is also more pedestrian-friendly, because well designed improvements to cycling infrastructure (dropped kerbs, better lighting on off-road paths, crossing points, etc.) very often directly benefit pedestrians, wheelchair users, joggers or dog-walkers.

### **Road Markings**

Renfrewshire Council aims to increase compliance with parking restrictions through clear, well designed, legal and enforced parking controls. Civil parking enforcement provides a means by which an authority can effectively deliver wider transport strategies and objectives.

With car ownership ever on the increase, demand for on-street parking is growing to the extent that in some circumstances private driveway entrances are being habitually blocked by parked cars preventing access to or from the road by the driveway's owner. The circumstance where this is most prevalent, and which generates the most requests from residents, is where the private driveway is in the vicinity of a local amenity which attracts visitors, albeit for limited amounts of time each day.

Renfrewshire Council provides driveway protection road markings but will only provide the marking when requested, if it is identified by on-site inspection that the driveway is being regularly obstructed and that the driveway is within a 200m walk of a school, local shops or entertainment/sports venue.

The marking is provided on the understanding that the Council cannot enforce it and cannot change it if it proves to be ineffective. The applicant is advised to contact Police Scotland with any issues around abuse of the marking after it has been marked.



## Enforcement Interventions

### 20 Mile Per Hour Zones

A number of years ago Renfrewshire Council introduced advisory Twenty's Plenty Zones in a limited number of residential areas to see what effect they would have in curbing speeds. The zones required only the erection of advisory speed limit signs and in some locations Zone Entry Features, but they were not enforceable by the Police and depended on voluntary driver compliance for their success.

The zones have had some success over the years but have lately come under criticism and the time-limited permission for the signs has now expired.

As a matter of priority, Renfrewshire Council plans to convert all its current advisory Twenty's Plenty Zones into mandatory 20mph Zones. Consultations with Police Scotland will identify if or where additional traffic calming features may be necessary to augment the speed limit signs and consultations on the required traffic regulation orders will follow.

Any decision to lower the speed limit to 20 mph should seek to avoid the need for extensive police enforcement, as 20 mph limits will not be routinely enforced, unless it is absolutely necessary and in the interest of casualty reduction. The only exception to this is the enforcement of 20 mph speed limits outside schools, which takes place on a regular basis.

### New Residential 20mph Zones

It is generally recommended that a 20mph Zone is situated over an area which has several roads. 20mph Zones use traffic calming measures to reduce the adverse impact of motor vehicles on built up areas. The principle is that the traffic calming slows vehicles down to speeds below the limit, and in this way the zone becomes 'self-enforcing'. Speed humps, chicanes, road narrowing, planting and other measures can be introduced to both physically and visually reinforce the nature of the road.



## Educational Interventions

Children and Young People remain among the most vulnerable of road users. Road Safety Education plays a vital role in developing lifelong skills, behaviours, and attitudes from an early age through to adulthood. We will continue to support our schools by providing support and access to quality resources.

The reduction in the number of collisions involving young people and cyclists is a priority for us. By striving to provide a core of road safety education at all stages from pre-school through to secondary, we are helping our children and young people become safe and responsible road users for life.

Road Safety Education is delivered in school by teaching staff using resources that have been developed in line with the Curriculum for Excellence.

### Road safety learning at every level

Early	ELC P1	Go Safe with Ziggy	streetsense2	School Travel Plans
First	P2 P3 P4	streetsense2		School Travel Plans
Second	P5 P6 P7	streetsense2	JRSO	Reaction Timer
		a2bsafely	School Travel Plans	
Third & Fourth	S1 S2 S3	Your Call	Reaction Timer (S3 only)	School Daze (S1 only)
		a2bsafely	Get in Lane	School Travel Plans
Senior Phase	S4 S5 S6	Crash Magnets (S4 & S5 only)		Reaction Timer
		a2bsafely	Get in Lane	School Travel Plans

### Road safety learning and the seven principles of Curriculum for Excellence

PRIMARY			SECONDARY	
Early	First	Second	Third & Fourth	Senior Phase
Holding Hands	Crossing the road safely	Cycling Training	Travel independently & greater distances on all modes of transport	Driving
-- SKILLS FOR LEARNING --			SKILLS FOR LIFE	SKILLS FOR WORK --
At what age are children's driving attitudes and behaviour formed?				

Figure 4. Road Safety within the curriculum

Used with permission from Road Safety Scotland: Road safety within curriculum for excellence 2020-21 booklet



In addition to classroom-based road safety resources, the Council secures external funding on an annual basis to deliver practical programmes in schools to educate children on the benefits of Active Travel. Our Smarter Choices Smarter Places project work with Living Streets continues to bring opportunities for schools to engage in fun and informative initiatives like WOW, Walk to School Weeks and Active Travel Zones.

Each September since 2008 Renfrewshire schools have taken part Sustran's Hands Up Survey (HUS). The survey identifies, journey to school trends and is the largest national dataset on school travel. It gives valuable information and helps us to target behaviour change interventions and monitor them.

Key results from Renfrewshire's 2020 Hands Up Survey showed that 44.7% of primary and secondary pupils walk to school, which is in line with the National Average. 14.1% park and stride which is above average and is the highest level recorded in Renfrewshire since the survey began. 21.8% of pupils are driven which is the lowest figure recorded since 2013.

We continue to work with our partners at Sustrans, Paths for All (Smarter Choices Smarter Places) Living Streets, Cycling Scotland, Renfrewshire Leisure, our colleagues in Children's Services and other Council Departments. We are also members of the West of Scotland Road Safety Forum which consists of 12 local authorities, Police Scotland, Strathclyde Fire and Rescue, Strathclyde Safety Camera Partnership and Transport Scotland. Together our aim is to reduce road accident casualties and increase active sustainable journeys.

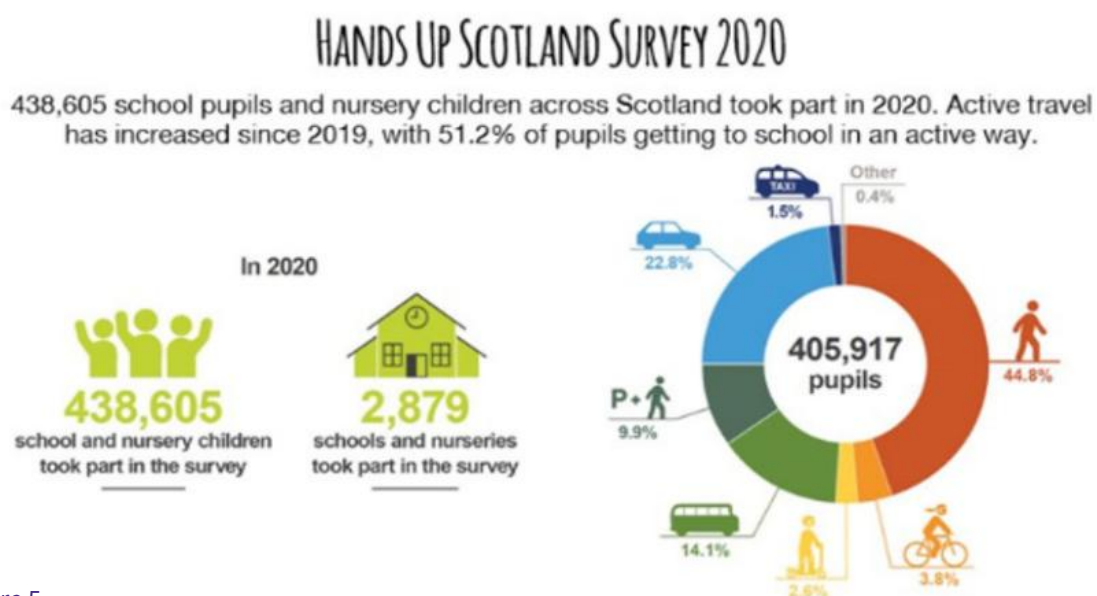


Figure 5.

