

Notice of Meeting and Agenda

Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 04 November 2020	13:00	Microsoft Teams Platform,

KENNETH GRAHAM
Head of Corporate Governance

Membership

Councillor Jennifer Marion Adam-McGregor: Councillor Stephen Burns: Councillor Jacqueline Cameron: Councillor Michelle Campbell: Councillor Carolann Davidson: Councillor Eddie Devine: Councillor Audrey Doig: Councillor Neill Graham: Councillor John Hood: Councillor Karen Kennedy: Councillor Scott Kerr: Councillor James MacLaren: Councillor Will Mylet:

Councillor Cathy McEwan (Convener): Councillor Natalie Don (Depute Convener):

Recording of Meeting

This meeting will be recorded for subsequent broadcast via the Council's internet site. If you have any queries regarding this please contact Committee Services on 07534 058160. To find the recording please follow the link which will be attached to this agenda once the meeting has concluded.

Recording of Meeting

<https://youtu.be/M4pWHTZciHA>

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.

FINANCE

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| | Joint report by Director of Finance & Resources, Director of Environment & Infrastructure and Director of Communities, Housing & Planning Services. | |

GENERAL

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| | Report by Director of Environment & Infrastructure. | |

ROADS AND TRANSPORTATION

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| 4 | Winter Maintenance Plan 2020/21 | 95 - 120 |
| | Report by Director of Environment & Infrastructure. | |
| 5 | The Renfrewshire Council (Disabled Persons' Parking Places) (Various Locations, Renfrewshire) Number Six Order 20*, Sustained Objections | 121 - 128 |
| | Report by Director of Environment & Infrastructure. | |
| 6 | Traffic Regulation Order - School Parking Exclusion Zones | 129 - 150 |
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LAND AND PROPERTY

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| 7 | Paisley Town Hall - Licence to Occupy Agreement | 151 - 154 |
| | Report by Director of Finance & Resources. | |
| 8 | Disposal of land adjacent to 42 Crosslee Park, Crosslee | 155 - 158 |
| | Report by Director of Finance & Resources. | |
| 9 | Lease of the former Fathers Club, Blackstoun Road, Paisley | 159 - 162 |
| | Report by Director of Finance & Resources. | |
| 10 | Proposed declaration of former smallholding at 28 Parkmains, Erskine as surplus to requirements | 163 - 166 |
| | Report by Director of Finance & Resources. | |

11 Lease of 43-45 and 65-71 George Street, Paisley

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Report by Director of Finance & Resources.



To: Infrastructure, Land and Environment Policy Board

On: 04 November 2020

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

Heading: Revenue and Capital Budget Monitoring as at 18 September 2020

1. Summary of Financial Position

- 1.1. The projected Revenue outturn as at 31 March 2021 for Infrastructure, Land and Environment is an overspend position of £2.901m (9.3%) against the revised budget for the year.
- 1.2. The projected Capital outturn as at 31 March 2021 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 2020/21, 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.

Table 1: Revenue						
Division	Revised Annual Budget £000	Projected Outturn Core £000	Projected Outturn COVID-19 £000	Total Projected Outturn £000	Budget Variance £000	Budget Variance %
Environment and Infrastructure	29,517	28,565	3,784	32,349	(2,832)	9.6
Communities, Housing and Planning (Regulatory Services)	1,621	1,625	65	1,690	(69)	4.3

Table 2: Capital						
Division	Revised Annual Budget £000	Projected Outturn Core £000	Projected Outturn COVID-19 £000	Total Projected Outturn £000	Budget Variance £000	Budget Variance %
Environment and Infrastructure	14,746	14,746	0	14,746	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 and confirmed government support at this point in time; forecasts are likely to be subject to considerable fluctuation as the full service implications and associated costs of the pandemic become clear;
- 2.2. Note the projected Capital outturn position as detailed in Table 2 above; and
- 2.3. Note the budget adjustments detailed in section 5.

3. Revenue

- 3.1. The Revenue Budget Monitoring report at Appendix 1 identifies a projected annual overspend of £2.901 million (9.3% of total budget) for Infrastructure, Land and Environment. This a reduction in projected expenditure of £0.611m since last reported to this Board. Detailed division service reports can be also be found here, along with an explanation of each significant projected variance.
- 3.2. The projected outturn is based on information currently available and assumptions made by service budget holders. Any changes to these projections will be detailed in future reports to this Board.
- 3.3. The main reasons for the projected outturn position are indicated below 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, budget changes of £0.048m have arisen

5. Capital

- 5.1. The Capital Investment Programme 2020/21 to 2024/25 was approved by the Council on 9th March 2020.

- 5.2. The Capital Monitoring report at Appendix 2 indicates adjustments in the approved capital programme of £0.457m. This mainly arises due to budget increases within the Vehicle Replacement Programme .
- 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 in totalling £0.457m have arisen which reflect the following:

Budget brought forward to 2020-21 from 2021-22 (£0.109m):

- Investment in Cemeteries (£0.109m) for updated cash-flows received after the development of the programme resulting from the additional £0.400m approved by Council on 9th March 2020.

Budget increases in 2020-21 (£0.348m):

- Vehicle Replacement Programme (£0.348m) for grants awarded in relation to Electric Vehicle Charging Infrastructure.

Implications of this report

1. **Financial** – The projected budget outturn position for Infrastructure, Land and Environment Revenue budget is an overspend of £2.901m. Income and expenditure will continue to be monitored closely for the rest of the financial year and steps will be taken to mitigate any overspend as far as possible within existing budgets.

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.

Any changes to current projections in either Revenue or Capital budgets will be reported to the board as early as possible, along with an explanation for the movement.

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 9th March 2020

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

Author: Debbie Farrell (Revenue)
 Geoffrey Borland (Capital)

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2020/21
1st April 2020 to 18th September 2020

POLICY BOARD : INFRASTRUCTURE, LAND AND ENVIRONMENT

Objective Summary	Revised Annual Budget at Period 3	New 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	1,983	(420)	1,563	1,443	12	1,455	108	6.9%	454	(345)
Refuse Collection	5,212	(158)	5,054	5,040	889	5,930	(876)	(17.3%)	(389)	(486)
Household Waste Recycling Centres	632	39	671	636	222	857	(186)	(27.8%)	(20)	(166)
Refuse Disposal	7,410	(154)	7,256	7,253	932	8,184	(928)	(12.8%)	(605)	(323)
Streetscene	5,334	(212)	5,122	4,761	233	4,993	129	2.5%	(135)	264
Sustainability and Place	567	(45)	522	394	5	399	123	23.5%	9	114
Fleet Services	(656)	437	(219)	(399)	0	(399)	180	82.2%	(274)	454
Social Transport	1,455	257	1,712	1,314	0	1,314	398	23.3%	(134)	532
Roads Operations	2,736	18	2,754	2,978	105	3,083	(329)	(11.9%)	(283)	(46)
Infrastructure and Assets	1,588	(13)	1,575	1,496	97	1,593	(18)	(1.1%)	(60)	42
Traffic Management	1,192	239	1,431	1,205	0	1,205	226	15.8%	(128)	354
Parking of Vehicles	(1,051)	(41)	(1,092)	(723)	790	67	(1,159)	(106.2%)	(1,433)	273
Strathclyde Partnership for Transport	3,168	0	3,168	3,168	500	3,668	(500)	(15.8%)	(500)	0
Requisition										
Regulatory Services	1,616	5	1,621	1,625	65	1,690	(69)	(4.3%)	(13)	(56)
NET EXPENDITURE	31,186	(48)	31,138	30,190	3,849	34,039	(2,901)	(9.3%)	(3,512)	611

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2020/21
1st April 2020 to 18th September 2020

POLICY BOARD : INFRASTRUCTURE, LAND AND ENVIRONMENT

Subjective Summary	Revised Annual Budget at Period 3	New 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	20,739	469	21,208	20,501	815	21,316	(108)	(0.5%)	(267)	159
Premises Related	1,094	0	1,094	1,169	5	1,174	(80)	(7.4%)	(3)	(77)
Transport Related	6,378	(452)	5,926	5,588	232	5,820	106	1.8%	249	(143)
Supplies and Services	12,585	(436)	12,149	12,096	1,028	13,123	(974)	(8.0%)	(78)	(896)
Third Party Payments	3,203	0	3,203	3,208	500	3,708	(505)	(15.8%)	(500)	(5)
Transfer Payments	53	6	59	74	0	74	(15)	(25.4%)	(40)	25
Support Services	228	(0)	228	218	0	218	10	4.5%	4	6
Depreciation and Impairment Losses	0	0	0	0	0	0	0	0.0%	0	0
GROSS EXPENDITURE	44,280	(413)	43,867	42,854	2,580	45,434	(1,567)	(3.6%)	(635)	(932)
Income	(13,094)	365	(12,729)	(12,664)	1,269	(11,395)	(1,334)	(10.5%)	(2,877)	1,543
NET EXPENDITURE	31,186	(48)	31,138	30,190	3,849	34,039	(2,901)	(9.3%)	(3,512)	611

Objective Heading	Key Reasons for Projected Variance
Refuse Collection	Reduced commercial waste customers, due to business closures, reduced special uplifts, and sale of bins, results in a projected loss of income of £0.240m, a slight improvement since period 3. Increased employee costs of shielding, absence and adherence to social distancing measures are partially offset by a reduction in employee costs for core service delivery. In order to adhere to social distancing measures, additional vehicle support is required for each collection vehicle, resulting in additional transport costs of approximately £0.205m for the year.
Refuse Disposal	A significant increase in household waste for both residual and recycling tonnages, resulting in a forecast increase in the costs of disposal. At present there is no indication that early increase in household waste tonnages is decreasing and it is now estimated it will continue at present levels for the remainder of the financial year. In addition there is an expected loss of income from both scrap metal and textile contracts. This is partially offset by a reduction in the tonnages processed through the HWRC's.
Streetscene	Underpends on supplies and services and fuel costs.
Social Transport	Additional driver support is required to adhere to service social distancing measures specifically within refuse collection, resulting in increased income recovery.
Roads Operations	A one of cost pressure on materials cost and increased employee costs during reponse to the pandemic. Capital improvement works carried out by the service have decreased significantly. Work is underway to increase efficiencies with a view to reducing projected service delivery costs.
Traffic Management	An underspend in employee costs due to vacancy management, as well as strict expenditure controls within supplies and services
Parking of Vehicles	Parking charges were suspended from March 2020, and reintroduced during August. The forecast position has therefore improved slightly due to this, albeit at a much lower level than previous years.
Strathclyde Partnership for Transport Requisition	SPT have indicated they are facing significant commercial income shortfalls which may require support from member councils to address

RENFREWSHIRE COUNCIL
CAPITAL INVESTMENT STRATEGY - NON-HOUSING SERVICES
1st April to 18th September 2020
POLICY BOARD: INFRASTRUCTURE, LAND & ENVIRONMENT

Project Title	Prior Years Expenditure to 31/03/2020*	Current Year 2020-21						Full Programme - All years			
		Approved Budget 2020-21	Budget Adjustments in 2020-21	Revised Budget 2020-21	Projected Outturn 2020-21	Budget Variance (Adverse) or Favourable		Total Approved Budget to 31-Mar-25	Projected Outturn to 31-Mar-25	Budget Variance (Adverse) or Favourable	
	£000	£000	£000	£000	£000			£000	£000		
ENVIRONMENT & INFRASTRUCTURE											
Cycling, Walking & Safer Streets (Funded by Specific	0	783	0	783	783	0	0%	1,533	1,533	0	0%
Roads/Footways Upgrade Programme	0	7,800	(339)	7,461	7,461	0	0%	30,861	30,861	0	0%
Vehicle Replacement Programme	0	1,800	471	2,271	2,271	0	0%	2,271	2,271	0	0%
Bridge Assessment/Strengthening	0	300	162	462	462	0	0%	562	562	0	0%
Lighting Columns Replacement	0	500	257	757	757	0	0%	757	757	0	0%
Traffic Management	0	1,000	0	1,000	1,000	0	0%	1,000	1,000	0	0%
Core pathways & cycle network	0	0	200	200	200	0	0%	200	200	0	0%
Waste Transfer Station Upgrade	397	0	3	3	3	0	0%	400	400	0	0%
Parks Improvement Programme	2,030	60	260	320	320	0	0%	2,350	2,350	0	0%
LED Street Lighting Strategy	9,370	0	1	1	1	0	0%	9,370	9,370	0	0%
Multi Purpose Bins	52	0	28	28	28	0	0%	80	80	0	0%
Improvements to Cemetery Estate	949	0	300	300	300	0	0%	1,441	1,441	0	0%
Underwood Depot - Workshop Improvements	40	209	(4)	205	205	0	0%	245	245	0	0%
ANPR Recognition Equipment Underwood Road Recy	0	0	80	80	80	0	0%	80	80	0	0%
Strathclyde Partnership Transport	0	0	875	875	875	0	0%	875	875	0	0%
TOTAL INFRASTRUCTURE, LAND & ENVIRONMENT BOARD	12,838	12,452	2,294	14,746	14,746	0	0%	52,025	52,025	0	0%

*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.

Objective Heading	Key Reasons for Potential Variance
Vehicle Replacement Programme	Review of departmental structures since Covid-19 has paused the programme. This has potential to delay delivery of some vehicles beyond March 2021 depending on the outcome.



To: Infrastructure, Land and Environment Policy Board

On: 04 November 2020

Report by: Director of Environment & Infrastructure and
Director of Communities, Housing and Planning

Heading: Service Update

1. Summary

- 1.1 Following on from the previous Service Update presented to board on 26 August 2020, this report provides a further update the Infrastructure, Land and Environment Policy Board on key areas within the Board's remit. It also outlines the priorities through to Spring 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 Appended to this report are performance updates to 31 March 2020. Due to the coronavirus pandemic and the pausing of Policy Boards, the annual Service Improvement Plan 'outturn' reports were not presented to board. These appendices cover the performance indicators and actions as outlined in the Service Improvement Plan 2019/20 for both Environment and Infrastructure and also Communities, Housing and Planning as both contain actions and indicators relevant to this Board's remit. The Service Update Report for Communities, Housing and Planning Services is being presented to the Communities Housing and Planning Policy Board. Environment and Infrastructure will also report to the Finance, Resources and Customer Services Policy Board to cover the areas within that Board's remit.
- 1.3 Service Improvement Plans for 2020/21 were developed for all Council services and both plans were approved by this Board prior to the lockdown. The majority of the actions and activities did not proceed or were not undertaken in the same way due to Covid-19 and, as outlined below, new Service Improvement Plans are being drafted to be in place for the start of the new financial year.

- 1.4 Work is underway to develop Service Improvement Plans for 2021/22 - these will have a strong focus on recovery and renewal rather than solely improvement. These will also fully reflect the social, economic and financial recovery plans being progressed. Proposals in relation to future service planning arrangements are currently being developed.

2. Recommendations

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

- 2.1 Approves the content of this report; and notes the performance information for 2019/20 as appended to this report.
- 2.2 Approves a period of free car parking in the car parks of Paisley Town Centre during the Christmas period from 1st December 2020 to 4th January 2020 to support and encourage visitors to the Town Centre during this pandemic.

3. Background

- 3.1 In the previous Service update reported to Infrastructure, Land and Environment Policy Board on 26 August 2020, the Council's response to the coronavirus pandemic from March 2020 to September 2020 was outlined.
- 3.2 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 The service remains acutely aware of the impact on Renfrewshire's communities of the pandemic. 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.
- 3.4 Recent weeks have shown the local and national position continues to change rapidly - restrictions have been both relaxed and tightened since the previous report to Board. The situation across Scotland, the UK and globally has shown areas of progress and areas for concern and national policy has flexed to respond to this. While working towards a recovery position the service and the Council as a whole remain ready to respond to rapid changes in our local approach.
- 3.5 Alongside this, new opportunities are emerging, potential funding streams, information and learning is being shared across local government and the service will also continue to respond to this.

- 3.6 This report gives a broad overview of the key areas which continue to be impacted by the Covid-19 crisis, further areas the service has paused and restarted, 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

Household waste and recycling

- 4.1 The service continues to deliver all essential frontline collection services including collections for residual waste, recycling, food and garden waste and commercial collections. To ensure a consistent service continues to be delivered in the current climate, the service has adopted a shared resources model to deal with any disruption to resource supply.
- 4.2 Our waste teams are following Scottish Government guidance to ensure our collection crews are able to carry out their work safely, this includes provision of support vehicles to provide social distancing within cabs, hygiene requirements and additional PPE.
- 4.3 Following Scottish Government guidance, Household Waste Recycling Centres (HWRC) were closed during the initial period of the covid-19 outbreak. The HWRC sites reopened on 1st June 2020, due to resource constraints some sites opened on a part time basis. Various materials were reintroduced on a gradual basis until 29th June when all materials were accepted. The reintroduction of access for vans and cars with trailers commenced on 13th July at the Linwood site only. To ensure social distancing measures were adhered the number of vehicles accessing the sites at any one time was limited. To control queues and ensure staff and public safety temporary traffic management measures were introduced for access to the sites.
- 4.4 From Monday the 9th of November we will amend the current opening arrangements at HWRCs, moving to all sites being open 7 days per day week, whilst retaining retain the current opening hours of 8am till 6pm (Paisley opens at 8.30) with vans and cars with trailers continuing to use the Linwood site only. With extending the number of opening days and reconfiguring the traffic flow within and around the sites, we will be able to remove the current Traffic Management arrangements, this will be done on a phased basis throughout November. As set out in section 3.4 if the service requires to make any changes to these operational arrangements in response to the pandemic this would be communicated to elected members and residents.
- 4.5 The special uplift service was reintroduced on 6th July and continues to operate over 5 days Monday to Friday. Additional control measures remain in place to ensure we are able to deliver this service safely. These include a requirement for residents to present their uplift 72 hours in advance of their booking date. No ground clearances are currently being accepted. This will be reviewed early in the new year.

Roads, Fleet and Social Transport

- 4.6 The roads capital investment programme for 2020/21 was paused due to the outbreak of covid-19. Following the Scottish Road Works Commissioner's announcement that planned works could recommence in July, there have been 46 carriageways resurfaced, 16 carriageways surface dressed and a further 5 carriageways micro-surfaced.
- 4.7 The service has taken the opportunity of the reduced traffic volumes during lockdown to carry out emergency works on our network which would have been difficult to complete under normal conditions. Examples of this include the bus bays on Gauze Street and Smithhills Street and the junction of Lonend and Canal Street. Two riverside core paths, in Erskine and Renfrew, which required to be closed to the public due to instability, were also repaired and reopened during this time, providing greater access links for pedestrians.
- 4.8 A programme of bus stop improvement works, in partnership with Strathclyde Partnership for Transport, has been delayed by covid-19 restrictions with works carried into the 20/21 programme to encourage greater bus patronage. Work has started on the programme and the contractor has been given instructions to accelerate projects where possible to complete the programme by the end of the financial year. Ward Members shall be advised of any improvements works in the area prior to works commencing.
- 4.9 The first phase of a £300,000 segregated shared cycle way from Bishopton to Glasgow Airport has been completed. This is between Bishopton and Barangarry roundabout. Phase 2, from M8 Junction 29A to the Red Smiddy Roundabout, started in October.
- 4.10 The contract award for the refurbishment and reopening of the White Cart footbridge at Abercorn Street in Paisley is expected to commence in November with project completion in Spring 2021.
- 4.11 A mini-roundabout has been installed at the junction of Park Road and Stanely Road to combat a known road safety issue with drivers taking the original bend too quickly and losing control. The addition of a pedestrian crossing to Brodie Park and other minor road safety interventions is expected to improve the local road network for all users.
- 4.12 All the Council's speed activated driver message signs of "slow down" or showing the speed limit have been overhauled and are expected to contribute to a general reduction in vehicle speeds in built-up residential areas. Separately, all the school flashing twenties signs have been surveyed and a tender document for their repair and replacement is due to be issued in the near future.
- 4.13 The Vehicle Replacement Programme delays due to covid-19 has now been re-started by fleet services with a focus on service vehicle and plant replacements required.

- 4.14 The Social Transport team are continuing to deliver hot meals to vulnerable people in our communities and assisting colleagues in Waste, Soft FM and StreetScene Services to ensure they are safely transported by physical distancing measures around Renfrewshire to deliver vital services.
- 4.15 The fleet team of mechanics, technicians and workshop supervisors continue to work shifts across 7-day operations to ensure the fleet has scheduled safety inspections and that service repairs are carried out throughout this pandemic keeping the front-line vehicles and support vehicles moving.

Spaces for People – Temporary Cycle Routes

- 4.16 Spaces for People is a new, temporary infrastructure programme in Scotland which offers funding and support to make it safer for people who choose to walk, cycle or wheel for essential trips and exercise during Covid-19. The programme is funded by the Scottish Government and managed by Sustrans Scotland.
- 4.17 During the summer of 2020 consultation took place with communities, businesses and elected members on concept designs to create temporary cycling lane infrastructure across Renfrewshire.
- 4.18 The feedback received from this consultation has been incorporated into the final designs. In addition, a route from Bridge of Weir to Gryffe High School was requested from the community to provide access to the school.
- 4.19 Over the coming months the first of these 2 temporary cycling infrastructure routes, Howwood to Paisley and Bridge of Weir to Gryffe High School, will be progressed to installation. Further engagement is planned with communities, businesses and elected members on these detailed designs before progressing to the physical installations.

Town Centre Car Parking

- 4.20 In March 2020 in response to the pandemic the Council suspended car parking charges in Paisley Town centre to support key workers undertaking their duties. This remained in place until mid August. In September, the Leadership board approved an extension to pilot of three hours free car parking in 5 town centre car parks until 17th February 2021.
- 4.21 The pandemic continues to impact on visitor footfall to Renfrewshire's town centres and their businesses in a variety of ways, including employees working from home, public transport use being discouraged under the government routemap and event programmes cancelled and curtailed in line with government restrictions to reduce the risk of virus transmission. In order to encourage visitors to spend local with businesses in Paisley Town Centre whilst living with the pandemic this Christmas period, it is proposed to introduce free parking in

the car parks of Paisley Town Centre, aligned to Johnstone and Renfrew Town Centres during the month of December 2020.

StreetScene and Team Up to Clean Up

- 4.22 Following easing of restriction and the Scottish Government Routemap phases, StreetScene commenced the grass cutting seasons in mid summer, grass cutting of all open spaces across our communities was undertaken with the grass cutting season now having come to an end, and all areas have now been cut and tidied for the winter.
- 4.23 Team Up to Clean Up's Spotless September campaign was adapted due to Covid pandemic restrictions and delivered via solo, family or friends picks. Volunteers litter picked 255 times throughout the month removing 1,233 bags of litter from Renfrewshire communities and waterways. A few groups, including Morrisons, church groups and scouts got involved as well as local schools, however group activity was notably reduced.
- 4.24 Work continues to address flytipping across the council area. The Environment & Place workstream removed over 250 tons of flytipped waste from Sergeantlaw Gorge in the Gleniffer Braes and the old Craigielea playing fields site, off Blackstoun Road. All works were approved with SEPA to improve the land environment. Measures are now in place in these large areas to prevent reoccurrence of flytipping. Other hotspot areas are now being reviewed and appropriate deterrents considered.

Communities, Housing and Planning – Regulatory Services and Communities

- 4.25 Legislation and guidance in relation to businesses continues to change at a fast pace, leading to constant changes for both Environmental Health and Trading Standards. The Health Protection (Coronavirus) (Restrictions) (Scotland) Regulations 2020 which were enacted on 27 March 2020, have been revoked and replaced with the Health Protection (Coronavirus) (Restrictions and Requirements) (Scotland) Regulations 2020. Whilst many of the powers remain the same, Environmental Health Officers and Trading Standards Officers have required to be re-authorised to allow them to enforce fully.
- 4.26 In addition to the above, the Health Protection (Coronavirus, Restrictions) (Directions by Local Authorities) (Scotland) Regulations 2020 were enacted on 28 August 2020. The new regulations give additional powers to local authorities to direct as necessary for the purpose of preventing, protecting against, controlling or providing a public health response to the incidence or spread of infection by coronavirus in the local authority's area. Directions could be made with regards to a premise, event or public open space.
- 4.27 Environmental Health and Trading Standards have been working continuously to ensure that business premises have as much help and guidance to comply with the new legislation and guidance. This has been both proactively (e-mail, phone and visit) and reactive (phone call or visit). In line with the Council Integrated Enforcement

Policy, businesses were supported by officers adopting an “engage, explain, encourage and then enforce” model which afforded people the best opportunity to comply before any enforcement action was taken.

- 4.28 Every visit is followed with an e-mail to ensure the owner/proprietor/manager is aware of exactly what is required. Compliance has been good, however, similar issues have been raised in several premises which has led clarification being sent to all premises via e-mail. Visits have also been undertaken with colleagues in Legal Services (Licensing), Police Scotland and have included weekends and nights to see businesses in operation.
- 4.29 Renfrewshire Council, Environmental Health, continues to assist Greater Glasgow and Clyde Health Board with regard to the Test and Protect Programme. This has included all Officers being trained and several seconded onto the Test and Protect Team. Due to increasing numbers of positive Covid-19 cases – this has led to staff working on this full time for many months.
- 4.30 Environmental Health Managers and Officers have also been assisting Greater Glasgow and Clyde Health Board with clusters of positive cases in schools, Underwood Road and other businesses/establishments. This has taken several forms including informal (Council led and decisions made) to Problem Assessment Groups and Incident Management Teams that have been led on by the Consultant in Public Health Medicine and includes Public Health Scotland and the relevant Managers/Corporate Communications etc.
- 4.31 Whilst the Pest Control Service is operational, care is being taken to minimise the potential to spread the virus which will include assessing individual complaints and visiting/offering advice on a case by case basis. Emergency visits e.g. rodents within a property will continue similar to lockdown.

5. Key priorities and risks until next board cycle

Environment & Infrastructure

- 5.1 The service-specific key priority areas and risks relating to our recovery work and immediate concerns between now and the next cycle of Board meetings include the continued phased reopening of services ensuring colleagues and customers are kept safe; maintaining the refuse collection service and deployment of our Winter Maintenance Plan to keep Renfrewshire’s roads and footpaths safe and accessible.
- 5.2 The service remains on alert with agile contingency plans in place to continue delivering essential services should a local lockdown be required.

Communities, Housing and Planning – Regulatory Services

- 5.3 As detailed at the previous Board, the Minister for Public Health and Sport agreed to allow local authorities to deviate from certain elements of the Food Law Code of Practice (Scotland) 2019. This provided greater flexibility for local authorities to

allocate resources to areas of most critical priority. However, this is due to end in October 2020 and will lead to Officers requiring to re-focus on statutory food law inspections at a time when they have been focused solely on Covid related issued. Whilst helpful during the pandemic, it also now leaves the Business Regulation Team with a backlog of premises that need to be inspected moving forward. Renfrewshire Council continues to sit on the national recovery group to ensure consistency across Scotland.

- 5.4 There are significant pressures on the Regulatory Services teams within Communities and Public Protection. Whilst the First Minister did highlight funding would be available to increase resource, this will take time to implement and recruit to post. The additional and changing legislative burden for Covid will continue to be a main focus, however, other statutory functions require to be met. This, together with Test and Protect support will be a continued pressure in the immediate future and will impact on the same areas of service as will be impacted by increased demands arising from the forthcoming ending of the transition period and full implementation of Brexit in January 2021.

Implications of the Report

1. **Financial** – The funding to provide a period of free parking in car parks across town centres will be met from town centre regeneration funds to support regeneration and development activities in the Town Centre. External grant funding awards are set out in section 4 of the report.

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 services 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** – As noted in section 5, the CRMG are currently reviewing the Council's risk profile in light of the coronavirus pandemic and will report to board in November.
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

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Environment & Infrastructure Service Improvement Plan 2019-2022

Out-turn 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


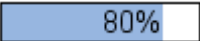

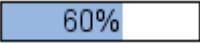
Priority Actions


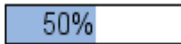



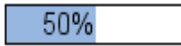
Code	Action	Status	Progress	Due Date	Update
01	Deliver the 2019/20 roads and footways capital investment programme - £8.089 million		<div><div>100%</div></div>	31-Mar-2020	A total of £8.3 million was invested in roads, drainage and footpaths infrastructure during 2019/20 with 83 carriageways resurfaced, 19 surface dressed, 8 micro-surfacing schemes and 56 footways resurfaced, delivering improvements to both strategic and local roads.
02	Continue to invest in infrastructure to support growth – from road and rail links to bridges, cycle and pedestrian routes (Council Plan Action)		<div><div>80%</div></div>	31-Mar-2022	Progress continues to be made on a series of public transport enhancements which have been added to the existing provision. This has included improving accessibility for disabled people at bus stops in Renfrewshire's villages and real time passenger information displays along the Paisley/ Johnstone corridor, Paisley/ Renfrew corridor, and

Glasgow Road and town centre, Paisley. New traffic signals have been introduced at the entrance to the Walneuk retail development.