Used with permission from Sustrans annual HUS 2020 report



# Assessment of Interventions

From an engineering perspective the main way of addressing road safety issues is the deployment of measures during a development design stage, however on most occasions this is done on a retrospective basis, reflecting the changing environment of street design over the last 30 years.

There are a range of circumstances where road safety interventions would be considered appropriate. There is, therefore, no single deciding statistic, but a series of factors which increase the justification for a scheme. Priority should be given to sites which either have a particularly acute problem, or which can be objectively assessed using measurable parameters.

Road Safety interventions can take many forms, it can be simple methods such as signing and road marking or more complex physical measures such as changes to the vertical and horizontal alignment of the road. Measures which change the vertical alignment of the road require a consultation process with the emergency services and road users affected by the proposals. The consultation follows a similar process to that for Traffic Regulation Orders.

On A and B class roads and other distributor roads, vertical and horizontal features are not likely to be appropriate. Instead, road markings, conventional signs and vehicle actuated signs will be adopted on such roads to encourage road users to reduce their speed.



## Assessment Criteria

The speed and volume of traffic, particularly in residential areas, can lead to accidents, with these accidents usually affecting the most vulnerable road users, in particular children, elderly people, pedestrians and cyclists.

What's more, the quality of life for residents can be adversely affected by the fear of excessive traffic speed and by concern for the safety of their families.

Traffic calming measures help to increase road safety. They have a clear, successful record of reducing crashes and casualties.

There are a range of measurable parameters which could be used to assess whether traffic calming at a particular location would be appropriate. The ones selected below are deemed as the most important criteria:

- Accidents involving injury to pedestrians or cyclists should remain a significant factor in choosing locations for traffic calming. Other accidents involving other injuries and those involving damage only to vehicles should also be considered, but with a lesser weighting.
- The measured speed of vehicles at the site under consideration is also significant. Such observations are commonly expressed as the 85th percentile speed, which is the speed exceeded only by the fastest 15% of vehicles.
- There is also a case for traffic calming where vulnerable people are likely to cross the road such as near nursery schools, primary schools, playgrounds, elderly lunch clubs, shops, etc.
- Both the volume of traffic and the amount of 'Rat Run' traffic in residential areas can cause concern to local people. In this context, 'Rat Run' traffic means traffic which does not require access to addresses in the immediate vicinity but uses the road as a short cut.

When a request for traffic calming is received the set parameters above are determined for the area in question. If they match or exceed any of the following thresholds they will be considered further and prioritised as indicated below.

The parameters will be measured on the following basis:

- I. Two or more pedestrian or cyclist injury accidents per three years through the length of the proposed scheme.
- II. The observed 85<sup>th</sup> percentile speed is above 110% of the speed limit of the road in question plus 2mph.
- III. The length of road associated with the proposed scheme is directly associated with pedestrian movements from a facility such as a school, hospital, nursing home.
- IV. The through traffic in both directions exceeds 180 vehicles in the peak hour.

After the initial selection of sites as indicated in the Initial Selection Process above, a points system below will be used to prioritise schemes meeting the justification criteria with points being allocated under the following headings:

- Vehicle Speed,
- Accidents—vehicle occupants,
- Accidents—vulnerable road users,
- Vulnerable pedestrian generators,
- Vehicle Flow, and
- Crossing Width.

# Road Safety Action Plan

The action plan set out here outlines what the Council will do in relation to each of the key strands which impact on Road Safety. The action plan will detail a range of areas the Council will be working to address over a short, medium and longer term period.

Continued monitoring and evaluation of how we allocate our resources is essential to determine how we take road safety forward into the future. The key aim of this policy is to reduce casualties and improve the overall quality of life for citizens of, and visitors to and through Renfrewshire.

This cannot be tackled in isolation and our action plan focusses on a range of areas as a collective process to improve road safety in Renfrewshire. We have a desire to reduce the number of cars on our roads, reduce the speed of the cars on our roads and enhance the experience for those wishing to walk, wheel or cycle in Renfrewshire.

Area	Actions	Timescale
<b>Campaigns</b>		
Educational Initiatives	In conjunction with partners continue to raise awareness of the dangers of drink/drug driving	●
Educational Initiatives	Continue to support the work of the Safety Camera Partnership and highlight areas of concern for future interventions	●
Educational Initiatives	We will continue to roll out our educational campaigns to schools across Renfrewshire	●
School Road Safety	A priority programme of upgrades to safe walking routes will be identified with enhancements being made to crossing facilities at or around schools	●
School Road Safety	We will monitor the implementation of the school parking exclusion zones prior to assessing whether a wider roll out should be considered	●
<b>Policy Development</b>		
Local Transport Strategy	We will ensure that Road Safety plays a central role in Renfrewshire's next Local Transport Strategy	●
Development Management	We will continue to use the Development Management process to ensure new housing developments are placing road safety and active travel at the centre of the development plans	●
Development Management	We will consider the needs of our residents with mobility issues as part of new housing developments	●
Traffic Calming	We will develop a priority programme of locations where traffic calming would be appropriate to improve road safety in these local areas	●
20mph Zones	We will change the advisory Twenty's Plenty zones to mandatory 20mph zones	●
20mph Zones	We will commit to a programme of identifying priority locations where 20mph zones would be appropriate	●
Car Parking	We will develop a long term strategy for car parking in and around our town centre areas	●
Technology	We will continue to invest in technology to promote and encourage driver behaviour change in Renfrewshire	●

Area	Actions	Timescale
<b>Walking, Cycling &amp; Public Transport</b>		
Walking	The Council will continue to commit funds every year to install pedestrian dropped kerb crossings, where missing	●
Walking	The Council will prepare a programme of footway adoption for all unadopted footways associated with adopted carriageways	●
Active Travel	The Council will continue to pursue external and internal funding streams to deliver on the key priorities outlined within the Councils Cycling Strategy	●
Active Travel	We will evaluate the success of temporary cycling infrastructure and where successful look to make this permanent	●
Active Travel	We will improve access to cycling for all, including families and children who do not have access to cycling equipment	●
Public Transport	The Council will continue to work with the Glasgow City Region Bus Partnership to deliver on the key improvements identified within the Bus Partnership Fund application	●
Public Transport	The Council will continue to work in partnership with SPT on short, medium and long term improvements to the public transport network in Renfrewshire	● ● ●
<b>Enforcement</b>		
Enforcement	We will continue to enforce road restrictions across the area to minimise congestion and encourage appropriate parking behaviours	●
Road Markings	We will continue to prioritise road markings that have a safety benefit to road users and pedestrians	●

#### Timescale Key

- Short term
- Medium term
- Long term





003416

# Road Safety Policy —Assessment Guidance

**Renfrewshire Council  
Environment & Infrastructure**

November 2021

# Introduction

There are a number of different potential solutions to improve road safety as a result of requests from communities or elected members for action.