The progress of the refurbishment of the footbridge across the White Cart was delayed by Covid-19 restrictions and is now planned for reopening for pedestrian and cycle traffic in 2020/21.




Officers continue to assess roads construction consent applications from developers for new roads to be added to the public road network, particularly in Bishopton, Hawkhead and Dykebar.

03	Support the delivery of City Deal initiatives, combining roads and active travel projects into a coherent network for all road users			31-Mar-2021	Support has continued for the infrastructure associated with the City Deal investment projects. The service contributes to joint working, supporting the Glasgow City Region/City Deal and the £1.13bn Glasgow and Clyde Valley Infrastructure Fund. This is done through the regulation of roads and transportation standards and the development of the proposed cycling network aspects of the Renfrewshire projects. Recent progress includes oversight provided on the proposed Abbotsinch Rd/ Inchinnan Rd signalised junction design.
04	Lead on the works to improve the transport infrastructure in Paisley Town Centre			31-Mar-2021	Public realm works are being led by the Cultural Infrastructure team with Environment & Infrastructure leading on the traffic and transportation improvements. A public consultation exercise was carried out which outlined broad support for the key interventions identified. The consultation feedback will form a key part of the design stages going forward. This will be subject to further consultation prior to agreement on a final design. The intended appointment of a design consultant in January 2020 was delayed by Covid-19 restrictions.

05	Support economic regeneration and job creation through the regeneration and revitalisation of town centres and the creation of a town centres action plan			31-Mar-2021	The Service has played a key role in the submission of a successful funding bid to the Scottish Governments Town Centre Regeneration Fund with the associated works due to take place within Renfrew and Johnstone Town Centres.
06	Deliver an increase in cycling infrastructure across Renfrewshire			31-Mar-2020	<p>Environment & Infrastructure has continued to work with its funding partners SPT, Sustrans and Paths for All to introduce and encourage the use of a network of walking and cycling routes to offer realistic alternative commuter routes between residential districts and employment opportunities with the potential to reduce congestion and pollution.</p> <p>Recent progress includes the designs of a cycle route from Bishopton to Glasgow Airport and junction safety improvements at Southholm Roundabout, Erskine.</p>
07	Implement the transfer of the Council's traffic light infrastructure from analogue to digital			30 -June 2022	A tender process for the provision of a hosted Urban Traffic Control (UTC) and communications system was awarded in late September 2019. The analogue BT communications lines were replaced with 4G mobile technology before BT's planned removal of the lines in March 2020. Work continues to upgrade the council's SCOOT network junctions, with a focus on those projects around Braehead and the Paisley inner ring road.




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

Performance Indicators

Performance Indicator	Current Status	2017/18		2018/19		2019/20		2020/21	2021/22	Explanation of Performance
		Value	Target	Value	Target	Value	Target	Target	Target	
01 (Maintenance) Carriageway Condition: % of road network considered for treatment (i) A Class Roads (LGBF Indicator)		23.8%	25%	23%	25%	Data for 2019/20 will not be published until January 2021	23%	22.5%	22%	In 2018/19 performance at 23.8% exceeded the annual target of 25% and was better than the Scottish average of 30%. (LGBF Indicator)
02 (Maintenance) Carriageway Condition: % of road network considered for treatment (ii) B Class Roads (LGBF Indicator)		25.9%	25.0%	24.7%	25%	Data for 2019/20 will not be published until January 2021	25%	24.5%	24%	In 2018/19 performance at 24.7% exceeded the annual target of 25% and was better than the Scottish average of 35.7%. (LGBF Indicator)
03 (Maintenance) Carriageway Condition: % of road network considered for treatment (iii) C Class Roads (LGBF Indicator)		37.5%	35.0%	37.9%	35.0%	Data for 2019/20 will not be published until January 2021	35%	36.5%	36.0%	In 2018/19 performance at 27.9% was slightly above the 2018/19 target of 35%. (LGBF Indicator)










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

Performance Indicators

Performance Indicator	Current Status	2017/18		2018/19		2019/20		2020/21	2021/22	Explanation of Performance
		Value	Target	Value	Target	Value	Target	Target	Target	
04 (Maintenance) Carriageway Condition: % of road network considered for treatment (iv) Unclassified Roads (LGBF Indicator)		35.1%	36.0%	36.9%	36.0%	Data for 2019/20 will not be published until January 2021	34.5%	36.5%	36.0%	In 2018/19 performance at 36.9% was slightly above the 2018/19 target of 36%. (LGBF Indicator)
05 (Maintenance) Carriageway Condition: % of road network considered for treatment (v) Overall		33.9%	35%	32.8%	35%	Data for 2019/20 will not be published until January 2021	33%	32.5%	32%	In 2018/19 performance at 32.8% exceeded the annual target of 35%.
06 % of pothole repairs completed within timescales		56%	68%	50%	75%	37%	75%	78%	80%	In 2019/20, 37% of pothole repairs were completed within timescales. The process for reporting and repairing potholes has been streamlined with mobile technology having been rolled out recently. Data analytics has also been introduced to improve performance monitoring with weekly reports being used to identify and resolve issues. Performance during the period April to September 2020 has seen an improvement to 79%.







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

Performance Indicators

Performance Indicator	Current Status	2017/18		2018/19		2019/20		2020/21	2021/22	Explanation of Performance
		Value	Target	Value	Target	Value	Target	Target	Target	
07 % of Statutory category A road inspections completed on target				100%	100%	95%	100%	100%	100%	Performance for category A road inspections was 95%. These inspections are carried out on 'live sites' which are utility works actually in progress. On one site, as a result of a major utility carrying out work, it was not possible to undertake the inspection. In 2018/19 the statutory road inspections were achieved for both category B & category C. The annual performance for these indicators was 100%. 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.
08 % of Statutory category B road inspections completed on target				95%	100%	100%	100%	100%	100%	
09 % of Statutory category C road inspections completed on target				98%	100%	100%	100%	100%	100%	


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

Priority Actions

Code	Action	Status	Progress	Due Date	Update
01	Develop and deliver a Respectful Funeral Service		 100%	31-Dec-2019	The Renfrewshire Respectful Funeral Service was officially launched on 14th August 2019. Seven local funeral directors have signed up and are offering the service. This ensured that the residents of Renfrewshire have access to a cost effective, respectful funeral service.
02	Promote equality and diversity through all services		 100%	31-Mar-2021	Service planning and delivery continue to support all Renfrewshire's residents.
03	Provide employment and training opportunities for identified groups of young people in Renfrewshire		 100%	31-Mar-2020	Fleet Solutions and Social Transport have been working in partnership with the Council's Economic Development Team and Project SEARCH and have identified the need for 2 Modern apprentices. Two Modern apprentices have been appointed for 12 months. One modern apprentice is supporting compliance checks in an operational setting and the other modern apprentice is supporting compliance checks and training. Both of the Modern apprentice posts are providing critical support to this service.




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

Priority Actions

Code	Action	Status	Progress	Due Date	Update
01	Deliver a programme of enhanced operational environmental and community support activities for environment and place		<div><div>50%</div></div>	31-Mar-2023	<p>Through the additional Environment & Place funding, work continues to go from strength to strength. Community Groups continue to grow with litterpicks being undertaken on a weekly basis by many groups.</p> <p>We also have 6 dedicated Community litter pickers servicing our communities. The caddies with environmental equipment have been a success and passed to communities throughout Renfrewshire.</p> <p>The Team Up to Clean Up campaign continues to grow with over 715 members of the Facebook page. The Big Spring Clean was a massive success which saw 1,750 volunteers turn out for over 103 events/clean ups. Groups that started as part of Team Up to Clean Up have continued to build their capacity and have been successful in receiving £50k from the Greenspaces, Parks & Play Areas and Village Investment Fund.</p> <p>In October 2019, the TU2CU team won the 'Strong and sustainable communities' award at the COSLA excellence awards 2019.</p> <p>Every primary school child in Renfrewshire has now received a copy of The Clumps' Big Mess (over 14,000 copies), a book designed and targeted at school children to understand the</p>


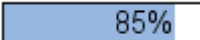
Council Plan Strategic Outcome 4: Creating a sustainable Renfrewshire for all to enjoy

Priority Actions

Code	Action	Status	Progress	Due Date	Update
					<p>damage of littering.</p> <p>The Spotless September challenge was launched again with many community groups taking part and an appreciation event for all communities were held in October 2019. StreetScene continue to deploy crews to remove all the litter and waste which communities lift, fully supporting and working in partnership to deliver lasting change in our communities.</p>
02	Develop action plans to address flooding risk in Renfrewshire		<div><div>75%</div></div>	31-Mar-2021	Through the Flood Risk Management (Scotland) Act 2009 (Cycle 2, 22.06.16 – 22.06.22) collaboration continues with SEPA, Scottish Water, the national parks authority and neighbouring councils to identify the most sustainable combination of measures to reduce overall flood risk to the community, the environment, cultural heritage and the economy.
03	Work to meet the challenging targets set out in our carbon management plan – through our council fleet, street lighting, public realm and floodlight strategy (Council Plan Action)		<div><div>60%</div></div>	31-Mar-2022	The Council fleet had 91 Electric Vehicles at the end of March 2020. This figure is based on a total of 91 electric vehicles. 14 additional electric vehicles were added to the fleet in July 2020 resulting in 21% now using alternative fuel.
04	Ensure a residual waste treatment and disposal facility is fully operational by end of 2019 as part of the Clyde Valley Waste Management solution to ensure that all		<div><div>100%</div></div>	31-Dec-2019	The Council in collaboration with four other councils has invested in the Clyde Valley Waste project, an energy from waste plant at Dunbar at a cost of £177 million with a total contract value of


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

Priority Actions

Code	Action	Status	Progress	Due Date	Update
	waste collected by authorities is diverted from landfill (Council Plan Action)				£700m over the 25 year period. This will enable the Council to meet its landfill diversion targets. The contract for commenced in January 2020 and the project is now being delivered.
05	Deliver the requirements of the Scottish Household recycling charter and related service changes (Council Plan Action)		 85%	31-Mar-2021	<p>The policy environment saw major changes over 2019/20. In November 2019, the Scottish Government published their consultation on new legislation under the new Scottish Circular Economy Bill. Included within the legislation were wider plans for a new approach to reducing, reusing and recycling materials to help drive Scotland's circular economy. Also included was a review of the Code of Practice which underpins the Scottish Household Recycling Charter.</p> <p>As a result of COVID-19 further updates to the Bill have been delayed. However, the objectives will continue to be delivered through the Deposit Return Scheme, development of the UK-wide Extended Producer Responsibility Scheme for packaging, delivering the Food Waste Reduction Action Plan, and support for business innovation through the Circular Economy Investment Fund.</p> <p>In light of these developments Renfrewshire has continued to transition towards full charter compliance.</p>


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

Priority Actions

Code	Action	Status	Progress	Due Date	Update
06	Develop and implement a long term sustainable leachate and surface water management plan for Linwood Moss		<div><div>80%</div></div>	31-Mar-2020	A Closure, Restoration and Aftercare Plan was submitted to SEPA in December 2019. SEPA identified that further work was required in relation to accurate data surrounding one of the surface water flows. This work commenced in the early part of 2020. However, investigations were put on hold until such times as the consultant can safely visit site.


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

Performance Indicators

Performance Indicator	Current Status	2017/18		2018/19		2019/20		2020/21	2021/22	Explanation of Performance
		Value	Target	Value	Target	Value	Target	Target	Target	
01 Street Cleanliness Score - % of areas assessed as clean (Council Plan Indicator)		90.5%	90%	91.9%	90%	94.5% (unverified)	90%	92%	92.5%	<p>The percentage of Renfrewshire's street assessed as clean was 94.5% for 2019/20. This is an improvement of 2.6% on the previous year's performance. This figure is provisional and is awaiting verification by Keep Scotland Beautiful.</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>



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

Performance Indicators

Performance Indicator	Current Status	2017/18		2018/19		2019/20		2020/21	2021/22	Explanation of Performance
		Value	Target	Value	Target	Value	Target	Target	Target	
02 Amount of CO ₂ emitted by the public vehicle fleet (Council Plan Indicator)		3,652	3,060	3,836	2,840	3,427	2,730	2,620	2,500	<p>Over the last 18 months, the Council has introduced a Sustainable Travel Scheme, where Council officers undertaking Council business, rather than use their own vehicles are asked to consider the scheme hierarchy, i.e. can they use another form of public transport or one of the Council's pool bikes to undertake their journey before considering the car. The scheme is proving successful and has reduced the business miles travelled by car by over 20% since its introduction.</p> <p>The majority of the pool vehicles are now electric and therefore reducing the overall amount of petrol/diesel fuel consumed.</p>



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

Performance Indicators

Performance Indicator	Current Status	2017/18		2018/19		2019/20		2020/21	2021/22	Explanation of Performance
		Value	Target	Value	Target	Value	Target	Target	Target	
03 % of the vehicle fleet which uses alternative fuels, such as electricity (Council Plan Indicator)		7.6%	7%	9.8%	9%	18.2%	21%	23%	25%	The percentage of the vehicle fleet which uses alternative fuel such as electricity was 18.2% at the end of 2019/20. This is up from 9.8% in 2018/19. This figure is based on a total of 91 electric vehicles. 14 additional electric vehicles were added to the fleet in July 2020 resulting in 21% now using alternative fuel.
04 Reduce the amount of CO ₂ emitted from public space lighting (Council Plan Indicator)		2,163	3,200	1,679	1,750	1,493	1,750	1,700	1,700	There has been a reduction in CO ₂ emissions from public space lighting due to the implementation of the LED replacement programme. This figure shows an improvement in 2019/20 compared to previous years. There was a 11% reduction in CO ₂ between 2018/19 and 2019/20.






**Council Plan Strategic Outcome 4:
Reshaping our place, our economy and our future**

Priority Actions

Code Performance Indicator	Current Status	2017		2018		2019		2020	2021	Explanation of Performance
		Value	Target	Value	Target	Value	Target	Target	Target	
05 % of Household Waste Recycled (Calendar year data) (LGBF Indicator)		47.8%	50%	49.2%	50%	53%	54%	56%	57%	The cumulative recycling rate for 2019 was 53%. This is an improvement on the performance in 2018 when the recycling rate was 49.2%, an improvement of 3.8%
06 % of Household waste collected which is landfilled (Calendar year data)		28.3%	34%	20.3%	33%	5.7%	16%	5%	5%	The % of waste going to landfill has decreased by almost 11% due to the diversion of waste to landfill from our residual waste contractor.


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		<div><div>75%</div></div>	31-Mar-2022	Environment & Infrastructure Services and officers from HR & Organisational Development meet every 2 weeks 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 new Organisational Development Strategy		<div><div>100%</div></div>	31-Mar-2021	The Council's Organisational Development Strategy has been implemented across all areas of Environment & Infrastructure.
03	A strategic planning approach to future skills and service requirements will be implemented		<div><div>100%</div></div>	31-Mar-2021	Dedicated resource has been provided to review the current arrangements for training and development of employees across the service. This has led to a significant increase in training taking place across the service alongside a renewed approach to recruitment of apprentices and graduate apprentices.
04	Active participation in Council's Transformational Programme		<div><div>100%</div></div>	31-Mar-2020	The service engaged with the first phase of Right for Renfrewshire and will continue to support the recommencement of this aligned with any existing service reviews.
05	Better use of data and technology to improve services performance and delivery		<div><div>100%</div></div>	31-Mar-2020	The service has developed apps to support officers in delivering frontline operational requirements. The service has implemented an online process for





Council Plan Strategic Outcome 5: Working together to improve outcomes

Priority Actions

Code	Action	Status	Progress	Due Date	Update
					<p>special uplifts provided through the Council's customer account portal, "MyAccount". A Gully App has also been developed to support gully maintenance.</p> <p>A new data analytics approach to how management information is used to support service improvement is being rolled out across each service area.</p>
06	Deliver agreed operational efficiencies through fleet utilisation and rationalisation (Council Plan Action)		<div><div>75%</div></div>	31-Mar-2020	<p>Fleet Services and Social Transport continued to support the vital modes of transport across Council services and to explore funding options for electric, hydrogen and hybrid vehicle options. It has done this by working closely with Transport Scotland, Energy Savings Trust and Scottish Power Energy Network.</p> <p>As a result of a successful funding bid 14 additional electric vehicles were added to the fleet in July 2020 as well as the implementation of associated charging points. Engagement sessions continued during 2019/20 with services across the Council to support and improve fleet management and legal compliance. Fleet, core & hire vehicles continued to be reduced due to improved utilisation and cost saving initiatives.</p>



Council Plan Strategic Outcome 5: Working together to improve outcomes

Priority Actions

Code	Action	Status	Progress	Due Date	Update
07	Deliver improvements in the Council's Cemeteries estate		<div><div>90%</div></div>	31-Mar-2023	Works have been completed in Hawkhead, Bishopton, Abbey, Houston, Lochwinnoch and Broomward Cemeteries. Works within Hawkhead were completed in October 2019 and included new drainage to address the problem of flooding and reconstruction of roads and installation of kerbing carried out. The entrance gates were also refurbished. The works carried out in the other cemeteries included road and path construction and resurfacing, wall and gate repairs. The works that were planned for Inchinnan Cemetery were subject to a delay due to some minor issues at the procurement process however these works were completed in July 2020. These works include the construction of an internal road and associated layby within the cemetery with a new access being created. In addition to this drainage works and roads and path upgrades within the cemetery will be undertaken.
08	Support the Council to implement the Business World system		<div><div>100%</div></div>	31-Mar-2020	Environment & Infrastructure continue to participate in user briefing sessions and staff training to support the implementation of Business World.
09	Develop a strategic approach to asset management		<div><div>100%</div></div>	31-Mar-2020	The service is reviewing the systems used to record all asset management information with a view to reducing the number of systems in place and avoid duplication.
10	Ensure robust and up to date business continuity arrangements are in place		<div><div>100%</div></div>	31-Mar-2020	Environment and Infrastructure Business Continuity Plan was updated in May 2019. The service's Resilience Management Team hold quarterly



Council Plan Strategic Outcome 5: Working together to improve outcomes

Priority Actions

Code	Action	Status	Progress	Due Date	Update
					meetings chaired by Head of Operations and Infrastructure to review recent incidents and lessons learned, business continuity exercises and any training required.
11	Review and maintain continuous improvement frameworks		 100%	31-Mar-2020	<p>Environment and Infrastructure continued to demonstrate compliance with ISO9001 for quality management systems. It should be noted that the final audit of 2019/20 was curtailed at the start of the COVID-19 lockdown.</p> <p>In addition, Environment & Infrastructure, successfully contribute to the Corporate Occupational Health and Safety accreditation, OHSAS18001, a commitment to comply with defined health and safety standards to safeguard employees and customers.</p>





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

Performance Indicators

Performance Indicator	Current Status	2017/18		2018/19		2019/20		2020/21	2021/22	Explanation of Performance
		Value	Target	Value	Target	Value	Target	Target	Target	
01 Average number of work days lost through sickness absence per employee (FTE) (cumulative)		New 18/19		13.88	10.74	16.44	13.7	13	12.7	<p>The cumulative absence performance for 2019/20 was 16.44 days lost per FTE employee and was above the 2019/20 target of 13.7.</p> <p>Officers from the service and from HR & Organisational Development meet every 2 weeks 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.</p>
02 % of members enquiries completed within timescale by Environment & Infrastructure		New performance indicator 2019/20				85%	85%	85%	85%	<p>Environment & Infrastructure received 5,672 members enquiries in 2019/20, of which 85% were responded to within timescale. This is an improvement on the performance for 2018/19 when there were 5,441 members enquiries, of which 77% were responded to within timescale.</p>



Council Plan Strategic Outcome 5: Working together to improve outcomes

Performance Indicators

Performance Indicator	Current Status	2017/18		2018/19		2019/20		2020/21	2021/22	Explanation of Performance
		Value	Target	Value	Target	Value	Target	Target	Target	
03 % of FOI requests completed within timescale by Environment & Infrastructure		99%	100%	97%	100%	96%	100%	100%	100%	Environment & Infrastructure dealt with 412 Freedom of Information requests in 2019/20, of which 394 (96%) were responded to within timescale. 137 of these requests were cross departmental and 275 were departmental.
04 % of front line resolutions dealt with within timescale by Environment & Infrastructure		85%	100%	75%	100%	67%	85%	85%	85%	Environment & Infrastructure received 5,615 front line resolutions in 2019/20, of which 67% were responded to within timescale In the same period the service dealt with 658 complaint investigations 85% of which were dealt with within the agreed timescale.
05 % of complaint investigations completed within timescale by Environment & Infrastructure		72%	100%	69%	100%	85%	95%	95%	95%	
06 % of bins uplifted first time		New performance indicator 2019/20				99.8%	99.95%	99.95%	99.95%	The percentage of bins uplifted first time in the first two quarters was 99.8%. This is slightly below target of 99.95% however the service was working under the difficult early stages of the Covid-19 pandemic with the associated staff shortages as result of employees shielding and isolating. The service was supported by staff from other service areas within the



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

Performance Indicators

Performance Indicator	Current Status	2017/18		2018/19		2019/20		2020/21	2021/22	Explanation of Performance
		Value	Target	Value	Target	Value	Target	Target	Target	
										department and continued to provide full refuse collection services throughout this period.
07 Cost of Maintenance per Kilometre of roads (LGBF Indicator)		£18,036	n/a	£18,050	n/a	Data for 2019/20 will not be published until January 2021	n/a	Not measured for Quarters	n/a	The data is published by the Improvement Service on an annual basis as part of the Local Government Benchmarking Framework and is extracted from the LFR information from the Scottish Government website. Renfrewshire's ranking moved from 26 th in 2017/18 to 28 th in 2018/19. The 2018/19 costs reflect the £8.1m roads capital investment programme allocation expenditure on roads and pavements. This significant capital allocation to roads improvements is expected to lead to ongoing performance of above average spend reflecting the current focus on investment in the road's infrastructure. Data for 2019/20 will not be published until February 2021 (LGBF indicator)
08 % of adults satisfied with parks and open spaces (LGBF Indicator)		84%	n/a	84%	85%	Data for 2019/20 will not be published	n/a	Not measured for Quarters	n/a	This is an indicator from the Local Government Benchmarking Framework extracted from the results of the Scottish Household Survey –



Council Plan Strategic Outcome 5: Working together to improve outcomes

Performance Indicators

Performance Indicator	Current Status	2017/18		2018/19		2019/20		2020/21	2021/22	Explanation of Performance
		Value	Target	Value	Target	Value	Target	Target	Target	
						until January 2021				Renfrewshire's ranking moved from 23 rd in 2017/18 to 17 th in 2018/19. Data for 2019/20 will not be published until February 2021 (LGBF Indicator)
09 Cost of parks and open spaces per 1,000 of the population (LGBF Indicator)		£21,857	n/a	£30,446	n/a	Data for 2019/20 will not be published until January 2021	n/a	Not measured for Quarters	n/a	This is an indicator from the Local Government Benchmarking Framework extracted from the LFR information from the Scottish Government website – Renfrewshire's ranking moved from 17 th in 2017/18 to 29 th in 2018/19. The increased costs of parks and open spaces per 1,000 population for 2018/19 reflects internal changes to how income is included on the Local Finance Return, as the 2018/19 costs now include recharges to other council services. A further increase in costs can be attributed to the pay award and the additional funding received for environmental improvements. (LGBF Indicator)
10 % of adults satisfied with refuse collection		84.33%	n/a	79.63%	n/a	Data for 2019/20 will not be	n/a	Not measured for Quarters	n/a	This is an indicator from the Local Government Benchmarking Framework extracted from the results of the



Council Plan Strategic Outcome 5: Working together to improve outcomes

Performance Indicators

Performance Indicator	Current Status	2017/18		2018/19		2019/20		2020/21	2021/22	Explanation of Performance
		Value	Target	Value	Target	Value	Target	Target	Target	
(LGBF Indicator)						published until January 2021				Scottish Household Survey – Renfrewshire's ranking moved from 12 th in 2017/18 to 20 th in 2018/19. (LGBF Indicator)
11 Net cost of waste collection per premise (LGBF Indicator)		£53.86	n/a	£59.45	n/a	Data for 2019/20 will not be published until January 2021	n/a	Not measured for Quarters	n/a	This data is published by the Improvement Service on an annual basis as part of the LGBF Framework and is extracted from the LFR information from the Scottish Government website. Renfrewshire's ranking moved from 8 th in 2017/18 to 12 th in 2018/19. Data for 2019/20 will not be published until February 2021 (LGBF Indicator)
12 Net cost of waste disposal per premise (LGBF Indicator)		£116.97	n/a	£108.84	n/a	Data for 2019/20 will not be published until January 2021	n/a	Not measured for Quarters	n/a	This data is published by the Improvement Service on an annual basis as part of the LGBF Framework and is extracted from the LFR information from the Scottish Government website. Renfrewshire's ranking moved from 25 th in 2017/18 to 24 th in 2018/19. Data for 2019/20 will not be published until February 2021 (LGBF Indicator)

Council Plan Strategic Outcome 5: Working together to improve outcomes



Performance Indicators







Performance Indicator	Current Status	2017/18		2018/19		2019/20		2020/21	2021/22	Explanation of Performance
		Value	Target	Value	Target	Value	Target	Target	Target	
13 % of adults satisfied with street cleaning (LGBF Indicator)		61.33%	n/a	60.10%	n/a	Data for 2019/20 will not be published until January 2021	n/a	Not measured for Quarters	n/a	This is an indicator from the Local Government Benchmarking Framework extracted from the results of the Scottish Household Survey – Renfrewshire's ranking remained at 29 th between 2017/18 and 2018/19. Data for 2019/20 will not be published until February 2021 (LGBF Indicator)
14 Net cost of street cleaning per 1,000 of the population (LGBF Indicator)		£6,298	n/a	£6,114	n/a	Data for 2019/20 will not be published until January 2021	n/a	Not measured for Quarters	n/a	This data is published by the Improvement Service on an annual basis as part of the LGBF Framework and is extracted from the LFR information from the Scottish Government website. Renfrewshire's ranking moved from 3rd in 2017/18 to 2nd in 2018/19. Data for 2019/20 will not be published until February 2021 (LGBF Indicator)



Communities, Housing and Planning Service Improvement Plan – progress on actions and performance indicators

Many actions relate to longer term projects and therefore the progress indicates the progress made against 2019/20's expected outcomes, not whether the project itself is complete. Essentially this shows whether the service achieved what it expected to in the year up to March 2020. Hence why many actions which continued into 2020/21 are showing as 100% complete.







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





Action Code	Action	Status	Progress	Update	Due Date
CHAPS19 - 1.01	To develop Paisley's ongoing plans for cultural regeneration			<p>A broad range of cultural regeneration plans and activities are underway, working towards achieving the strategic outcomes under each step change in the Future Paisley action plan by 2027 and 2035. A further sixth step change has been added: 'To establish Paisley as a centre of excellence for cultural regeneration through leadership, partnership, participation and collaboration.'</p> <p>The new research centre with UWS, The Centre for Culture, Sport and Events (CCSE), has been successfully launched. 3 PhD students have been recruited to undertake research and evaluation of progress in achieving step change targets.</p> <p>Progress has been made in identifying cross-Council opportunities to embed creativity in other areas of service delivery via cross departmental strategic leads and project leads groups, the cross-departmental Future Paisley Steering Group, and through a broad range of steering groups, working groups and networks (e.g. the Tourism Working Group; Culture, Arts and Social Care Network; Community Regeneration Engagement Workstream, amongst others). Connections to national and international networks have been developed through the recruitment of representatives of a broad range of regional and national organisations with international reach to the CCSE steering group.</p>	31-Mar-2021





Action Code	Action	Status	Progress	Update	Due Date
				This programme is now called Future Paisley (http://www.renfrewshire.gov.uk/futurepaisley) and progress to date was on track until mid March 2020. The restrictions imposed by the measures to protect the population from the COVID-19 pandemic have brought multiple pressures and new issues for the programme to respond to. In September 2020 the Future Paisley Steering Group and the Partnership Board agreed that the programme is increasing in its importance to support and build resilience of local communities and the cultural sector. Programmes have been pivoted to support local cultural organisations and projects and the overall Future Paisley programme extended until the end of financial year 2023/24 to coincide with the reopening of the town's major cultural venues.	
CHAPS19 - 1.02	Deliver the Economic Strategy within the current Local Development Plan (LDP)			<p>The adopted Renfrewshire Local Development Plan (2014) sets out an inclusive spatial strategy and sustainable objectives to assist and support the delivery of sustainable and inclusive economic growth alongside aiming to protect and enhance Renfrewshire's environment as well as our natural, built and cultural heritage.</p> <p>This can be seen in projects such as the Advance Manufacturing and Innovation District project which demonstrates the importance of a Plan-led system in delivering quality places, providing confidence in the investment proposals coming forward. There has also been progress with approval of developments at Westway and Wright Street with the investment in the new Wright Street Bridge encouraging development in the right places.</p>	31-Mar-2021
CHAPS19 – 1.03	Deliver the Centres Strategy within the current Local Development Plan (LDP)			<p>Renfrewshire's Centres including town centres, village centres and shops in local communities form an important part of the network of centres in Renfrewshire. The Renfrewshire Local Development Plan aims to ensure that each of these centres provides a range of uses and activities which support the communities and individuals, reducing the need to travel and being able to visit these centres on foot, by bike or by public transport.</p> <p>To support the delivery of the Actions of the Local Development Plan, the updates/refresh to Town Centre Strategies is important especially given the current Pandemic. Promotion and identification of new innovative ways to support and protect Renfrewshire's Centre will be key to ensure these centres meet the needs of residents, businesses and visitors.</p>	31-Mar-2021
CHAPS19 – 1.04	Deliver the Infrastructure Strategy within the current Local Development Plan (LDP)			Central to the implementation of the Spatial Strategy in the Renfrewshire Local Development Plan is ensuring that people and place are well connected and investment in infrastructure is made in the right place to enable and support opportunities.	31-Mar-2021





Action Code	Action	Status	Progress	Update	Due Date
				The Renfrewshire Local Development Plan continues to promote development which are located beside or close to existing active travel or public transport networks. This is demonstrated in Dargavel Village where a series of Design Codes for the site have been produced through a collaborative approach. The codes reflect a commitment to innovation and the testing of new approaches and solutions to create strong and sustainable places.	
CHAPS19 – 1.05	Develop and adopt new LDP 2			<p>Following a 12 week extensive consultation and engagement on the Renfrewshire Local Development Plan Proposed Plan (2019) with a number of representations from stakeholders, members of the community, land owners and developers, the Plan was submitted to the Scottish Ministers on 31 January 2020 and the Examination into the Plan commenced on 12 May 2020.</p> <p>Four Reporters have been appointed to examine the Proposed Plan. Officers are assisting the Reporters by providing further information/clarification, when required, to support the Examination into the Plan. It is anticipated that the Examination process will take until early 2021 before the Examination into the Plan is concluded.</p> <p>Once adopted the Plan will provide an up to date land use framework for Planning in Renfrewshire for the next 10 years.</p>	31-Mar-2021







Strategic Outcome 2: Building strong, safe and resilient communities







Action Code	Action	Status	Progress	Update	Due Date
CHAPS19 – 2.01	Implement revised Housing Asset Management Strategy			We are on target for completion of the revised Housing Asset Management Strategy within the due date of March 2021. The Strategic Asset Management System (SAMS) outputs are currently being reviewed and these will contribute to the development of the revised strategy. We will also review the action and draft will be prepared for February 2021.	31-Mar-2022
CHAPS19 – 2.02	Along with our key partners, we will monitor and review the impact of the range of services provided to homeless people, and those threatened with homelessness			<p>A Rapid Rehousing Transition Plan (RRTP) for Renfrewshire was approved by the Policy Board in August 2019.</p> <p>The RRTP, which had been agreed with partners, details how we would improve the outcomes for homeless applicants between 2019 and 2024, and £183k was awarded from the Scottish Government to support its implementation in 2019/20. This funding has been used to deploy Temporary Resettlement Officers,, upscale our use of the Housing First approach to 30 service users, and launch a Shared Living Initiative in partnership with Simon Community Scotland to support homeless people who were interested in sharing a tenancy</p> <p>A Steering Group with membership from a range of partners was established to track the implementation of the RRTP, chaired by Head of Housing & Planning Services.</p> <p>The Renfrewshire Homelessness Partnership continue to meet regularly to monitor and review all the measures in place to support those who are homeless</p>	31-Mar-2022
CHAPS19 – 2.03	We will deliver key outcome 1 from the Local Housing Strategy (LHS) - The supply of homes is increased.			<p>The Renfrewshire Proposed Local Development Plan identifies a generous supply of housing sites to meet all tenure need and demand across Renfrewshire for the next 10 years.</p> <p>Completions for 2019/20 outline that there was 195 affordable homes which can be attributed to good partnership working between various Services in the Council as well as positive working relationships with Housing Associations and various other sectors of the house building industry.</p> <p>A further 219 affordable homes are nearing completion and will complete in 2020/21. This figure was initially expected to be around 504 units. However, following the Covid-19 pandemic in early 2020 and the resulting closure of all development sites, completions on some sites will now be delayed until 2021/22.</p> <p>The draft Strategic Housing Investment Plan was approved for consultation by the Communities, Housing and Planning Policy Board on 18 August 2020. This consultation ran until 29 September 2020 with a</p>	31-Mar-2022

Action Code	Action	Status	Progress	Update	Due Date
				<p>revised Strategic Housing Investment Plan for the period 2021/22 to 2025/26 now being prepared for the Communities, Housing and Planning Policy Board on 27 October 2020.</p> <p>Work is progressing well on 95 new Council homes at Johnstone Castle with the development of a further 80 new Council homes at Dargavel Village completing in October 2020. Other affordable sites are progressing well including at Glenburn, Millarston and Ferguslie with developers working to progress sites safely and in line with Scottish Government guidance in relation to COVID-19.</p> <p>The Local Development Plan Proposed Plan includes a new Housing Mix and Affordable Housing Policy which will support the delivery of sustainable mixed communities across Renfrewshire. Other innovative mechanisms for delivering different types of new housing are being considered such as Self Build, Shared Equity and other new rental schemes.</p> <p>Due to the Covid-19 pandemic, the completions for private sector homes for 2019/20 have not yet been complied. Work on the Renfrewshire Housing Land Audit for 2019/20 is on-going.</p>	
CHAPS19 – 2.04	We will deliver key outcome 2 from the Local Housing Strategy (LHS) - Through targeted investment and regeneration activity, Renfrewshire has attractive and sustainable neighbourhoods and well-functioning town centres.			<p>Council Newbuild Development in Johnstone Castle is progressing well with completion estimated for early 2021.</p> <p>Council Newbuild Development of 80 new homes at Bishopton was completed in October 2020.</p> <p>101 new Council homes have been approved for Ferguslie Park and 39 approved for construction in South West Johnstone.</p> <p>We continue to monitor our stock profile and are developing area-based strategies for areas identified as low demand.</p> <p>The Council continues to purchase a small number of homes through its acquisition policy approved at the Communities, Housing and Planning Policy Board on 20 August 2019, these properties meet a defined criteria and are within neighbourhoods with current Council stock.</p>	31-Mar-2022
CHAPS19 – 2.05	We will deliver key outcome 3 from the Local Housing Strategy (LHS) - People live in high quality, well managed homes.			<p>2,715 owners who stay in pre-1919 tenement property have been sent information on the Council missing share scheme. 33 application packs have been sent out. One repairs project has been completed and a further project involving two further missing shares is underway.</p> <p>7,714 private sector landlords with almost 10,300 properties are registered in Renfrewshire.</p>	31-Mar-2022







Action Code	Action	Status	Progress	Update	Due Date
				<p>Work continues to progress the Orchard Street Housing Renewal Area in close partnership with Paisley Housing Association. Acquisitions at Orchard Street are progressing well with 14 properties purchased to date with a further 18 property purchases being progressed with solicitors.</p> <p>Paisley Housing Association's West End Project delivered environmental enhancements to a number of back closes and drying areas in tenements in the West End of Paisley, completing in December 2019. The overall spend of £250,000 included £156,000 from the Scottish Government's Aspiring Communities Fund. The project employed 6 staff, with 4 going on to further employment</p>	
CHAPS19 – 2.06	We will deliver key outcome 5 from the Local Housing Strategy (LHS) - Homelessness is prevented and vulnerable people get the advice and support they need			<p>Renfrewshire was awarded £186,000 by the Scottish Government for the implementation of rapid rehousing related initiatives (same amount as previous year). Funding will be used to increase the number of homeless applicants who are supported through the 'wraparound' support, a key element of the Housing First approach delivered by Turning Point Scotland for people with complex needs.</p> <p>Following the successful pilot of an in-house Shared Living Project for 16 -25 year olds, funding for the implementation of 'Rapid Rehousing' initiatives was used to launch a project in partnership with Simon Community Scotland, who have previous experience in delivering this type of work. The operation of the scheme allows homeless applicants to consider flat-sharing as an option, helps prevent feelings of social isolation in young people who are homeless or threatened with homelessness and will contribute to decreasing the amount of time spent in temporary accommodation.</p> <p>Together, SAY Women and Renfrewshire Council's George Street Youth Homelessness Prevention Team, have initiated a Tenancy Sustainment Service that provides focussed, time limited support for young women aged 16-25 years who are identified as survivors of child sexual abuse and/or survivors of other forms of sexual violence, having housing/ homeless/ tenancy related issues. The aims of this partnership are to increase tenancy sustainment, prevent repeated homelessness and provide key staff in the local authority area with increased skills and capacity through access to SAY Women's specialised training and consultation with allocated SAY Women staff.</p>	31-Mar-2022
CHAPS19 – 2.07	We will deliver key outcome 6 from the Local Housing Strategy (LHS) - People are able to live independently for as long as possible in their own home.			Work continues with partners regarding the provision of housing for people with particular needs, including exploring options for the reprovioning of sheltered housing in Erskine in partnership with Bridgewater Housing Association and to provide a new Extra Care Housing development in Paisley.	31-Mar-2022









Action Code	Action	Status	Progress	Update	Due Date
				The Strategic Housing Investment Plan includes projects that meet a range particular needs, including the development of amenity standard housing to support people with varying needs throughout Renfrewshire with new amenity standard homes at both Dargavel Village, Bishopton (Council) and at Smithhills Street in Paisley Town Centre (Link Group). The Strategic Housing Investment Plan looks to provide a range of options that will assist in allowing people to live independently for as long as possible in their own home.	
CHAPS19 – 2.08	Deliver the Places Strategy within the current Local Development Plan (LDP)			<p>The Adopted Renfrewshire Local Development Plan aligns with the Council's Community Plan and other Council Strategies and sets out an ambitious strategy to support the delivery of sustainable and inclusive economic growth and includes a policy framework which seeks to create high quality places, protect and enhance the built and natural environment and seeks to address the challenges of climate change in Renfrewshire.</p> <p>This high level policy framework also influences placemaking plans at the local level. A good example of this is the Spateston Place Plan, produced by the local community identifying a vision and eight actions which build on the existing assets of the area, supporting a sustainable, well connected and sustainable place which reflects the priorities of the community.</p> <p>These include physical projects such as an enhancements to the local park, as well as social and environmental actions such as planting wildflower meadows. The plan provides a flexible framework to guide action by the local community, supported by the Council and its partners, to deliver the vision.</p>	31-Mar-2021
CHAPS19 – 2.09	Lead on the development of an Empowering Communities model for the Council			<p>Communities and Public Protection continues to work with communities to enhance capacity building and resilience.</p> <p>To date, £869,475, has been awarded or committed to communities through the Greenspaces, Parks & Play Areas and Village Investment Fund to assist them in developing their community. Discussions are currently on-going with many other groups to facilitate funding applications and an Officer has been recruited to work on this alongside the Lead Officer – Environmental Coordination.</p> <p>Close working relationships are essential with Chief Executive's service who are leading on the Community Empowerment Fund to ensure communities are consistently supported and this is seen to be working well, especially with the joint Officer Grant Approval panel</p>	31-Mar-2022



Action Code	Action	Status	Progress	Update	Due Date
CHAPS19 – 2.10	Lead on the public protection agenda incorporating requirements from national legislation			<p>Communities and Public Protection continue to lead on the Public Protection agenda in Renfrewshire, whilst taking cognisance of national legislation and guidance.</p> <p>Officers continue to review and comment on national consultations to assist in driving legislative change.</p> <p>With regards to EU exit, discussions remain on-going with Glasgow Airport and Border Force to understand potential changes as part of the withdrawal from EU.</p> <p>Communities and Public Protection also leads to on the Prevent agenda to stop people from being radicalised or targeted for criminal behaviour due to their vulnerabilities.</p> <p>Work has been undertaken to ensure that staffing levels remain high to tackle legislative change with regards to Covid-19 and EU exit. Legislation came into force at the end of March 2020 that put additional burdens on Environmental Health and Trading Standards to ensure the public were protected from Covid-19 with regards to businesses.</p>	31-Mar-2022
CHAPS19 – 2.11	Continue to develop phase 2 of the Renfrewshire Community Safety Partnership hub			<p>Phase 2 of the Renfrewshire Community Safety Hub has been completed with the Renfrewshire Wardens fully integrated into the Hub. The proposal is to move on Phase 3 to continue to expand the hub. This will include reviewing and implementing outcomes from the Collaborative Leadership Programme led by Police Scotland and Scottish Fire and Rescue Service.</p> <p>Phase 3 will also include the Community Safety Hub assisting regeneration projects by expanding the public space CCTV network to include Paisley Town Hall, Paisley Museum (whilst under refurbishment) and Robertson Park.</p> <p>To assist the Joint Agency Command Centre (JACC) a direct link between CCTV and the Conference Room will be integrated to allow real time images to be displayed to partners.</p>	31-Mar-2021
CHAPS19 – 2.12	Develop community interventions that build community resilience, improve safety and security and reduce victims of harm through improved intelligence sharing, partnership working and diversionary activities			<p>The Your Home, Your Street, Our Community programme has completed the work in Paisley Town Centre and whilst most respondents noted activity and there were positive improvements, there were many people that felt it didn't tackle all problems. This was always going to be a challenge for a short intervention within a large town centre area.</p> <p>Further areas are being discussed, however, activity is currently on hold due to the global pandemic.</p>	31-Mar-2022





Action Code	Action	Status	Progress	Update	Due Date
				Daily Tasking continues and links into the wider community by providing an early intervention within communities.	
CHAPS19 – 2.13	Develop and deliver strategies for how the Council will respond locally to the risks posed by serious organised crime and terrorism			<p>The multi-agency Community Protection (Prevent) Steering Group has been established with key partners across Renfrewshire and Inverclyde. Partners include:</p> <p>The Operational Working Group has also been established in Renfrewshire to lead on the agenda and feed into the wider multi-agency divisional meeting. The Group will look at both Counter Terrorism and Serious and Organised Crime.</p> <p>An action plan has been developed to allow partnership working and a sub group is being established to look at disrupting and deterring serious and organised crime.</p>	31-Mar-2022
CHAPS19 – 2.14	Work with key partners to develop a multi-agency counter terrorism strategy			<p>The Community Protection (Prevent) Steering Group has been established with key partners across Renfrewshire and Inverclyde. Partners include:</p> <p>The Operational Working Group has also been established in Renfrewshire to lead on the agenda and feed into the wider multi-agency divisional meeting. The Group will look at both Counter Terrorism and Serious and Organised Crime.</p> <p>An action plan has been developed to allow partnership working and a sub group is being established to look at preventing and diverting people away from counter terrorism.</p>	31-Mar-2022
CHAPS19 – 2.15	Redesign of Renfrewshire Community Safety Partnership to deliver the needs of Renfrewshire's communities, where required			<p>Work continues to review Communities and Public Protection with discussions with Trade Unions having taken place. A VR/VER exercise has been undertaken and roles reviewed. Additional staff will be recruited for busier periods (Thu/Fri/Sat) including taxi marshals to maximise resilience.</p> <p>Discussions remain on-going with Trade Unions and staff, however, this has been delayed due to Covid-19. Work still being undertaken to progress as soon as possible including a review of shift patterns and staff numbers to ensure resource maximised at busiest times.</p>	31-Mar-2022

Strategic Outcome 3: Tackling inequality, ensuring opportunities for all





Action Code	Action	Status	Progress	Update	Due Date
CHAPS19 – 3.01	Monitor the impact of our Refugee resettlement programme			<p>44 families (178 people) have now been supported to re-settle across Renfrewshire.</p> <p>Families have been helped to move on to a wide range of properties from several different housing providers and are generally integrating well with their local communities. The children in these families are generally thriving within the education system and a number of adults are attending further education and ESOL classes at college.</p> <p>10 families (44 people) who's support will cease from November 2020 are being assisted to make a claim for Indefinite Leave to Remain (ILR) ensuring they have access to appropriate legal representation. Accessing employment continues to be a challenge.</p>	31-Mar-2022
CHAPS19 – 3.02	We will deliver key outcome 7 from the Local Housing Strategy (LHS) - Affordable housing is accessible to people who need it.			<p>The Council continues to participate in the Mortgage to Rent scheme, working with owners in financial difficulties where this is appropriate.</p> <p>The HomeChoice@Renfrewshire Homexchange Shop helped 1,144 visiting customers and assisted 162 customers to register for a mutual exchange through the online service. In addition, a further 73 applicants self-registered for a mutual exchange, with the Council enabling 17 successful mutual exchanges in 2019/20.</p> <p>Our newbuild programme and the implementation of the new acquisition policy will assist us to deliver a range of property types and sizes in areas of housing demand.</p> <p>Officers work with new and existing tenants to identify support needs at an early stage to ensure the necessary support is provided to sustain and maintain their tenancies.</p>	31-Mar-2021
CHAPS19 – 3.03	Establish and deliver a digital participation programme for tenants			A range of services are now being provided as part of a digital participation programme	31-Mar-2020





Action Code	Action	Status	Progress	Update	Due Date
CHAPS19 – 3.04	Deliver the Street Stuff programme including activities and meals			<p>The Street Stuff programme continued to deliver in communities across Renfrewshire six days a week throughout 2019/20 with over 17,000 recorded attendances.</p> <p>This included additional daytime activities that were delivered during the Spring, Summer, October and Festive school holidays with almost 4000 meals provided.</p> <p>Data continues to be analysed to ensure the programme is in the areas that require diversionary activities to minimise anti-social behaviour.</p>	31-Mar-2021
CHAPS19 – 3.05	Provide employment and training opportunities for identified groups of young people in Renfrewshire			<p>Employment and training opportunities continue to be offered within Communities and Public Protection, primarily within the Renfrewshire Community Safety Partnership.</p> <p>Work continues with Invest in Renfrewshire with 5 staff being trained in all aspects of Community Safety (Wardens and CCTV). This training will allow career progression either within or outside of the Council, with the hope that they will remain within Council employment.</p>	31-Mar-2021
CHAPS19 – 3.06	Deliver enhanced enforcement activity in the private rented sector			<p>Officers continue to work with private landlords to improve the standard of housing across Renfrewshire. To date, 284 unregistered landlords have been identified during this financial year. Of these, 212 have applied to be entered onto the Register of Private Landlords and the remaining landlords are at various stages of enforcement action for failing to register. 28 Repairing Standards visits have been undertaken within this timescale to enforce remedial works to address various areas of disrepair within these properties.</p>	31-Mar-2021
CHAPS19 – 3.07	Take forward a 'Celebrating Youth' programme, offering young people the chance to get involved and participate in various social, cultural, digital and sport activities			<ul style="list-style-type: none"> • Youth Services and Renfrewshire Youth Voice delivered the "Celebrating Youth" programme during the Youth Voice Residential which focussed on the 2019 theme of "Participation" involving young people from youth voice groups, young carers, volunteers to plan year programme and events • Young people were supported to attend youth voice groups and events through smart travel and Young Scot rewards and discounts • Participation Roadshow ran over the summer school holidays to 	31-Mar-2021

Action Code	Action	Status	Progress	Update	Due Date
				<p>community venues across Renfrewshire: Youth led activities including “Escape Rooms events focussing on problem-solving and team working, Young Scot information, Youth Voice and Participation workshop, promotion of the theme “Celebrating Youth”</p> <ul style="list-style-type: none"> Supported young people to attend and present to LAP’s; Celebrating Renfrewshire Fund Supported MSYPs to attend national sittings to decide national campaign; Pack it up Pack it in on environmental issues and climate change Autumn/winter programme of youth voice workshops delivered to community-based youth provision with RYV. Progressing work towards LGBT+ charter and equalities agenda for young people. Youth Services carrying out mapping of exiting youth activities in LAP’s Co-designing of Youth Assembly called 2020 Vision; This was cancelled due to Covid-19 lockdown, and investigating ways of delivering digitally/online in 2020/21 	
CHAPS19 – 3.08	Develop youth and equalities voice initiatives which ensure youth issues are a key element of local engagement.			<ul style="list-style-type: none"> Youth Services supported Renfrewshire Youth Voice focussing on “Celebrating Youth”, PSHE review in Renfrewshire, RYV development, land youth leadership skills. Partnership working with Schools and Education Scotland to involve young people in the Renfrewshire PSHE review; Presentation to Head teachers; recruitment/training of peer leaders and design and delivery of peer led consultation workshops on the future delivery of PSHE offer in Schools completed. Facilitated youth consultation and input into the recent “Core Values” exercise, encouraging young people to consider what a youth friendly council might look like, and to measure future service users on their expectations and needs of the council. Working with Community planning partners to deliver Celebrating Renfrewshire Fund and wider access to facilitate inclusions and priority themes identified by young people MSYPs planning a series of democracy days/events/surgeries for dialogue with young people. Youth Assembly Thematic working including marginalised young people to encourage participation equalities agenda for young people. 	31-Mar-2021









Action Code	Action	Status	Progress	Update	Due Date
CHAPS19 – 3.09	Provide children and young people with opportunities to participate in activities which provide a vehicle for wider achievement.			<ul style="list-style-type: none"> All youth provision offers young people opportunities to work towards Saltire, and Youth Achievement Awards. Young people participating in awards, are in progress of building portfolios and evidence towards moderation for awards. Advice and training given to partners who wish to offer awards. Awards include, Hi5, Dynamic Youth Awards, John Muir awards, Duke of Edinburgh's Award Programme, and Certificate in Participative Democracy Providing support for youth volunteering, developing information for linking young people to opportunities 	31-Mar-2021
CHAPS19 – 3.10	Incorporate current CLAD performance measures reported annually through service reports into the new SIP			<p>Chaps SIP 2019/20: Performance indicators now part of SIP scorecard</p> <ul style="list-style-type: none"> Young people in Renfrewshire participate in wider achievement in accredited and non-accredited awards and recognised as reaching positive outcomes Young people have a voice, taking active part in decision making and make a positive contribution to the community. Continued development of Young Scot NEC card, and rewards and discounts, and use of on-line voting and access to youth information <p>No of Reward users 4,072 (25% SIMD)</p>	31-Mar-2021








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



Action Code	Action	Status	Progress	Update	Due Date
CHAPS19 – 4.01	Deliver the Environment Strategy within the current Local Development Plan (LDP)			<p>The Renfrewshire Local Development Plan continues to promote sustainable patterns of development that contribute towards minimising carbon and greenhouse emissions and facilitate adaptation to the likely effects of climate change.</p> <p>By promoting good quality development in the right locations, the Plan aims to assist with connecting green space, landscape, biodiversity as well as recreational and access assets and active travel routes.</p> <p>The Renfrewshire Food Growing Strategy is an example of a positive framework for increasing the quality and quantity of growing opportunities across Renfrewshire and has supported the enhancement of existing and the creation of new spaces, in line with the spatial strategy set out in the Renfrewshire Local Development Plan.</p>	31-Mar-2021
CHAPS19 – 4.02	We will deliver key outcome 4 from the Local Housing Strategy (LHS) - Homes are Energy Efficient and Fuel Poverty is minimised.			<p>Renfrewshire Council now install photovoltaic panels and mechanical ventilation as standard within new homes developed as part of the Council's new build programme and full consideration will be given to any new technology developed, for future new build housing.</p> <p>The Council have undertaken a number of pilot projects in recent years, including fabric improvements, renewable energy/technology (such as air and ground source heat pumps), as well as solar photovoltaic, battery storage, heating controls and mechanical ventilation. These projects seek to identify the best use of council investment within our capital programme in order to meet EESSH 2020 and 2032.</p> <p>Funding from the Scottish Government's Home Energy Efficiency Initiative for Scotland: Area Based Schemes (HEEPS:ABS) have been used for external wall insulation projects with around 247 tenants and 204 owners in the Whitehaugh, Blackstoun, Gallowhill, Bridge of Weir, Kilbarchan, Howwood, and Inchinnan benefitting from this initiative.</p> <p>Paisley Housing Association were successful in receiving funding of £11,495 in 2019/20 from Energy Action Scotland's Fuel Poverty Challenge, to provide a Fuel Bank Voucher Service to assist tenants in crisis. A further £49,975 was awarded by the Energy Saving Trust for a</p>	31-Mar-2022

Action Code	Action	Status	Progress	Update	Due Date
				2-year energy advice project starting in September 2020.	
CHAPS19 – 4.03	Deliver the Team Up to Clean Up campaign throughout Renfrewshire, involving local communities			<p>The Team Up to Clean Up campaign continues to grow with over 715 members of the Facebook page. The Big Spring Clean was a massive success which saw 1,750 volunteers turn out for over 103 events/clean ups.</p> <p>Communities also continue to grow with groups that started as part of Team Up to Clean Up building their capacity and being successful in receiving £50k from the Greenspaces, Parks & Play Areas and Village Investment Fund.</p> <p>In October 2019, the TU2CU team won the 'Strong and sustainable communities' award at the COSLA excellence awards 2019.</p>	31-Mar-2022
CHAPS19 – 4.04	Ensure that the Council's integrated enforcement policy is adhered to, ensuring businesses and communities are treated fairly and consistently			<p>Enforcement staff across the Council continue to work with businesses to ensure they can flourish and grow without an overpowering burden of enforcement.</p> <p>Advice can be provided by staff with compliance visits undertaken to ensure compliance with the appropriate legislation.</p>	31-Mar-2022

Strategic Outcome 5: Working together to improve outcomes

Action Code	Action	Status	Progress	Update	Due Date
CHAPS19 – 5.01	We will use the Annual Return on the Charter (ARC) to Scottish Housing regulator (SHR) process to drive improvements across housing services.			This action was completed when the Annual Return on the Charter 2019/20 was submitted to the Scottish Housing Regulator in July 2020. Our submission demonstrated that improvement was achieved in the areas identified at the start of the year, including a reduction in the percentage of tenancy offers that resulted in a refusal and a 20-day improvement in the average days to complete adaptations.	31-Mar-2021
CHAPS19 – 5.02	We will use the Planning Performance Framework (PPF) process to drive improvements in the planning services we provide.			<p>The eighth Renfrewshire Planning Performance Framework was reported to the Communities, Housing and Planning Policy Board in August 2019.</p> <p>The Planning Performance Framework demonstrated the improvement activity and actions which have been delivered throughout 2017/2018, outlining case studies, highlighting progress, celebrating the success that Planning had in both the Scottish and UK Planning Awards as well as reporting on the progress made on commitments to service improvements.</p> <p>Through Planning delivering on the idea of 'Place, Work, Folk, this has seen the collaborative production of Renfrewshire's first Local Place Plan in Foxbar which along with the accompanying 'How to Guide' is aimed at people truly being empowered to deliver great places in their local community.</p>	31-Mar-2021
CHAPS19 – 5.03	Promote development and safeguards through the delivery of regulatory services (within Development Standards).			<p>In relation to Development Management performance, over the reporting period the percentage of applications subject to pre-application has increased, however this is down to improved recording of when pre-application advice is given. This is likely to increase further with the introduction of the new IT programme 'Uniform' which is currently being installed and likely to be in place for 31 March 2021.</p> <p>Planning application approval rates, delegation rates and decision making timescales all remain static and in line with the Scottish Government targets. Enforcement of Planning Control is also being recorded in a new way Again the introduction of the new Uniform system should assist in better recording of enforcement action.</p>	31-Mar-2020
CHAPS19 – 5.04	Implement Communities, Housing and Planning Services' workforce plan			The Community Safety Review has been completion. This has been carried out with regular dialogue from trade unions and staff which has helped inform the outcomes of the review.	31-Mar-2020

Action Code	Action	Status	Progress	Update	Due Date
				<p>Since they commenced, 33 members of staff in Communities, Housing and Planning Services have completed the ASPIRE course and 13 have completed the Leaders of the Future course.</p> <p>A range of methods continue to be regularly deployed to engage with our workforce including our CHAPS staff magazine, staff panel the annual visit by the director to staff across all locations and regular workshops on particular topics as and when required.</p>	
CHAPS19 – 5.05	Develop and implement a programme of self-assessment		On Hold	A new Council self-assessment model has been developed and was approved by the Corporate Management Team. The roll out of the programme is currently on hold as the corporate focus is on engaging with staff through the Council's Values project and there are many areas of crossover which could potentially confuse or dilute the programmes and the messages. We continue to engage at a national level with other local authorities and the Improvement Service to support, learn from and help influence the national direction for self-assessment.	31-Mar-2022
CHAPS19 – 5.06	Improve Tenant Participation by delivering the Customer Engagement Action Plan 2019/20.			<p>Officers continue to work with a wide range of tenant groups, including local Tenant and Resident Associations, repairs development group, tenant scrutiny panel and the quality circle representatives to deliver the actions within the Customer Engagement Action Plan. Recently this work has included a review of the draft new Customer Engagement Strategy.</p> <p>Considerable progress has been made to establish on-line participation in the current circumstances and this will be further developed to work with more groups over the coming year.</p>	31-Mar-2020
CHAPS19 – 5.07	Ensure robust and up to date business continuity arrangements are in place			All services have current up to date business continuity plans in place. These documents/arrangements are regarded as live, with the responsibility for their updating falling under the remit of the Resilience Management Team. This group meets quarterly with members confirming the status of their arrangements. Along with the normal updating cycle the Civil Contingencies Service will also ensure that any best practice and learning from any exercises and events etc is also incorporated.	31-Mar-2022
CHAPS19 – 5.08	Ensure robust communications procedures are in place to allow the Council to respond effectively			The Council maintains a live Incident management Contacts Directory that ensures that the most up to date contact information on all of the Councils key responders is available.	31-Mar-2022

Action Code	Action	Status	Progress	Update	Due Date
	to disruptive events				
CHAPS19 – 5.09	Ensure Council Officers with incident response duties are suitably trained to carry out this role			The Civil Contingencies Service organise an annual programme of training and exercising events. These events include training sessions for all key responders. While some of our 2020 events have been postponed due to us dealing with the Covid incident, this ongoing event has provided numerous learning opportunities in a live environment that go beyond anything that normal training and exercising could provide.	31-Mar-2022













CHAPS SIP 19/20 – Performance indicators












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




Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
DHS.VDL.01	Amount of vacant and derelict land brought back in to use (hectares)	Years				65	20	20.4	20	Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		Not available	20	<p>The Vacant and Derelict Land Audit is undertaken annually.</p> <p>The audit for 2019/20 has been delayed due to the covid-19 lockdown and finalised figures are not currently available.</p>

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




Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
CR.PP.07	Number of incidents of anti-social behaviour reported to Renfrewshire Council Community Safety Service	Quarters				1,939	1,750	1,711	1,800	525	540	458	420	369	420	315	420	1,667	1,800	There has been a fluctuating but notably downward trend in reported incidents of ASB since 2012/13. The 2019/20 total of 1667 represents a reduction of 2.6% in comparison to 2018/19, and an overall reduction of more than one-third (34%) since 2012/13.
SOA08.09o	Percentage of adults who agree that Renfrewshire is a safe place to live.	Years				84.6%	84%	N/A	85%	Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		N/A	85%	This indicator comes from the Council's Public Services Panel survey. There is no data for this indicator for 2019/20 as the survey due to go out in early Spring 2020 had to be postponed as a result of the covid-19 pandemic.
SOA09.1218 a	% of adults who agree with the statement "I am satisfied with my neighbourhood as a place to live".	Years				83.5%	87%	N/A	88%	Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		N/A	88%	As with above, this indicator comes from the Council's Public Services Panel survey. There is no data for this indicator for 2019/20 as the survey due to go out in early Spring 2020 had to be postponed as a result of the covid-19 pandemic.
CR.PP.32	Number of complaints regarding youth disorder	Quarters				358	740	284	740	132	185	188	185	98	185	81	185	499	650	There was an increase of two-thirds in YD complaints during 2019/20 compared to 2018/19. This was caused by a 'spike' in incidents during the first two quarterly reporting periods covering April to October 2019.




Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
																				Further analysis failed to identify any significant repeat locations or perpetrators. It is assessed that after several years of significant reductions, the natural cycle of YD incidents has reversed, and this, along with increased activity and interventions from youth team staff has resulted in the increases witnessed for 2019/20. It is assessed that this will reduce again significantly for 2020/21 due to Covid-19 lockdown restrictions which remain ongoing.
HPCMT13a	% of Council housing stock which meets the Scottish Housing Quality Standard	Years				93.51 %	100%	94.49 %	100%	Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		94.6%	100%	<p>Last year the service brought a further 195 properties up to SHQS.</p> <p>At the end of 2019/20, 11,338 of the stock of 11,979 that was in scope of SHQS met the standard.</p> <p>The Council has 641 properties in abeyance where the current tenant has refused internal works and/or the Council has been unable to secure owner participation to allow external works to be carried out to comply with SHQS. After applying allowable exclusions and abeyances, the Council remains 100% compliant with the SHQS target.</p>










Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
HPCMT05	Average time from household presenting themselves as homeless to completion of duty (number of weeks)	Quarters				23.78	23	23.97	23	24.92	24	20.05	24	22.25	24	25.86	24	23.27	24	<p>We continue to be considerably below the Scottish average.</p> <p>Our draft Rapid Rehousing Transition Plan, which has resulted in funding awarded to Renfrewshire of £186k for 2019/20 will</p> <p>result in this figure reducing further</p>
HPSIP01	Affordable housing completions	Years				77	144	127	127	Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		195	127	<p>The Local Housing Strategy sets out Renfrewshire's Housing Supply Target for 1,000 new affordable homes over the five-year period 2016-2021. This target equates to an annual indicative target of 200 completions. However, we would not expect to see completions evenly distributed across the 5-year period in practice and targets are set based on our programme.</p> <p>The affordable newbuild housing programme involves both Council and housing association developments across a range of sites in Renfrewshire. By the end of March 2020, 507 new affordable homes were completed in the first three years of the five-year programme (108 in 2016/17, 77 in 2017/18, 127 in 2018/19 and 195 in 2019/20).</p>







Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
																				Completions for 2019/20 were 195 affordable homes which can be attributed to good partnership working between various Services in the Council as well as positive working relationships with Housing Associations and various other sectors of the house building industry.
SOA10.10a	Private housing completions	Years				601	500	783	500	Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		612	500	The audit for 2019/20 has been delayed due to the covid-19 lockdown and finalised figures are not currently available.




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

Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
CR.PP.06c	Number of recorded attendances at Street Stuff activities	Quarters				31,278	32,000	27,767	25,000	5,504	6,250	6,002	6,250	3,177	6,250	2,478	6,250	17,161	25,000	There is a reduction in the number of recorded attendances this year mainly due to funding previously available from LACs stopping as well as a period of change in the delivery provider for dance activity. During this time there were no dance classes delivered. The LAC funding normally paid for additional activities out with antisocial behaviour hotspot areas as










Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
																				<p>well as local gala days/fetes.</p> <p>The condition of MUGAs has also hindered the number of football sessions delivered in the community</p>
CHS/ATT/04	No. of opportunities for young people to achieve through accredited awards	Quarters				1,193	1,130	899	1,130	433	282	296	286	286	282	286	282	1,301	1,147	<p>The opportunities for recognising achievement through accredited and nonaccredited awards come through Youth Services offer: Community based Clubs, Holiday programmes, Youth Voice programme, Young Scot groups and one-off events and trips and visits.</p> <p>Young people are offered the opportunity to work towards awards including Saltire, Hi5, Youth Achievement Awards, Dynamic Youth Awards, Certificate in Participative Democracy, DofE Awards, and the Community Achievement Awards.</p> <p>This period also included the Participation road-show, Young Scot Digital work, Art Boss, the Youth Events Panel, Celebrating Renfrewshire Steering Group, PSHE Review, Cashback mural projects, Renfrewshire Youth Assembly</p>




Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
																				planning, Youth Leadership residential
CLAD.ALL.01	Number of adults participating in Adult Learning and Literacy courses within our local communities	Quarters				New indicator				459	300	300	300	300	300	300	300	1,359	1,200	There continues to be high uptake of Literacies; English for Speakers of Other Languages; Personal and Social Development and Family Learning opportunities offered in our local communities.
CLAD.ALL.02	Number of learners in accredited and non-accredited digital learning and work clubs	Quarters				New indicator				80	50	50	50	70	50	50	50	250	200	Digital learning opportunities are well attended by learners who need to develop their digital skills in relation to gaining employment and their wider life needs.
CLAD.YS.01	Number of young people taking part in Youth Voice events	Quarters				New indicator				72	350	254	350	321	350	206	350	321	350	<p>The participation figures have remained on target throughout 2019-20. Annual target figure would have been exceeded in March with the 2020 Vision Youth Assembly (circa-120 young people attend/lead presentations and workshops) However due to lockdown the Youth Assembly was cancelled.</p> <p>Also, the PSHE Review had not been included in the original target setting as this was developed thereafter.</p> <p>The year-end figure will be the highest figure recorded at any point throughout the year – which in this</p>

Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
																				case would be quarter 3.
CLAD.YS.02	Number of young people in receipt of Young Scot National Entitlement Card	Years				New indicator		Not available for Quarters		Not available for Quarters		Not available for Quarters		Not available for Quarters		Not available for Quarters		17,553	15,900 (+/- 3%)	<p>This figure is reported from our annual Young Scot PI Report (April 2019-March 2020). This represents approx. 58% of 11-25yr olds in the authority and is 9% increase compared to March 2019, and is reflected in the targeting of 16-20 year olds through Youth Services engagement with partner organisations.</p> <p>The bulk process did not take place in May 2020 due to lockdown. This year group did not receive their Young Scot Card as expected and Youth Services are working with secondary schools to try and assist S1 bulk process to take place should Covid-19 restrictions permit.</p>
CLAD.YS.03	Number of Young Scot reward users	Years				New indicator		Not available for Quarters		Not available for Quarters		Not available for Quarters		Not available for Quarters		Not available for Quarters		4,388	3,800 (+/- 3%)	<p>This figure shows that 25% of card holders are Reward users, and there has been a 14% increase in reward redemptions compared to previous year.</p> <p>This figure can fluctuate as activity on the Rewards platform can reduce and increase according to off-line and on-line activity of young people, and additional funding for rewards to be</p>










Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
																				claimed. Rewards claiming will be affected due to Covid-19, registering for YS Rewards
CLAD.YS.04	Number of online engagements in local youth information platform	Years				New indicator		Not available for Quarters		Not available for Quarters		Not available for Quarters		Not available for Quarters		Not available for Quarters		14,221	19,300	<p>This figure is a combination of the following:</p> <p>234 young people taking part in Youth consultation</p> <p>3,402 votes cast in Celebrating Renfrewshire Participatory Budgeting</p> <p>6,484 votes cast in MSYP Elections at end of March 2019: Renfrewshire results published in April showed voter % turnout was the 3rd highest in Scotland, and with, was the 2nd highest local authority for number of votes recorded.</p> <p>On- line Engagement:</p> <ul style="list-style-type: none"> 3,231-page views to the Young Scot Renfrewshire portal; 870 page views in March 2020 to young.scot/coronavirus from people in our local area







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










Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
CR.PP.01	Air Quality - Annual average PM10 value across all continuous monitoring sites	Years				13.1	18	13.75	18	Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		14.3	18	Paisley Air Quality Management Area has had no exceedances for 5 years therefore Communities, Housing and Planning Services will review the data in 2020 with a view to possibly revoking or amending the AQMA.
CR.PP.01b	Air quality - average nitrogen dioxide value of monitoring sites, within AQMA(s) exceeding limits	Years				41.6	44	40.8	43	Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		41.1	42	Good performance, however, 1 failure located at Renfrew Cross within the Renfrew AQMA, related to traffic emissions.
CR.PP.03a	Food Hygiene Information Scheme - % of premises which currently achieve a Pass rating	Quarters				98%	97%	98%	97%	98%	95%	99%	95%	99%	95%	99%	95%	99%	95%	There were 1,287 premises within the Food Hygiene Information Scheme, of which 99% have a Pass or Pass with Eatsafe. This reflects a very high level of performance where food premises meet or exceed compliance standards at any given inspection. All premises are ultimately required to make the improvements necessary to achieve the Pass rating.










Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
HPCHARTER 08	Percentage of council dwellings that are energy efficient	Years				100.0 %	100.0 %	99.8%	100.0 %	Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		98.4%	100.0 %	<p>The electric storage heaters in 85 Council properties in multi storey blocks, are now over 30 years old and no longer classified as energy efficient.</p> <p>The Council has a programme in place of upgrading those old heating systems with new energy efficient Quantum Storage Heaters, when the dwellings become void.</p>




Local Outcome Strategic Outcome 5: Working together to improve outcomes







Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
HPCHARTER 31	Gross rent arrears (all tenants) as at 31 March each year as a percentage of rent due for the reporting year.	Quarters				4.90%	6.00%	5.76%	5.70%	5.70%	5.70%	5.95%	5.70%	6.57%	5.70%	5.7%	5.70%	5.7%	5.70%	The last year has seen an improvement in arrears performance with a small reduction in Gross rent arrears.
HPCHARTER 30	Rent collected as percentage of total rent due in the reporting year.	Quarters				100.1 %	95.0%	100.0 %	98.0%	97.3%	98.0%	98.3%	98.0%	98.5%	98.0%	99.5%	98.0%	99.5%	98.0%	Last year £45,533,300 of rent was collected from a total of £45,754,900 rent due.
HPCHARTER 35	Average length of time taken to re-let properties in the last year	Quarters				38 days	38 days	38 days	38 days	40 days	37 days	39 days	37 days	41 days	37 days	45 days	37 days	45 days	37 days	<p>What is going wrong or impacting on performance?</p> <p>The overall time taken to re-let properties has increased this year. This includes the time taken to carry out necessary repairs and re-let properties, which this year includes some long term empty properties being brought back into use. Although this is a positive outcome from a letting and community perspective, it does have a negative impact on the average days to re-let figure".</p>




Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
																				<p>Has any corrective action already been undertaken?</p> <p>The sign up process has been reviewed to help reduce the number of days properties are considered empty and officers are continuing to work with colleagues from other local authorities to share good practice.</p> <p>When does the service expect to be back on track?</p> <p>Given the current situation with Covid 19 we will continue to monitor this PI and review on an on-going basis, however the main focus in the current climate remains tackling homelessness and assisting those in critical need.</p>
HPCHARTER 13	% of reactive repairs carried out in the last year completed right first time	Years				90.2%	92.0%	88.1%	93.0%	Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		Not measured for Quarters		82.6%	93%	The service completed over 25,000 repairs right first time from a total of over 31,000 repairs in 2019/20.
HPCMT07	% Overall Repairs Completed Within Target	Quarters				95.4%	91.5%	95.9%	94.4%	94%	94%	94.3%	94%	95%	94%	93.7%	94%	94.3%	94%	This PI has exceeded target

Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
HPCHARTER 12	Average length of time taken to complete non-emergency repairs (days)	Quarters				7.1 days	15.0 days	6.9 days	15.0 days	6.8 days	15.0 days	7.5 days	15.0 days	8.0 days	15.0 days	8.5 days	15.0 days	7.8 days	15.0 days	There has been an increase in the length of time taken to complete non-emergency repairs over the year. Performance in this area is expected to improve with the introduction of portable devices that will speed up repairs processing.
HPCHARTER 34	% of rent loss due to voids	Quarters				1.31%	1.80%	1.40%	1.40%	1.53%	1.40%	1.52	1.40%	1.56	1.40%	1.52	1.40%	1.52%	1.40%	Performance in this indicator is linked to performance for the average days to let PI above
PT.DS.PPF.C MT01	Average Time for processing Planning Applications (Householder)	Quarters				7.6	Data only	6.9	8	6.1	8	5.9	8	6.3	8	6.2	8	6.1	8	<p>This indicator is verified by the Scottish Government bi-annually.</p> <p>The Quarter 3 and Quarter 4 figures along with the 2019-20 yearly figures were published by the Scottish Government on 21 July 2020.</p> <p>A new target has been set of 8 weeks (statutory target), previously reported as data only. Performance reporting for this indicator is consistent with Q3 at 6.3 weeks and Q4 at 6.2 weeks with an overall yearly reporting figure of 6.1 weeks, well below the target set of 8 weeks and the Scottish Average of 7.3 weeks.</p>

Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
PT.DS.PPF.C MT.06	Application Approval Rate	Quarters				97.2%	N/A	97.7%	N/A	96.2%	N/A	99.4%	N/A	95.9%	N/A	97.5%	N/A	97.3%	N/A	<p>This indicator is verified by the Scottish Government bi-annually.</p> <p>The Quarter 3 and Quarter 4 figures along with the 2019-2020 yearly figures were published by the Scottish Government on 21 July 2020.</p> <p>Performance reporting for this indicator shows an overall yearly figure of 97.3% well above the Scottish average of 94.2%.</p>
PT.DS.PPF.C MT.07	Percentage of applications dealt with under delegated authority	Quarters				98.1%	N/A	97.5%	N/A	96.6%	N/A	98.3%	N/A	98.4%	N/A	99.2%	N/A	98.1%	N/A	<p>This indicator is verified by the Scottish Government bi-annually.</p> <p>The Quarter 3 and Quarter 4 figures along with the 2019-2020 yearly figures were published by the Scottish Government on 21 July 2020.</p> <p>Performance reporting for this indicator shows an overall yearly figure of 98.1% well above the Scottish average of 96.3%.</p>
DHS.BSTAN. 1a	Time to issue a building warrant or amendment to warrant from receipt of	Quarters				87.4	60.0	83.9	60.0	85.6	60.0	83.4	60.0	93.3	60.0	104.6	60.0	85.6	60.0	<p>At our midterm scrutiny meeting last year, the performance of the three building standards indicators was discussed. Since then, following discussions with the Director of</p>

Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
	application (days)																			<p>Communities, Housing and Planning Services, a programme of performance management has been put in place to scrutinise performance and discuss any trends or issues. The wording of these indicators has been changed to make it clearer what they mean and what they are measuring.</p> <p>Within the team, 2 new appointments have been made and interviews have taken place for a further assistant level post; it is hoped this appointment will result in further improvements. Performance will also be aided by an ICT investment funded from the Right for Renfrewshire project.</p>
DHS.BSTAN.1b	Time to issue a first report (95% issued within 20 days)	Quarters				29.6	95.0	61.2	95.0	59.2	95.0	46.6	95.0	55.1	95.0	50.2	95.0	59.2	95.0	<p>At our midterm scrutiny meeting last year, the performance of the three building standards indicators was discussed. Since then, following discussions with the Director of Communities, Housing and Planning Services, a programme of performance management has been put in place to scrutinise performance and discuss any trends or issues. The wording of these indicators has been changed to make it clearer what they mean and what they are measuring.</p> <p>Within the team, 2 new appointments</p>

Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
																				have been made and interviews have taken place for a further assistant level post; it is hoped this appointment will result in further improvements. Performance will also be aided by an ICT investment funded from the Right for Renfrewshire project.
DHS.BSTAN.1c	Percentage of building warrants or amendments issued within 10 days of receipt of all satisfactory information	Quarters				48.1	90.0	61.2	90.0	53.0	90.0	49.0	90.0	62.8	90.0	57.6	90.0	53.0	90.0	<p>At our midterm scrutiny meeting last year, the performance of the three building standards indicators was discussed. Since then, following discussions with the Director of Communities, Housing and Planning Services, a programme of performance management has been put in place to scrutinise performance and discuss any trends or issues. The wording of these indicators has been changed to make it clearer what they mean and what they are measuring</p> <p>.</p> <p>Within the team, 2 new appointments have been made and interviews have taken place for a further assistant level post; it is hoped this appointment will result in further improvements. Performance will also be aided by an ICT investment funded from the Right for Renfrewshire project.</p>
DHS.COMP.FRONT%	Total Percentage of frontline (stage 1) complaints	Quarters				88.6%	95%	90.1%	95%	90.9%	95%	93.5%	95%	88.1%	95%	95%	95%	92%	95%	814 complaints received and 749 answered within timescale. Percentage answered within timescale

Code	Performance Indicator	Frequency	Current Status	Short Term	Long Term	2017/18		2018/19		Q1 2019/20		Q2 2019/20		Q3 2019/20		Q4 2019/20		2019/20		Explanation of performance
						Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	Value	Target	
	responded to within 5 days by CHAPS																			increased again compared to previous years.
DHS.COMP.I NV%	Total Percentage of investigation (stage 2) complaints responded to within 20 days by CHAPS	Quarters				85.7%	95%	82.4%	95%	100%	95%	100%	95%	89%	95%	100%	95%	96%	95%	25 complaints received and 24 answered within timescale.



To: INFRASTRUCTURE, LAND AND ENVIRONMENT POLICY BOARD

On: 04 NOVEMBER 2020

Report by: DIRECTOR OF ENVIRONMENT & INFRASTRUCTURE

**Heading: ENVIRONMENT & INFRASTRUCTURE HEALTH, SAFETY AND
WELLBEING PLAN 2020/21**

1. Summary

- 1.1 The Council's Health, Safety and Wellbeing Strategy 2019-2022 promotes a positive Health and Safety culture to ensure compliance with relevant Health and Safety legislation and support the 'A better future, A better council strategy'.
 - 1.2 Health, safety and wellbeing plans are important service documents which are reviewed and updated on an annual basis to ensure there is sufficient focus on Health and Safety compliance and improvement activity.
 - 1.3 Environment & Infrastructure has reviewed its Health, Safety and Wellbeing plan for the period 2020 / 2021 and identified a range of actions that will be undertaken to support and improve Health & Safety compliance and performance.
 - 1.4 The Plan is attached as Appendix 1 and reports on the Health & Safety performance of Environment & Infrastructure in the previous financial year 2019/20 and sets out the future objectives in an Action Plan for the current financial year 2020 to 2021.
-

2. Recommendations

It is recommended that the Environment & Infrastructure Policy Board:

- 2.1 Approves the Environment & Infrastructure Health and Safety report for 2019/20 and the Action Plan for 2020/21 attached as Appendix 1.
- 2.2 Note that the attached Health, Safety and Wellbeing Plan for Environment & Infrastructure is also being presented to the Finance, Resources and Customer Services Policy Board to approve elements covered within that Board's remit.

3. Background

- 3.1 Environment & Infrastructure Services are provided directly to the public of Renfrewshire, to other services within the Council and to community partners. The service has approximately 1,500 employees. The principal role and purpose of Environment & Infrastructure is to provide key frontline services:
 - Operations and Infrastructure - Waste, StreetScene, Roads, Infrastructure & Transportation, Fleet & Social Transportation.
 - Facilities Management (Hard & Soft Services) – including PPP & Compliance and Building Services.
- 3.2 Environment & Infrastructure is committed to continually improving health and safety performance in the delivery of its services. The British Standard for Occupational Health and Safety OHSAS 18001:2007 registration has been embedded within the Service, independently audited and successfully retained in 2019/20. The retention of this registration reflects a strong commitment to ensuring robust, health, safety and welfare management arrangements are in place throughout Environment & Infrastructure.
- 3.3 The actions outlined in the Action Plan for 2020 to 2021 will be regularly monitored with updates provided to the Environment & Infrastructure Leadership Team to ensure key actions are implemented.

Implications of the Report

1. **Financial** - None
2. **HR & Organisational Development** – The report supports the Council's commitment to the health, safety and wellbeing of employees.
3. **Community Planning** –

Renfrewshire is well – the safety of employees and public are of paramount importance to Renfrewshire Council and the Health and Safety plan is reflective of this.

4. **Legal** - The service will continue to comply with current Health & Safety legislation.
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** – The report supports and demonstrates Environment & Infrastructure commitment to ensuring effective Health & Safety management.
9. **Procurement** – None
10. **Risk** – The report supports the overarching management of risk within Renfrewshire Council.
11. **Privacy Impact** – None
12. **Cosla Policy Position** – None
13. **Climate Risk** – none

List of Background Papers – None

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**ENVIRONMENT & INFRASTRUCTURE
ANNUAL HEALTH, SAFETY AND WELLBEING PLAN**

1.0 Introduction

- 1.1 The Council's Health, Safety and Wellbeing Strategy 2019-2022 promotes a positive Health and Safety culture to ensure compliance with relevant Health and Safety legislation and support the 'A better future, A better council strategy'.
- 1.2 The intention of the Council's Health, Safety and Wellbeing Strategy is to:
 - Reinforce effective health, safety and wellbeing management across the Council;
 - Refocus and engage with those who undertake or influence health, safety and wellbeing management which support more robust governance;
 - Ensure legal compliance and, where appropriate meet industry standards and good practice; and
 - Ensure that effective health, safety and wellbeing risk management is embedded in the organisation and thereby aid in the reduction in the number of incidents and the potential for harm to workers and the public.
- 1.3 Environment & Infrastructure has reviewed its Health, Safety and Wellbeing plan for the period 2020 / 2021 and identified a range of actions that will be undertaken to improve Health & Safety compliance and performance.
- 1.4 The Plan is attached as Appendix 1 and reports on the Health & Safety performance of Environment & Infrastructure in the previous financial year 2019/20 and sets out the future objectives in an Action Plan for the current financial year 2020 to 2021.
- 1.5 Environment & Infrastructure Services are provided directly to the public of Renfrewshire, to other services within the Council and to community partners. The service has approximately 1,500 employees. The principal role and purpose of Environment & Infrastructure is to provide key frontline services:
 - Operations and Infrastructure - Waste, StreetScene, Roads, Infrastructure & Transportation, Fleet & Social Transportation.
 - Facilities Management (Hard & Soft Services) – including PPP & Compliance and Building Services.
- 1.6 These wide ranging and highly visible services are delivered at 270 Council premises, to over 91,000 households and businesses with more than 849km of roads and transport structure being maintained across Renfrewshire. The Health, Safety and wellbeing of our staff, contractors and visitors is of paramount importance.
- 1.7 Since March 2020 – The COVID-19 pandemic has had a significant impact on how E&I organise, manage and deliver quality services. This has led to significant changes on what duties our staff have had to perform. Examples include but not limited to – assisting other services, working in blended teams, new roles such as food provision / distribution, prescription service or Neighbourhood Hubs etc. The result has been that Health, Safety & Welfare

matters have become very demand / reactive based to suit the large range of activities being undertaken. This 'as required' approach has been essential to keep our workforce safe and to meet the guidance issued by the Scottish Government, Health Protection Scotland and the NHS. The reactive nature of our current way working is likely to have a significant impact on timescales for programmed or scheduled development and improvements in Health, Safety & Welfare matters.

- 1.8 The service has worked closely with colleagues from within the Council's health & safety team and regulatory services to ensure that all workplaces and working practices meet the requirements for health & safety in relation to Covid-19. This is an ongoing process as new guidance is introduced or existing guidance changes or is updated. Communications with the workforce plays an important part of this process to ensure they are provided with the latest information.

2.0 Management of Health and Safety within the Service

Broad Context of Health and Safety Policy

- 2.1 The Director of Environment & Infrastructure has overall responsibility for the application of Environment & Infrastructure Health & Safety Policy. The Leadership Team of Environment & Infrastructure also takes a lead and active role in the monitoring and application of the integrated "Quality and Health & Safety" management system.
- 2.2 The Health & Safety Policy continues to reflect and provide a guidance framework for the management of Health & Safety in Environment & Infrastructure.
- 2.3 The objective of Environment & Infrastructure is to ensure that health, safety and welfare is an integral part of its business and all service areas continually seek to develop a positive culture and attitude amongst its staff to achieve this.
- 2.4 The integrated "Quality, Health & Safety" management system has been further developed as part of the continuous improvement of our management system to reflect structure changes, service improvements and enhanced service delivery arrangements.
- 2.5 The BS OHSAS 18001:2007 registration has been embedded within the Service. The retention of this registration reflects a strong commitment to ensuring robust, health, safety and welfare management arrangements are in place throughout Environment & Infrastructure.
- 2.6 Continued review of the "Quality, Health & Safety" system will be carried out during 2020/21 to take account of the structural changes required to reflect the changes which have occurred within the service in recent times.

3.0 Organisation for Implementing Health & Safety Management

Health & Safety Committee

- 3.1 Environment & Infrastructure is represented on the Corporate Health & Safety Committee and seeks to play a positive part in the quarterly meetings of the Committee. A programme of meetings of the Environment & Infrastructure Health &

Safety Committee are arranged to align with the quarterly meeting cycle of the Corporate Health & Safety Committee.

- 3.2 The Environment & Infrastructure Health & Safety Committee will continue to keep the Health & Safety Policy up to date and assuring its relevance to, and implementation by, all employees. The committee meets quarterly and comprises Environment & Infrastructure Senior Managers together with a representative from the Corporate Health and Safety Team.
- 3.3 The committee provides a forum for discussion and sharing of ideas in the development of the Quality, Health & Safety Management system. The group has previously been instrumental in the successful retention of BS OHSAS 18001:2007 registration. However, during 2020, these external audits were postponed due to COVID19 restrictions. In addition to the quarterly meetings outlined above, the Service Coordination Team and Corporate Health and Safety team meet regularly to ensure that a Health & Safety culture continues to be embedded in Environment & Infrastructure Services.
- 3.4 The meetings are chaired by the Service Coordination Manager or delegate and consider:
- (a) Accidents - statistics, trends, investigations and other information to identify causes and provide so far as is practicable for their prevention.
 - (b) Workplace inspections (internal) and audits (Corporate and external)
 - (c) The planning, performance management and review of our approach to Health & Safety
 - (d) The monitoring and implementation of the Health & Safety action plan
 - (e) The identification, assessment and recording of risks
 - (f) Actions arising from the Corporate Health & Safety committee
 - (g) Actions arising from the corporate and service Risk Management and planning arrangements, and
 - (h) New developments in Health & Safety arising from legislation and Government and Council policy

Consultation Mechanisms

- 3.5 Information on Health & Safety issues currently communicated to employees using various internal channels such as strategic meetings, operations meetings, trade union meetings, tool box talks, e-mail, and notice boards.
- 3.6 The Environment & Infrastructure Health & Safety Committee is complemented by joint working arrangements which have been introduced for employee and Trade Union consultation. Regular meetings take place with the Environment & Infrastructure Directorate and Trade Union representatives where key Health & Safety issues may also be discussed. The communication with employee groups is essential and allows for better awareness and practice of Health & Safety; the management of risk; the prevention of accidents and ill health, and the maintenance of safe working practices.