Whilst it is acknowledged that assessment comes down to raw data and statistics, officers require a methodology to assess potential schemes in order to identify priorities for implementing such actions..

Although, as outlined in our Road Safety Policy, whilst the human cost of road traffic accidents is immeasurable, the cost of implementing traffic calming schemes has to be identified and appropriate resources applied to this. It is therefore essential that our officers have assessment guidance in place to allow individual interventions or a planned programme of schemes to be developed with a rolling programme extending over a number of years to deal with the issue.

The assessment guidance below covers a range of topics and identifies 4 specific areas where assessment guidance is required;

- Introduction of 20mph zones,
- Implementation of specific traffic calming schemes,
- Introduction of signalised crossings, and
- Application of advisory keep clear road markings.

The assessment guidance provides elected members and communities with an understanding of what considerations officers make when assessing schemes for road safety measures.

# 1. Residential 20mph Zones

The national 30mph speed limit for urban areas was set back in the 1930s, at a time when our understanding of road safety was very different and has never been changed. Dropping the speed limit from 30mph to 20mph in residential areas delivers many benefits from making it easier to cross the road to cutting air pollution. 20mph speed limits have been shown to reduce vehicle speed and that reducing speed saves lives.

The perceived dangers of cycling on the road or letting children walk to school will be reduced and more people should feel able to make walking and cycling a daily part of their lives. People will feel more confident in exploring their local services and greenspaces on foot or by bike, and reduced air pollution will reduce the risks of heart and lung disease. Vulnerable road users will also feel safer as cars will be passing at lower speeds. At 20mph, motorists will be able to spot children as well as older and disabled people earlier and have more time to react to their presence on the road.

Local authorities can use Traffic Regulation Orders (TROs) to set speed limits to 20mph. However, this is a very time consuming and expensive process for local authorities to take forward to cover all the relevant streets and areas. Hence, we need a process by which residential areas in greatest need can be prioritised.

TROs are open to consultation and subsequent objections and it is important that the Police are in support of any 20mph Zone TRO before it is published for public consultation.

It is generally recommended that a 20mph Zone is situated over an area which has several roads. 20mph Zones use traffic calming measures to reduce the adverse impact of motor vehicles on built up areas. The principle is that the traffic calming slows vehicles down to speeds below the limit, and in this way the zone becomes 'self-enforcing'. Speed humps, chicanes, road narrowing, planting and other measures can be introduced to both physically and visually reinforce the nature of the road.

The 2016 Traffic Signs Regulations and General Directions (TSRGD) extended the definition of traffic calming by permitting the use of repeater signs and road markings as traffic calming features.

Modern roads, designed to keep traffic speeds under 20mph, are unaffected by this policy. There is no need to enhance their traffic calming features to reduce speeds any further. In this instance the Council has the option, if necessary, of promoting a 20mph limit through signing alone. Drivers are alerted to the speed limit with 20mph speed limit repeater signs. 20mph limits are most appropriate for roads where average speeds are already low and the layout and use of the road gives the clear impression that a 20mph speed or below is the most appropriate.

One common concern about the introduction of 20mph limits is the impact of increased journey times and potentially higher economic costs for drivers commuting or making deliveries. Evidence from 20mph areas across the UK suggests that increases in journey times are minimal. However, the provision of 20mph zones will be limited to residential streets with main arterial and distributor roads remaining at existing speed limits.

Local Authorities are the bodies responsible for determining where 20mph Zones should be introduced. 20mph Zones should initially be prioritised to places where they are most needed, for example, in areas of social deprivation which have high populations, areas which consistently display accident problems or in residential areas around locations which are common urban destinations.

The procedure for the assessment of requests for Residential 20mph Zones is given below and is based on the 'Good Practice Guide on 20mph Speed Restrictions Version 2', Transport Scotland 2016.



## Guidelines for Initial Selection

Requests for 20mph zones should originate from local resident groups or Community Councils, or through their Local Members or MPs/MSPs. Requests from individuals will not be considered, they must originate from a body which is representative of the majority view held in the area. Each request will be recorded in a list for initial selection.

Initial selection will be based on information already held by the Council or information readily gathered without the need to commission external surveys.

Non-injury accidents are not recorded by the Police and are therefore not available for use from the national accident statistic record.

There is a range of circumstances where a 20mph Zone would be considered appropriate. There is no single deciding statistic, but a series of factors which increase the justification for a scheme. Priority should be given to sites which either have a particularly acute problem or which can be objectively assessed using measurable parameters.

If a speed survey has been carried out in the last 3 years, a new one will not be instructed unless there has been a significant change in development, land use or transport network in the surrounding area during that time.

## Measurable parameters:

- I. The accident rate of all casualty types/ all vehicle types/ all severities (as shown by [www.crashmap.co.uk](http://www.crashmap.co.uk)) per kilometre of road in the zone, averaged over the last three years recorded.
- II. The observed 85<sup>th</sup> percentile speed of vehicles on each road in the zone under consideration (as measured, as a minimum, by daytime speed surveys of a sample of 100 vehicles or one-hour duration, whichever is the shortest).
- III. The presence of places frequented by vulnerable road users in the zone, like nursery schools, primary schools, playgrounds, elderly lunch clubs, care homes, hospitals, doctor's surgeries, local shops.

## Thresholds

When a request for a 20mph Zone is received the set of parameters above are determined for the zone in question. If they match or exceed any of the following thresholds they will be considered further and prioritised:

- I. The rate of injury accidents per km within the zone is greater than the 2014-18 average number of all severities of injury accidents on all Renfrewshire's local authority roads per km of road;

$$\frac{262}{848} = 0.3 \text{ accidents per km}$$

(Threshold based on information from 'Reported Road Casualties Scotland 2018', National Statistics Publication for Scotland and Renfrewshire Council's GPS records)

- II. The observed 85<sup>th</sup> percentile speed averaged across all the roads in the proposed zone is above 110% of the speed limit of the roads in question, plus 2mph.
- III. Roads in the proposed zone are within 400m of a facility such as a nursery school, primary school, playground, elderly lunch club, care home, hospital, doctor's surgery, local shop.

## Prioritisation of Sites

After the initial selection of sites as indicated in the Initial Selection Process above, the points system below will be used to prioritise schemes meeting the justification criteria.