- 3.7 Separate service subgroup meetings also take place involving Union and staff representatives to discuss and resolve specific service-related concerns, including Health & Safety issues.
- 3.8 The department has use of the text facility which allows text messages to be sent to staff who have agreed to provide their personal mobile numbers for this purpose. This continues to be developed to include as many staff as possible in what is a quick and effective way of communicating important information.

4.0 Planning and Setting Standards

Setting of Health and Safety Objectives

- 4.1 The Environment & Infrastructure Health & Safety Committee reviews and assesses a number of matters, including:
- Developments in the regulation of health and safety in the workplace and in working practices,
 - The identification of areas of work where there is a need for improvement that may entail the implementation of works or investment in equipment, and
 - The need for training and raising awareness in relation to health & safety.
- 4.2 The Q-pulse management system assists with monitoring of Health & Safety performance.

Training

- 4.3 Training is integral to the approach to Health & Safety within Environment & Infrastructure. In 2019/20, health and safety training has been noted to be lower than in previous years. Environment & Infrastructure are currently reviewing development needs at all staff levels.
- 4.4 All training is recorded in Q-pulse system, with Service Managers having access to the system to allow performance monitoring of training programmes that have been developed.

5.0 Measuring Performance

- 5.1 The action plan from the current annual Health & Safety plan is monitored on a regular basis and quarterly reports are produced to monitor performance against the key actions detailed in the plan.

Active Monitoring

- 5.2 Environment & Infrastructure successfully retained the BS OHSAS 18001:2007 registration during 2018/19 with the service being externally audited in line with the Council wide auditing programme by BSi, the Council's external assessor. During 2020, external audits were postponed due to COVID19 restrictions.
- 5.3 A Corporate programme of planned workplace inspections for 2020 – 2021 is currently being developed in line with COVID19 guidelines.
- 5.4 The Environment & Infrastructure Health & Safety Committee met during 2019/20 facilitating the monitoring of health and safety performance throughout the year to

ensure there is regular and focussed monitoring of the key Health & Safety activities within Environment & Infrastructure.

5.5 Seven key themes have been identified in Corporate Health, Safety and Wellbeing Strategy 2019-2022 and Environment & Infrastructure will actively work with Corporate Health & Safety in these key activities between 2019 and 2022.

- Violence and Aggression
- Mental Health
- Hand Arm Vibration Syndrome (HAVS)
- Fire Safety
- Musculoskeletal
- Managing Contractors
- Audits and Inspections

5.6 Accident statistics were reported and analysed at the committee and planning groups with subsequent accident prevention programmes being devised, where required.

HSE Intervention

5.7 There has been 1 no HSE Intervention involving Environment & Infrastructure during 2019 / 2020.

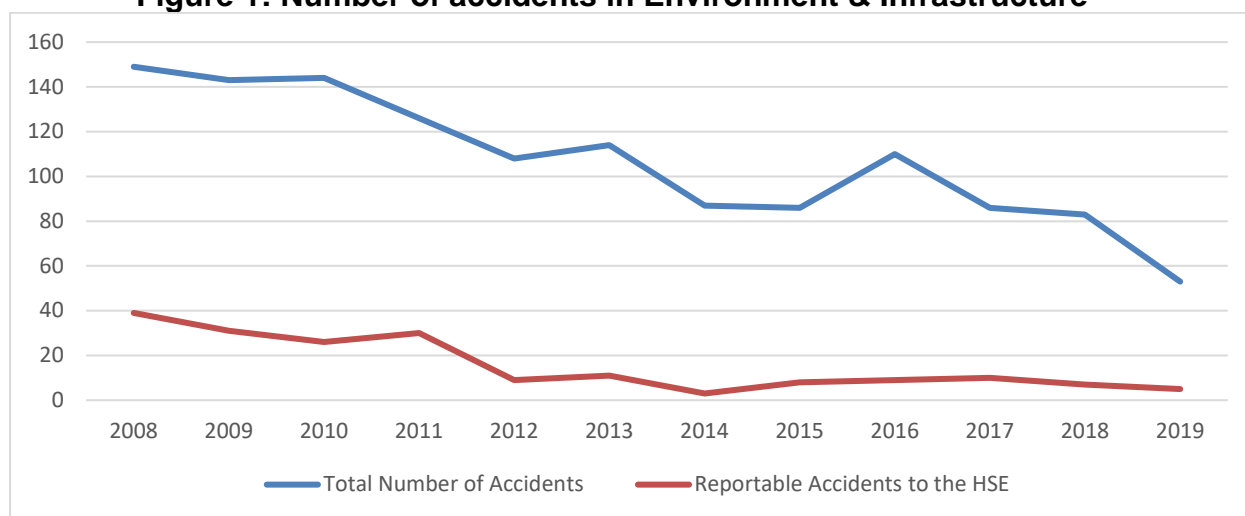
Reactive Monitoring

5.8 The number of accidents that have occurred in recent years is detailed in the following table and graph:

Table 1: Table detailing number of accidents in Environment & Infrastructure

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Total Number of Accidents	149	143	144	126	108	114	87	86	110	86	83	53
Reportable Accidents to the HSE	39	31	26	30	9	11	3	8	9	10	7	5

Figure 1: Number of accidents in Environment & Infrastructure



- 5.9 There has been an overall decrease in the number of accidents, incidents and occurrences reported in 2019/20, compared to 2018/19 and showing a continued year on year downward trend. 17% of accidents were recorded as RIDDOR reportable. Accident trends over 2020/21 will be monitored by the Health and Safety Co-ordinators and quarterly through the Environment & Infrastructure Health and Safety Committee meeting to determine if any actions need to be taken to ensure the safety of our employees and members of the public.
- 5.10 Accident trends have been analysed in 2019/20 and the breakdown of figures for each type of accident and service area is provided in the charts below:

Chart 1: No of accidents in each service area in 2019/20

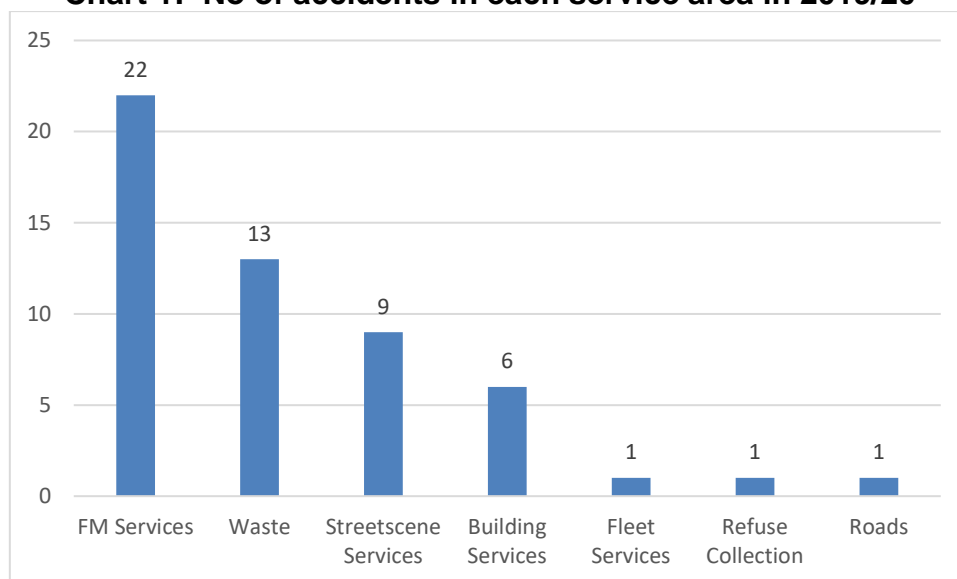
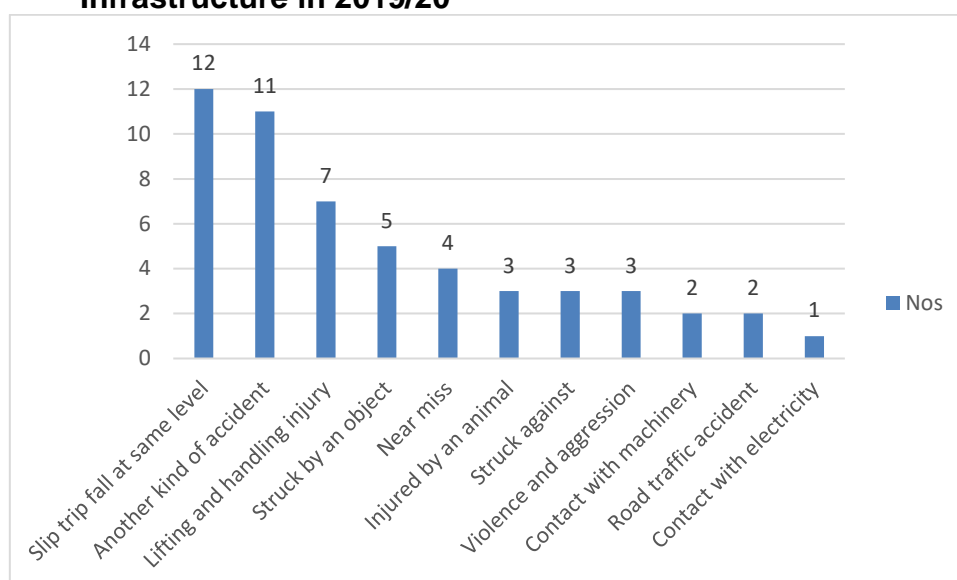


Chart 2: Total number of each type of accident in Environment & Infrastructure in 2019/20



- 5.11 The analysis of the accident figures identified that lifting and handling and slips, trips and falls from same level were the most significant type of accident across Environment & Infrastructure in 2019/20.

- 5.12 The following areas were identified as the most significant types of accident across Environment & Infrastructure and details are provided into what preventative steps have been taken to reduce the number of accidents in these areas:
- Manual Handling – 11 accidents in Environment & Infrastructure in 2019/20 were attributed to lifting and handling injuries.
 - Slip/Trips – Slip/Trips accounted for 12 accidents within Environment & Infrastructure in 2018/19. Incident reviews are carried out after each accident and any required training or awareness is provided. All employees are provided with the correct Personal Protective Equipment (PPE) to carry out their tasks and regular update given during toolbox talks.

Accident Reporting and Investigation

- 5.13 Environment & Infrastructure has fully implemented use of the Corporate Accident/Incident Recording system on Business World in February 2019. Local arrangements are in place to accommodate staff who do not have access to a PC. Support is provided to Service Managers in recording and investigating accidents as required.
- 5.14 Training was provided in the use of Business World accident reporting system, for Supervisors and Managers.

6. Review of Health and Safety Management

- 6.1 The Environment & Infrastructure Health and Safety Committee will continue to review Health & Safety management issues across the service.
- 6.2 A review of the Quality and Health and Safety management system will be carried out in 2020/21 to reflect the operational and structural changes required by the departmental and Council reviews.
- 6.3 Supporting attendance is a key priority for Environment & Infrastructure. Arrangements are in place to utilise the services of the Council's Occupational Health provider. The main elements of the service utilised by Environment & Infrastructure have been:
- Early intervention programme,
 - Employee counselling service,
 - Treating employees referred to the service,
 - Physiotherapy, and
 - Cognitive behavioural therapy for employees.
- 6.4 Service managers are provided with regular updates providing the number of employees who did not attend occupational health appointments. The updates are distributed by the Health & Safety co-ordinator to ensure service managers monitor the use of this valuable resource and to maximise attendance at appointments.

Environment & Infrastructure Health and Safety Plan 2020-2021

Action	Due Date												
Continue to ensure BS OHSAS 18001:2007 standard is retained by Environment & Infrastructure and ascertain if transition is required to meet the new replacement standard of ISO45001:2018	March 2021												
Monitor the implementation of the annual corporate health and safety inspection programme for Environment & Infrastructure	March 2021												
Encourage staff to complete Health, Safety & Welfare modules on iLearn and attend training courses as required. For example, Personal Safety / Violence and Aggression, Mental Health First Aid, First Aid (General), Wellbeing, General risk assessment training, prevention of accidents etc.	March 2021												
Ensure that there are sufficient Fire Wardens & first aid at work provision throughout E&I.	March 2021												
Secure a reduction in the number of accidents in the workplace and the resulting days lost due to accidents <table border="1" data-bbox="338 752 927 981"> <tr> <td>2014/15</td><td>87</td></tr> <tr> <td>2015/16</td><td>86</td></tr> <tr> <td>2016/17</td><td>110</td></tr> <tr> <td>2017/18</td><td>86</td></tr> <tr> <td>2018/19</td><td>83</td></tr> <tr> <td>2019/20</td><td>61</td></tr> </table> <p>(Number of recorded workplace accidents for Environment & Infrastructure employees (RIDDOR, Major and Minor)</p>	2014/15	87	2015/16	86	2016/17	110	2017/18	86	2018/19	83	2019/20	61	March 2021
2014/15	87												
2015/16	86												
2016/17	110												
2017/18	86												
2018/19	83												
2019/20	61												
Monitor and review the number of workplace accidents to deliver a downward trend in the number of accidents	March 2021												
Monitor post action recommendations and ensure they are robust and fully completed for RIDDOR and major accidents	March 2021												
Training – Ensure health and safety training is appropriately delivered and recorded	March 2021												
Monitor new working practices, legislation changes, internal and external accident trends and provide training for employees on specific activities to ensure safe working practices are followed	March 2021												
Seven key themes have been identified in Corporate Health, Safety and Wellbeing Strategy 2019-2022 and Environment & Infrastructure will actively work with Corporate Health & Safety in these key activities between 2019 and 2022. <ul style="list-style-type: none"> • Violence and Aggression • Mental Health • Hand Arm Vibration Syndrome (HAVS) • Fire Safety • Musculoskeletal • Managing Contractors • Audits and Inspections 	March 2022												



To: INFRASTRUCTURE, LAND AND ENVIRONMENT POLICY BOARD

On: 4 NOVEMBER 2020

Report by: DIRECTOR OF ENVIRONMENT & INFRASTRUCTURE

Heading: WINTER MAINTENANCE PLAN 2020/21

1. Summary

- 1.1 This report details the winter maintenance preparation and arrangements for the 2020/21 winter period for ensuring Renfrewshire's road network, footpaths and schools are accessible during the winter, to support the economy and connecting people with jobs, learning and social needs.
 - 1.2 The Winter Maintenance Plan sets out the preventative and reactive activities that happen over the winter period to keep Renfrewshire's road and footpath network safe and accessible.
 - 1.3 As part of this year's Winter Maintenance Plan, a review of the Council's Winter Maintenance Activities has been carried out, including the reciprocal arrangements that exist between Renfrewshire Council and our neighbouring authorities.
 - 1.4 Recognising the potential impacts Covid-19 may have on our workforce and the potential for impacts on our resilience, a mutual aid protocol has been agreed between the 9 Glasgow City Region authorities. The mutual aid arrangement recognises the importance of collaborative working and ensures that arrangements are in place for authorities to support each other during any periods whereby operational activities may be impacted.
 - 1.5 The Winter Maintenance Plan for 2020/21 has been prepared, taking into account the experience gained from the conditions of last winter and recent developments in winter service best practice to ensure coordination and consistency of the response provided by Environment & Infrastructure services.
-

2. Recommendations

- 2.1 It is recommended that the Infrastructure, Land and Environment Policy Board approves the Winter Maintenance Plan for 2020/21, as set out at Appendix 1 to this report.

3. Background

- 3.1 Renfrewshire Council has a statutory obligation under section 34 of the Roads (Scotland) Act 1984 to take such steps as it considers reasonable to prevent snow and ice endangering the safe passage of pedestrians and vehicles over public roads. This applies to adopted carriageways, footways, footpaths and pedestrian precincts for which the Council is responsible. The winter period will be from the beginning of October 2020 to the end of April 2021.
- 3.2 The Winter Maintenance Plan sets out the Council's duties and responsibilities with regards to our response to periods of adverse weather in Renfrewshire. The objective of the plan is to:
- Allow the safe passage of vehicles and pedestrians
 - Minimise delays caused by winter weather
 - Ensure that all road operations are carried out safely

4 Winter Maintenance Plan

Carriageway Gritting Routes

- 4.1 In order to make best use of available resources it is necessary to operate a priority system for the treatment of carriageways and footways.
- 4.2 These routes have been established over many years and have proved effective at keeping Renfrewshire's roads network safe for vehicles and pedestrians.
- 4.3 Priority 1 routes are the strategic road network routes that are given priority for treatment. There are 6 priority 1 routes, totalling more than 54% of Renfrewshire's road network. These roads include important bus routes, hospitals, key business and commuter links and Renfrewshire's key arterial roads.
- 4.4 Priority 2 routes tend to be 'B Class' roads and main distributor routes including access to other facilities such as schools, priority 3 routes are local distributor roads serving areas such as industrial estates with priority 4 routes being local access roads within communities.

Footway Gritting

- 4.5 The priority areas for footway gritting are Paisley, Johnstone and Renfrew Town Centre Pedestrian areas based on the footfall in these localities, thereafter areas such as those serving shopping areas, health centres, schools and the hospital.

Schools

- 4.6 Facilities Management staff within schools are responsible for gritting and clearing snow from the entrance door of the school to an entrance point within the school grounds. During periods of snow and ice approximately 100metres either side of the main entrance will be treated

Staff Deployment and Co-ordination Procedures

- 4.7 The Winter Maintenance Service operates on a 24hr basis from 1 October to 30 April, providing the capacity and resilience required to ensure the priority road network can be treated during periods of adverse weather.
- 4.8 The Winter Maintenance Plan includes arrangements for managing severe events i.e. those outwith standard winter response arrangements, with the Council's Civil Contingencies Service assisting with the coordination of the response. Key stakeholders in cases of severe winter events will consist of representatives from each Council Service, supported by officers from the Civil Contingencies Service and the Council's Communications Team. They will provide tactical and strategic direction to the Council's response, allowing a more effective deployment and coordination of Council staff and resources. It is difficult to fully prescribe a severe weather event but typically this could be a heavy snow fall, prolonged periods of very low temperatures or any event which brings disruption to roads and footways for more than a day.

Salt Supplies

- 4.9 Salt resilience levels are maintained throughout the winter period in line with resilience arrangements. The Underwood Road depot has a capacity for storage of 4000 tonnes of salt at any one time. Salt will be replenished on an ongoing basis, with daily usage levels being recorded throughout the winter period.

Communications

- 4.10 The refreshed Winter Maintenance Plan contains improved arrangements for internal and external communications. A key element involves increasing public awareness of what can be expected from our Winter Service. This follows on from the successful naming the gritter campaign which engaged the public in the importance of this period. Social media is the key communication channel used by the Council and this will be supported by wider communications where required.

Grit Bins

- 4.11 Grit bins within communities play an important role supporting the delivery of the Winter Maintenance Plan. Currently there are approximately 540 grit bins in place across Renfrewshire for communities to utilise.
- 4.12 In addition to the 540 grit bin locations, 20 community grit bins located in each of our communities to ensure there is provision across Renfrewshire for access to supply throughout the winter period.

- 4.13 Replenishment of grit bins is a labour intensive process and whilst we will endeavour to respond to these requests as soon as possible our standard timescale for responding to filling grit bins is 7 days.
- 4.14 The service will prioritise the replenishment of the 20 community grit bins to ensure there is grit for communities to access. We will endeavour to keep all grit bins filled throughout the winter, available for residents to support their streets and communities.
- 4.15 The grit bin assessment criteria is included at Appendix 3 of the Winter Maintenance Plan to provide transparency to the approach taken to deciding upon a new grit bin location.
-

Implications of the Report

1. **Financial** – Met from within existing resources
2. **HR & Organisational Development** – None
3. **Community / Council Planning**

Creating a sustainable Renfrewshire for all to enjoy – The Winter Maintenance Plan aims to ensure that pedestrians and motorists in Renfrewshire are protected during periods of adverse weather minimising disruption and ensuring all road operations are carried out safely.
4. **Legal** – None.
5. **Property/Assets** – None
6. **Information Technology** – None.
7. **Equality & Human Rights** - The recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website
8. **Health & Safety** – None.
9. **Procurement** – None.
10. **Risk** – None.
11. **Privacy Impact** – None.
12. **CoSLA Policy Position** – none

13. **Climate Risk** – none

List of Background Papers: None

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RENFREWSHIRE COUNCIL

WINTER MAINTENANCE PLAN

2020-21

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1 INTRODUCTION



Winter weather can adversely affect the safety of road users / pedestrians as well as the availability and reliability of the road network during the winter months.

Renfrewshire Council recognises the importance of successfully delivering an effective winter service for the support of economic and social wellbeing in our region.

This Winter Service Plan details the arrangements that are in place for dealing with ice and snow on our network and outlines the decision-making process, relating to matters such as treatment priorities and when and how routes are treated.

2 POLICY



2.1 Statutory Obligations

Under Section 34 of the Roads (Scotland) Act 1984, the Council has a duty to ‘take such steps as it considers reasonable, to prevent snow and ice endangering the safe passage of pedestrians and vehicles over public roads’.

This applies to all adopted carriageways, footways, footpaths and pedestrian areas for which the Council is responsible.

The Code of Practice for Well Maintained Highways recommends that Local Authorities should demonstrate that they are taking reasonable steps to keep the public safe during winter periods.

3. Responsibilities

3.1 Overall Responsibility



As the Roads Authority, Renfrewshire Council has the overall responsibility to provide an effective Winter Service in accordance with its duties. The responsibility for the efficient and effective delivery of winter service operations sits with the Environment and Infrastructure section.

The Council keeps the road network operating safely through precautionary treatment by pre-salting roads to reduce the effect of frost and frozen conditions, taken forward on a routine, planned basis. The road network is currently split into Primary, Secondary and Tertiary routes. Planned pre-gritting is only undertaken on the Primary network. The Secondary network is treated after the Primary routes, where there is time and resources to cover them, and it is likely that the freezing conditions will continue. Tertiary routes will only be treated when extended weather conditions persist, all Primary and Secondary routes have been treated and resources have become available.

Environment and Infrastructure also play a key role in any emergency response to the severe weather to prepare, respond and recover from the impact of any severe weather event, including the effects of heavy snow.

3.2 Operational Responsibility

Environment and Infrastructure has the responsibility for the operation of the Winter Service Plan. Duties include, but are not limited to:

- Arranging for supplies of salt to be available at the start of the winter season, monitoring salt usage and ensuring an appropriate level of salt in the stockpile
- Arranging for specialist vehicles and equipment to be available throughout the winter period
- Checking and calibrating salt spreading equipment
- Ensuring all operatives receive adequate and appropriate training in Winter Service activities.
- Providing a list of all routes designated for salting treatment
- Monitoring all aspects of the Winter Service and providing information on performance indicators for the service
- Maintaining full and comprehensive records of all winter service activities
- Assessing the need to carry out post salting or snow clearance to footways and ensuring the works are carried out when necessary
- Assessing the need to carry out post salting or snow clearance of the remaining road network during prolonged spells of sub- zero temperatures, and ensuring the works are carried out when necessary
- Carrying out an annual review of all aspects of the service and updating the Winter Maintenance Plan
- Liaising with adjacent roads authorities and Transport Scotland and their agents in the preparation of the Winter Service Plan to ensure continuity of service across boundaries
- Establishing contact numbers for access to emergency services control rooms, public transport operators, local media and the motoring organisations
- Arranging for weather forecasts and road and weather monitoring information to be available throughout the winter period

3.3 Decision Making

Operational decisions will normally be made by the designated Winter Service Duty Manager, except when weather conditions have changed unexpectedly. If instructions have changed due to such circumstances, the Duty Supervisor should inform the Winter Service Duty Manager of the change and the reasons for it at the earliest possible opportunity.

The day to day decisions will be made using forecasts from the weather provider and the road and weather data from monitoring stations to support decision making.

On receipt of a weather forecast or update throughout the winter period the Winter Service Duty Manager will reach a decision on action for the next 24 hours. If treatment is planned a decision record will be produced which will include the required salt spread rate, including post salting and / or snow clearance. This decision will be distributed to appropriate operations personnel and key partners.

The Council will endeavour to ensure that salt is spread, as necessary, prior to the formation of ice or the settling of snow on the priority network. When the road surface temperature falls below +1°C with forecast of freezing conditions and ice forming, precautionary treating shall take place unless:

- There is enough residual salt on the road to deal with the expected conditions, or
- The weather forecast information indicates that the road surface temperature will rise before the roads could be salted or there will be no period of frost that could cause icing

3.4 Arrangements with Adjacent Authorities

Reciprocal arrangements have been made with adjacent authorities to ensure the most efficient and consistent treatment of routes at boundaries and cooperation in providing the Winter Maintenance Service. These arrangements are out lined in Appendix A, Arrangements with Adjacent Local Authorities.

Reciprocal arrangements are in place with Amey who are responsible for the Motorway and Trunk Road network within Renfrewshire.

4. Route Planning & Treatment



4.1 Network

The priority network is reviewed on an annual basis, taking into account any alterations to the specified gritting criteria or changes to the network. All routes have been devised to ensure efficient coverage within reasonable timescales.

4.2 Precautionary Treatment

When forecast that road surface temperatures will fall below +1°C, roads will be treated at the discretion of the Winter Duty Manager.

Precautionary treatment is the best method of dealing with both snow and ice. Salt spread rates are set to the appropriate width of carriageway, which may be both lanes of single carriageways or both lanes of one side of a dual carriageway or 4 lane road. Vehicles will generally travel in the left-hand lane and the spreading pattern will be set to cover both lanes unless multiple passes are required.

Sustained low temperatures occur only rarely. When this occurs, account is taken of the need to increase the rate of spread of salt. Below -9°C the action of salt is largely ineffective.

4.3 Carriageway Priorities

The following carriageway priorities will be treated if it is forecast that ice or snow is likely to be present on road surfaces:

- (i) **Priority 1 routes:** These are the strategic road network routes that is given priority for treatment. There are 6 priority 1 routes, totalling more than 54% of Renfrewshire's road network. These roads include Renfrewshire's key arterial roads.
- (ii) **Priority 2 routes:** 'B' class roads and main distributor and main bus routes including, where appropriate, access routes to hospitals, ambulance depots, main police stations, fire stations and schools.
- (iii) **Priority 3 routes:** Local distributor roads including those serving industrial estates, isolated communities or dependent establishments.
- (iv) **Priority 4 routes:** Local access roads within communities and local rural roads.

Treatment of Priority 2 – 4 routes will only be carried out if, after completion of Priority 1 routes, there is adequate time and resources to cover them and that freezing conditions will continue.

The Duty Manager has the authority to amend agreed treatments should updated forecasts or conditions make this necessary.

Priority Routes for Gritting can be viewed at:

<http://www.renfrewshire.gov.uk/article/2236/Priority-roads-for-gritting>

4.4 Footway Priorities

The priority footway/footpath network is as follows:

- Paisley, Johnstone & Renfrew Town Centre Pedestrian areas.
- Other designated areas of high pedestrian usage including shopping areas, precincts, routes serving schools, health centres, hospitals and community centres.

The treatment of footways will generally only be considered after freezing conditions for several days without any thaw, however, where there is a significant snow event forecast precautionary treatment will be carried out in advance.

During any freezing or snow event focus will be solely on the treatment of priority networks. Once these have been completed assistance will be provided in other areas as required during normal working hours.

4.5 Grit Bins

There are over 540 grit bins sited locally throughout Renfrewshire for Communities and members of the public to access. The locations of all grit bins are shown on the Council's website and any restocking requests should be made to the Council's Customer Contact Centre on 0300 3000 300. The criteria for assessing the requirement for a grit bin is given in Appendix B.

In addition to the 540 grit bins, there are 20 new, larger sized, community grit bins, located throughout Renfrewshire (see Appendix B for locations). During periods of severe weather these bins will be prioritised for restocking.

Maintaining stock in grit bins will be dependent on the available resources and prevailing conditions. In severe and prolonged winter weather we may not be able to carry out restocking as our resources will be directed towards treating our network.