Points will be allocated under the following headings:

- Vehicle Speed
- Accidents, vehicle occupants
- Accidents, pedestrians and cyclists
- Pedestrian generators
- Scottish Index of Multiple Deprivation 2020

Parameter	Category	Score
<b>Vehicle speed</b> (85th percentile) (mph above speed limit)	1-5 above	10
	6-10 above	15
	>10 above	20
<b>Accidents, vehicle occupants</b> (personal injury accidents over last 3-year recorded period)	fatal	6 per accident
	serious	4 per accident
	slight	2 per accident
<b>Accidents</b> (pedestrians, cyclists) (personal injury accidents over last 3-year recorded period)	fatal	7 per accident
	serious	5 per accident
	slight	3 per accident
<b>Pedestrian generators</b>  Located within 400m of a road in the proposed zone of (this list is not exhaustive)	school entrances	6
	local shops	3
	bus stops	3
	community centres	3
	hospital/ medical centres	3
	elderly, nursing homes	3
	hospitals	3
	elderly lunch clubs	3
	nurseries	3
	play groups	3
	play park	3
<b>Index of Multiple Deprivation</b>  (taken from Scottish Index of Multiple Deprivation 2020) <a href="https://simd.scot/#/simd2020/BTTTTT/9/-4.0000/55.9000/">https://simd.scot/#/simd2020/BTTTTT/9/-4.0000/55.9000/</a>  Using the map on the website link above, the proposed 20mph Zone can be identified as one or more data zones with an associated multiple deprivation index of 1 to 10. The category in this table is based on the average index of all SIMD data zones in the proposed 20mph Zone.	1	10
	2	9
	3	8
	4	7
	5	6
	6	5
	7	4
	8	3
	9	2
	10	1
<b>Total Score</b>		

The total score from the above table will be used, along with consideration of the concerns raised by communities and elected members and other local factors to list sites in priority order for action. There will be a limit to the number of zones that could be introduced in any single year and it is recognised this will be a multiple year programme.

## 2. Traffic Calming Measures

Traffic calming measures are ideally best implemented when incorporated into an area-wide project such as a 20mph Zone. Only when the potential for such a zone has been investigated and exhausted should a stand-alone traffic calming project be considered.

There is a range of circumstances where traffic calming would be considered appropriate. There is, therefore, no single deciding statistic, but a series of factors which increase the justification for a scheme. Priority should be given to sites which either have a particularly acute problem, or which can be objectively assessed using measurable parameters.

### Measurable parameters:

- I. Accidents involving injury to pedestrians or cyclists are a significant factor in choosing locations for traffic calming. Other accidents involving other injuries and those involving damage only to vehicles may also be considered.
- II. Traffic speed is often the driver of most requests for traffic calming. The observed 85<sup>th</sup> percentile speed of vehicles (as measured, as a minimum, by a daytime speed survey of a sample of 100 vehicles or one-hour duration, whichever is the shortest) is used for comparison of such requests.
- III. There is also a case for traffic calming where vulnerable people are likely to cross the road such as near nursery schools, primary schools, playgrounds, elderly lunch clubs, shops, etc.
- IV. The volume of traffic in residential areas can cause concern to local people. While all roads are available to the public, some may experience inappropriate volumes of traffic for their residential nature.

When a request for traffic calming is received the set of parameters above are determined for the area in question. If they match or exceed any of the following thresholds they will be considered further and prioritised as indicated below.

### Thresholds

When a request for a 20mph Zone is received the set of parameters above are determined for the zone in question. If they match or exceed any of the following thresholds they will be considered further and prioritised:

- I. Two or more pedestrian or cyclist injury accidents recorded in the last three years, through the length of the proposed scheme as recorded on [www.crashmap.co.uk](http://www.crashmap.co.uk).
- II. The observed 85<sup>th</sup> percentile speed is above 110% of the speed limit of the road in question plus 2mph.
- III. The volume of through traffic in both directions exceeds 180 vehicles in the peak hour.

## Prioritisation

After the initial selection of sites as indicated in the Initial Selection Process above, the points system below will be used to prioritise schemes meeting the justification criteria.

Points will be allocated under the following headings:

- Vehicle Speed
- Accidents, vehicle occupants
- Accidents, vulnerable road users
- Vulnerable pedestrian generators
- Vehicle Flow
- Crossing Width

## Traffic Calming Site Assessment Table

Parameter	Category	Score
<b>Vehicle speed</b> (85 <sup>th</sup> percentile) (mph above speed limit)	1-5 above	10
	6-10 above	15
	>10 above	20
<b>Accidents, vehicle occupants</b> (personal injury accidents/km over 3-year study period)	fatal	6 per accident
	serious	4 per accident
	slight	2 per accident
<b>Accidents, vulnerable road users</b> (personal injury accidents/km over 3-year study period)	fatal	7 per accident
	serious	5 per accident
	slight	3 per accident
Pedestrian generators (this list is not exhaustive)	school entrances	6
	shops	3
	bus stops	3
	community centres	3
	hospital/ medical centres	3
	elderly, nursing homes	3
	hospitals	3
	elderly lunch clubs, nurseries, play groups	3
	play park	3
<b>Vehicle Flow in peak hour</b> (vehicles per hour)	per 100	1
	Over 1000	10
<b>Crossing width</b> (widths above 5.5m)	5.6m - 8.5m	3
	>8.5m	5
<b>Total Score</b>		

The total score from the above table will be used, along with consideration of the concerns raised by communities and elected members and other local factors to list sites in priority order for action. There will be a limit to the number of zones that could be introduced in any single year and it is recognised this will be a multiple year programme.

### 3. Signal Controlled Pedestrian Crossings

Renfrewshire Council has adopted Local Transport Notes LTN 1/95 and LTN 2/95, The Assessment of Pedestrian Crossings and The Design of Pedestrian Crossings, when justifying the case for the provision of a new pedestrian crossing. In addition, when specifically justifying the case for a new signal-controlled pedestrian crossing, Renfrewshire Council officers adopt the PV<sup>2</sup> Assessment procedure given below.

#### PV<sup>2</sup> Assessment of Proposed Signalised Pedestrian Crossing Sites

Crossings are provided as amenities to give access and easier movement to pedestrians without incurring excessive delays to traffic. Generally, the provision of crossings should be targeted at the needs of those people who experience most difficulty and danger in crossing. It should not be assumed that the provision of a crossing alone will necessarily lead to a reduction in road accidents.

When carrying out assessment of the site, the degree of conflict between pedestrians and vehicles is estimated by counting the number of vehicles passing the site in both directions, and the number of pedestrians crossing the road along a length extending at least 50m on each side of the proposed crossing site. Particular attention should be paid to the existence of established or popular pedestrian routes or natural paths in the vicinity and to possible difficulties in changing them without physically guiding pedestrians.

The degree of conflict between pedestrians and vehicles is determined by PV<sup>2</sup> where V is the 2-way total hourly flow of vehicles and P is the 2-way total hourly flow of pedestrians crossing the road within 50m on either side of the site at busy times. When taking these counts a pedal cycle should be counted as one vehicle, since it can impede a pedestrian to the same extent as a motor vehicle. Children should always be included in pedestrian counts.

Counts of numbers of vehicles and pedestrians are normally taken within the period 0600 to 2200 to cover a typical working day. It is not necessary to count for the whole period or to commence the count on the hour. In some instances, it may be desirable to count over shorter periods to determine peak pedestrian and vehicle volumes.

Provided the count is typical and representative of site conditions, the actual counting should be a matter of local judgement.

Where the proposed crossing site is within 50m of a road junction the count of pedestrians crossing on the junction side of the site should be taken up to the projection of the nearest kerb line of the intersecting road. Depending on the site conditions a proportion of all those crossing between the junction and the normal 50m limit should be added to the count.

The numerical criterion against which the requirement for a pedestrian crossing will be assessed is provided by the average of the four highest hourly rates of PV<sup>2</sup>. An average value exceeding  $1 \times 10^8$  for an undivided road or  $2 \times 10^8$  for a divided road will meet this criterion. Where there are pronounced seasonal variations in the number of pedestrians and vehicles, pedestrian crossings may be considered appropriate where the requirement for provision of a facility is likely to be met for at least 4 months of the year.

Although numerical calculations of the degree of conflict between pedestrians and vehicles (PV<sup>2</sup>) provide a basis for assessing the need for a pedestrian crossing all the other factors set out in the sections on site and option assessment in LTN 1/95 must also be taken into account.

## **School Crossing Patrols**

In justifying the provision of new School Crossing Patrol sites, Renfrewshire Council has adopted the 'Criteria for Establishing School Crossing Patrol Sites' of the 'School Crossing Patrol Service Guidelines revised April 2018', produced by the Road Safety GB School Crossing Patrol Specialist Advisers Group.

## 4. Road Markings

### Driveway Protection Markings

With car ownership ever on the increase, demand for on-street parking is growing to the extent that in some circumstances private driveway entrances are being habitually blocked by parked cars preventing access to or from the road by the driveway's owner. The circumstance where this is most prevalent, and which generates the most requests from residents, is where the private driveway is in the vicinity of a local amenity which attracts visitors, albeit for limited amounts of time each day.

The TSRGD 2016 permits the use of a white line road marking to delineate the extent of the private driveway opening which may otherwise be obscured from a visiting driver's view. The road marking, commonly called an H-bar, is advisory and cannot be enforced by Renfrewshire Council's Parking Attendants. It has no legal standing and depends on the goodwill of drivers for its efficacy. Police officers have suggested, when asked to attend by residents who are blocked in, that its presence aids their assessment of whether a driveway could be construed to be actively obstructed.

Renfrewshire Council will only provide the marking when requested, if it is identified by on-site inspection that the driveway is being regularly obstructed and that the driveway is within a 200m walk of a school, local shops or entertainment/sports venue. The only exception to this is where the marking protects a driveway used by a disabled blue badge holder (driver or passenger). In this case the marking is provided without the need for further inspection.

The marking is provided on the understanding that the Council cannot enforce it and cannot change it if it proves to be ineffective. The applicant is advised to contact Police Scotland with any issues around abuse of the marking after it has been marked.

### Keep Clear Markings

One of the other identified issues relating to the demand for on-street parking is where the ends of residential cul-de-sacs are being habitually blocked by parked cars, preventing their intended use by vehicles for turning around.

It is particularly important for road safety that turning heads are always available for vehicles to turn around. Reversing vehicles for any distance is dangerous, especially delivery vehicles with restricted views to the rear, and risks accidents with pedestrians or other road users. A turning head minimises the distance any vehicle has to reverse to leave the cul-de-sac.

When requested for action to prevent parking in residential turning heads, officers will initially use the 'Keep Clear' road marking diagram 1026 from the TSRGD 2016. The marking can be applied without the need for a traffic order and sends an immediately recognisable message to the public.

Should the 'Keep Clear' marking prove ineffective over time officers may consider the promotion of a traffic regulation order. Before committing time and resource to its statutory process, officers should ask the local residents to show proof of majority support for the order from their neighbours.











---

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

**On: 3 November 2021**

---

**Report by: Head of Economy and Development**

---

**Heading: Renfrewshire Allotments Annual Report 2020**

---

**1. Summary**

- 1.1 The purpose of this report is to advise the Infrastructure, Land and Environment Board of the Council's Allotments Annual Report for 2020. The report has been prepared in accordance with the Council's statutory duties under Section 121 of the Community Empowerment (Scotland) Act 2015.
- 

**2. Recommendations**

- 2.1 It is recommended that the Board:

- (i) Approves the Renfrewshire Annual Allotments Report 2020.
- (ii) Notes that subject to Board approval, the report will be published on the Renfrewshire Council website in accordance with statutory requirements.

**3. Background**

- 3.1. The Community Empowerment (Scotland) Act 2015 (Part 9) relates to allotments and encourages Councils to support the development of allotments and community growing spaces, recognising their contribution to health and well-being, sustainable local food production and community empowerment.
- 3.2. The Council has a statutory duty to provide allotments under the provisions of the Act and a number of associated duties, including the requirement for the publication of an annual allotments report. The report for 2019 was approved by the Board on 22 January 2020.

#### 4. Renfrewshire Annual Allotment Report 2020

- 4.1. The report provides a summary of allotment provision in Renfrewshire over 2020, in accordance with the specific measures set out in Section 121 of the Community Empowerment (Scotland) Act 2015.
- 4.2. The Act requires the Council to establish and maintain a list of all persons who request an allotment. Renfrewshire Council has six Allotment/Growing Ground Associations who lease and occupy Council land as set out in the table below. The sites had a total of 338 individual growing plots and 107 people awaiting allocation of an allotment or growing plot at 18 November 2020.

*Table 1 Renfrewshire allotment sites and associations*

Allotment Site	Association
Brediland Allotments, Paisley	Brediland Allotments Association
Grow in Glenburn, Glenfield Road, Paisley	Grow in Glenburn
West End Allotments, Paisley	Paisley West End Allotments Association
Sanctuary Gardens, Paisley	West End Growing Grounds Association
Broadloan Gardens, Renfrew	Renfrew Association of Growers & Gardeners
Erskine Community Allotments	Erskine Community Allotments Association

- 4.3 The number of those awaiting allotments has risen by 52 since 2019 but the total remains below the statutory 50% ratio between waiting lists and plot numbers across Renfrewshire which would require the Council to consider additional allotment provision under Section 112 of the Act. However, despite this the Council intend to engage with local communities in the preparation of its new Local Development Plan in 2022 to assess possible sites to meet this demand across various communities in Renfrewshire.
- 4.4 Strong progress has been made in addressing the Council's additional statutory duties under the Act over 2020. This includes the publication of a Renfrewshire Food Growing Strategy 2020-25, approved by the Housing, Communities and Planning Board on 20 January 2020 and the publication of Renfrewshire Allotments Regulations, approved by the Infrastructure, Land and Environment Board on 26 August 2020.
- 4.5 The Annual Allotments Report also considers the impact of the Covid pandemic over the last year, recognising the positive mental and physical health benefits for plot holders and some of the challenges faced by allotment and community garden associations in relation to communal management, educational and fund-raising activities.
- 4.6 The Council will continue to support local allotment and growing ground associations in the delivery of growing opportunities through the Renfrewshire Growing Grounds Forum and annual updates will be reported to the Board as appropriate, in accordance with statutory requirements.

## Implications of the Report

1. **Financial** – None.
2. **HR & Organisational Development** – None.
3. **Community Planning – Creating a sustainable Renfrewshire for all to enjoy** – The Annual Allotments Report 2019/20 sets out how the Council is progressing statutory duties in relation to allotments, supporting opportunities for local food growing, developing our outdoor spaces and contributing to healthier lifestyles.
4. **Legal** – None.
5. **Property/Assets** – None.
6. **Information Technology** – None.
7. **Equality & Human Rights** - (a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – None.
9. **Procurement** – None.
10. **Risk** – None.
11. **Privacy Impact** – None.
12. **Cosla Policy Position** – None.
13. **Climate Risk** - Community food growing contributes positively to Renfrewshire Council's carbon neutrality targets, particularly through lower levels of CO<sub>2</sub> emissions as a result of reduced "food miles".

---

## Appendices

1. Renfrewshire Annual Allotments Report 2019/20.

### List of Background Papers

- (a) Housing, Community and Planning Board 20 January 2020 - Renfrewshire Food Growing Strategy 2020-25 .
- (b) Infrastructure, Land and Environment Board 22 January 2020 – Allotments Annual Report 2019.

(c) Infrastructure, Land and Environment Board 26 April 2020 - Renfrewshire Allotment Regulations.

---

**Author:** *Stuart McMillan, Regeneration and Place Manager*  
[stuart.mcmillan@renfrewshire.gov.uk](mailto:stuart.mcmillan@renfrewshire.gov.uk) Tel: 07958 009520



---

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

**On: 3 November 2021**

---

**Report by: Head of Economy & Development**

---

**Heading: Bridgewater Library – Request for a 5-year Lease Renewal**

---

**1. Summary**

- 1.1 The purpose of this report is to request for approval for 5-year lease renewal of the Bridgewater Library, Erskine. This property is currently leased to the Council and managed by Renfrewshire Leisure.
- 

**2. Recommendations**

- 2.1 It is recommended that the Board: -
- i) Approve the request for a 5-year lease renewal of the Bridgewater Library, Erskine as per the terms detailed within this report.

**3. Background**

- 3.1 The lease to the Council of the Bridgewater Library ended on the 15th of May 2021 when notice to quit was served on the Council bringing the lease to an end. The rent per annum was £68,400+VAT and service charge.
- 3.2 Following a period of negotiation, the landlord has agreed to renew the lease of the property for a period of 5 years at the increased rent of £71,180+VAT with the commencement date being the 15th May 2021 when the previous lease expired. The Council will have the option to terminate this lease on the 3rd anniversary of the lease commencement date being the 15th May 2024.
- 3.3 Each party shall bear their own legal and professional costs in concluding this lease.

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

4.1 The following Terms and Conditions have been provisionally agreed with the Landlord and are as follows:

- Renfrewshire Council will conclude missives to renew the lease of the Bridgewater Library by entering into a new lease which shall commence on the 15<sup>th</sup> May 2021 and expire on the 14<sup>th</sup> of May 2026.
- The rent will be increased from £68,400 to £71,180 per annum exclusive of VAT. This will continue to be paid quarterly in advance.
- The lease agreement will include a Tenant only break option which allows Renfrewshire Council to terminate on the third anniversary of the lease start date by giving to the landlord 6 months prior written notice.
- All other terms and conditions will remain as in the previous lease agreement.
- Each party will bear their own professional and legal expenses in the conclusion of this lease.
- Any other terms and conditions as may be deemed necessary by the Head of Economy and Development and the Head of Corporate Governance to protect the interests of Renfrewshire Council.

---

#### Implications of the Report

1. **Financial** – Increase Rent per Annum from £68,400 to £71,180+VAT and Service Charge.

2. **HR & Organisational Development** – Not applicable.

3. **Community/Council Planning**

**Children and Young People** – access to local library for children allows access to additional learning resources.

**Community Care, Health & Well-being** – continued access to local library for Erskine Community.

**Empowering our Communities** – continued access to local library for Erskine Community.

**Greener** – None.

**Jobs and the Economy** – None.

**Safer and Stronger** – None.

4. **Legal** – Conclusion of new 5-year lease.



5. **Property/Assets** – Conclusion of new 5-year lease.
  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** – None.
  9. **Procurement** – Not applicable.
  10. **Risk** – Not applicable.
  11. **Privacy Impact** – Not applicable.
  12. **Cosla Policy Position** – Not applicable.
  13. **Climate Risk** – None.
- 

*Author: Louise Le Good, Assistant Asset & Estates Surveyor*





---

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

**On: 3 November 2021**

---

**Report by: Head of Economy & Development**

---

**Heading: Disposal of Land adjacent to Linwood Toll, Linwood**

---

**1. Summary**

- 1.1 The purpose of this report is to declare the area of land adjacent to Linwood Toll, Linwood, shown on the attached plan (E3165), as surplus to requirements.

**2. Recommendations**

- 2.1 It is recommended that the Board:
- i) Declare the area of land located adjacent to Linwood Toll, Linwood, shown on the attached plan, as surplus to requirements, with a view to disposing to the adjacent owner.
  - ii) Authorise the sale thereof to the adjoining proprietor, Network Rail, on such terms and conditions as may be negotiated by the Head of Economy & Development utilising delegated powers.
  - iii) Authorise the Head of Corporate Governance to conclude the sale incorporating into the bargain such terms and conditions as may be deemed necessary to protect the Council's interest.
  - iv) Note that the Head of Economy and Development 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.
-

### 3. **Background**

- 3.1 This area of land, which is held on the General Services Account, extends to 346sqm or thereby and is an area of open space, heavily overgrown and unused.
- 3.2 The applicant has expressed an interest in acquiring this land to construct a new building housing electrical switch gear for the railway line. An agreed purchase price has been reached; but this is subject to the Board declaring the ground surplus.
- 3.3 The applicant will be obliged to obtain planning permission for a change of use and the new development.
- 3.4 The purchase price of the land will be at a level upon which delegated powers granted to the Head of Economy and Development for disposal purposes will be utilised.
- 3.5 The purchaser will be liable to meet the Council's reasonable professional and legal expenses incurred in processing this transaction.
- 3.6 The Head of Economy and Development has confirmed that this area of land has no operational requirement and is not opposed to the land being declared surplus.
- 3.7 The Head of Economy and Development 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** – General Services will benefit from a modest capital receipt.
- 2. **HR & Organisational Development** – None.
- 3. **Community Planning** – No implications.
- 4. **Legal** – Conveyancing of land required.
- 5. **Property/Assets** – As per 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.