4.6 Renfrewshire Community Safety Partnership

During periods of severe weather, the Renfrewshire Community Safety Partnership are available to assist members of the community, wherever possible, by:

- Visiting/contacting vulnerable members of the community;
- Obtaining supplies in emergency situations;
- Assisting other services to clear critical pathways in communities;
- Carrying out high-visibility patrols in severe weather, wherever possible, to provide reassurance;
- Providing support to school crossing patrollers;
- Providing transportation assistance in emergency situations.

The Council also welcomes interest from community groups or individual members of the public, particularly in snow conditions, where in certain circumstances additional salt can be provided to enable clearance of footways. Any groups interested should contact

Renfrewshire Community Safety Wardens on 0300 300 0300.

4.7 Priority School Routes

Facility Management staff will grit and clear snow from the entrance door of the school to the gate at the entrance in the school grounds.

During snow and ice events, approximately 100 metres of footpaths either side of the main entrance gate to the school will be treated.

There are a number of schools that, due to their geography, will require support from the Roads and StreetScene service. Since last winter every school has been assessed to prioritise those schools that require the greatest assistance.

In severe weather it will not be possible to keep all entrance paths into schools clear.

5. WEATHER PREDICTION



5.1 Forecasting

To provide a reliable and robust winter service, the Council have a number of forecasting tools at their disposal to plan the best treatment regime throughout the winter period. These include:

- weather forecast
- road and weather monitoring data
- actual condition of the network

Renfrewshire Council is a member of the West of Scotland Local Authority partnership that receives detailed weather forecasts each day for the period from 1st October to 15th May each year. All road weather forecasts are provided by the weather provider via their online weather management system. Contact is made directly with the Duty Manager out of hours to ensure that all decisions are based on the most up to date information.

There are 4 local weather monitoring stations, which are also used to provide supporting information for decision making, these are located at:

- A737 at Howwood
- B786 Stepends Road
- B775 Gleniffer Road
- East Fulwood at Georgetown Road

The data that is made available to support decision making includes:

- Road surface temperature
- Air temperature
- Dew point (indicating moisture on the road)
- Precipitation levels and timings
- Surface state (including level of salt present)
- Wind Speed and humidity

5.2 Timing of Forecasts

- The Winter Service Duty Manager receives the main weather forecast each day at around 12:00 hours and will decide what action to take. An instruction will then be circulated to the relevant staff detailing the proposed action.
- Updated forecasts are received at 19:00 hours each night and 07:00 hours each morning by the Winter Service Duty Manager who will then, if necessary, circulate revised instructions.

6. Resources



6.1 Staff Resources

The Duty Manager is responsible for monitoring the road and weather conditions, for reaching an appropriate decision on treatment of the network and passing on the information to the Winter Supervisors, who are responsible for organising and overseeing the work.

The role of the Winter Supervisor is to utilise and manage all resources under their control, including plant, labour and materials to effectively treat the road network. This includes completion of all records during and immediately after each shift. It is the role of the Winter Maintenance Operatives to carry out gritting duties in a safe and efficient manner.

All personnel involved in the Winter Maintenance Service will be familiar with the gritting routes, equipment and transport to conduct their duties, responsibilities and working procedures necessary for them to carry out their tasks in an effective and efficient manner. Driver and operative refresher training is provided every year as required.

6.2 Additional Resources

During severe weather conditions Environment & Infrastructure may augment resources from other Council Services or utilise private contractors. The list of contingency resources is updated annually.

6.3 Training

Duty Managers and Winter Supervisors receive refresher training from the weather provider annually. Winter Supervisors and Winter Maintenance Operatives receive training on all aspects of their duties, with refresher training completed annually.

Drivers will be familiarised with routes prior to the start of the winter season and route cards will be carried in all gritting vehicles. All drivers will be trained in the operation of gritting vehicles and associated equipment prior to the start of winter season.

6.4 Plant, Equipment & Salt

The Council's gritting fleet consists of both dedicated gritter vehicles as well as other lorries that have quick change bodies to convert them to gritters.

All gritting vehicles are fitted with GPS technology with accompanying software to allow real-time tracking and updates on salt spreading rates.

Additional plant for treating footways in the form of mowers fitted with gritting units and hand spreaders are also available. These are operated by StreetScene operatives and it is the Winter Service Duty Manager's decision when to request their use.

The quantity of salt held in stock at Underwood Road depot at the start of the winter season is 4,000 tonnes. A weighbridge system is in place at the depot for stock control and salt usage purposes.

Delivery of salt will take place before the start of the winter period, augmented with further deliveries as required. During periods of extreme weather and potential restrictions on the supply chain, the Council will implement nationally agreed salt conservation measures. The Council will also liaise with neighbouring local authorities via Strathclyde Emergencies Co-ordination Group concerning mutual aid and other assistance as required.

6.5 Health & Safety

All employees are responsible for the health and safety operating procedures. During winter service operations drivers/operatives must adhere to:

- Renfrewshire Council's Health and Safety Policy
- Risk assessments and safe working practices

7. COMMUNICATIONS

Environment and Infrastructure are responsible for providing winter service information to the Corporate Communications Team.



7.1 Community Safety Hub

Effective communication is essential to ensure a speedy and effective response to winter conditions. The CCTV Control Room within the Community Safety Hub is the centre of the communications operation with relevant contact being made thereafter.

7.2 Keeping the Public Informed

The Council's website has a Winter Service section that provides a wealth of relevant information for the public to view. This will be updated with the aim of establishing as close to a 'real time' situation as practicable to assist the public in making informed decisions on travel.

During the winter period and particularly during prolonged spells of snow and ice, information will be made available to the public via press releases, the Council's website, social media and local radio stations as appropriate.

7.3 Real Time Gritter Location

Our gritters are fitted with GPS trackers which will allow the public to access the gritter's location in real time. A link through the Council's website will provide information on which community each gritter is working in assisting the public in making informed decisions on travel.

APPENDIX A

Arrangements with Adjacent Local Authorities

At Boundary with Glasgow City Council, Renfrewshire Council treats:

Hurlet Rd (A726) from the boundary to Glasgow Rd (Hurlet Junction).
Paisley Road West (A761) from the boundary to Glasgow Road
Hillington Road (A736) at Queen Elizabeth Roundabout
Penilee Road at the junction of Corse Road
Glasgow Road (A8) and Kingsinch Road at Hillington Rd / Govan Rd Roundabout

At Boundary with East Renfrewshire Council, Renfrewshire Council treats:

Gleniffer Rd to Caplaw Rd (joint responsibility);
Caplaw Rd from Seargentlaw Rd to Gleniffer Rd (joint responsibility);
Grahamston Rd to Barrhead Rd, Paisley;
Caplethill Rd to Grahamston Road, Barrhead (Cross Stobs); Roebank Rd (B776) to Hall of Caldwell (B775).

At Boundary with North Ayrshire Council, Renfrewshire Council treats:

Kilbirnie Rd (A760) to Kerse Rd.

At Boundary with Inverclyde Council, Renfrewshire Council treats:

Kilmacolm Rd (A761) to Craigends Road and Stepends Road (B786) to Torr Rd.
Inverclyde Council treats: Old Greenock Rd., Finlaystone Rd to the Burnside Smithy.

APPENDIX B

Grit Bins

GRIT BIN POLICY AND PROCEDURE

1. Renfrewshire Council provides grit bins for residents and communities to assist themselves and their communities.
2. There are 540 grit bins located throughout Renfrewshire. These can be located through the attached link:

<http://www.renfrewshire.gov.uk/article/2236/priority-roads-for-grtting>.

In addition to the standard 540 grit bins a number of larger Community Grit Bins are located across Renfrewshire at central locations for the community to access and help them to self-serve during periods of adverse weather. These locations are detailed in the table below:

Bishopton	Community Centre Car Park.
Bridge of Weir	Livery Walk Car Park
Brookfield	Albert Drive
Crosslee	Car park at Crosslee shops.
Elderslie	Car Park at Village Hall
Erskine	1. Household Waste Recycling Centre, Barrhill Road, Erskine 2. Car Park to the rear of the Library.
Houston	Carrick Centre Car Park
Howwood	Village Hall Car Park
Inchinnan	Playing Fields Car Park opposite the Primary School
Johnstone	1. Household Waste Recycling Centre, Miller Street, Johnstone 2. Car Park of Floor Street Industrial Estate
Kilbarchan	Adjacent to clock tower at Steeple Hall on Steeple Street
Langbank	Footpath adjacent to tennis courts
Linwood	Household Waste Recycling Centre, Middleton Road, Linwood.
Lochwinnoch	McKillop Centre Car Park
Paisley	1. Household Waste Recycling Centre, Underwood Road, Paisley 2. Glenburn Community Centre Car Park
Renfrew	1. Household Waste Recycling Centre, Haining Road, Renfrew 2. Car Park of Kirklandneuk Community Centre

3. Requests for grit bins will be received through the Customer Service Centre and will be considered if they meet the criteria set out below:

(i)	Description of gradients	Steep Moderate Slight / level
(ii)	Description of bends	Sharp / many Moderate / few Slight / straight
(iii)	Traffic type	Domestic / housing estate Industrial Rural
(iv)	Traffic flow	Heavy Light
(v)	Pedestrian activity	Elderly / less mobile Heavy (town / large village) Light (small village)
(vi)	On a treated route	Yes – Priority 1 Yes – Priority 2 No
(vii)	Salt bin nearby	Yes No
(viii)	Proximity of health centre / surgery	Near / distant
(ix)	Other important local services – pharmacy, schools, community centre, shops etc	Near Distant
(x)	Bus route	Untreated Treated
(xi)	Accident history	Yes No



To: Infrastructure, Land and Environment Policy Board

On: 04 November 2020

Report by: Director of Environment & Infrastructure

Heading: The Renfrewshire Council (Disabled Persons' Parking Places) (Various Locations, Renfrewshire) Number Six Order 20*, Sustained Objections

1. Summary

- 1.1. The making of a Traffic Regulation Order (TRO) under the Road Traffic Regulation Act 1984 is delegated to the Director of Environment & Infrastructure after consultation with the Convener of the Infrastructure, Land and Environment Policy Board and the local ward members.
 - 1.2. On the 15th January 2020 a TRO relating to new Disabled Persons' Parking Places was advertised, four objections were received and not withdrawn. The objections are set out in full at Appendix A to D of this report.
 - 1.3. This proposal will allow Renfrewshire Council to fulfil its duties under the Disabled Persons' Parking Places (Scotland) Act 2009 by making disabled driver's parking bays enforceable.
 - 1.4. In accordance with the 'Local Authorities' Traffic Orders (Procedure) (Scotland) Regulations 1999' and the Council's procedures, the Board may now decide how to proceed; to either make the order, make the order in part or not make order. The type of proposed restriction does not automatically require the appointment of an independent Reporter to decide on the objections. The Board is therefore free to choose either to decide on the objections itself or to appoint a Reporter to do so.
-

2. Recommendations

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

- 2.1. Considers the objections made and not withdrawn, in relation to the Renfrewshire Council (Disabled Persons' Parking Places) (Various Locations, Renfrewshire) Number Six Order 2020.
 - 2.2. Subject to recommendation 2.1 and the objections not being upheld, approves the implementation of the Traffic Regulation Order as advertised and authorises the Director of Environment & Infrastructure in conjunction with the Convener of the Infrastructure, Land & Environment Policy Board to make the Traffic Regulation Order.
-

3. Background

- 3.1. This Order is considered necessary for the Renfrewshire Council to fulfil its duties under the Disabled Persons' Parking Places (Scotland) Act 2009 by making disabled driver's parking bays enforceable.
- 3.2. The proposal went through a two-stage consultation process as is normal. The first stage was issued on 2nd December 2019 where the proposals were issued to emergency services, public utilities, local road user groups, local community groups and all local members with a response date of 23rd December 2019. With no objections or comments forthcoming, the TRO went to 2nd stage consultation and was advertised in the Paisley and Renfrewshire Gazette on Wednesday 15th January 2020. Notices were also placed on-street in the vicinity of the proposals at that time.
- 3.3. As a result of the 2nd stage consultation there were four separate objections made at this stage and the objections remain in place as they have not been withdrawn. The objectors were residents from:
 - Abbey Road, Elderslie.
 - Burnhaven, Erskine.
 - Braids Road, Paisley.
 - Falcon Road, Johnstone.
- 3.4. The objections are set out in full at Appendix A to D of this report.

4. Consideration of the objections

- 4.1. The Local Authorities' Traffic Orders (Procedure) (Scotland) Regulations 1999 state that before making the order, the Council must consider all objections made and not withdrawn. In this respect, the terms of the Regulations state that the Council may consider the objections itself in fulfilment of its statutory obligation to give due consideration to all objections made and not withdrawn. Alternatively, the Council may choose to appoint an Independent Reporter to hold a public hearing to consider the objections.
- 4.2. If the Board decides to exercise its discretion and not appoint an Independent Reporter, then it must consider the objections and either uphold them, in which case the proposal shall be dropped, or consider the objections and then approve the

implementation of the restrictions as advertised, as a whole or in part, and authorise the Director of Environment & Infrastructure to make the Order.

- 4.3. If the Board decides to choose the public hearing, it should be recognised that the Reporter's deliberations could take approximately 15 weeks. Thereafter, the Board has an obligation to consider the report and recommendation made by the Reporter and to decide on whether to proceed with the order.
- 4.4. The cost of arranging an independent Reporter to hold a public hearing is estimated at £5000. Therefore, it is recommended that the Board considers the objections itself.
- 4.5. The disabled bay road markings are lined shortly after requested as a courtesy to the applicant. This advisory disabled bay is available for use while the Order undergoes its consultation procedure. Should the Policy Board approve the implementation of the restrictions as advertised, officers will arrange for the works required to make the disabled bay enforceable to take place. This will include the installation of the appropriate sign to accompany the existing road lining.

Implications of the Report

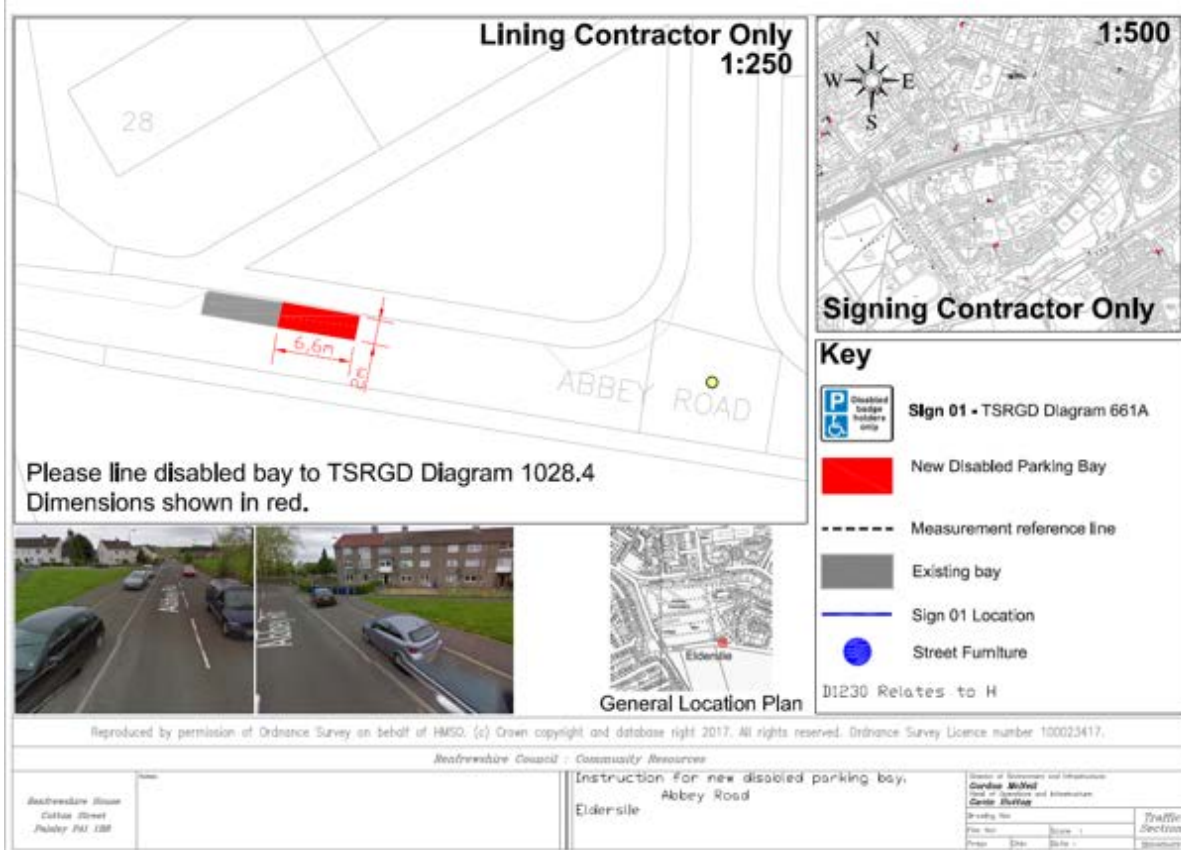
1. **Financial** - *the nominal capital and revenue costs of implementing and maintaining the proposed disabled bay lines can be accommodated within existing budgets.*
2. **HR & Organisational Development** – *None*
3. **Community Planning** - *None*
4. **Legal** – *Statutory process is set out within the board report.*
5. **Property/Assets** – *N/A*
6. **Information Technology** – *N/A*
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** – *N/A*
10. **Risk** - *None*
11. **Privacy Impact** – *N/A*

12. **CoSLA Policy Position** – *N/A*.

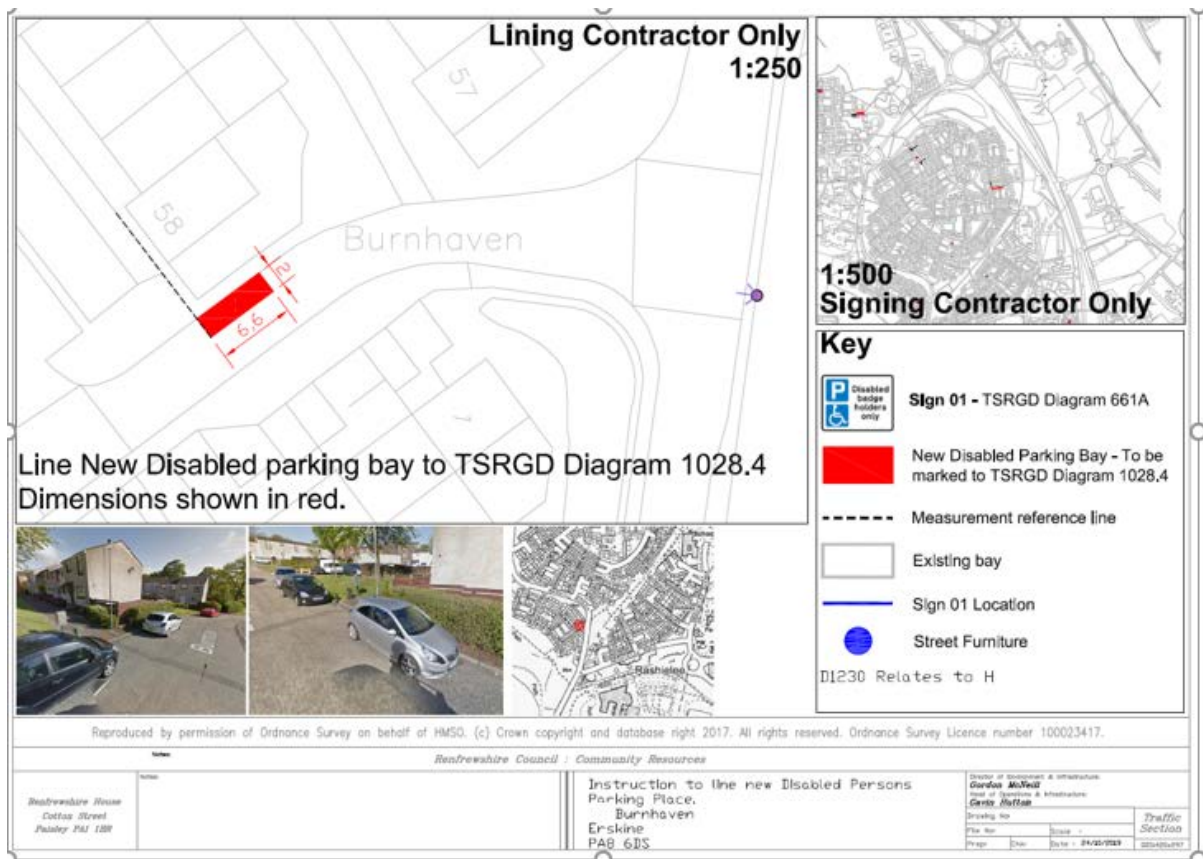
13. **Climate Risk** – none

List of Background Papers - none

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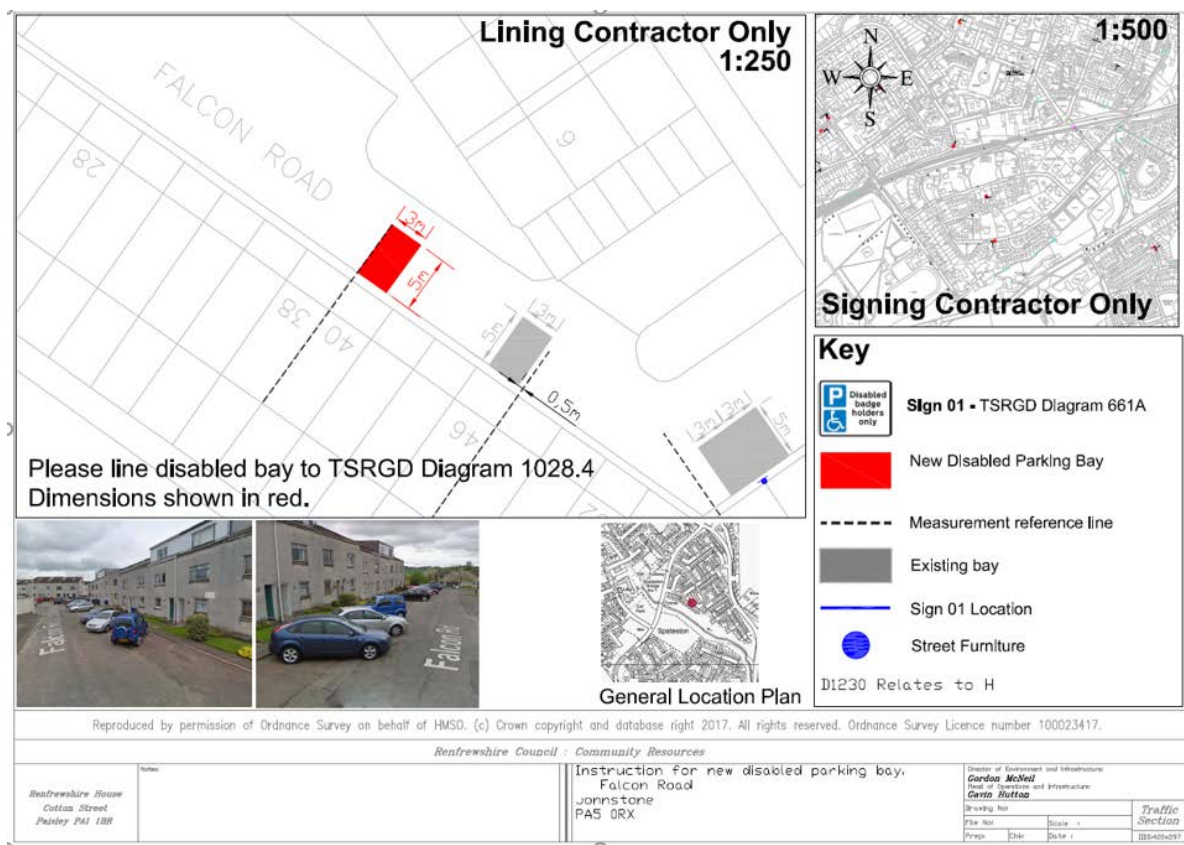
Objection	Objector indicates that the placement of the new bay outside her residence next to the existing bay in place at Abbey Road, Elderslie is causing major issues for the other residents due to lack of parking space for them. Stating that the two disabled bays are taking up the room of 4 parking spaces. Objector is unhappy at the number of bays in the layby and the size of the bays.
Response to Objection	Disabled bays are lined in accordance with the TSRGD national guidance. Their size is defined and fixed and cannot be changed. An email response was sent to the objector advising that the disabled bay has been lined at the position closest to the disabled applicant's residence and at the correct size. The objector was not satisfied with this response and is therefore unwilling to withdraw the objection.



Objection	<p>Objector is unhappy about the installation of this new bay to the side of their property, its position and that the bay is lined for a person who doesn't drive. The objector believes the bay should be situated in the car park area and not on the access road. The objector also states that they are planning to have a driveway created at their property with access from the side garden and the bay will adversely affect their plans to do this. They feel like the location and size of the bay in relation to the applicant's home is not the best option and the bay should be relocated to the car park.</p>
Response to Objection	<p>An email response was sent to the objector to advise that the applicant met the criteria set by Renfrewshire Council and as such the bay was lined in accordance with the TSRGD at 6.6m length. They were also advised that should they apply to install a driveway, that the access would be looked at and the disabled bay location reassessed at this time. The applicant had requested that the bay be lined on street rather than in the car park as they cannot negotiate the steps down from the car park. This was the closest location to the applicant's residence with no stairs involved and also a place where local parking behaviour suggests a car to be parked.</p> <p>The objector is not willing to retract their objection and states that now they have seen the bay being used they stands by their objection more and thinks the bay should be relocated to the car park. Applicant has not been back in touch to advise of any problems with the bay.</p>



Objection	<p>Objector advised that installation of this new bay next to the existing bay causes problems as parking is already difficult. Objector states that the person using the bay is not the person who the bay is allocated to and the car parked in the bay is mainly abandoned half in and half out of the space with vehicle hanging out into the road which obscures other residents view when parking. Objector also states that the person using the bay does not reside at that house.</p>
Response to Objection	<p>An email response was sent to the objector to advise that as this is just an advisory bay at present the most we could do was to write out to the applicant and ask that they park more considerately and within the confines of the bay, However it was also noted that when the bay is made enforceable Renfrewshire Council Parking Attendants would be able to enforce correct parking within the bay. The applicant meets Renfrewshire Council's criteria for a disabled bay and provided proof of residency.</p> <p>The objector is not willing to retract her objection based on the fact objector thinks someone from the next close is now using the bay without the use of a blue badge.</p> <p>If the bay was made enforceable Renfrewshire Council Parking Attendants would be able to issue a fixed penalty notice to anyone parked in the bay without a blue badge.</p>



Objection	Objector misunderstood and thought that the notice erected on site meant an additional disabled bay was being lined. It was however only to advise that the existing bay was to be included in a Traffic Regulation Order. The objector then objected on the basis that there are too many bays lined in Falcon Road and it is hard enough to find parking on the street. They then stated that the applicants are on holiday for weeks at a time and the bay lies empty.
Response to Objection	An email response was sent to the objector to clarify the position on the disabled bay. The objector still wanted to object on basis they feel that there are too many bays on Falcon Road and this bay is lying empty at times. The council has no jurisdiction over the frequency of use of disabled bays.



To: Infrastructure, Land and Environment Policy Board

On: 4 November 2020

Report by: Director of Environment & Infrastructure

Heading: Traffic Regulation Order – School Parking Exclusion Zones

1. Summary

- 1.1 At its meeting on 28 February 2019, Council committed £0.1M of recurring revenue resources to continue to tackle the issue of irresponsible parking around schools in Renfrewshire. Previous papers have been presented to the Communities, Housing and Planning Policy Board in May 2019 and January 2020 to outline the approach for implementation of this proposal.
- 1.2 The proposal to implement school parking exclusion zones was considered across the Council's school estate and agreement was reached at the Communities Housing and Planning Policy Board of January 2020 that there would be a pilot exercise undertaken at 4 primary schools in Renfrewshire, the 4 schools being:
 - St Charles Primary School (Paisley)
 - Lochfield Primary School (Paisley)
 - St Catherine's Primary School (Gallowhill, Paisley)
 - Barsail Primary School (Erskine)
- 1.3 It was proposed that the pilot period be set for a 9 month period to allow for monitoring and evaluation of the success of the pilot exercise to determine if appropriate to be rolled out across additional schools in Renfrewshire with the requirement of a Traffic Regulation Order to change the restrictions on the roads around the 4 schools.
- 1.4 In terms of the Road Traffic Regulation Act 1984 and the Council's Scheme of Delegation, the making of a Traffic Regulation Order (TRO) is delegated to the Director of Environment & Infrastructure after consultation with the Convener of the Infrastructure, Land and Environment Policy Board and the local ward Members.