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.
13. **Climate Risk** – None.

---

**List of Background Papers**

- (a) None.

---

**Author:** *Margaret Law, Senior Asset & Estates Surveyor*



Renfrewshire  
Council

# Land near Linwood Road, Paisley

## Report Plan Ref. E3165A



1:1,250

JW

Date: 20/10/2021



Notes:

### Legend



Area to be sold (346sqm or thereby)

Ordnance Survey Mapping - © Crown Copyright and database right 2021. 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: 3 November 2021**

---

**Report by: Head of Economy & Development**

---

**Heading: Disposal of Land adjacent to Moredun Park, Stanely Road, Paisley**

---

## **1. Summary**

- 1.1 The purpose of this report is to seek the Board's agreement to the renunciation and authorise the Head of Corporate Governance and Head of Economy and Development to deal with the renunciation, and then the sale to the adjoining proprietor, remove the area of land adjacent to Moredun park, Stanely Road, Paisley, shown on the attached plan (Title Plan Land at Glennifer View Stanely Road Paisley), from the Renfrewshire Leisure (RLL) lease and to declare this area of land as surplus to requirements.

## **2. Recommendations**

- 2.1 It is recommended that the Board:
- i) Agree to the partial renunciation, from the RLL Lease, of the land located adjacent to Moredun Park, Stanely Road, Paisley, shown on the attached plan.
  - ii) Declare the land surplus to requirements.
  - iii) Authorise the Heads of Corporate Governance and Economy and Development to deal with the renunciation, and the subsequent sale to the adjoining proprietor, Pacific Care Limited, on such terms and conditions as may be negotiated by the Head of Economy and Development utilising delegated powers.

- iv) Note that the Head of Economy & Development 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.
- 

### 3. Background

- 3.1 This area of land, which is held on the General Services Account, extends to 0.224 acre or thereby and is a car parking area for the adjacent Moredun Playing Fields.
- 3.2 The applicant has expressed an interest in acquiring this land to construct a new car park to support their adjacent residential development. The reconfigured car park will provide 16 spaces (including one disabled space) which will be available for public use and not dedicated solely to the residential development. An agreed purchase price has been reached; but this is subject to the Board declaring the ground surplus.
- 3.3 In addition to the purchase price, the developer will construct a new 12 space car park (including 2 disabled spaces) within the RLL leased area to provide dedicated car parking for the playing fields.
- 3.4 The applicant will be obliged to obtain planning permission for a change of use and the new development.
- 3.5 The purchase price of the land will be at a level upon which delegated powers granted to the Head of Economy & Development for disposal purposes will be utilised.
- 3.6 The purchaser will be liable to meet the Council's reasonable professional and legal expenses incurred in processing this transaction.
- 3.7 The Director of Environment & Infrastructure has confirmed that this area of land has no operational requirement and is not opposed to the land being declared surplus.
- 3.8 The Head of Economy & Development 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** – General Services will benefit from a modest capital receipt.
2. **HR & Organisational Development** – None.
3. **Community Planning** – None.



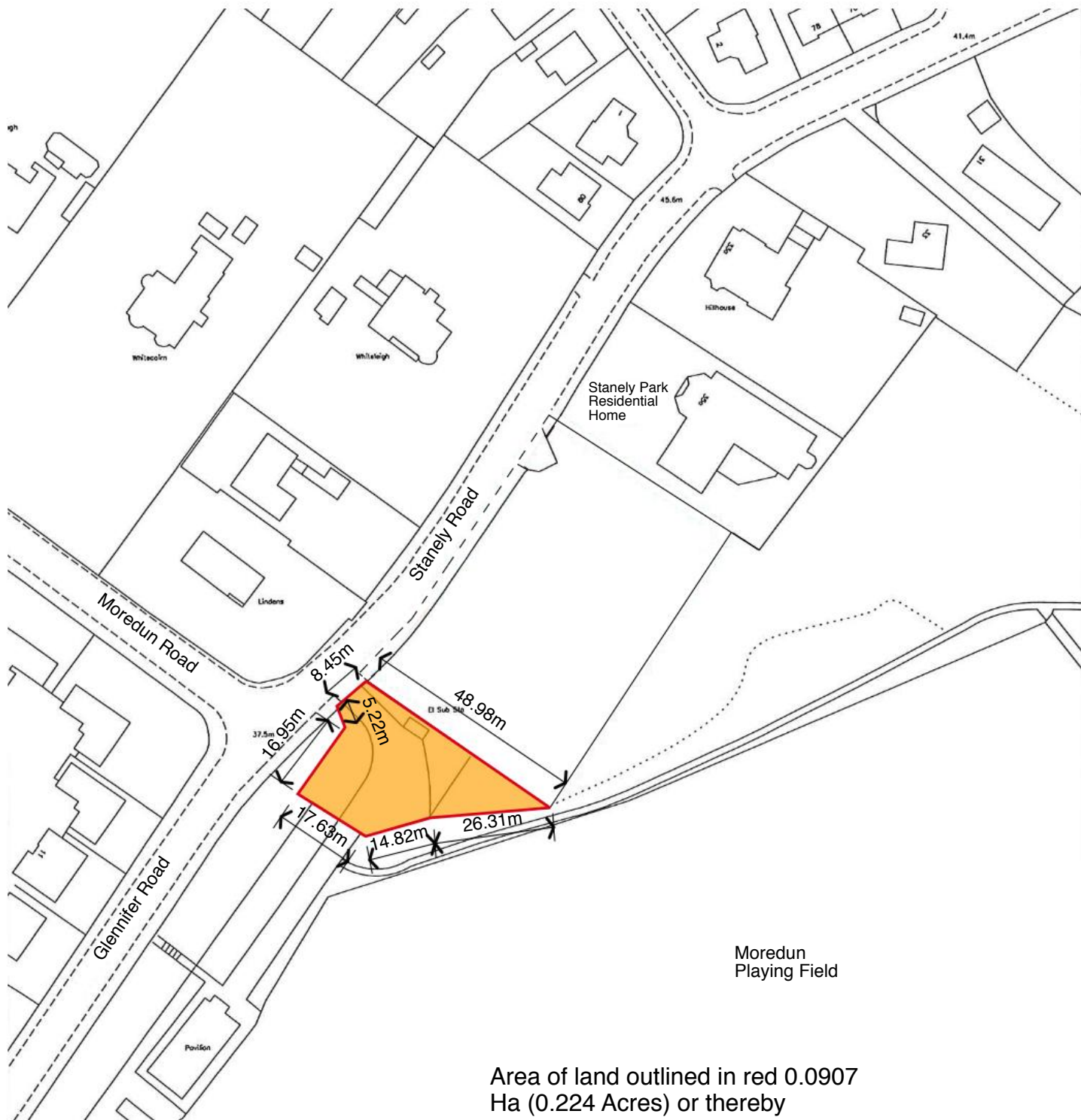
4. **Legal** – Conveyancing of land required
5. **Property/Assets** – As per report
6. **Information Technology** - None
7. **Equality & Human Rights**
  - (a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. 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** – N.A.
13. **Climate Risk** - None

---

#### **List of Background Papers**

- (a) None
- 

**Author:** *Margaret Law, Senior Asset & Estates Surveyor*



This is the plan referred to in the  
foregoing disposition by



0 10 20 50m

Scale 1:1250

Title Plan

Land at Glenniffer View,  
Stanely Road,  
Paisley

Reproduced Under Licence No AR 221198. Crown Copyright Reserved.

**ROBERT POTTER & PARTNERS**

Chartered Architects, 110 West George Street, Glasgow G2 1QJ



---

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

**On: 3 November 2021**

---

**Report by: Head of Economy & Development**

---

**Heading: Disposal of Land adjacent to 67 Foxbar Crescent, Paisley**

---

## **1. Summary**

1.1 The purpose of this report is to declare the area of land adjacent to 67 Foxbar Crescent, Paisley, shown on the attached plan (E3161) as surplus to requirements.

## **2. Recommendations**

### **2.1 It is recommended that the Board:**

- i) Declare the area of land located adjacent to 67 Foxbar Crescent, Paisley shown on the attached plan (E3161) surplus to requirements, with a view to disposing to the adjacent owner.
  - ii) Authorise the sale thereof to the adjoining proprietor of 67 Foxbar Crescent, Paisley, on such terms and conditions as may be negotiated by the Head of Economy & Development utilising delegated powers.
  - iii) Authorise the Head of Corporate Governance to conclude the sale incorporating into the bargain such terms and conditions as may be deemed necessary to protect the Council's interest.
  - iv) Note that the Head of Economy & Development 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.
-

### 3. Background

- 3.1 This area of land, which is held on the Housing Revenue Account, extends to 81 sqm or thereby and is an area of open space, maintained by Environment and Infrastructure.
- 3.2 The applicant has expressed an interest in acquiring this land to provide additional garden ground. An agreed purchase price has been reached; but this is subject to the Board declaring the ground surplus.
- 3.3 The applicant will be obliged to obtain planning permission for a change of use, if required.
- 3.4 The purchase price of the land will be at a level upon which delegated powers granted to the Head of Economy & Development for disposal purposes will be utilised.
- 3.5 The purchaser will be liable to meet the Council's reasonable professional and legal expenses incurred in processing this transaction.
- 3.6 The Head of Housing has confirmed that this area of land has no operational requirement and is not opposed to the land being declared surplus.
- 3.7 The Head of Economy and Development 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 HRA will benefit from a modest capital receipt.
- 2. **HR & Organisational Development** – None.
- 3. **Community Planning** – None.
- 4. **Legal** – Conveyancing of land required.
- 5. **Property/Assets** – As per 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. 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.
- 13. **Climate Risk** – None.

---

**List of Background Papers**

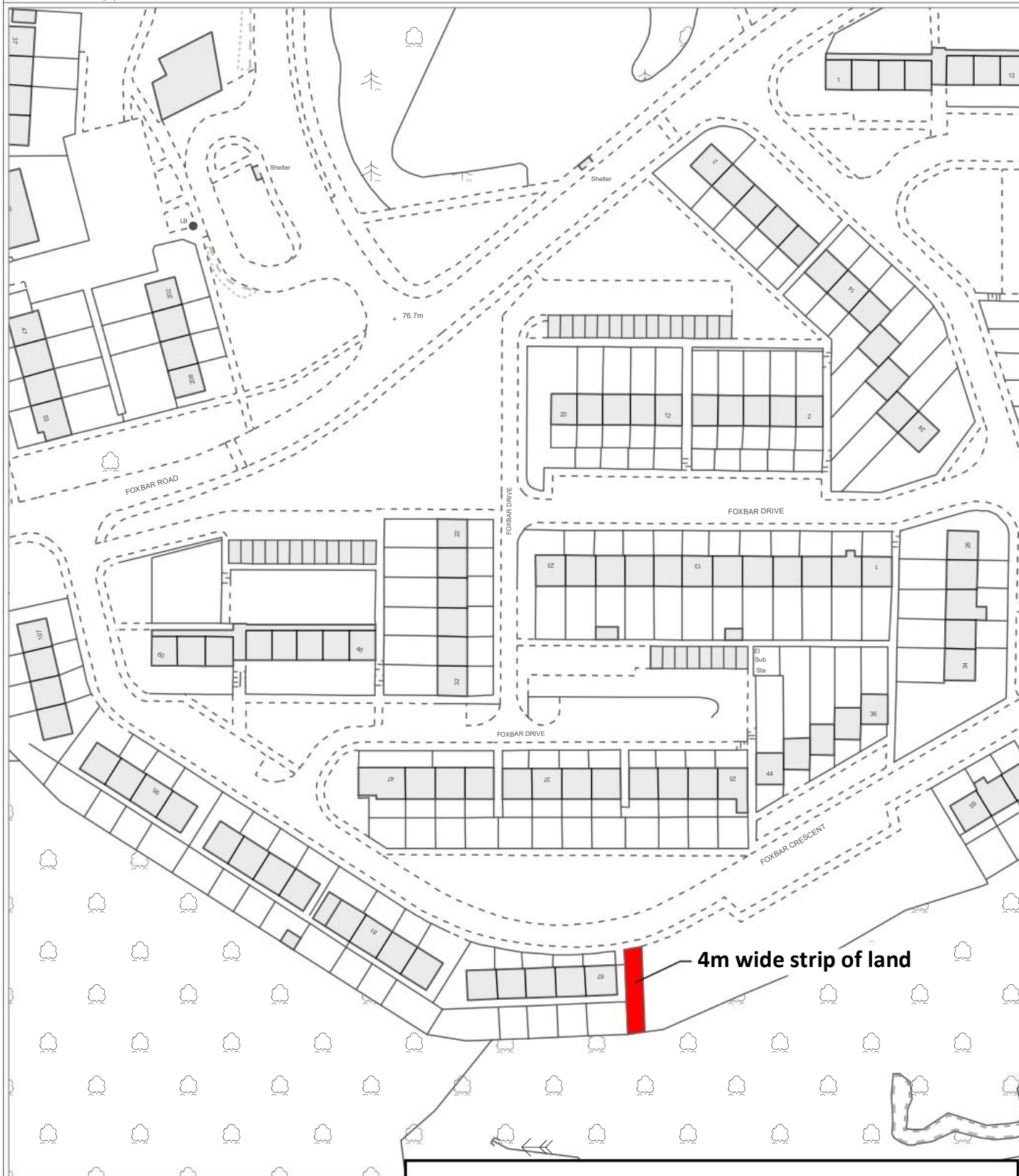
- (a) None.

---

**Author:** *Margaret Law, Senior Asset & Estates Surveyor*

User: howardhaughj2

Date: 15/06/2021



Notes:

### Legend

Area to be sold to proprietor of 67 Foxbar Crescent extends to 81 sqm or thereby