- 1.5 The TRO required for the schools parking pilot was advertised for public consultation on 28 February 2020 and closed on 29 March 2020. There were objections raised, across the 3 of the 4 schools, the majority of objections were from teachers and school based staff, one from a school based trade union representative and one from a member of the public. Many of the objectors raised multiple objections. The objections are set out in full at Appendix 1 of this report, however a summary of the objections and proposed mitigations are set out at section 3.12 of the report.
- 1.6 As a result of the significant majority of objectors being school staff, discussions were held with the headteachers of each of the schools affected. It has been agreed that an appropriate number of emergency passes will be provided to each school to be used at the discretion of the Headteacher to address the objections raised, resolving the overwhelming majority of the objections raised.
- 1.7 In accordance with the 'Local Authorities' Traffic Orders (Procedures) (Scotland) Regulations 1999' and the Council's procedures, the Board may now decide how to proceed; to either make the order, make the order in part or not make order. The type of proposed restriction does not automatically require the appointment of an independent Reporter to decide on the objections. The Board is therefore free to choose either to decide on the objections itself or to appoint a Reporter to do so.
- 1.8 Plans for the proposed TRO locations are included as Appendix 2 to the report.
-

2. Recommendations

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

- 2.1 Considers and decides on the objections made in relation to The Renfrewshire Council (Renfrewshire, school streets) (part time prohibition of motor vehicles) Experimental Order 2020 at the meeting of this Policy Board rather than appointing an independent reporter.
- 2.2. Subject to recommendation 2.1 and the objections not being upheld, approves the implementation of the Traffic Regulation Order as advertised and authorises the Director of Environment & Infrastructure in conjunction with the Convener of the Infrastructure, Land & Environment Policy Board to make the Traffic Regulation Order.
-

School Parking Exclusion Zones

- 3.1 Following a desk top review of all primary schools across Renfrewshire and discussions with Children's Services, 4 schools were chosen to pilot school parking exclusion zones. These zones will prohibit cars from entering/leaving at set times during the day at the start and end of the school day.

- 3.2 Whilst generally supportive of the project, Children's Services were keen to stress that the schools required to be fully involved in the pilot from the outset. As a result, specific consultation sessions took place with the schools, with parents and residents invited to each of the sessions prior to the wider public consultation process taking place.
- 3.3 The schools selected for the pilot where there was evidence of a potential conflict between vehicles and children and the road was potentially able to be closed i.e. it was not a busy thoroughfare. This restricted the choice available for pilot schools, with the location of several schools making them unsuitable for roads to be closed.

Selection Criteria

- 3.4 The selection criteria that were used to identify whether a school could be considered for the pilot exclusion zones were:
- geographical spread
 - the school's location on the road network
 - historical evidence of high car use on the school journey
 - high level of congestion at school gates and irresponsible parking
 - historical evidence of complaints regarding school zone safety and school travel
 - number of permits required, and number of residents affected by change
 - minimising impact of enforcement on Police Scotland resources
- 3.5 There are schools within Renfrewshire that experience similar problems with congestion and parking but do not meet the above criteria and therefore have been discounted from the pilot. Other initiatives will be considered for these schools to try and improve safety. In the first instance all schools have received promotional banners and materials to attempt to change driver behaviours.

Evaluation and Implementation

- 3.6 As part of the pilot, an evaluation of the effectiveness of the scheme will be undertaken. Initially a baseline assessment will be carried out before the pilot to assess the challenges currently faced, counts of vehicles in streets and where any displaced traffic may go when streets are closed.
- 3.7 Some of the Key Performance Indicators (KPIs) are qualitative as well as quantitative, however, measures of success will include:
- Counts of vehicles entering zones
 - Number of penalty charges issued to vehicles entering the zones
 - Number of issues raised by schools
 - Near misses/accidents
 - Reduction in traffic congestion
 - Increase in Walking/Cycling and reduced car journeys

- Survey and speaking to parents/carers, teachers, children, Elected Members to see if pilot effective.

- 3.8 As part of the pilot, certain streets will be closed around the schools. The timings are 45 minutes in the morning and afternoon (8.30am – 9.15am and 2.30pm – 3.15pm, (2.45pm – 3.30pm for Barsail Primary)). During this time, the street will become a pedestrian zone and any driver entering or exiting (unless exempt) could be issued with a Fixed Penalty Notice.
- 3.9 Subject to the approval of the Traffic Regulation Order by the Policy Board, it is intended that the pilot will run for approximately 9 months (October 2020 – June 2021). This will allow time for the initial change to be communicated and implemented, for initial issues and challenges to be resolved or mitigated and for the longer term running of the exempt periods to bed in and be fully evaluated in terms of longer-term issues and benefits.
- 3.10 As the offence is a moving vehicle offence, Police Scotland are the enforcing authority. Due to resource demands, Police Scotland cannot commit to attending each school every day. However, discussions have taken place with Police Scotland with the proposal that there will be a targeted approach as the pilots are established followed by spot checks on a random basis following the initial activity. While enforcement activity cannot be carried out by Community Safety Wardens under the terms of the legislation, they will support Police Scotland in communicating the approach and being a visible presence as resources allow. They will also work with the Road Safety Officer to raise awareness of the safety issues around the school at key times in an attempt to change parents/carers behaviour.

Traffic Regulation Order Consultation

- 3.11 The proposal went through a dual consultation process with the standard Traffic Regulation Order consultation taking place between 28 February and 29 March 2020. Prior to this separate consultation events were held within each of the schools with teachers, parents and local residents invited to attend.
- 3.12 The objections are set out in full at Appendix 1 of this report, however a summary of the objections is set out below:
- **Teachers vehicles should be considered school transport – This objection was raised by 6 objectors.** Teachers personal cars are their choice of mode of transport to and from their workplace and are not considered school transport.
 - **Teachers should be given exemption passes for the exclusion zones – this objection was raised by 21 objectors -** In terms of the Road Traffic Regulation Act 1984 teachers are not distinguished from any other commuter group of employees unless a Resident or in receipt of a Blue Badge or being a commercial vehicle or public service vehicle. To address the fact that a percentage of teachers may requires access or egress the exclusion zone at

prohibited times, Headteacher will be provided with a number of emergency passes for the school to be used at their discretion.

- **Teachers need to travel to training courses and other appointments – This was raised by 21 objectors** - To address the fact that a percentage of teachers may require access or egress the exclusion zone at prohibited times, Headteacher will be provided with a number of emergency passes for the school to be used at their discretion. Where possible attendance at courses and appointments need to be planned to allow for the parking exclusion zone arrangements.
- **The issuing of Fixed Penalty Notices to teachers was raised as a concern by 2 objectors** – The enforcement of the restrictions will be carried out by Police Scotland as it is a moving vehicle offence. As with all enforcement activities, there will be a graduated approach with education about the new restrictions being the key message when the restrictions are implemented.

- 3.13 In response to these objections, officers have stated that although the hope is that these measures will reduce the number of cars in the area, should the proposal displace parked cars into surrounding roads, consideration will be given to promoting further TROs to extend restrictions into these roads (with the proviso that such TROs are subject to public consultation and cannot be guaranteed to be made).

Consideration of the objections

- 3.14 The Local Authorities' Traffic Orders (Procedure) (Scotland) Regulations 1999 state that before making the order, the Council (in the form of its Infrastructure, Land and Environment Policy Board) must consider all objections made and not withdrawn. In this respect, the terms of the Regulations state that the Board may consider the objections itself in fulfilment of its statutory obligation to give due consideration to all objections made and not withdrawn. Alternatively, the Board may choose to appoint an Independent Reporter to hold a hearing to consider the objections.
- 3.15 If the Board decides to exercise its discretion and not appoint an Independent Reporter, then it must consider the objections and either uphold them, in which case the proposal shall be dropped, or consider the objections and then approve the implementation of the restrictions as advertised, as a whole or in part, and authorise the Director of Environment & Infrastructure to make the Order.
- 3.16 If the Board decides to choose the public hearing, it should be recognised that the Reporter's deliberations could take approximately 15 weeks. Thereafter, the Board has an obligation to consider the report and recommendation made by the Reporter and to decide on whether to proceed with the order.
- 3.17 The cost of arranging an independent Reporter to hold a public hearing is estimated at £5000. Therefore, it is recommended that the Board considers the objections itself.

Implementation

- 3.18 Should the Policy Board approve the implementation of the restrictions as advertised, officers will arrange for the required works to take place. This will include the installation of signage and road lining with an expectation that the pilot can commence in January 2021.
- 3.19 The emergency exemption passes would be issued from January 2021 to the end of the school term in June 2021. New passes would then be issued from the start of the school term in August to review the need for emergency passes and to ensure that only active passes were being utilised.
- 3.20 An Equalities Impact Assessment has been undertaken as part of this pilot project to assess the impact against the requirements of the public sector equality duty. Exemptions will be granted for residents and disabled badge holders.
-

Implications of the Report

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

Our Renfrewshire is safe - By looking to reduce irresponsible parking around schools, it will ensure children are safe when getting to and from school.
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. Some potential negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. Mitigating actions are detailed in section 3.20 of this report. A full copy of the Equality Impact Assessment undertaken is available from the report author. Following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored.

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** – The issues addressed within this report will continue to contribute to positive climate change.

List of Background Papers: Appendix – Traffic Regulation Order Location Plans and list of objections

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School Parking Exclusion Zones – Traffic Regulation Order Objections

Category of Objector	Location	Objection	Mitigating Action
Teacher – 3 Objectors raised the points within this objection	St Catherine's	I would contend that teachers' cars are school transport serving the school.	Cars are some teacher's personal modal choice and as such are serving the teacher and not the school.
		In my view the only solution to this is to issue staff with an exemption pass for travelling to and from their place of work similar to the conditions that are in place for residents in the cul de sacs affected.	Teacher are not distinguishable by class of user or user group or vehicle type as defined by the Road Traffic Regulation Act 1984 from any other commuter group of employees unless a Resident or in receipt of a Blue Badge or being a commercial vehicle or public transport vehicle
		unreasonable as many staff have family commitments or commute from homes a significant distance from the school building which mean they may have to arrive at work during the restricted time in the morning.	All other Renfrewshire Council employees travel to their usual place of employment in their own time and as such this is sustainability and parity
		School staff regularly travel to professional development courses directly after work which would mean departing during restricted times.	Schools have a responsibility to organise and plan effectively and only when faced with the unexpected should emergency passes be used during the short periods in the morning and afternoon when the restrictions would be in place
		Staff require access for emergency purposes or to attend appointments	The head teacher will be permitted one pass for emergency use. Known appointments should be planned for accordingly
Trade Union Representative	All Schools	It seems... illogical and disproportionate to include teaching staff as part of the cohort that will be affected by parking restrictions.	Teacher are not distinguishable by class of user or user group or vehicle type as defined by the Road Traffic Regulation Act 1984 from any other commuter group of employees, unless a Resident or In receipt of a Blue Badge or being a commercial vehicle or public transport vehicle.
		The main contributors to traffic congestion outside the schools are parents...	Broadly agree ,however teachers cannot be classed as a different user group under the Act.

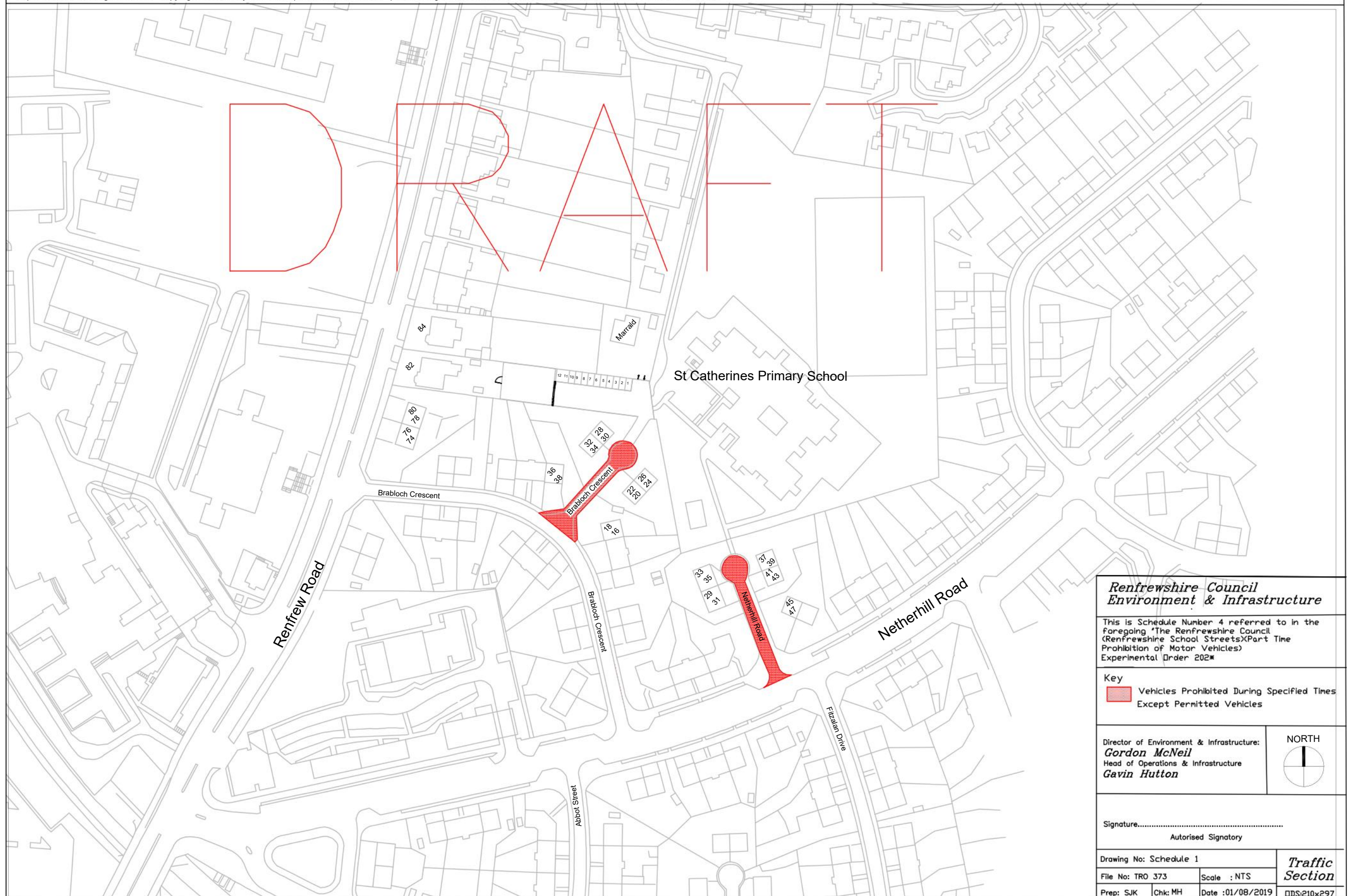
		I would have expected that the cars of teaching staff would be defined as transport serving the school	Car of teaching staff are vehicles utilised by their owners for commuting to their place of work and is a personal choice of mode of transportation
		an ongoing requirement to move in and out of the school ... applies to all teachers in terms of attending courses, meetings or ... dealing with family emergencies.	The restriction will only be in place for a short period of time at the start and end of the school day with a pass being available to the head teacher to dispense to those requiring in an emergency. Access to leave for "Training Courses" should be arranged accordingly by the school as required by time constraints of vehicle access or egress.
		An implied threat of fixed penalty notices to its teaching staff hardly squares with Renfrewshire Council's (R.C.'s) commitment to the health and wellbeing of its' teachers.	The issuing of Fixed Penalty Notices would in all cases be as a last resort by Police Scotland, as with all enforcement activity it is recognised that education has the key role to play rather than rely on enforcement of the provisions of the order.
Resident	Erskine	'This order... impinges on the resident[s'] rights by having their street declared a no go zone....	Residents can and will be issued with a permit upon application
		Park Moor... [has] clearly signposted Residents' Parking Areas (with Bridgewater Housing Association logo)... people [will be denied] access to those areas who absolutely should not have their right to family visits restricted.	The parking areas referred to are private areas of land . This proposal serves to apply solely to the Public Road network in the affected areas (Public Road being a Road which is maintained by Renfrewshire Council as "Roads Authority" under the Act
		Renfrewshire Council's] definition of who is entitled to a permit for this zone is flawed and does not factor in the concept of "Residents Parking Areas".	These "Residents Parking Areas" are private areas of land over which the Council has no authority or control
		residents in their own home ... [should have the freedom to make] their own decisions around who visits them or who delivers them shopping at any time of their choosing.	Residents with a Permit are allowed to travel freely. Deliveries by commercial vehicles will be allowed free access.
		If I allow this to proceed with no objection, I will then have zero scope to challenge it when you extend the order further into Park Moor. ... This is only going to move on street parked cars further into surrounding areas, you are never going to eliminate people wishing to pick their children up in cars.'	This is an "Experimental Order" that may stand for up to 18 months or be extended for a further period of 18 months only. Thereafter should the Council wish to make a permanent Order then the "consultation" must be carried out again. The practice is intended to dissipate the condensed use of vehicles in the immediate area out into the wider realms of the local area where

			it will become more diluted and less problematic to a small group of residents by the sharing of the burden of the school facility
Teacher – 16 Objectors raised the points within this objection	Barsail Primary	A mismatch would exist between teachers' contractual hours of work and teachers' ability to utilise the car parks at their places of work.	If it is a teachers personal choice to use a private vehicle as their mode of transport, then they should arrive accordingly to either drive in when permitted to do so or arrive within the exclusion time and then find a parking space and walk in to arrive on time.
		The proposals do not allow for teachers' plans changing unexpectedly; e.g. a need to attend training unexpectedly.	Schools have a responsibility to organise and plan effectively and only when faced with the unexpected should emergency passes be used during the short periods in the morning and afternoon when the restrictions would be in place
		If school staff park on local residential streets and walk to work unpaid time will be incurred walking from their vehicles to the school	If it is a teachers personal choice to use a private vehicle as their mode of transport, then they should arrive accordingly to either drive in when permitted to do so or arrive within the exclusion time and then find a parking space and walk in to arrive on time.
		Also, school staff would require to revise their car insurance policies to reflect street parking. Undoubtedly leading to increased insurance premiums.	That would be for such teachers to address to their satisfaction and cost, given it is their personal choice to use this mode of transportation and vehicle type.
		Increased street parking in the surrounding areas pertaining to the school, throughout the working day will undoubtedly add to congestion as well as increasing	The practice is intended to dissipate the condensed use of vehicles in the immediate area out into the wider realms of the local area where it will become more diluted and less problematic to a small group of residents
		The refusal of the Council to provide teachers with permits is unfair and arbitrary.	Teacher are not distinguishable by class of user or user group or vehicle type as defined by the Road Traffic Regulation Act 1984 from any other commuter group of employees, unless a resident or in receipt of a Blue Badge or being a commercial vehicle or public service vehicle
Staff Member	St Catherine's	It 'is unreasonable...that teachers or school staff will not be able to access the zones during restricted times. ...as many staff have family commitments or commute from homes a significant distance from the school	Teacher are not distinguishable by class of user or user group or vehicle type as defined by the Road Traffic Regulation Act 1984 from any other commuter group of employees, unless a resident or in receipt of a Blue Badge or being a commercial vehicle or public service vehicle.

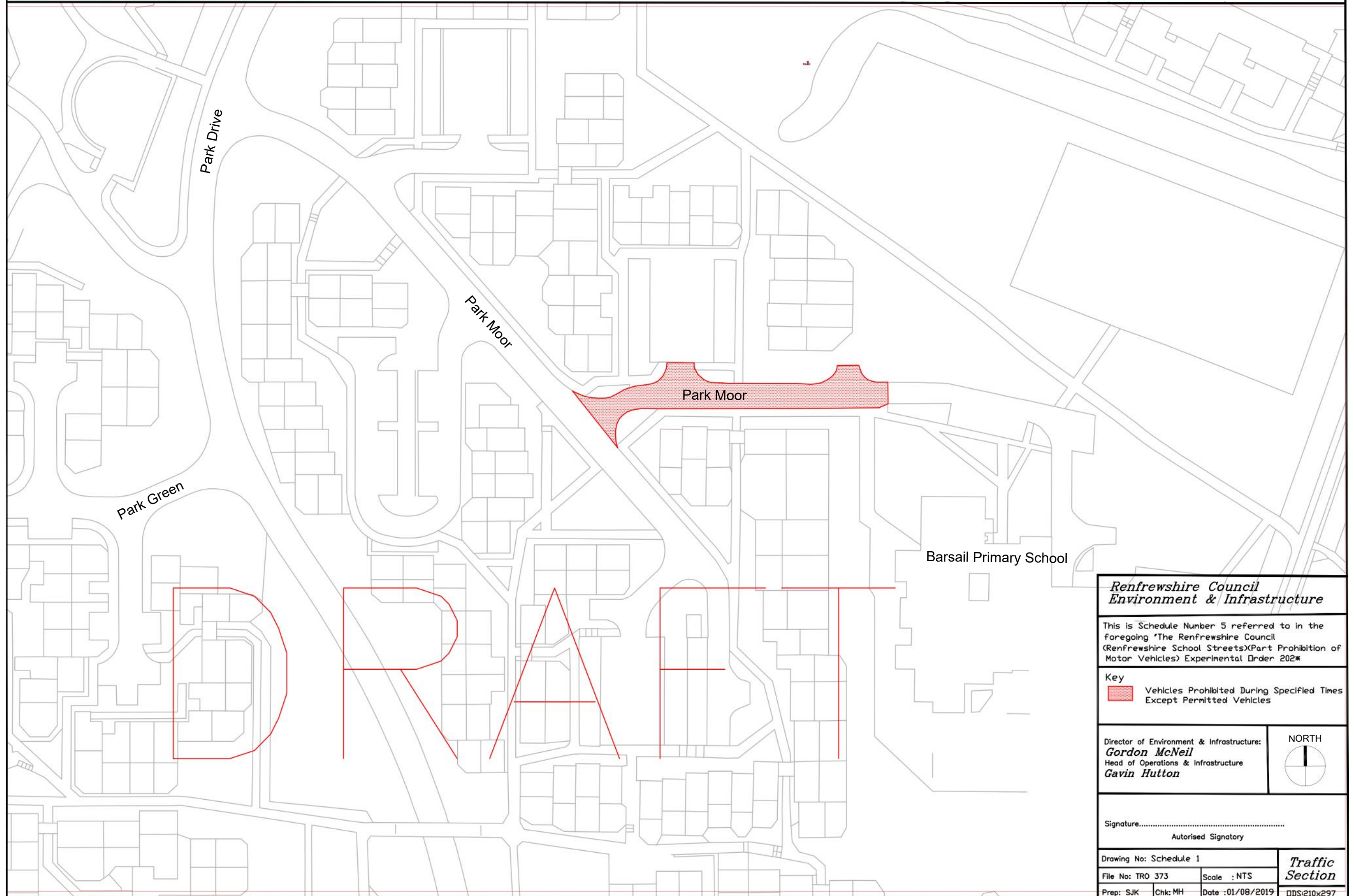
		School staff regularly travel to...courses directly after work which would mean departing during restricted times.	Only when faced with the really unexpected should emergency passes be used during the short periods in the morning and afternoon when the restrictions would be in place
		the only solution...is to issue staff with an exemption pass for travelling to and from their place of work	Teacher are not distinguishable by class of user or user group or vehicle type as defined by the Road Traffic Regulation Act 1984 from any other commuter group of employees unless a Resident or in receipt of a Blue Badge or being a commercial vehicle or public service vehicle.
		The proposal states that teachers will be subject to a fixed penalty notice during the restricted times. ...this is unfair as many staff have family commitments or commute from significant distances which necessitates arrival during the restricted period in the morning.	The issuing of Fixed Penalty Notices would in all cases be as a last resort by Police Scotland, as with all enforcement activity it is recognised that education has the key role to play rather than rely on enforcement of the provisions of the order.
		Staff require access for emergency purposes or to attend medical or dental appointments during the restricted times.	The head teacher will be permitted one pass for emergency use. Known appointments should be planned for accordingly
		I ...contend that teachers cars are school transport serving the school and there should be no restriction on their ability to move in and out of the school.'	Cars are some teacher's personal modal choice and as such are serving the teacher and not the school.
Teacher	St Catherine's	The proposal states that teachers or school staff will not be able to access the zones during restricted times. This is unreasonable as many staff have family commitments or commute from homes a significant distance from the school building which mean they may have to arrive at work during the restricted time in the morning.	Teacher are not distinguishable by class of user or user group or vehicle type as defined by the Road Traffic Regulation Act 1984 from any other commuter group of employees unless a Resident or in receipt of a Blue Badge or being a commercial vehicle or public service vehicle. Teachers and other school staff are akin to all other commuters using a vehicle to attend their place of work. it is their personal modal choice
		Staff regularly travel to professional development courses directly after work which would mean departing during restricted times.	Schools like other organisations have a responsibility to organise and plan effectively and only when faced with the really unexpected should emergency passes be used during the short periods in the morning and afternoon when the restrictions would be in place

		The school contains psychological services, nursery, teaching and ancillary staff who have a variety of work related commitments which mean they will have to enter and depart throughout the restricted times.	Schools like other organisations have a responsibility to organise and plan effectively and only when faced with the really unexpected should emergency passes be used during the short periods in the morning and afternoon when the restrictions would be in place and personal family commitments are out-with the scope of this proposal. It is also their responsibility as a driving licence holder to obey the rules of the road Therefore services within the school should take the appropriate actions to work within the legislation
		Staff require access for emergency purposes or to attend appointments (Hospital, Doctors, dental).	The head teacher will be permitted one pass for emergency use. Known appointments should be planned for accordingly
		I ...contend that teachers' cars are school transport serving the school	No. Cars are some teacher's personal modal choice and as such are serving the teacher and not the school.
		the only solution to this is to issue staff with an exemption pass for travelling to and from their place of work...	No. teaching and other staff have a responsibility to attend their place of work timeously. Teacher are not distinguishable by class of user or user group or vehicle type as defined by the Road Traffic Regulation Act 1984 from any other commuter group of employees unless a Resident or in receipt of a Blue Badge or being a commercial vehicle or public service vehicle.

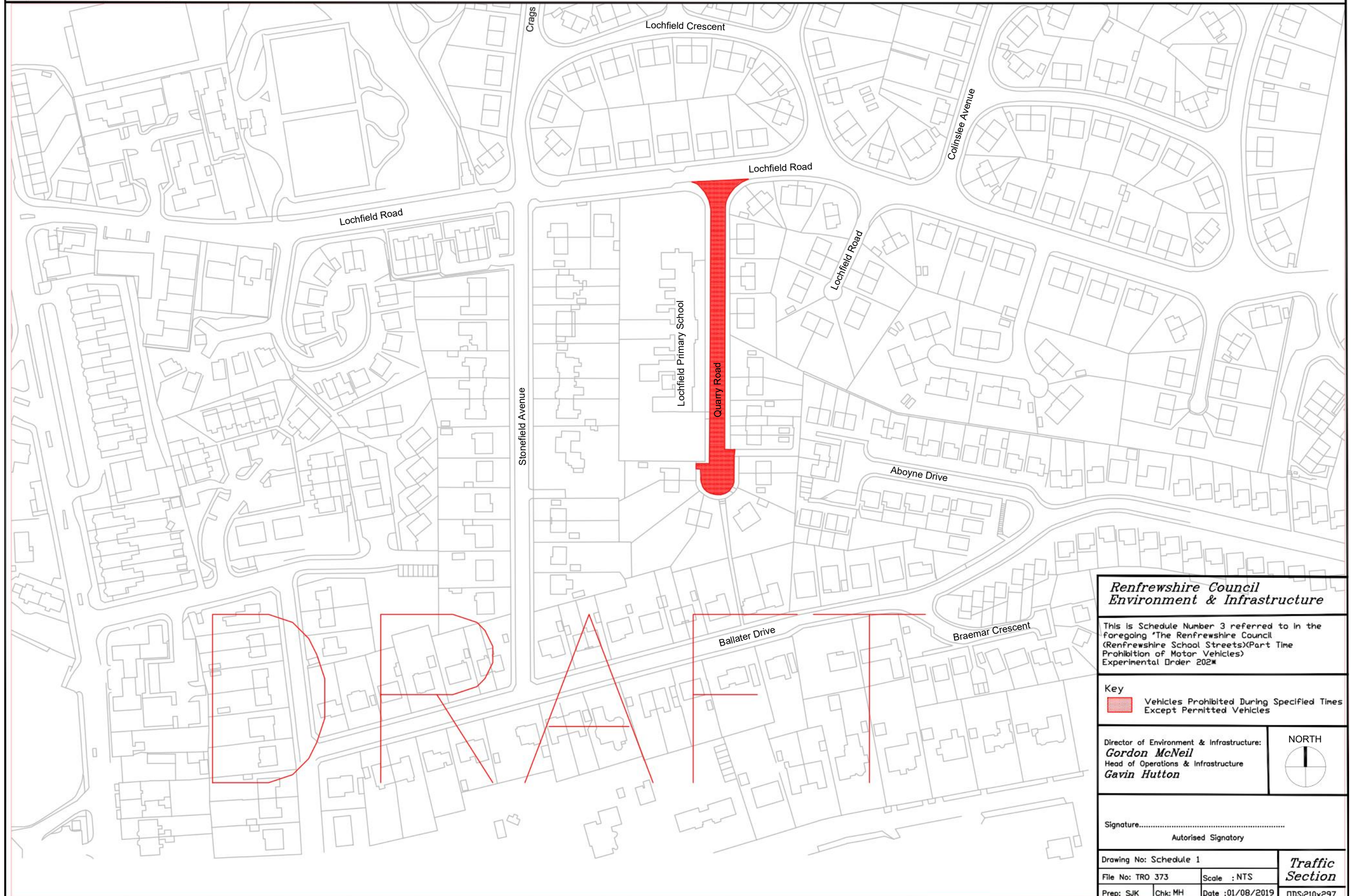
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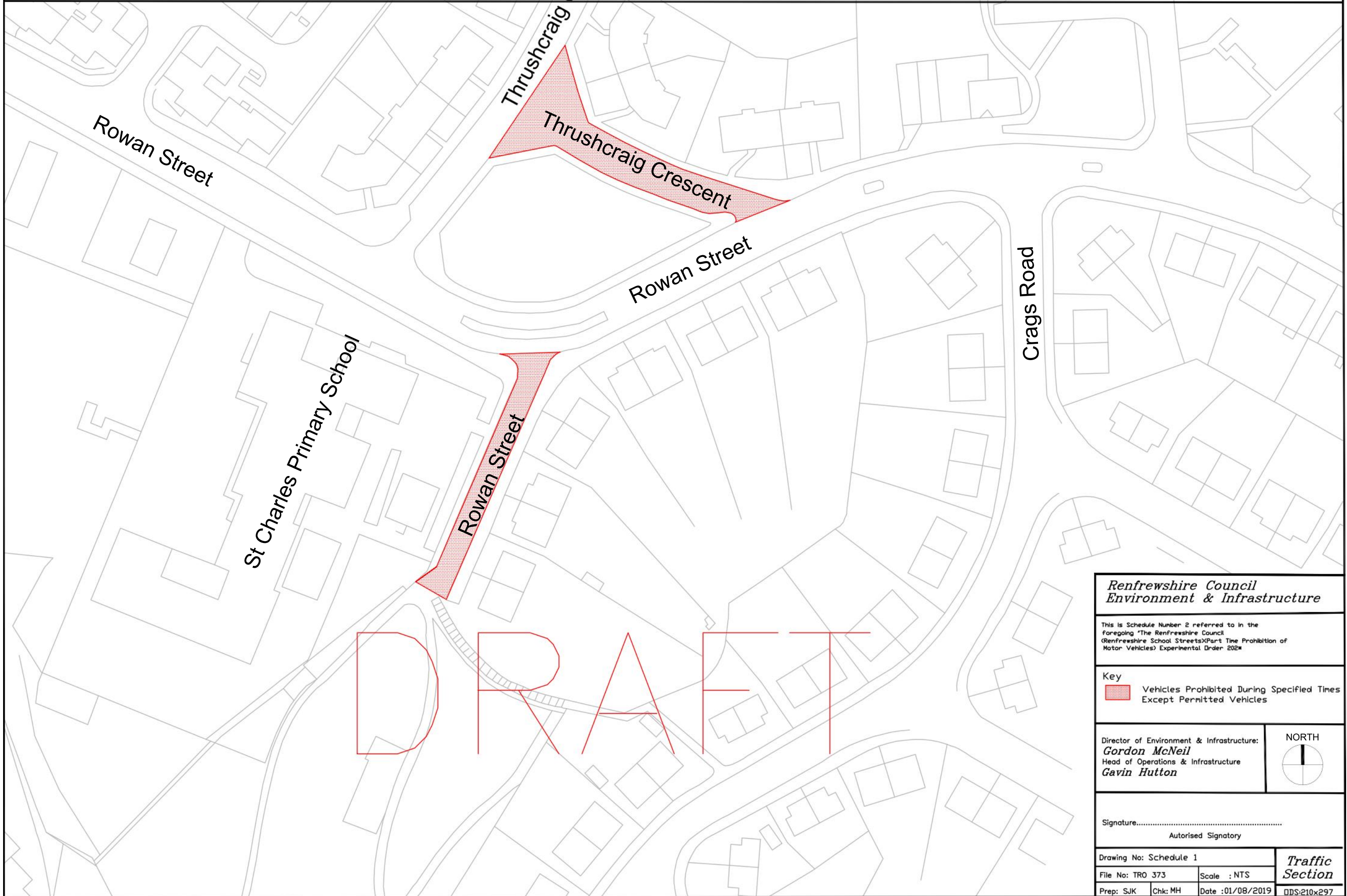
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To: Infrastructure, Land & Environment Policy Board

On: 4 November 2020

Report by: Director of Finance & Resources

Heading: Paisley Town Hall- Licence to Occupy Agreement

1. Summary

- 1.1 The purpose of this report is to obtain authority to extend the existing Licence to Occupy Agreement with the United Free Church in respect of the area of land adjacent to Paisley Town Hall, shown on the attached plan (E2992A).

2. Recommendations

It is recommended that the Board:

- 2.1 Authorise the Head of Corporate Governance to extend the existing Licence to Occupy agreement with the United Free Church on such terms and conditions as may be deemed necessary to protect the Council's interest.
-

3. Background

- 3.1 This area of land, which lies immediately adjacent to Paisley Town Hall and indicated on the attached plan (E2992A) is the site of the former United Free Church and its graveyard.
- 3.2 The Council has in the past obtained the consent of the Trustee(s) of the former Abbey Close (United Free) Church to use this land as a site compound and for scaffolding when undertaking works to Paisley Town Hall.

- 3.3 A Licence to Occupy Agreement was entered into with the Church with a date of entry of 2 September 2019, when it was anticipated that the contract for the proposed refurbishment contract for Paisley Town Hall would be taken forward.
 - 3.4 Due to contractual issues and in addition, the implications of COVID 19, the need to extend this Licence to Occupy agreement has been identified.
 - 3.5 The Licence to Occupy Agreement is now required to run until 30 April 2023.
 - 3.6 As the Council currently maintain this site, the Trustee(s) of the Former Abbey Close United Free Church have provisionally confirmed their consent to the extension of the Licence to Occupy Agreement subject to the Council meeting their reasonable Professional & Legal expenses. There will be no licence fee charge.
 - 3.7 As the period for the Licence to Occupy Agreement is beyond the delegated powers granted to the Head of Property, the Board is recommended to approve this extension to the Licence to Occupy Agreement.
-

Implications of the Report

1. **Financial** – Professional and Legal costs will be met from existing budgets.
2. **HR & Organisational Development** – None.
3. **Community Planning** – None.
4. **Legal** – Extension to existing Licence to Occupy Agreement will be 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** – If the LTO is not extended this may impact upon the contract for the refurbishment to Paisley Town Hall.

11. **Privacy Impact** – None.

12. **Cosla Policy Position** – Not Applicable.

13. **Climate Risk** – None.

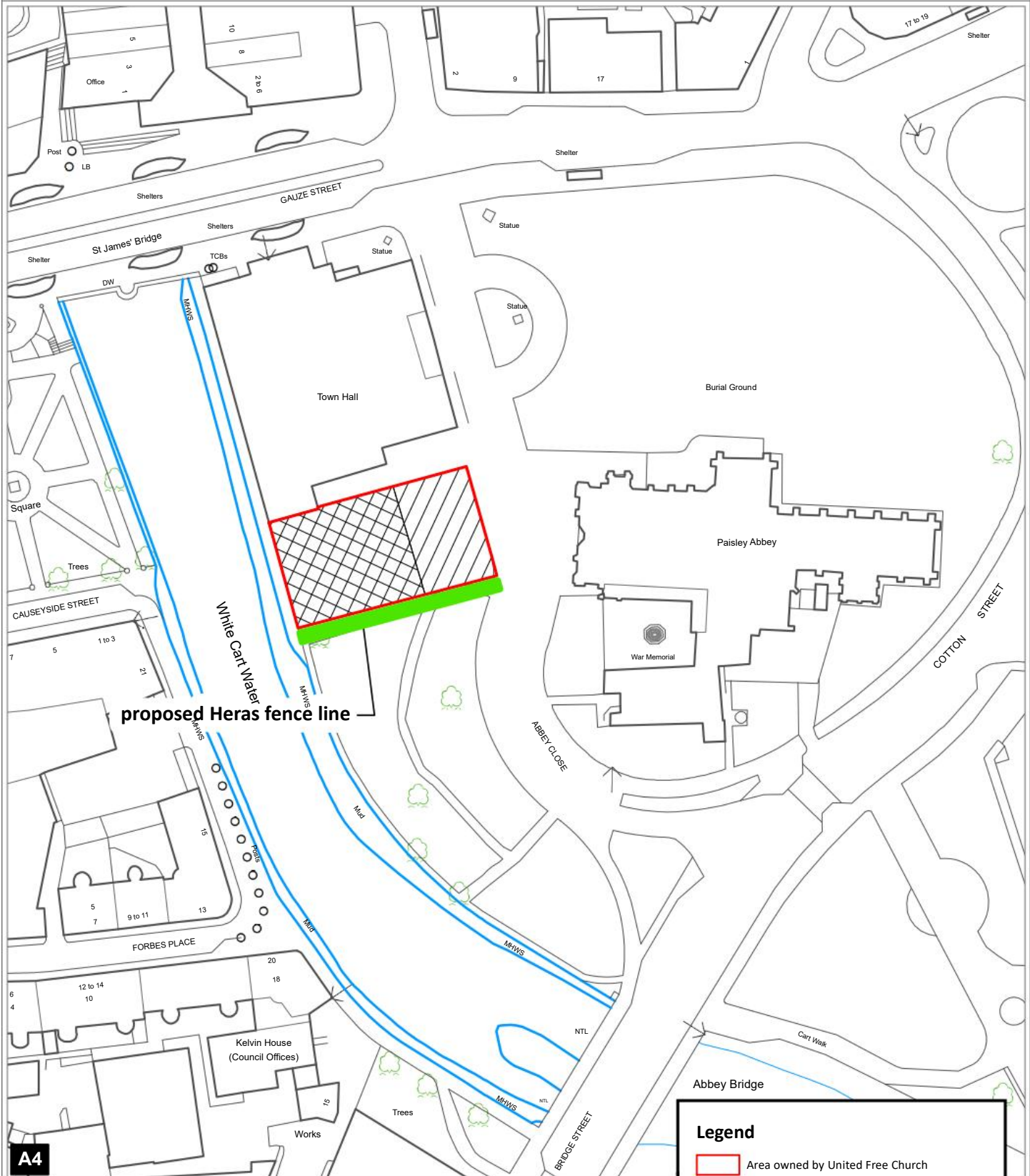
List of Background Papers

(a) None.

Author: frank.hughes@renfrewshire.gov.uk

User: howardhaughj2

Date: 02/08/2019



Notes:



To: Infrastructure, Land & Environment Policy Board

On: 4 November 2020

Report by: Director of Finance & Resources

Heading: Disposal of Land adjacent to 42 Crosslee Park, Crosslee

1. Summary

- 1.1 The purpose of this report is to declare the area of land adjacent to 42 Crosslee Park, Crosslee, shown on the attached plan (E3074), as surplus to requirements.

2. Recommendations

It is recommended that the Board:

- 2.1 Declare the area of land located adjacent to 42 Crosslee Park, Crosslee, shown on the attached plan, as surplus to requirements, with a view to disposing to the adjacent owner.
- 2.2 Authorise the sale thereof to the adjoining proprietor of 42 Crosslee Park, Crosslee, on such terms and conditions as may be negotiated by the Head of Property utilising delegated powers.
- 2.3 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.
- 2.4 Note that the Head of Planning & Housing 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 23 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 extend his garden. 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 Property 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 Both the Head of Communities, Housing and Planning, and the Head of Environment and Infrastructure have confirmed that this area of land has no operational requirement, and are not opposed to the land being declared surplus.
- 3.7 The Head of Planning and Housing Services will place an advert in the local press in terms of the Town and Country Planning (Scotland) Act 1959 for the proposed sale of an area of open space.

Implications of the Report

- 1. **Financial** – The General Services Account will benefit from a 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: andrew.smith@renfrewshire.gov.uk

Land at 42 Crosslee Park, Crosslee Report / Disposal Plan Ref. E3074

User: howardhaughj2

Date: 19/08/2020



Notes:

Legend

Area to be sold to proprietor of 42 Crosslee Park extends to 23 sqm or thereby



To: Infrastructure, Land & Environment Policy Board

On: 4 November 2020

Report by: Director of Finance & Resources

Heading: Former Fathers Club, Blackstoun Road, Paisley

1. Summary

- 1.1 This report advises the Board on the provisional terms and conditions agreed for a lease of the former Fathers Club property at Blackstoun Road, Paisley.

2. Recommendations

It is recommended that the Board -

- 2.1 Grant authority to the Head of Property and the Head of Corporate Governance to conclude a lease of the former Fathers Club property at Blackstoun Road, Paisley, as shown outlined and hatched in red on the attached plan, on the terms and conditions contained in this report.

3. Background

- 3.1 AS Homes (i.e. A.S. Homes (Scotland) Limited) are the Council's contractor appointed to construct 101 new Council houses as part of the Tannahill area housing investment strategy. The former Fathers Club property in Blackstoun Road is adjacent to this development site and is considered ideal for use as a site office and to provide welfare facilities for use in connection with this development. A short- term lease of this property was recently concluded using the delegated powers of the Head of Property, in order to enable AS Homes to take entry.

- 3.2 The development contract is however expected to last approximately 86 weeks therefore, a lease of this duration requires Board approval.
- 3.3 Discussions have taken place with AS Homes, and the following main terms and conditions of lease have been provisionally agreed.

4. **Proposed terms and conditions of lease**

- 4.1.1 The lease shall be for a period of 86 weeks from the original entry date in the existing short- term lease, to align with the development contract and shall be on the Council's standard Full Repairing and Insuring style of lease.
- 4.1.2 The rent shall be £1.00 pa.
- 4.1.3 The premises shall be used as a site office and welfare facility in connection with the adjacent residential development.
- 4.1.4 Any other reasonable terms and conditions considered necessary to protect the Council's interest.

Implications of the Report

1. **Financial** – None.
2. **HR & Organisational Development** – None.
3. **Community Planning**
- Building strong, safe and resilient communities** – Assists the increased supply of affordable housing.
4. **Legal** – Lease of property required.
5. **Property/Assets** – As per this report.
6. **Information Technology** – None.
7. **Equality & Human Rights**
- (a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because no groups or individuals have any involvement currently at the property. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – None.

9. **Procurement** – Not applicable.
 10. **Risk** – None.
 11. **Privacy Impact** – Not applicable.
 12. **Cosla Policy Position** – Not applicable.
 13. **Climate Risk** – None.
-

List of Background Papers

- (a) Background Paper 1 – None.
-

Author: Andrew Smith – 07534 154048 andrew.smith@renfrewshire.gov.uk

Date: 07/10/2020



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To: Infrastructure, Land & Environment Policy Board

On: 4 November 2020

Report by: Director of Finance & Resources

Heading: Former smallholding 28 Parkmains Erskine

1. Summary

- 1.1 The purpose of this report is to seek approval to declare the former smallholding along with the adjacent walled garden at 28 Parkmains Erskine as surplus to operational requirements and to instruct the marketing for sale of the buildings and site.

2. Recommendations

- 2.1 It is recommended that the Infrastructure, Land and Environment Policy Board declares that the buildings and site, as indicated within the plan E3089 attached, as surplus to operational requirements to enable the marketing for sale of the buildings and site.
- 2.2 Request the Head of Property to market the property as available for sale on the open market.
-

3. Background

- 3.1 The former smallholding at 28 Parkmains Erskine, along with the adjacent walled garden measures (approximately 0.4 hectares) in area and is located near to St. Anne's Primary School.
- 3.2 The former smallholding was one of a number acquired by General Services when the new town of Erskine was being formed.

The former Renfrew District Council Physical Planning & Building Control Board of September 1987 determined that the smallholding be transferred to the then Housing Committee, for the day to day management, while the surrounding land be retained by General Services for future Development, Agenda Item 33. This was ratified by the District Council at its' meeting on 15 October 1987.

- 3.3 The former smallholding has been managed since by Housing, and been occupied up until January 2018, when the sitting tenant was decanted, while external and internal repairs were being considered to ensure the property met Scottish Housing Quality standards. During this period the sitting tenant decided to relinquish her secure tenancy in April 2019 in respect of the property, choosing to remain at the decanted property. Officers continued to consider in greater detail the cost to repair the property and subsequently determined that it was prohibitive. The Head of Housing and Planning recognising that it would not be in the interest of the Housing Revenue Account.
- 3.4 Taking cognisance of the fact the property is now vacant, and lies adjacent to a potential small development site, as identified by the former District Council, it is the view of the Asset Manager that an opportunity exists for the site of 28 Parkmains to be combined with the adjacent ground to offer a small development opportunity.
- 3.5 While day to day management of 28 Parkmains rested with Communities Housing and Planning, there was no formal internal transfer of the property to the Housing Revenue Account. It is for this reason that the Infrastructure, Land and Environment Policy Board is now asked to declare the property as surplus.

4. **Next Steps**

- 4.1 Following the buildings and site being declared surplus, the property will be marketed for sale.

Implications of the Report

- 1. **Financial** – Potential for a capital receipt following marketing of the site for sale.
- 2. **HR & Organisational Development** – None.
- 3. **Community Planning** – None.
- 4. **Legal** – The titles have been checked and there is no impediment which would prevent the Council from seeking to dispose of the Asset, subject to agreement on the boundary extent, and appropriate terms and conditions.
- 5. **Property/Assets** – The availability of the property will be advertised via on site advertising, the Council's website and host property web sites.
- 6. **Information Technology** – None.

7. **Equality & Human Rights**

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

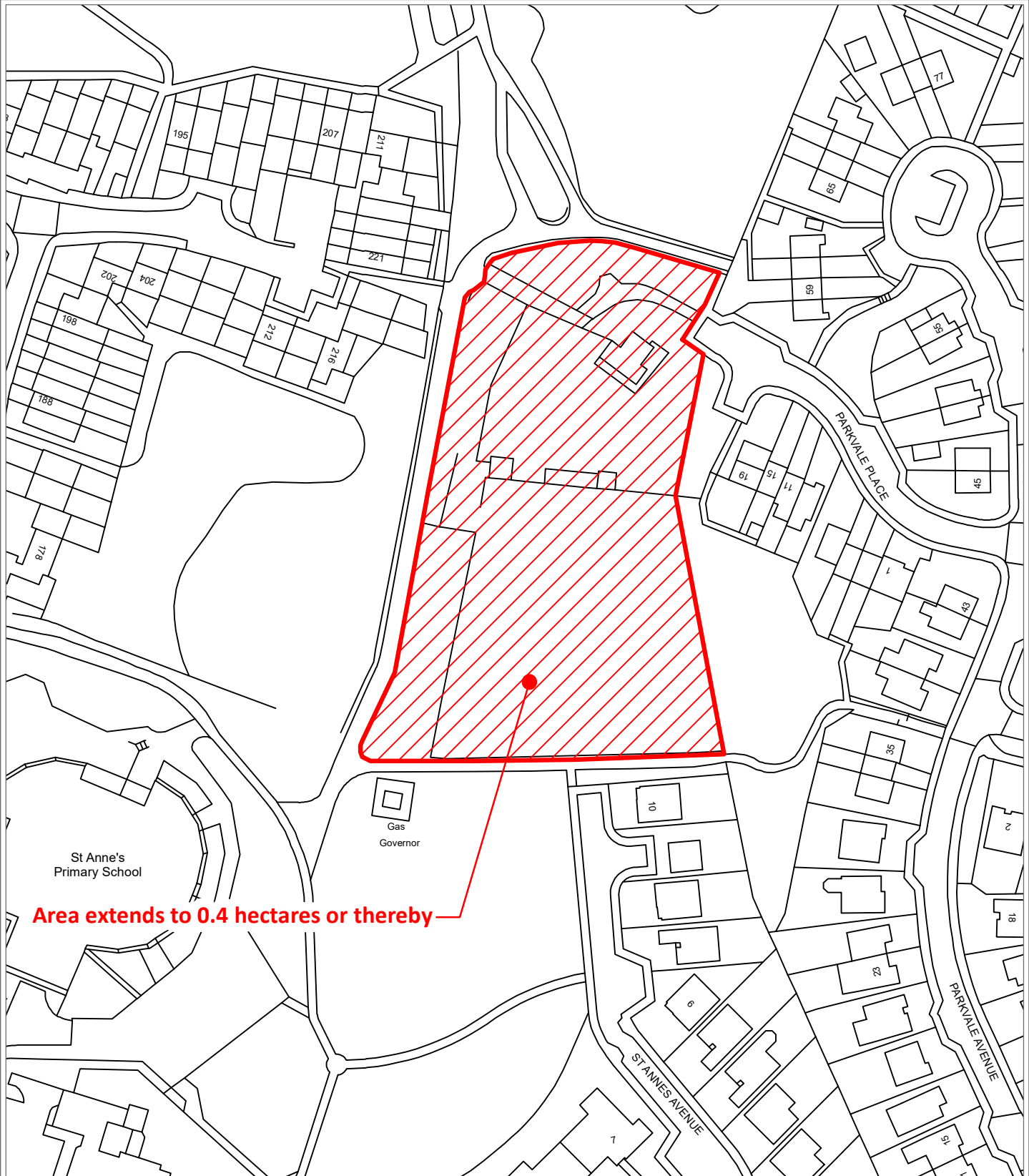
8. **Health & Safety** – None.
9. **Procurement** – None.
10. **Risk** – None.
11. **Privacy Impact** – None.
12. **Cosla Policy Position** – Not applicable.
13. **Climate Risk** – None.

List of Background Papers - None

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User: howardhaughj2

Date: 09/10/2020



Notes:



To: Infrastructure, Land & Environment Policy Board

On: 4 November 2020

Report by: Director of Finance & Resources

Heading: Lease of 43/45 & 65/71 George Street, Paisley

1. Summary

- 1.1 This report advises the Board on the provisional terms and conditions agreed for a lease of 43/45 and 65/71 George Street, Paisley.

2. Recommendations

It is recommended that the Board -

- 2.1 Grant authority to the Head of Property and the Head of Corporate Governance to conclude a lease of 43/45 & 65/71 George Street, Paisley, as shown coloured grey on the attached plan, on the terms and conditions contained in this report.
-

3. Background

- 3.1 In December 2018 the Leadership Board approved a new Invest in Renfrewshire initiative targeting businesses looking to make their first step into commercial premises. Vacant Council owned retail units were identified at George Street, Paisley for conversion to low-cost but good quality workspaces to be operated by a third-sector partner 'Launch-It' who have proven experience in delivering such initiatives across the UK. Participating businesses will benefit from an on-site business advisor, training space and a shared reception and be able to occupy space for up to two years with lease costs incrementally increasing until they are ready to move to an alternative commercial space in Renfrewshire. Launch It have a particular focus on young people and so the promotion of youth enterprise will also be a key objective.

- 3.2 Significant refurbishment and upgrade works have been undertaken by the Council at these premises to facilitate this initiative. Funding for the project comes from existing Invest in Renfrewshire / Economic Development budgets, the Town Centre Fund plus ongoing revenue costs from the charity Launch It.
 - 3.3 A short term lease of this property was recently concluded using the delegated powers of the Head of Property in order to enable Launch It to take entry, however in light of the investment already incurred, a longer term lease is desirable.
 - 3.4 Discussions have taken place with Launch It Trust Paisley, and the following main terms and conditions of lease have been provisionally agreed.
4. **Proposed terms and conditions of lease**
- 4.1.1 The date of entry shall be at a mutually agreed date, at which time the existing short- term leases will end.
 - 4.1.2 The lease shall be for a period of 10 years and shall be generally on the Council's standard Full Repairing and Insuring style of lease. Break options will be available to both parties every 2.5 years. (the requirement for a break period for the tenant is linked to the ability to secure additional funding)
 - 4.1.3 The initial rent shall be £1.00 pa , reviewed to the then current market value every 2.5 years.
 - 4.1.4 The premises shall be used as a business development hub only.
 - 4.1.5 Each party shall bear their own legal and professional expenses incurred.
 - 4.1.6 Any other reasonable terms and conditions considered necessary to protect the Council's interest.
-

Implications of the Report

1. **Financial** – No initial rental income.
2. **HR & Organisational Development** – None.
3. **Community Planning**

Jobs and the Economy – This proposal will support additional business start-up growth and sustainment in Renfrewshire.
4. **Legal** – Property leases required.
5. **Property/Assets** – As per this report.
6. **Information Technology** – None.
7. **Equality & Human Rights**

(a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts

on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because no groups or individuals have any involvement currently at the property. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

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

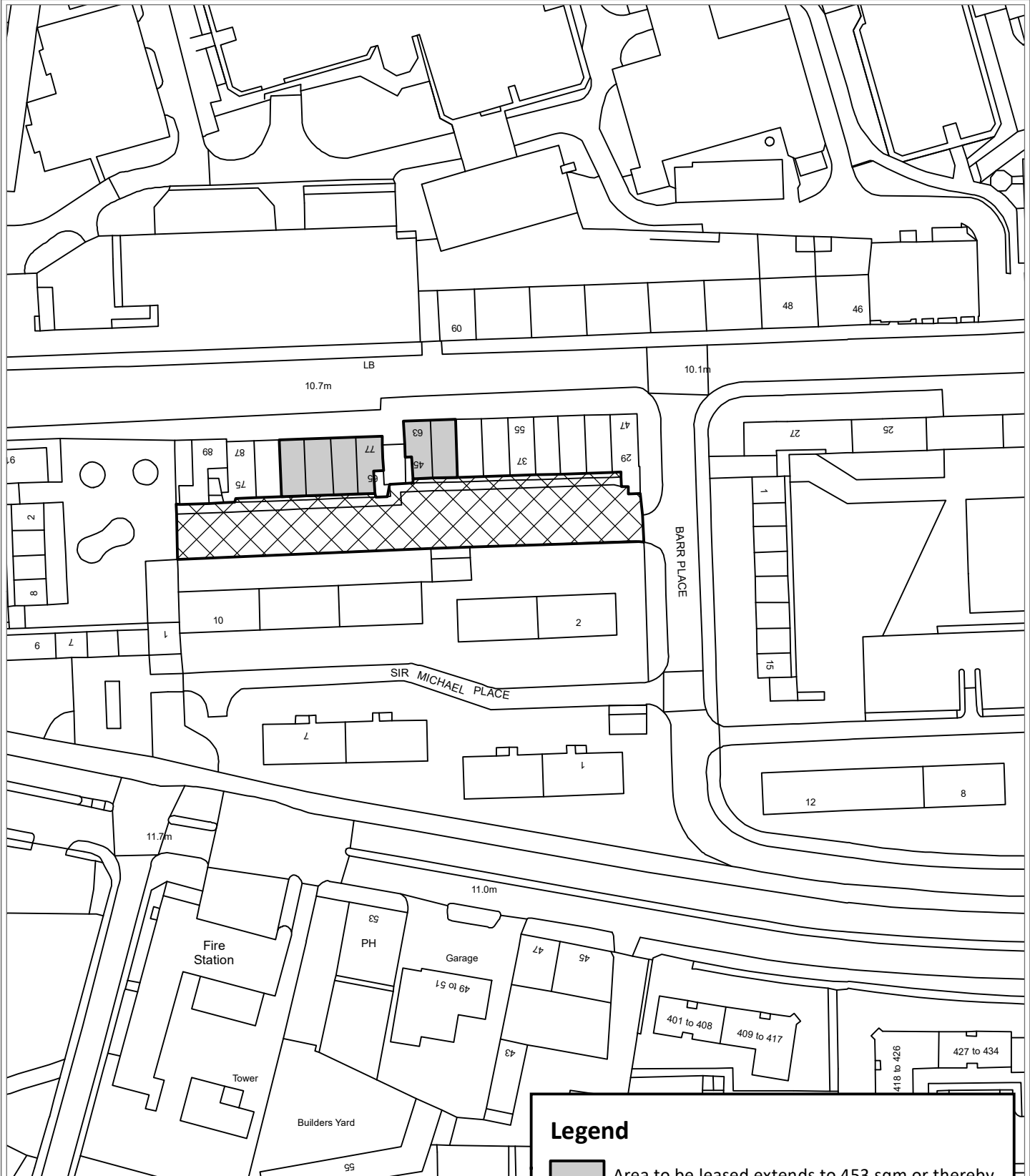
List of Background Papers

- (a) Background Paper 1 – Report to Leadership Board on 5 December 2018 by Chief Executive entitled Invest in Renfrewshire proposal: Start-up Street.
-

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User: howardhaughj2

Date: 07/10/2020



Notes: