

A meeting of the Inverclyde Council will be held on Thursday 18 February 2021 at 4pm.

This meeting is by remote online access only through the videoconferencing facilities which are available to Members and relevant Officers. The joining details will be sent to Members and Officers prior to the meeting.

In the event of connectivity issues, Members are asked to use the *join by phone* number in the Webex invitation.

Please note that this meeting will be recorded.

GERARD MALONE
Head of Legal and Property Services

BUSINESS

****Copy to follow**

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NEW BUSINESS	
<p>2. Minutes of Meetings of The Inverclyde Council, Committees, Sub-Committees and Boards</p> <p>Appointment Panel – Head of Legal Services (p 225) Inverclyde Council (pp 226 – 233) General Purposes Board (p 234) Environment & Regeneration Committee (Special) (pp 235 – 237) Appointment Panel – Head of Legal Services (p 238)</p> <p>Planning Board (pp 1 – 3) Policy & Resources Committee (Special) (pp 4 – 5) Health & Social Care Committee (pp 6 – 9) Audit Committee (p 10) Environment & Regeneration Committee (pp 11 – 19) Education & Communities Committee (pp 20 – 21) Human Resources Appeals Board (p 22) Policy & Resources Committee (pp 23 – 24)</p> <p>** Planning Board (pp 25 –) ** Local Police & Fire Scrutiny Committee () ** General Purposes Board ()</p>	

3.	Budget Update and Approval of the 2021/22 Band D Council Tax Report by Chief Financial Officer	p
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5.	Strathclyde Pension Fund – Notice of Motion by Councillor J McEleny Report by Corporate Director Environment, Regeneration & Resources	p
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7.	Lee Jeans Factory Sit-In 40th Anniversary – Notice of Motion by Councillor C McEleny Report by Corporate Director Environment, Regeneration & Resources	p
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9.	COVID-19 (Coronavirus): Administrative Arrangements – Online Committee Cycle 2021 Report by Head of Legal & Property Services	p
10.	Administrative Arrangements: (1) Scheme of Delegation (Officers) and (2) Scheme of Administration Report by Head of Legal & Property Services	p
11.	Withdrawal from the European Union - Update Report by Corporate Director Environment, Regeneration & Resources	p
REMITTS FROM COMMITTEES		
12.	Proposed Traffic Regulation Order – The Inverclyde Council, Disabled Persons’ Parking Places (On-Street) Order No. 3 2020 – Remit from Environment & Regeneration Committee Report by Corporate Director Environment, Regeneration & Resources	p
13.	Proposed Redetermination Order – The Inverclyde Council, A78 Inverkip Road, Branchton Road and Gleninver Road, Greenock (Redetermination of Means of Exercise of Public Right of Passage) Order 2020 – Remit from Environment & Regeneration Committee Report by Corporate Director Environment, Regeneration & Resources	p
14.	Proposed Traffic Regulation Order – The Inverclyde Council, A78 Inverkip Road and Branchton Road, Greenock (One Way, Prohibition of Entry and Prohibition of Right and Left Turns) Traffic Regulation Order 2020 – Remit from Environment & Regeneration Committee Report by Corporate Director Environment, Regeneration & Resources	p
15.	Proposed Traffic Regulation Order – The Inverclyde Council, Bruce Street, Greenock (One Way and Prohibition of Entry) Traffic Regulation Order 2020 – Remit from Environment & Regeneration Committee Report by Corporate Director Environment, Regeneration & Resources	p

16.	<p>Proposed Traffic Regulation Order – The Inverclyde Council (Off-Street Parking Places) (Variation No. 11) Order 2020 – Remit from Environment & Regeneration Committee Report by Corporate Director Environment, Regeneration & Resources</p>	p
<p>The documentation relative to the following items has been treated as exempt information in terms of the Local Government (Scotland) Act 1973 as amended, the nature of the exempt information in respect of item 17 being that set out in paragraph 1 of Part I of Schedule 7A of the Act and the nature of the exempt information in relation to item 18 being as detailed in the minute of the relevant Committee, Sub-Committee or Board.</p>		
<p>NEW BUSINESS</p>		
17.	<p>Joint Collaboration – Inverclyde and West Dunbartonshire Councils – Service Manager (Policy, Performance and Partnership) Report by Corporate Director Education, Communities & Organisational Development providing an update relative to the position of Service Manager – Corporate Policy, Performance and Partnership and making a recommendation in this regard</p>	p
18.	<p>Business in the Appendix</p>	
<p>Please note that because of the current COVID-19 (Coronavirus) emergency, this meeting will not be open to members of the public.</p> <p>The reports are available publicly on the Council's website and the minute of the meeting will be submitted to the next standing meeting of the Inverclyde Council. The agenda for the meeting of the Inverclyde Council will be available publicly on the Council's website.</p> <p>In terms of Section 50A(3A) of the Local Government (Scotland) Act 1973, as introduced by Schedule 6, Paragraph 13 of the Coronavirus (Scotland) Act 2020, it is necessary to exclude the public from the meetings of the Council on public health grounds. The Council considers that, if members of the public were to be present, this would create a real or substantial risk to public health, specifically relating to infection or contamination by Coronavirus.</p>		

Enquiries to – **Sharon Lang** – Tel 01475 712112

Report To:	Inverclyde Council	Date:	18 February 2021
Report By:	Chief Financial Officer	Report No:	FIN/13/21/AP/LA
Contact Officer:	Alan Puckrin	Contact No:	01475 712223
Subject:	Budget Update and Approval of the 2021/22 Band D Council Tax		

1.0 PURPOSE

1.1 The purpose of this report is to provide the Council with an update regarding the 2021/22 Scottish Government Draft Budget Settlement, the latest position of the Council's 2021/23 Budget and to thereafter seek approval of the Band D Council Tax for the year 2021/22.

2.0 SUMMARY

2.1 On a number of occasions in the last 5 years the Council has approved the level of Council Tax for the forthcoming year prior to finalising the details of the Budget. Such an approach complies with statutory requirements, allows the Council to issue Council Tax bills timeously whilst giving Members the ability to be in possession of the latest information prior to formal approval of the Budget.

2.2 The Cabinet Secretary for Finance presented the Draft 2021/22 Budget to the Scottish Parliament on 28 January. From a Local Government perspective the Draft Budget showed a £335million increase in Revenue funding (3.1%). After adjusting for "ring fenced" sums the funding increase is around £95million (0.9%).

2.3 The Draft Revenue settlement included £90million which would be allocated to Councils were they to agree to freeze their 2021/22 Council Tax at 2020/21 levels. It is unclear at the time of writing the report whether this £90million is recurring or a one-off allocation. Cosla are clarifying this issue with the Scottish Government. Until it is confirmed otherwise it would be prudent to assume the Council Tax Freeze grant relates to 2021/22 only.

2.4 The Draft 2021/22 Budget will be subject to consideration by Parliament as follows:

- Stage 1 – 25 February
- Stage 2 – 8 March
- Stage 3- 9 March
- Approval – 10 March

Throughout this period there is the likelihood that changes may be made to both the overall Budget but also the Local Government element.

2.5 Appendix 2 shows the latest 2021/23 Revenue Budget position assuming the approval of the proposals in Appendix 1, that the Council agrees to freeze Council Tax in 2021/22 and that the £90million Council Tax Freeze grant is for 2021/22 only. From this it can be seen that, on the basis of the assumptions around pay and non-pay inflation remaining unchanged then the estimated 2021/22 funding gap is £0.859million and the 2022/23 funding gap is estimated to be £5.679million.

2.6 In previous years the Council has received reassurance from both the Chief Legal Officer and Chief Financial Officer regarding the statutory ability of the Council to approve the level of Council Tax for the forthcoming year prior to finalising the detail of the Budget. This advice is repeated in 7.2.

- 2.7 The Council's share of the Council Tax Freeze grant is £1.198million which equates to around a 3.7% increase in Council Tax. At present there is no indication from the Scottish Government of an upper limit to any increase in Council Tax increase in 2021/22 but from a financial perspective any increase would need to be in excess of 3.7% to be of any financial benefit in 2021/22.
- 2.8 Having considered the matters raised in this report the Members' Budget Working Group would support freezing the level of Council tax in 2021/22 and accessing the Council Tax Freeze grant.
- 2.9 Subject to the Council approving the level of Band D Council Tax for 2021/22 today, it is expected that Council Tax notices will be issued early in March.

3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Council notes the Draft Scottish Budget Settlement and in particular the update provided regarding the draft Local Government funding position.
- 3.2 It is recommended that the Council notes the timescales for finalising the Scottish Budget and the potential for the detail of the Budget to change in coming weeks.
- 3.3 It is recommended that the Council approves the proposals in Appendix 1 and notes the 2021/23 Revenue Budget position in Appendix 2 in light of the draft Local Government grant figures.
- 3.4 It is recommended that the Council decides whether to increase Council Tax in 2021/22 or to freeze Council Tax and access the £1.198million Council Tax Freeze grant.
- 3.5 It is recommended that after considering the advice from the Monitoring Officer and Chief Financial Officer regarding separating the Council Tax approval and Budget setting dates, the Council agrees the level of Band D Council Tax for Inverclyde in 2021/22.

Alan Puckrin
Chief Financial Officer

4.0 BACKGROUND

- 4.1 On 3 December, 2020 the Council took a number of decisions around the 2021/23 Revenue Budget and agreed that the Council Tax for 2021/22 would be set at the 18 February Council meeting.
- 4.2 At the same meeting Members were advised that the estimated funding gap after implementing the recommendations in the report, and on the basis of a 3% Council Tax increase in both 2021/22 and 2022/23, was £3.4million (2021/22) increasing to £7.03million (2022/23).
- 4.3 On a number of occasions in the last 5 years the Council has approved the level of Council Tax for the forthcoming year prior to finalising the details of the Budget. Such an approach complies with statutory requirements, allows the Council to issue Council Tax bills timeously whilst giving Members the ability to be in possession of the latest information prior to formal approval of the Budget.
- 4.4 The current level of Band D Council Tax is £1,331.84.

5.0 SCOTTISH DRAFT BUDGET SETTLEMENT -2021/22

- 5.1 The Cabinet Secretary for Finance presented the Draft 2021/22 Budget to the Scottish Parliament on 28 January. From a Local Government perspective the Draft Budget showed a £335million increase in Revenue funding (3.1%). After adjusting for “ring fenced” sums the funding increase is around £95million (0.9%).
- 5.2 The resources allocated to Councils for Capital remained the same at £617 million which continued the reduced level of General Capital Grant allocated in 2020/21.
- 5.3 The Draft Revenue settlement included £90million which would be allocated to Councils were they to agree to freeze their 2021/22 Council Tax at 2020/21 levels. It is unclear at the time of writing the report whether this £90million is recurring or a one off allocation. Cosla are clarifying this issue with the Scottish Government and until confirmed otherwise it would be prudent to assume the £90million grant is for 2021/22 only.
- 5.4 In addition the draft Budget includes a one-off sum of £259 million to meet Covid related costs/income losses in 2021/22 which is in addition to a further £110million for 2020/21 to recompense Councils for the loss of income experienced during lockdown.
- 5.5 At present the commitment has been given to continue the 100% rates relief for Retail, Hospitality and Leisure sectors to 30 June 2021 with a commitment to extend this in the event that further Consequentials are received from the UK Government in the March Budget. In addition the rate poundage will be held at 2019/20 levels (49p) for 2021/22. An extra £209million has been added to the General Grant settlement to compensate Councils for this income loss
- 5.6 The Draft 2021/22 Budget will be subject to consideration by Parliament as follows:
 - Stage 1 – 25 February
 - Stage 2 – 8 March
 - Stage 3- 9 March
 - Approval – 10 March

Throughout this period there is the likelihood that changes may be made to both the overall Budget but also the Local Government settlement due to the UK Budget on 3 March and ongoing political discussions and lobbying.

5.7 The significant issue of the re-profiling of PPP service contracts as part of the Fiscal Flexibilities remains to be resolved. Colsa Leaders have raised strong concerns on this matter and the need for the situation to be clarified as a matter of urgency.

6.0 UPDATED POSITION- INVERCLYDE COUNCIL 2021/23 BUDGET

6.1 The Draft 2021/22 Grant allocation to Inverclyde Council is £180.674million compared to £177.600 million in 2020/21, an increase of £3.074million or 1.7%. In addition the Council could access a Council Tax Freeze grant of £1.198million were it to agree not to increase Council Tax in 2021/22.

6.2 Of the £3.074million increase, £1.875million (net) is allocated to specific ring fenced priorities eg; Early Years, IJB, Environmental Health Officers and Discretionary Housing Payments. This leaves a £1.199million increase in the cash grant (0.75%). This increase in cash grant needs to be seen in the context in the estimated £4.5million increase in inflationary pressures (pay and non-pay) plus £835,000 of 2021/22 Budget pressures approved by the Council on 3 December, 2020.

6.3 Appendix 1 contains a small number of savings/adjustments proposed by the CMT and supported by the MBWG. None of these proposals will impact on service delivery.

6.4 Appendix 2 shows the latest 2021/23 Revenue Budget position assuming the approval of the proposals in Appendix 1, that the Council agrees to freeze Council Tax in 2021/22 and that the £90million Council Tax Freeze monies is a one-off grant for 2021/22. From this it can be seen that, on the basis of the assumptions around pay and non-pay inflation remaining unchanged then the 2021/22 funding gap is £0.859million and the 2022/23 funding gap now £5.679million

6.5 Members are asked to note that the current figures assume the use of £5.1million of reserves and a recurring saving of £0.4million from 2022/23 arising from the PPP Fiscal Flexibility. This matter remains unresolved at the time of writing the report and in the worst case scenario that there is no financial benefit then this will have a significant impact on Reserves and as such the Capital Programme and the Revenue Budget funding gap. However, in the event the matter is resolved in the way being recommended by Cosla then there could be further benefits over and above those already included.

6.6 The poorer than expected Capital Grant has left a funding gap in the Draft 2021/24 Capital programme of around £1.8million. Closing this gap could be achieved by the allocation of Reserves or by reducing the size of the programme. The MBWG will consider this matter over the few next weeks and recommendations will be brought before the Council in March.

7.0 SETTING THE 2021/22 BAND D COUNCIL TAX

7.1 In previous years the Council has received reassurance from both the Monitoring Officer and Chief Financial Officer regarding the statutory ability of the Council to approve the level of Council Tax for the forthcoming year prior to finalising the detail of the Budget. This advice is repeated in 7.2 below.

7.2 There is a legal requirement of the Council arising from the Local Government Finance Act 1992 Paragraph 93 for the Council to determine its level of Council Tax for the following financial year no later than 11 March. Approval of this report will fulfil that legal requirement. Council Tax must be set in relation to the total estimated expenses to be incurred by the Council for the relevant year and Appendix 2 specifies the key financial information for 2021/22 in terms of the 1992 Act. The report specifies the relevant current issues affecting the timescales for the Council's financial planning and the information which is awaited and reasonable provision has been made to deal with these circumstances via the use of Reserves approved by the Council in December 2020.

- 7.3 The Council's share of the Council Tax Freeze Grant is £1.198million which equates to around a 3.7% increase in Council Tax. At present there is no indication from the Scottish Government of an upper limit to any increase in Council Tax increase in 2021/22 but from a financial perspective any increase would need to be in excess of 3.7% to be of any financial benefit in 2021/22.
- 7.4 At present just under 10,000 households are in receipt of Council Tax reduction and would not be impacted by any increase in Council Tax and as such do not benefit from the Council Tax freeze.
- 7.5 A change in Water & Sewerage Charges is being brought in from 2021/22 whereby the maximum Water Charges Reduction (WCR) is increasing from 25% to 35%. Changes to the billing software, paid for by Scottish Water, are being finalised.

8.0 NEXT STEPS

- 8.1 Subject to the Council approving the level of Band D Council Tax for 2021/22 today, it is expected that Council Tax notices will be issued early in March.
- 8.2 Based on the Scottish Parliament timetable outlined in 5.6 then the Council will be in the position to approve the 2021/22 Revenue Budget, the indicative 2022/23 Revenue Budget and the 2021/24 Capital Programme on 18 March as previously agreed.

9.0 IMPLICATIONS

9.1 Finance

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
Various	Various	2021/22	(134)		Savings per Appendix 1
Council tax	Income	2021/22	Tbc		3% increase would raise £950k whilst the Council Tax Freeze grant = £1.198million

9.2 Legal

Any legal implications are as detailed in the report.

9.3 Human Resources

In the event Appendix 1 is approved then the Council will fund the IL early releases from the VER earmarked reserve.

9.4 Equalities

Equalities

- (a) Has an Equality Impact Assessment been carried out?

	YES (see attached appendix)
X	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required

- (b) Fairer Scotland Duty

If this report affects or proposes any major strategic decision:-

Has there been active consideration of how this report's recommendations reduce inequalities of outcome?

	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
X	NO

- (c) Data Protection

Has a Data Protection Impact Assessment been carried out?

	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
X	NO

9.5 Repopulation

Impacts on the Council repopulation policy objective are considered throughout the development of the Budget proposals.

10.0 CONSULTATIONS

- 10.1 The proposals in this report are supported by the Members' Budget Working Group and the Trades Unions via the Joint Budget Group.

11.0 BACKGROUND PAPERS

- 11.1 Scottish Government Finance Circular 1/2021

**2021/23 Budget
Savings & Adjustments for February Council**

ERR	Savings 2021/22 £000	Savings 2022/23 £000	Comments	FTE
1/ New mobile phone contract	15	15	New contract from 1.1.21.Savings spread across all services of the Council	0
2/				
ECOD				
1/ Inverclyde Leisure- Management Restructure	75	100	Saving achieved via Voluntary Severance. IL advise there will be no impact on service delivery	3
2/ Reduced Maintenance Costs- Replacement Performance System	0	4	Based on estimated recurring costs of a replacement for Inverclyde Performs	0
3/				
HSCP				
1/ Debt Advice Fees	7	15	Fee income will increase over time	0
2/				
Corporate				
1/				
2/				
Total	97	134		3

AP/CM
31 January,2021

Report To:	Inverclyde Council	Date:	18 February 2021
Report By:	Corporate Director Environment, Regeneration & Resources	Report No:	SL/ /LP/015/21
Contact Officer:	Sharon Lang	Contact No:	01475 712112
Subject:	Strathclyde Pension Fund – Notice of Motion by Councillor J McEleny		

1.0 PURPOSE

- 1.1 The purpose of this report is to advise the Council of the receipt of a Notice of Motion by Councillor J McEleny, countersigned by Councillor Crowther, relative to Strathclyde Pension Fund submitted in terms of Standing Order 22.
- 1.2 The terms of the Notice of Motion are set out in Appendix 1 to the report.

2.0 RECOMMENDATION

- 2.1 The Council is asked to consider the Notice of Motion by Councillor J McEleny.

Gerard Malone
Head of Legal & Property Services

Notice of Motion to full council, seconded by Councillor John Crowther:

The Strathclyde Pension Fund (SPF) is known to hold shares in 11 of the world's 20 biggest arms manufacturers, including some involved in the production or maintenance of nuclear weapons or their delivery systems. Any investments in nuclear weapons producers are at odds with the Treaty for the Prohibition of Nuclear Weapons (TPNW).

Council calls on Strathclyde Pension Fund to work towards eliminating current and future financial exposure to companies that are involved in arms manufacturing, giving due regard to fiduciary duty.

Background:

Strathclyde Pension Fund

Strathclyde Pension Fund manages the pension contributions of employees of the following councils: Argyll and Bute, East Ayrshire, East Dunbartonshire, East Renfrewshire, Glasgow City, Inverclyde, North Ayrshire, North Lanarkshire, Renfrewshire, South Ayrshire, South Lanarkshire, West Dunbartonshire.

The Fund held shares worth over £107 million in 15 nuclear weapons companies as at March 2019. Eight of these companies are involved in Britain's Trident nuclear weapons programme.

At least four are involved in developing new types of nuclear weapons, like the US's Long Range Stand Off Weapon, and are thus playing a key role in the dangerous new international nuclear arms race.

Council pension funds in Scotland have investments worth nearly £130 million in arms firms linked to Yemen's conflict, a war that has led to the deaths of an estimated 70,000 people.

The local authority funds have shareholdings in five arms companies who are key suppliers to Saudi Arabia, which leads a coalition of Arab states accused of multiple war crimes including the bombing of school bus when 40 children were killed.

Source: Strathclyde Pension Fund's Complete List of Assets as at 31 May 2019:

<https://www.spfo.org.uk/CHttpHandler.ashx?id=45269&p=0>

Treaty on the Prohibition of Nuclear Weapons

The Treaty on the Prohibition of Nuclear Weapons (TPNW), or the Nuclear Weapon Ban Treaty, is the first legally binding international agreement to comprehensively prohibit nuclear weapons with the ultimate goal being their total elimination. It was adopted on 7 July 2017, opened for signature on 20 September 2017, and will enter into force on 22 January 2021.

For those nations that are party to it, the treaty prohibits the development, testing, production, stockpiling, stationing, transfer, use and threat of use of nuclear weapons, as well as assistance and encouragement to the prohibited activities. For nuclear armed states joining the treaty, it provides for a time-bound framework for negotiations leading to the verified and irreversible elimination of its nuclear weapons programme.

Report To:	Inverclyde Council	Date:	18 February 2021
Report By:	Corporate Director Environment, Regeneration & Resources	Report No:	SL/LP/027/21
Contact Officer:	Sharon Lang	Contact No:	01475 712112
Subject:	Campaign to keep the £20 a week Universal Credit increase – Notice of Motion by Councillor C McEleny		

1.0 PURPOSE

- 1.1 The purpose of this report is to advise the Council of the receipt of a Notice of Motion by Councillor C McEleny, countersigned by Councillor MacLeod, relative to the campaign to keep the £20 a week Universal Credit increase, submitted in terms of Standing Order 22.
- 1.2 The terms of the Notice of Motion are set out in Appendix 1 to the report.

2.0 RECOMMENDATION

- 2.1 The Council is asked to consider the Notice of Motion by Councillor C McEleny.

Gerard Malone
Head of Legal & Property Services



Model motion for local authorities

No cuts to Universal Credit – let families keep the £20 increase

Aim: To maintain the income of low and middle income families

This council notes:

- Next April the Government plan to cut the benefit level for millions of claimants by ending of the time limited increase to the basic rate of Universal Credit (and the tax credit equivalent) announced by the Chancellor on 20th March as part of his pandemic response package.
- The £20 a week boost reflected the reality that the level of benefits were not adequate to protect the swiftly increasing number of households relying on them as the crisis hit. Exactly because that increase was a very significant and welcome move to bolster low- and middle-income families living standards, its removal will be a huge loss.
- Pressing ahead would see the level of unemployment support fall to its lowest real-terms level since 1990-91, and it's lowest ever relative to average earnings. Indeed, the basic level of out-of-work support prior to the March boost was – at £73 a week (£3,800 a year) – less than half the absolute poverty line.
- The increase in benefits have had a positive effect on the lives of thousands of local claimants who are better able to pay for life's essentials such as food, clothing and utilities.
- The local economy has also benefited from the increase in benefit levels as claimants spend their money locally thereby supporting local businesses and jobs.

This council resolves to:

- Write to the Chancellor, Rushi Sunak and to the Prime Minister, Boris Johnson demanding that the £20 increase to Universal Credit is made permanent and extended to claimants on legacy benefits.
- Work with other local government organisations to form a coalition to pressure the government to make the £20 increase to Universal Credit permanent.

Report To:	Inverclyde Council	Date:	18 February 2021
Report By:	Corporate Director Environment, Regeneration & Resources	Report No:	SL/LP/028/21
Contact Officer:	Sharon Lang	Contact No:	01475 712112
Subject:	Lee Jeans Factory Sit-in 40th Anniversary – Notice of Motion by Councillor C McEleny		

1.0 PURPOSE

- 1.1 The purpose of this report is to advise the Council of the receipt of a Notice of Motion by Councillor C McEleny, countersigned by Councillor Quinn, relative to the commemoration of the Lee Jeans Factory Sit-In 40th Anniversary, submitted in terms of Standing Order 22.
- 1.2 The terms of the Notice of Motion are set out in Appendix 1 to the report.

2.0 RECOMMENDATION

- 2.1 The Council is asked to consider the Notice of Motion by Councillor C McEleny.

Gerard Malone
Head of Legal & Property Services

Notice of Motion: Lee Jeans Factory Sit in – 40th Anniversary

Council notes that February 2021 marks the 40th Anniversary of the Lee Jeans Factory sit in – an event that is widely regarded as a highly significant event in the history of the Scottish Labour movement. The event, which began on 5th February 1981, saw the mainly female workforce barricade themselves into the Lee Jeans plant, beginning a sit-in which lasted seven months.

In August 1981, after almost seven months, a management buy-out saved the Lee Jeans factory - and the 140 workers still occupying it won back their jobs. However, although the factory was not successful in securing a long term future, the ingenuity and dedication of the workforce of saving the factory from closure forty years ago is an important part of Inverclyde's late 20th century history.

Council agrees to commend everyone that took part in the sit in and the dedication they showed to protect employment in Inverclyde.

Council agrees to promote the actions of the sit in, paying tribute to those involved, and delegates the promotion of an appropriate commemoration to Corporate Communications Manager.

Proposed:

Cllr Christopher McEleny

Seconded:

Cllr Lynne Quinn

Report To:	Inverclyde Council	Date:	18 February 2021
Report By:	Head of Legal & Property Services	Report No:	GM/LP/030/21
Contact Officer:	Gerard Malone	Contact No:	01475 712710
Subject:	COVID-19 (Coronavirus): Administrative Arrangements – Online Committee Cycle 2021		

1.0 PURPOSE

- 1.1 This report seeks the continuation of the Committee Cycle for 2021 on the basis of expedited business only for the duration of the current COVID-19 emergency as set out in the First Minister's January statement.

2.0 SUMMARY

- 2.1 The Policy & Resources Committee at its special meeting on 7 January 2021 considered a report on the current stage of the COVID-19 emergency and decided that the current cycle of Committee and Board meetings for the Council should continue on the basis of expedited business only and that a report reviewing the position be submitted to the Council at its February 2021 meeting.
- 2.2 The First Minister's statement of 4 January 2021 underlines the current status of the COVID-19 emergency. The concerns specified in that statement clearly parallel the issues confronted by the community from the first days of lockdown in the period from 23 March 2020 and in view of the current status of protection levels, it is entirely appropriate for the Council to continue the expedited reporting arrangements agreed at that meeting.
- 2.3 The administrative arrangements will be reviewed by the Council upon any material alteration to the local protection level.

3.0 RECOMMENDATION

- 3.1 It is recommended that the Council approves that the next cycles of Committee and Board meetings continue on the basis of expedited business only until there is a significant reduction in the local protection levels.

Gerard Malone
Head of Legal & Property Services

4.0 BACKGROUND

- 4.1 The First Minister's statement of 4 January 2021 reflected the severe status of the COVID-19 emergency and clearly parallel the issues confronted by the community from the first days of lockdown last year.
- 4.2 In view of the seriousness of the current situation with transmissibility of COVID 19 and its variants, it is entirely appropriate for the Council to consider its administrative arrangements for all Committee and Board meetings.
- 4.3 At the special meeting of the Policy & Resources Committee on 7 January 2021 it was agreed that the then current cycle of Committee and Board meetings should continue on the basis of expedited business only and that a report reviewing the position be submitted to the Council at its February meeting.
- 4.4 Additionally, the Policy & Resources Committee ensured that relevant delegated powers for operational decisions and for the committing of necessary expenditure from Council budgets was approved in order to aid the speed, through its officers, of Council emergency action and response.
- 4.5 Following upon that decision, officers were enabled to report to the ongoing cycle of Committee and Board meetings in expedited terms and this has significantly assisted all services across the Council in functioning and dealing with pressing matters of urgency arising from the COVID-19 current status of emergency.
- 4.6 The reports that have been submitted to the cycle of Committee meetings have been focused on items that require clear business decision and review by Elected Members. Key items of performance management and progress such as the Council's necessary financial management information and monitoring have been continued with no reduction in essential information to Elected Members. Corporate Directors are aware that Members require to be briefed in full on the whole range of service issues and briefings and technical notes are available for information-only or noting items.

5.0 REVIEW

- 5.1 The current status of the emergency remains at local protection level 4 and although this will be the subject of regular review by the Scottish Government it is not possible, at this time, to determine that there will be a material reduction in protection level.
- 5.2 It is crucial that the Council's governance systems provides Members with assurances relative to their roles in decision-making and scrutiny and review. It is essential that all Elected Members have confidence in the Council's governance system and that the processes are clear and transparent and are an aid to informed decision-making.
- 5.3 As noted by the Policy & Resources Committee at its special meeting, the Council's usual full reporting system involves many officers from across the whole range of Council services to contribute in the submission of comprehensive and accurate reports on many items of ongoing business to relevant Committees and Boards. In the current emergency, the expedited procedures allow a clear focus on those essential items which require decision and this is of substantial assistance in ensuring that officers can spend enough time at the operational level to deliver critical services for the whole community. The expedited system, nevertheless, does not diminish the rigour or accuracy of the information that has been reported to Elected Members for decision or scrutiny: the expedited system allows officers efficiently and effectively to report in full, but focused, terms to their Committees.
- 5.4 Corporate Directors are aware of and can use a whole range of approved mechanisms to ensure that Elected Members have full knowledge of all background issues and they can give effect to this through briefings, technical notes and email updates and communications. The removal of information-only or items that are otherwise only for noting has produced a significant benefit to all officers across the whole range of Council services in the recent

Committee cycle.

- 5.5 It is important to ensure that there is no lack of any financial management information or monitoring information or any other item of critical performance management. All of the reports that have been submitted to Committees focus on these key issues and there is no reduction in any essential information within these expedited reports.
- 5.6 In the above situation, with the current levels of COVID-19 protection, it is recommended that the expedited business-only reports continue for the forthcoming cycles, pending any material change in the local protection level.

6.0 IMPLICATIONS

6.1 Finance

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A	N/A	N/A	N/A	N/A	N/A

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A	N/A	N/A	N/A	N/A	N/A

6.2 Legal

There are no legal implications other than as noted within this report. The Council's governance systems are robust and the expedited business only format of reports significantly assists Council officers from all services in focusing on operational actions and responses to the COVID emergency.

6.3 Human Resources

There are no HR issues.

6.4 Equalities

There are no equalities issues.

- (a) Has an Equality Impact Assessment been carried out?

<input type="checkbox"/>	YES
<input checked="" type="checkbox"/>	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required

- (b) Fairer Scotland Duty

If this report affects or proposes any major strategic decision:-

Has there been active consideration of how this report's recommendations reduce inequalities

of outcome?

	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
X	NO

(c) Data Protection

Has a Data Protection Impact Assessment been carried out?

	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
X	NO

6.5 Repopulation

There are no repopulation issues.

7.0 CONSULTATIONS

7.1 The Corporate Management Team endorses this report.

8.0 BACKGROUND PAPERS

8.1 None.

Report To:	Inverclyde Council	Date:	18 February 2021
Report By:	Head of Legal & Property Services	Report No:	GM/LP/029/21
Contact Officer:	Gerard Malone	Contact No:	01475 712710
Subject:	Administrative Arrangements: (1)Scheme of Delegation (Officers) and (2) Scheme of Administration		

1.0 PURPOSE

- 1.1 This report presents a number of necessary changes to the Council's Scheme of Delegation (Officers) following its decision on 29 October 2020 to approve interim management arrangements during COVID recovery.

2.0 SUMMARY

- 2.1 The Council has approved an interim management structure in the period 1 March 2021 to March 2022. There are interim arrangements at a new Service Director level and changes at an Interim Head of Service level with altered responsibilities affecting officers in relation to two posts, the Interim Head of Service – Public Protection and COVID Recovery and the Interim Head of Service – Property Services: these alterations also affect the existing delegations to the Head of Legal Services and the Head of Shared Services Roads (Strategic Lead Wider Shared Services).
- 2.2 All of the above changes have been incorporated within the updated Scheme of Delegation (Officers) set out in Appendix 1 and which are shown in italicised text (and red in the electronic version).
- 2.3 The changes re-allocate the respective delegations to match these interim roles and are entirely reflective of the responsibilities with no new substantive powers being sought in terms of the Scheme of Delegation.
- 2.4 Upon cessation of the interim arrangements, it will be possible to re-draft the Scheme of Delegation (Officers) for the structure post-March 2022.
- 2.5 Following upon the Environment & Regeneration Committee's decision at its 14 January 2021 meeting to review the Traffic Regulation Order procedure, there is a remit to make consequential adjustments to the Scheme of Administration so that, instead of the Council making a TRO, in future, the Committee may determine any Traffic Regulation Order where there are maintained objections

3.0 RECOMMENDATION

- 3.1 The Council is asked to approve the changes to the Scheme of Delegation (Officers) set out in Appendix 1 to this report.
- 3.2 The Council is asked to approve a change to paragraph (e) of page 23 of the Scheme of Administration (Environment and Regeneration Committee) to read as follows:

(e) To consider and determine Traffic Management Orders and Traffic Regulation Orders where there are maintained objections.

Gerard Malone
Head of Legal & Property Services

4.0 BACKGROUND

- 4.1 The Council at its meeting on 29 October 2020 approved an interim management structure at Service Director level with the approval of two additional Interim Head of Service posts: Interim Head of Service – Public Protection and COVID Recovery and Interim Head of Service – Property Services. These changes affect the Scheme of Delegation (Officers) in relation to those posts and also have a consequential affect on the existing powers of the Head of Legal & Property Services and the Head of Shared Services Roads (Strategic Lead Wider Shared Services) posts.
- 4.2 The necessary changes have been made to the Scheme of Delegation (Officers) as shown in Appendix 1. In order to assist Elected Members, the changes are shown in italicised text (and are shown red in the electronic version of this report).
- 4.3 There are no substantive changes relative to the delegated powers sought from the Council. The alterations are entirely reflective of the new interim structure and do not alter any substantive aspect of the Scheme of Delegation (Officers) other than allocating those responsibilities to the officers concerned.
- 4.4 Upon the cessation of the interim structure, it will be possible for the Council to review a Scheme of Delegation (Officers) at any point post-March 2022 to reflect the Council's structure.
- 4.5 Following upon the Environment & Regeneration Committee's decision at its 14 January 2021 meeting to review the Traffic Regulation Order procedure, there is a remit to make consequential adjustments to the Scheme of Administration so that, instead of the Council making a TRO, in future the Committee may determine any Traffic Regulation Order where there are maintained objections. To give effect to this, it is proposed to change paragraph (e) of page 23 of the Scheme of Administration (Environment and Regeneration Committee) to read as follows:
- (e) To consider and determine Traffic Management Orders and Traffic Regulation Orders where there are maintained objections.
- 4.6 Under this new procedure, the Head of Legal & Property Services is authorised to make a TRO where there are no maintained objections and this is reflected in the revised Scheme of Delegation (Officers) at Appendix 1 (page 26, paragraph 44).

5.0 IMPLICATIONS

5.1 Finance

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A	N/A	N/A	N/A	N/A	N/A

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A	N/A	N/A	N/A	N/A	N/A

5.2 Legal

There are no legal implications other than as set out within this report. The Scheme of Delegation (Officers) is a key element of the Council's governance documentation and is regularly reviewed to ensure that it reflects the Council's current purposes and needs.

5.3 Human Resources

There are no HR implications arising from this report.

5.4 Equalities

There are no equalities implications arising from this report.

(a) Has an Equality Impact Assessment been carried out?

	YES
X	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required

(b) Fairer Scotland Duty

If this report affects or proposes any major strategic decision:-

Has there been active consideration of how this report's recommendations reduce inequalities of outcome?

	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
X	NO

(c) Data Protection

Has a Data Protection Impact Assessment been carried out?

	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
X	NO

5.5 Repopulation

There are no repopulation implications arising from this report.

6.0 CONSULTATIONS

6.1 This report has been endorsed by the Corporate Management Team.

7.0 BACKGROUND PAPERS

7.1 None.

Scheme of Delegation Officers



Inverclyde Council

Scheme of Delegation
Officers

Approved 7 June 2018

***Revised for Interim
Structure to March
2022***

***For Council
approval 18
February 2021***

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SCHEME OF DELEGATION (OFFICERS)

A. GENERAL PROVISIONS

- 1 There will stand delegated to officers of the Council the matters specified in this Scheme relative to each officer. Such delegations are additional to the powers of a Corporate Director, *Service Director* or Head of Service to deal with routine and operational matters within the scope of their respective service responsibilities;
- 2 Officers to whom powers are delegated will ensure that in exercising such powers they:-
 - (a) act in accordance with the Council's Standing Orders and Scheme of Administration, Standing Orders Relating to Contracts, Corporate Procurement Manual, Financial Regulations, all relevant statutory provisions, and relevant Council Policies;
 - (b) have regard to approved budgets;
 - (c) consult the relevant Elected Members where it appears that a proposed decision or action is likely to affect directly and particularly the ward interests of an Elected Member;
 - (d) consult the Chief Executive, Chief Financial Officer and/or Head of Legal Services as appropriate, in respect of all matters where the officer considers that legal or financial guidance is necessary, or otherwise where the officer considers it appropriate to consult; and
 - (e) consult the Convener, or in his/her absence, Vice-Convener, of the appropriate Committee in respect of all matters which the officer considers to be sensitive or complex, or otherwise where consultation appears to the officer to be appropriate;
- 3 Except where prohibited by law or otherwise prohibited by the Council, any officer to whom delegated powers have been granted may make such arrangements within his/her Service for the exercise of the delegated powers as he/she shall deem appropriate. Details of such arrangements shall be recorded in writing;
- 4 The Council agrees to indemnify the respective Chief Officers against any damages and expenses incurred as a result of any action brought against them in the discharge or purported discharge of the functions delegated to them, provided such Chief Officers believe both that the acts complained of were carried out in the reasonable discharge of their functions and that their duty entitled them so to do;
- 5 For the avoidance of doubt, it is declared that:-
 - (a) where a statutory provision reserves the exercise of a function to the Council alone, an officer or Committee is prohibited from exercising any delegated power in that regard;
 - (b) the title of every officer referred to in this Scheme shall be read to include any alternative title which the Council may from time to time ascribe to that officer. Further, in the event that functions ascribed hereby to a particular officer are reallocated to another officer, the relevant powers delegated herein shall stand delegated to that other officer;
- 6 Any reference to an Act of Parliament or other statutory provision shall include any amendment, replacement or re-enactment thereof for the time being in force;

- 7 This Scheme of Delegation will be subject to a formal review every four years but between approval and the following four yearly review, it may be varied or revoked by the Council if requested so to do by the Chief Executive or the Head of Legal Services.

B GENERAL DELEGATION TO CHIEF EXECUTIVE, CORPORATE DIRECTORS, SERVICE DIRECTORS AND HEADS OF SERVICE

1 Contracts

- 1.1 Authorised to award contracts to the lowest or most economically advantageous tenderer in accordance with the Council's Standing Orders Relating to Contracts, Financial Regulations and the Corporate Procurement Manual (and any delegation flowing therefrom);
- 1.2 Corporate Directors, *Service Directors* and Heads of Service are authorised, in situations where it is necessary to ensure the continued delivery of essential services and with the explicit agreement of the *Head of Legal Services* and the Chief Financial Officer, to renew a contract with an existing contractor or to negotiate a contract for a period of up to 6 months, subject to the following provisos:-
- (a) this power may only be exercised in situations where a contract is coming to an end and where, for reasons beyond the control of the Council, an existing contract is due to expire without a replacement contract having been concluded;
 - (b) the prices to be paid represent value for money; and
 - (c) the arrangement does not breach any relevant Procurement Framework that replaces or modifies the former provisions enabled through the European Procurement Framework.

2 Human Resources Matters

- 2.1 Authorised to appoint employees within the approved establishment up to, but excluding, Chief Officer level;
- 2.2 Authorised to amend and adjust approved establishment for posts of up to (Grade 9), subject to the approval of the Chief Executive, Chief Financial Officer and Head of Organisational Development, Policy & Communications. Salary grades shall be set in accordance with the Council's approved Job Evaluation Scheme and any amendments thereto shall be made by means of an appropriate re-evaluation carried out by the Head of Organisational Development, Policy & Communications;
- 2.3 Authorised to conduct disciplinary procedures in respect of employees within the terms of the Council's approved disciplinary procedure;
- 2.4 Authorised to approve attendance at further education subject to the agreement of the Head of Organisational Development, Policy & Communications;
- 2.5 Authorised:-
- (a) to pay valid claims for damage to, or loss of, personal property of employees in his or her Service occurring during the course of their employment, up to a limit of £500 per claim in respect of any one incident, and
 - (b) to pay claims in excess of £500 in respect of any of the aforesaid occurrences after consultation with the Head of Organisational Development, Policy & Communications;

In all cases, the Council's Insurance Section shall be advised of any payment made in pursuance of this paragraph;

- 2.6 **Only the Chief Executive in consultation with relevant officers is authorised to approve the payment of overtime in exceptional circumstances to officers who are paid at Grade 12 and above.**

3 **Property**

- 3.1 In consultation with the *Interim Head of Property Services*, authorised to approve terms and conditions for projects relating to his/her service contained within the approved Capital Programme;
- 3.2 Authorised to grant the use of Council accommodation to outside bodies for the purpose of holding meetings and functions etc., providing same complies with the Council's policies and is within the scope of any relevant approved scheme;

4 **Charging of Fees**

- 4.1 Authorised in appropriate circumstances and where not contrary to law or Council Policy, to charge fees to third parties with respect to services rendered to said third parties;
- 4.2 Authorised to waive fees in appropriate circumstances in accordance with Council policy and/or procedures.

5 **Matters Requiring Urgent Action**

- 5.1 Where, in the opinion of a Head of Service, a matter which would normally require prior approval by a Committee requires to be dealt with as a matter of urgency, that Head of Service shall be entitled to refer the matter for deliberation by the Convener and Vice-Convener of the Committee, a Member not having the same political affiliation as the Convener and Vice-Convener and the Chief Executive. In any instance where the Chief Executive is not available, the person duly authorised on his or her behalf shall be entitled to act in his or her stead and where the Convener or Vice-Convener of the Committee is not available for consultation with the Head of Service, the Convener of the Policy & Resources Committee shall be entitled to act in his or her stead. If the Convener, Vice-Convener, the said Member and the Chief Executive concur on the appropriate course of action to be followed, the Chief Executive shall have the power to authorise the said Head of Service to deal with the matter in such a manner as may have been agreed with the three members. Following the use of any authority provided under this procedure, the said Head of Service shall report on any such action taken and the specific circumstances and reasons which gave rise to the need for the use of this procedure to the next meeting of the Committee. Where the use of emergency powers requires a financial commitment by the Council, the requirements of the Financial Regulations relating to emergency authority must be observed;
- 5.2 Where, in the opinion of the Chief Executive following consultation with the Chief Financial Officer, a matter which would result in a material financial benefit or saving of expenditure for the Council and would normally require the suspension of Standing Orders by the Council to allow it to proceed, requires to be dealt with as a matter of urgency, the Chief Executive shall be entitled to refer the matter for deliberation by the Convener and Vice-Convener of the Policy and Resources Committee and the Leader of the Minority Group(s). Where they concur on the appropriate course of action to be followed, the Chief Executive shall have the power to approve the required suspension of Standing Orders to deal with the matter to allow the decision to be implemented. Following the use of any authority provided under this procedure the Chief Executive shall report on any such action taken and the specific circumstances and reasons which gave rise to the need for the use of this procedure to the next meeting of the Council.

6 **Health & Safety**

- 6.1 Authorised in terms of the Health & Safety at Work Act 1974 to carry out all duties set out in the Statements of the Council's Health & Safety Policies.

7 **Regulation of Investigatory Powers (Scotland) Act 2000**

There stands delegated to the following Officers:-

Chief Executive;

Service Director Corporate Services and Organisational Recovery Resources;

Head of Legal Services; and

Interim Head of Public Protection and COVID Recovery;

the power to grant authorisations for directed (covert) surveillance permitted under Sections 6 and 7 of the Regulation of Investigatory Powers (Scotland) Act 2000.

8 **Consultation Documents**

Authorised to submit responses to consultation documents which concern operational issues.

C SPECIFIC DELEGATION TO OFFICERS

Officer: Chief Executive

Delegation:

- 1 Authorised in an emergency or in cases of urgency to instruct executive action on a report from the appropriate Officer on any matter delegated or referred to a Committee, after consultation with the Convener or, in his/her absence, Vice-Convener of the appropriate Committee. In the absence of the Chief Executive, the person duly authorised to act on his/her behalf may exercise this power. Where the action has financial implications, the Chief Financial Officer shall be consulted before any action is taken, and where there are legal or governance issues, the Head of Legal Services shall be consulted before any action is taken;
- 2 In cases of civil emergencies, the Chief Executive, or in his/her absence, the person duly authorised to act on his/her stead, is authorised to take any and all actions necessary, within the powers of the Council;
- 3 Authorised to direct, in circumstances he/she deems appropriate, that an Officer shall not exercise a delegated function;
- 4 Authorised, in appropriate circumstances, to approve applications by employees charged in the course of their employment with offences under the Health and Safety at Work Act 1974, the Factories Act 1961, the Offices, Shops and Railway Premises Act 1963, or similar legislation, for assistance with legal expenses in connection with their defence, subject to the right of an employee aggrieved by any decision of the Chief Executive to appeal to the HR Appeals Board;
- 5 Authorised, in appropriate circumstances, to approve applications by employees convicted and fined under the aforesaid legislation, for offences committed whilst acting in the course of their employment, for payment of the fine imposed, subject to the right of an employee aggrieved by a decision of the Chief Executive to appeal to the HR Appeals Board;
- 6 Authorised to act as the Proper Officer in terms of Section 194 (1) of the Local Government (Scotland) Act 1973 and to sign all deeds and other documents which require to be sealed with the Common Seal of the Council other than Stock Certificates, Bonds and Mortgages;
- 7 Authorised to sign contracts, missives and similar documents binding the Council except where otherwise provided for in this Scheme;
- 8 Authorised to issue and/or review licences in respect of all licensing matters not specifically delegated to other Officers or Council Services;
- 9 Authorised to act as the Proper Officer in terms of Section 190 of the Local Government (Scotland) Act 1973, for the receipt of notices of any legal proceedings served on the Council and for the receipt of any notice, order or other document required or authorised by any Act to be sent, delivered or served to or upon the Council and to the Proper Officer thereof;
- 10 Authorised to act as the Proper Officer in terms of the Local Government (Access to Information) Act 1985 for the purpose of determining prior to a meeting whether documents should be made available to the public;
- 11 Authorised to make suitable arrangements for the recruitment and appointment of Chief Officers within the approved establishment;

- 12 Authorised to approve, in appropriate circumstances, applications from employees for reimbursement of reasonable legal expenses incurred in defending Court Actions raised personally against them, providing such Court Actions relate to acts carried out (a) within the course of their employment; (b) in accordance with Service procedures; and, (c) in good faith;
- 13 Authorised in exceptional circumstances where he/she deems it appropriate, and following consultation with the Chief Financial Officer and the *Head of Legal Services*, to make ex gratia payments up to a limit of £500 to those in receipt of services from the Council and/or who reside in the area;
- 14 Authorised to approve, in consultation with the Chief Financial Officer and the Head of Organisational Development, Policy & Communications, the release of employees under the Council's Voluntary Severance Scheme where a value for money test has been satisfied and the release relates to an approved Committee/Council decision;
- 15 In consultation with the Head of Organisational Development, Policy & Communications to exercise all discretions available to the Council in terms of The Local Government Pension Scheme (Administration) (Scotland) Regulations 2008, The Local Government Pension Scheme (Benefits, Membership and Contributions) (Scotland) Regulations 2008, The Local Government Pension Scheme (Transitional Provisions) (Scotland) Regulations 2008 and The Local Government (Discretionary Payments and Injury Benefits) (Scotland) Regulations 1998;
- 16 Appointed to act as the Returning Officer for all elections in terms of Sections 25 and 41 of the Representation of the People Act 1983 (as amended);
- 17 Authorised to take all steps necessary in relation to the administration of national and local elections, referendums and all other electoral processes.

Directorate **Education, Communities & Organisational Development**

Officer: **Head of Education**

Delegation:

- 1 Authorised to amend the levels of tuition fees, examination expenses, dependant's allowances, maintenance allowances and contribution scales;
- 2 Authorised to make grants up to £2000 to pupils to enable them to attend courses and conferences and to undertake educational visits and excursions at home and abroad;
- 3 Authorised to approve or refuse applications received from schools for arrangements to be made for visits during school terms in accordance with approved policy;
- 4 Authorised to provide courses in education training as requested by outside agencies and to negotiate appropriate charges for these services;
- 5 Authorised to consider and determine all placing requests under Section 28 of the Education (Scotland) Act 1980 in accordance with the guidelines formulated by the Council, taking into account the requirement imposed on the Council by Section 2 (2) of the Standards in Schools etc. Act 2000;
- 6 Authorised to accept placing requests in terms of the Education (Scotland) Act 1980 and to make whatever transport arrangements are deemed to be appropriate in individual cases brought to his/her attention, where supporting documentation satisfies him/her that the child concerned has serious emotional or psychological problems;
- 7 Authorised to grant, in consultation with the Head of Organisational Development, Policy & Communications, unpaid leave of absence up to a maximum of two years to enable teachers to undertake voluntary service;
- 8 Authorised to determine the dates of local school holidays after appropriate consultation;
- 9 Authorised to accept and administer all existing Trusts and endowments as well as any new Trusts or small endowments which may be offered to the Council for schools or for educational purposes in their area;
- 10 Authorised to exercise the functions of the Council in terms of Section 50 of the Education (Scotland) Act 1980 (provision of travelling facilities and accommodation in exceptional circumstances);
- 11 Authorised to make payment of reasonable daily travel expenses subject to the relevant provisions of the conditions of service for teachers in schools who have been compulsorily transferred;
- 12 Authorised to appoint and supervise staff contracted in accordance with the service conditions set by the Scottish Negotiating Committee for Teachers (SNCT) and in terms of any local agreement entered into with the Council's Local Negotiating Committee (LNCT) within the complements approved by the Council;
- 13 Authorised to transfer teachers within the Council's policy and where appropriate to pay transfer expenses;
- 14 Authorised to review staffing levels to ensure compliance with national and local priorities for education, establish posts for staff employed in terms of the conditions of service for Local Government employees subject to available budgets;

- 15 *Authorised to carry out the functions of the Council as Education Authority in relation to adequate and efficient education for children with additional support needs in terms of Section 1 of the Education (Scotland) Act 1980 and the Education (Additional Support for Learning) (Scotland) Act 2004, including placement in day and residential schools and other appropriate establishments;*
- 16 *Authorised to exercise at his/her discretion the powers available to the Council as Education Authority, in terms of Section 23 of the Education (Scotland) Act 1980 and to pay the agreed fees for the placement of pupils normally resident in the area of the Council into schools operated by other education authorities;*
- 17 *Authorised to exercise, at his/her discretion, the powers available to the Council as Education Authority in relation to the exclusion of pupils from schools;*
- 18 Authorised to exercise discretionary power available in implementation of conditions of service in relation to teachers in the Council's employment, following consultation with the Head of Organisational Development, Policy & Communications;
- 19 Authorised, in consultation with the Head of Organisational Development, Policy & Communications, to grant paid leave of absence to enable teachers to undertake part-time or full-time courses approved by him/her, provided such leave of absence does not give rise to or increase the incidence of part-time education in schools;
- 20 Authorised to exercise the duties and responsibilities of the Council as Education Authority under the Children and Young People (Scotland) Act 2014;
21. Authorised in an emergency or in cases of urgency to instruct the temporary closure of any or all Council educational establishment(s) provided every reasonable step has been undertaken to consult with the Corporate Director Education, Communities & Organisational Development and the Chief Executive.

Directorate **Education, Communities & Organisational Development**

Officer: **Head of Education Resource, Culture & Communities**

Delegation:

- 1 Authorised to determine applications for the provision of footwear and clothing for pupils at public schools, in terms of Section 54 of the Education (Scotland) Act 1980 outwith the guidelines approved by the Council;
- 2 Authorised to exercise the power to disregard parental income, in part or in total, where the parents of the students are divorced or living apart;
- 3 Authorised to amend the levels of tuition fees, examination expenses, dependant's allowances, maintenance allowances and contribution scales;
- 5 Authorised to issue licences in terms of the Children (Performances and Activities) (Scotland) Regulations 2014;
- 5 Authorised to make grants to pupils from schools within the Council area or who are normally resident within the Council area, who are elected to join worthy musical organisations, in respect of fees for attendance at courses related to their membership of the organisation;
- 6 Authorised to increase, in cases of hardship and at his/her discretion, the amount of grant awarded to school pupils attending any part-time approved arts activities courses, all in accordance with current Council Policy;
- 7 Authorised to satisfy himself/herself that dance and drama courses are at an establishment accredited by the approved material body and that support for them is reasonable. Grants to be awarded to pupils attending such courses shall be in accordance with current Council Policy;
- 8 Authorised to incur costs and pay fees for the transport of pupils placed by the Council:-
 - (a) in schools outwith the area;
 - (b) for pupils attending all special schools, units and establishments in the Council's area; and
 - (c) for pupils where there is a medical or special educational need who attend any school operated by the Council.
- 9 Authorised to exercise discretionary powers in terms of Section 37 of the Standards in Schools etc. Act 2000 to provide transport for children receiving pre-school education;
- 10 Authorised to exercise the functions of the Council in terms of Section 51 (1) of the Education (Scotland) Act 1980 to make such arrangements as considered necessary to fulfil the statutory obligation for the provision of free school transport;
- 11 Authorised to grant or refuse requests for access to and amendment of records in terms of the Pupils Educational Records (Scotland) Regulations 2003, subject to the requirement of the Data Protection Act 2018;
- 12 Authorised to exercise the functions of the Education Authority in relation to the irregular attendance of pupils at schools under the Authority's management all in terms of Sections 36 to 41 of the Education (Scotland) Act 1980, after appropriate consultation;
- 13 Authorised to make payments for the education provision of children attending residential establishments who are looked after in terms of the Children (Scotland) Act 1995;

- 14 Authorised to pay appropriate fees for the education provision of children normally resident in the Council's area placed in residential establishments under a supervision order made by a children's hearing;
- 15 Authorised to make grants to Voluntary Organisations, up to a limit of £10,000;
- 16 Authorised to implement, apply and enforce Management Rules relating to Sports Centres, Leisure Complexes, Swimming Pools, Athletic Stadiums, Tennis Courts, Golf Courses, Bowling Greens, Community Centres, Tenants' Halls and all other facilities within the remit of the Corporate Director Education, Communities and Organisational Development;
- 17 *Authorised to ensure that requisite provision is made for any pupil entitled in terms of Section 53 (3) of the Education (Scotland) Act 1980 to receive refreshment in the middle of the day;*
- 18 *Authorised to make temporary loans of archival material for submission and research and to accept private archives which may be offered to the Council.*

Directorate Education, Communities & Organisational Development

Officer: Head Teachers

Delegation:

- 1 Authorised to carry out the specific functions and responsibilities delegated to them in terms of (a) the DMR Scheme and (b) the Pupil Equity Funding Scheme, as approved by the Council and the Scottish Ministers;
- 2 Authorised to carry out the function delegated to them by the Scottish Ministers in accordance with duties outlined in the document “A Teaching Profession for the 21st Century” and conditions of service;
- 3 Authorised to exclude pupils in terms of the Council’s policy and in accordance with the relevant statutory provisions.

Directorate Education, Communities & Organisational Development

Officer: **Head of Organisational Development, Policy & Communications**

Delegation:

- 1 Authorised to instruct the immediate implementation of any Circular from any officially recognised body which allows no discretion to the Council;
- 2 Authorised, subject to the approval of the Chief Executive, to approve appointments of temporary staff where considered necessary, subject to six monthly review;
- 3 Authorised, subject to the approval of the Chief Executive and after consultation with the Chief Financial Officer, to approve requests by the Chief Executive, Corporate Directors, *Service Directors*, or Heads of Service for the establishment of temporary posts, up to Chief Officer level and to establish Chief Officer posts after consultation with the appropriate convener;
- 4 Authorised, subject to the approval of the Chief Executive, to approve requests by the Chief Executive, Corporate Directors, *Service Directors*, or Heads of Service for the secondment of employees to external agencies where the cost of the secondment is recoverable from the external agency and to approve the appointment where necessary of a temporary replacement for the duration of the secondment;
- 5 Authorised to consider and determine applications for extension of leave for overseas visits from employees who have not completed the necessary period of continuous service in terms of the Council's Conditions of Service;
- 6 Authorised to approve, in conjunction with the appropriate Head of Service, special leave with or without pay where the period of leave is in excess of the provisions of the Council's Conditions of Service;
- 7 Authorised to approve, in conjunction with the appropriate Head of Service, unpaid leave of absence for employees to undertake courses of further education and to approve where necessary, temporary replacements for the duration of the absences;
- 8 Authorised to grant, in accordance with the guidelines approved by the Policy & Resources Committee, unpaid leave of absence, up to a maximum of two years, to enable employees to undertake voluntary service with a voluntary organisation and to approve where necessary, temporary replacements for the duration of the absence;
- 9 Authorised in exceptional cases where the five years' service rule is not met, to approve, at the request of a Corporate Director, *Service Director* or Head of Service, an extension to a holiday period but without pay;
- 10 Authorised to approve changes in post designations, with the exception of Chief Officer posts, where there is no change in salary grade, in consultation with the appropriate Head of Service;
- 11 Authorised in consultation with the appropriate Chief Officer:-
 - (a) to approve initial placing within approved salary grades; and
 - (b) to review salary placing in appropriate circumstances, within approved salary grades in conformity with accepted practice;
- 12 Authorised to exercise the discretionary powers available in implementation of the conditions of service in respect of all employees in the employment of the Council;

- 13 Authorised, after consulting with the Chief Financial Officer and the Head of Legal Services, to approve ex gratia payments or advance of salary to employees where the circumstances are not covered by the Council's Scheme of Conditions of Service;
- 14 Authorised, subject to the approval of the Chief Executive and after consultation with the Chief Financial Officer, to establish posts and to set and amend the grades of jobs, up to and including Grade 11, that are covered by the single status agreement in terms of the Scottish Joint Council (SJC) National Job Evaluation Scheme and with the procedures agreed by the Council up to but not including Chief Officer level;
- 15 Authorised, subject to the approval of the Chief Executive and after consultation with the Chief Financial Officer and the Head of Legal Services, to compromise Employment Appeal settlements where the interests of the Council and the requirements of best value can be demonstrated;
- 16 Authorised to approve and apply all matters which conform to the national conditions of service and local conditions of service of all categories of employees of the Council;
- 17 Authorised to apply national agreements and legislative requirements and where appropriate the amendment of local conditions of service and contracts of employment of employees unless there exists opposition to such changes from management, employees or trades unions or where such changes involve matters of principle or policy;
- 18 Authorised to pay salary and wages and to make associated arrangements for payment of Council paid employees;
- 19 In consultation with the Chief Executive and the Chief Financial Officer, to determine requests to introduce a Spend to Save scheme to 'buy out' inherited conditions and personal preservations.

Directorate **Health & Social Care Partnership**

Officer: **Chief Officer (Integration Joint Board)**

Delegation:

- 1 Authorised to take any action in connection with any function delegated or specified under the Integration Scheme between Inverclyde Council and NHS Greater Glasgow and Clyde, or otherwise conferred upon the Inverclyde Integration Joint Board or its constituent authorities by virtue of the Public Bodies (Joint Working) (Scotland) Act 2014, including but not limited to any function directed to any of them by the Scottish Ministers.

Directorate Health & Social Care Partnership

Officer: **Chief Social Work Officer**

Delegation:

- 1 Authorised to act as the proper officer in terms of Section 3 of the Social Work (Scotland) Act 1968;
- 2 Authorised to carry out the functions of the Council under the Disabled Persons (Badges for Motor Vehicles) (Scotland) Regulations 2000 (as amended) and subsequent legislation;
- 3 Authorised to carry out the functions of the Council in terms of the following sections of the Social Work (Scotland) Act 1968:-
 - (a) Section 12, under which the Council is required to promote social welfare by making available advice, guidance and assistance on such a scale as may be appropriate for its area, including authority to (i) make grants in accordance with the Policy approved by the Council up to a limit of £300 in any one month in respect of any one family, and (ii) give any other appropriate assistance, including provision for the storage of furniture in cases of emergency;

 In calculating the amount given or loaned for the purposes of this provision, account shall be taken of any additional payment made in terms of Section 12, otherwise authorised by the Council. Further, with respect to such grants, the Chief Social Work Officer is empowered to abate or waive loan repayments to avoid hardship according to personal and financial circumstances of the client in accordance with guidelines agreed with the Chief Financial Officer;
 - (b) Section 13, under which the Council may assist in the disposal of the produce of work undertaken by persons in need;
 - (c) Section 14, under which the Council is required to provide home help and laundry facilities for persons in need, etc. Any charge for the provision of such facilities shall be recovered by the Chief Social Work Officer on the appropriate scale as may be determined by the Council;
 - (d) Section 28, which empowers the Council to make arrangements for the burial or cremation of any person who was in the care of or was a child being looked after by, or was receiving assistance from, the Council at their date of death and to recover where appropriate any expenses so incurred which are not recoverable under the National Insurance Act 1965;
 - (e) Section 29, which empowers the Council to pay the expenses incurred by a parent, relative or other person visiting a person in the care of the Council, or incurred in attending the funeral of a person who was in the care of, or was receiving assistance from the Council, if it appears that the parent or relative or other person would otherwise be caused unnecessary hardship in making the visit and that the circumstances warrant the making of the payment;
 - (f) Section 80, with respect to contribution orders relating to any maintainable child looked after by the Council;
- 4 Authorised to arrange or assist in arranging holidays, including holidays abroad or other temporary absences from the area, of any child being looked after by the Council, except in those cases where the cost to the Council is in excess of £1,000;
- 5 Authorised to carry out the functions of the Council under Section 48 of the National Assistance Act 1948 in relation to the temporary storage of furniture in certain circumstances on behalf of certain persons;

- 6 Authorised (i) to appoint a sufficient number of Mental Health Officers in terms of Section 32 of the Mental Health (Care and Treatment) (Scotland) Act 2003, and (ii) to carry out the functions of the Council under the said Act;
- 7 Authorised to carry out the functions of the Council in relation to the following sections of the Children (Scotland) Act 1995:-
- (a) Section 31, which places a duty on the Council to review the cases of looked after children within the recommended statutory intervals;
 - (b) Section 38 which empowers the Council to provide refuge for a relevant period in a residential establishment or a designated household for a child or young person who appears to be at risk of harm and who has made such a request;
 - (c) Section 36 which places a duty on the Council to consider the welfare of children in hospitals and nursing homes where the child has had no parental contact for 3 months or more;
 - (d) Section 17, which places a duty on the Council, where a child is looked after by the Council:-
 - (i) to safeguard and promote the child's welfare (which in the exercise of this duty shall be the Council's paramount concern);
 - (ii) to make such use of services available for children cared for by their own parents as appear to the Council to be reasonable;
 - (iii) to take steps to promote contact on a regular basis between the child and any person having parental responsibilities for the child;
 - (iv) to provide advice and assistance to a looked after child to prepare the child for when he/she is no longer looked after by the Council;
 - (v) in making any decision in relation to a child, to ascertain and have regard to the views of the child, the child's parents, any person having parental responsibilities and any other person whose views the Council considers relevant; and
 - (vi) to have regard to the child's religious persuasion, racial origin and cultural and linguistic background;
 - (e) Section 22, which imposes a duty on the Council to safeguard and promote the welfare of children in their area who are in need and so far as is consistent with that duty, to promote the upbringing of such children by their families by providing a range and level of services appropriate to the child's needs, including authority to:-
 - (i) make grants in accordance with the Policy approved by the Council up to a limit of £300 in any one month in respect of any one family;
 - (ii) give any other appropriate assistance;

In calculating the amount given for the purposes of this provision, account shall be taken of any additional payment made in terms of Section 22, otherwise authorised by the Council;

- (f) Section 23, which places a duty on the Council to ensure that services provided by the Council minimise the effects of disability on any disabled child who is within the Council's area and similarly with any child who is adversely affected by the disability of any other person in his/her family, and also imposes a duty on the Council to carry out an assessment of the child to identify his/her needs;
- (g) Section 25, which imposes a duty on the Council to look after and accommodate, in certain circumstances, any child in need within their area;
- (h) Section 26, which imposes a duty on the Council to provide accommodation and maintenance for a child who is looked after by boarding him/her out or maintaining him/her in a residential establishment, or making such other arrangements which appear to be appropriate;
- (i) Section 29(1), which imposes a duty of after care in respect of any child over school leaving age but not yet 19 years of age who was in the care or looked after at the time when he/she ceased to be of school age or any subsequent time but is no longer looked after. This function is only exercisable in accordance with Notes of Guidance approved by the Council;
- (j) Section 30, which empowers the Council to grant financial assistance to persons over school age but under 21 who are now, or at any time since ceasing to be of school age have been, in the care of or looked after by the Council, to enable them to meet expenses in connection with their education or training. This function is exercisable only in accordance with Notes of Guidance approved by the Council;
- (k) Section 32, which empowers the Council to remove any child from a residential establishment;
- (l) Section 76(1), which allows the Council to make application to exclude any named person from the child's household where it is believed that the child has suffered or is suffering or is likely to suffer significant harm;

8 Authorised to carry out all of the relevant functions of the Council in terms of the Children's Hearings (Scotland) Act 2011, and without prejudice to the foregoing generality:-

- (a) In terms of Section 60, to make all necessary enquiries and provide the Principal Reporter with information where he/she believes that compulsory measures of supervision may be necessary;
- (b) In terms of Section 83, to give effect to a Compulsory Supervision Order and any of the measures specified therein, made by a Children's Hearing for the Council's area;
- (c) In terms of Section 86, to give effect to an interim Compulsory Supervision Order;
- (d) In terms of Section 114, to give effect to a Compulsory Supervision Order and any of the measures contained therein, made by a Children's Hearing for the Council's area;
- (e) In terms of Section 131, to seek a review by a Children's Hearing of the Compulsory Supervision Order in certain circumstances;
- (f) In terms of Section 143, to arrange for the transfer of a child where necessary;
- (g) In terms of Section 35, to instruct the Head of Legal Services to apply to the court for a Child Assessment Order where necessary;

- (h) In terms of Section 37, to make an application to court for a Child Protection Order where necessary;
- 9 Authorised to carry out the relevant functions of the Council in relation to the adoption of children and Permanence Orders in terms of the Adoption and Children (Scotland) Act 2007;
- 10 Authorised to carry out the functions of the Council in relation to the fostering of children in terms of any regulations promoted under Section 5(2) to 5(4) of the Social Work (Scotland) Act 1968, Sections 17(2) and (3), 31 and 103(2) and (3) of the Children (Scotland) Act 1995 and Sections 110 and 117 of the Adoption and Children (Scotland) Act 2007;
- 11 Authorised, following the appointment to the Council of a Foster Panel in terms of Regulation 17 of the Looked After Children (Scotland) Regulations 2009 to carry out the remaining functions of the Council as the local authority under the Regulations;
- 12 Authorised, following the appointment of an Adoption Panel in terms of Regulation 3 of the Adoption Agencies (Scotland) Regulations 2009, to carry out the remaining functions of the Council as the local authority under the Regulations;
- 13 Authorised to consider and determine recommendations by the Adoption and Foster Review Panels in reviewing original decisions made in connection with fostering and adoption matters;
- 14 Authorised to consider and determine recommendations by the Adoption Panel for assistance with legal fees (up to an amount considered reasonable by the Head of Legal and Property Services) and medical expenses;
- 15 Authorised, after consultation with the Convener and Vice Convener of the Health & Social Care Committee and a member of the Minority Groups, to make payment to foster carers, in terms of Section 26 of the Children (Scotland) Act 1995, of special fostering allowances up to a maximum of double the ordinary allowance, considered necessary to avoid hardship to a family in financing the construction of additional accommodation required to provide for the foster child/ren concerned;
- 16 Authorised to exercise the powers conferred on the Council by the Curators ad Litem and Reporting Officers (Panels) (Scotland) Regulations 2001 with regard to the appointment of persons to Panels of Curators ad Litem and Reporting Officers in connection with proceedings under the Adoption and Children (Scotland) Act 2007;
- 17 Authorised to carry out the relevant functions of the Council in relation to the Adults with Incapacity (Scotland) Act 2000;
- 18 Authorised to carry out the relevant functions of the Adult Support and Protection (Scotland) Act 2007;
- 19 Authorised to carry out the functions of the Council in terms of the Social Care (Self-directed Support) (Scotland) Act 2013 with regard to a person who is to choose (or has chosen) one of the options for self-directed support;
- 20 Authorised to carry out the relevant functions of the Council in terms of the Children and Young People (Scotland) Act 2014 as they relate to Corporate Parenting, After Care, Continuing Care, Kinship Care and Looked After Services;
- 21 Authorised to carry out the relevant functions of the Council in terms of the Carers (Scotland) Act 2016.

Directorate Environment, Regeneration & Resources

Officer: Chief Financial Officer (Section 95 Officer)

Delegation:

- 1 Authorised to act as the Proper Officer in terms of the Local Government (Scotland) Act 1973, responsible for the administration of the financial affairs of the Council;
- 2 Authorised to act as the Proper Officer in terms of the Local Government (Scotland) Acts 1973 and 1975, the Abolition of Domestic Rates etc. (Scotland) Act 1987, the Local Government Finance Act 1992 and associated delegated legislation for all administrative functions including the preparation and issue of non-domestic rates notices, collection of non-domestic rates, receiving and settling claims for exemption from non-domestic rates, handling objections to non-domestic rates levels and the abatement, remission or repayment of non-domestic rates under the relevant rating provisions;
- 3 Authorised to act as the Proper Officer in terms of the Local Government Finance Act 1992 and associated delegated legislation for all administrative functions including the preparation and issue of Council Tax Notices, the collection of Council Tax, the handling of objections to assessments and the exemption, abatements or remission of charges;
- 4 Authorised to act as the Proper Officer for the completion of certificates in terms of Section 92 of the Local Government (Scotland) Act 1973 (transfer of securities);
- 5 Authorised to make the necessary arrangements for duly authorised borrowing by all means specified in Schedule 3 of the Local Government (Scotland) Act 1975, subject to any and all statutory limitations;
- 6 Authorised to apply for the necessary consents for the issue of Stock and Foreign borrowing in terms of the Local Government (Scotland) Acts 1973 and 1975 and any and all regulations made thereunder;
- 7 Authorised to ensure a placing with the Bank of England relative to Negotiable Bonds;
- 8 Authorised to act as Registrar of Stocks, Bonds and Mortgages, except for Negotiable Bonds and to appoint, if required, any United Kingdom or foreign bank as Registrar of Stocks, Bonds and Mortgages raised either within or without the United Kingdom and whether in sterling or a foreign currency;
- 9 Authorised to authorise the signature of cheques on behalf of the Council;
- 10 Authorised to carry out temporary investment of surplus funds by making deposits with organisations approved by the Council;
- 11 Authorised to enquire into the financial standing of any tenderer, prospective tenderer or provider of services to the Council;
- 12 Authorised to take out and maintain at an appropriate and adequate level any and all insurances necessary to protect the interests of the Council;
- 13 Authorised to make arrangements with insurance companies concerning the settlement of claims;
- 14 Authorised to exercise the Council's option to tax, under and in accordance with the Value Added Tax (VAT) law in relation to supplies of land and property;
- 15 Authorised to lodge objections on behalf of the Council with respect to applications for licences in terms of the Licensing (Scotland) Act 2005 and Civic Government (Scotland) Act 1982;

- 16 Authorised to approve car loans, in line with the Council's approved scheme, up to a maximum limit of £10,000;
- 17 Authorised to make appropriate changes to Treasury Management Practices to reflect changes in organisational structures, bankers, treasury consultants, technology or credit worthiness selection methodology;
- 18 Authorised to execute letters of grant from outside bodies and agencies on behalf of the Council, in consultation, where appropriate, with the Head of Legal Services;
- 19 Authorised to support the Council's Data Protection Officer through ICT provision and review;
- 20 Authorised, subject to the Council's Standing Orders Relating to Contracts and the Council's Financial Regulations, to support the Council's ICT provision and where necessary to enter into agreements with the appropriate bodies for the provision of facilities from external organisations.

Directorate Environment, Regeneration & Resources

Officer: ***Head of Legal Services (Monitoring Officer)***

Delegation:

- 1 Authorised to act as the Monitoring Officer in terms of Section 5 of the Local Government and Housing Act 1989;
- 2 Authorised to act as the Proper Officer in terms of Section 235(3) of the Local Government (Scotland) Act 1973 and to sign all deeds, and other documents which require to be sealed with the Common Seal of the Council in terms of Section 235(3) of the Local Government (Scotland) Act 1973, other than Stock Certificates, Bonds and Mortgages;
- 3 Authorised to sign missives, contracts and similar documents, binding the Council;
- 4 Authorised to engage private legal firms to carry out legal work on behalf of the Council, in appropriate instances;
- 5 Authorised to appoint Counsel to act for the Council in appropriate instances and to seek Counsel's Opinion;
- 6 Authorised to appoint Parliamentary Agents;
- 7 Authorised to discharge the Council's functions in relation to any type of judicial and quasi-judicial proceedings and in that regard, to initiate, enter, defend, settle and withdraw from such proceedings;
- 8 Authorised, after consultation with the Chief Social Work Officer, to seek leave to enter and oppose applications to the Sheriff under Section 11 of the Children (Scotland) Act 1995, seeking Parental Rights and Responsibilities, Residence, Contact and other Orders competent under the said section;
- 9 Authorised to make applications to the Sheriff under Section 35 of the Children's Hearing (Scotland) Act 2011 seeking Child Assessment Orders;
- 10 Authorised to make applications to the Sheriff under Section 37 of the Children's Hearing (Scotland) Act 2011 seeking a Child Protection Order;
- 11 Authorised to make applications to the Sheriff under Section 76 of the Children (Scotland) Act 1995 seeking Exclusion Orders;
- 12 Authorised to carry out the Council's functions in terms of Sections 80 & 81 of the Social Work (Scotland) Act 1968, as amended, relating to the raising and enforcing of actions for aliment with respect to any maintainable child looked after by the Council for whom an affiliation order has been made;
- 13 Authorised to carry out the Council's functions in terms of Section 82 of the Social Work (Scotland) Act 1968, as amended, regarding the recovery of arrears of contributions due in terms of Sections 80 and 81 of the said Act;
- 14 Authorised to make applications to the Sheriff under Sections 53, 57 and 60 of the Adults with Incapacity (Scotland) Act 2000 seeking Intervention and Guardianship Orders and orders for renewal of same; also to make application under Section 20 of the Act where appropriate in relation to Attorneys;
- 15 Authorised to make applications to the Sheriff under Section 80 of the Adoption and Children (Scotland) Act 2007, seeking Permanence Orders and Permanence Orders with Authority to Adopt and applications under Sections 92, 93, 98 and 99 seeking to vary, amend and revoke the said orders;

- 16 Authorised to make applications to the Sheriff under Sections 11, 14 and 19 of the Adult Support and Protection (Scotland) Act 2007 for Assessment, Removal and Banning Orders respectively. Also the right to vary or recall said Removal and Banning Orders in terms of Sections 17 and 24 of the said Act;
- 17 Authorised to represent the Council at any Judicial or Quasi-Judicial Hearing under the Mental Health (Care and Treatment) (Scotland) Act 2003;
- 18 Authorised, after consultation with the Interim Director Environment and Economic Recovery and the Chief Constable, to make and execute on behalf of the Council, orders under Section 63 of the Civic Government (Scotland) Act 1982, together with the relevant provisions adopted under the Public Order Act 1986 and the Police, Public Order and Criminal Justice (Scotland) Act 2006;
- 19 Authorised to settle claims arising in terms of the Land Compensation (Scotland) Act 1973, in respect of Home Loss and Disturbance Payments following compulsory acquisitions and also to settle any discretionary payments arising from acquisitions by voluntary agreement, providing that the statutory requirements have been met;
20. Authorised to appoint the Council's Data Protection Officer and to be the line manager thereof so that advice on all relevant Data Protection legislation, including the provision of advice on all issues which involve the protection of personal data, is available to the Council;
- 21 Authorised to act as the Proper Officer in terms of Section 190 of the Local Government (Scotland) Act 1973, for the receipt of notices of any legal proceedings served on the Council and for the receipt of any notice, order or other document required or authorised by any Act to be sent, delivered or served to or upon the Council or to the Proper Officer thereof;
- 22 Authorised to act as the Proper Officer in terms of the Local Government (Access to Information) Act 1985 for the purpose of determining, prior to a meeting, whether documents should be made available to the public;
- 23 Authorised to exercise the following powers relative to the Civic Government (Scotland) Act 1982:-
 - (a) To determine all applications (except Temporary Public Entertainment Licences) for licences where no objections have been lodged, there are no unusual features about the application and, in the case of applications for Taxi/Private Hire Car Drivers' Licences, no adverse medical report has been received;
 - (b) With the exception of Taxi Operators' Licences, to accept and deal with all applications for renewal which are lodged late, providing he/she is satisfied that such failure is the result of inadvertence on the part of the applicant;
 - (c) To determine applications for surrender of a Taxi Licence and grant of a new licence to a named third party where (i) no objections have been lodged, (ii) the present licence-holder has consented and (iii) there are no unusual features about the application;
 - (d) To exercise the following discretions:
 - (i) discretion in terms of Paragraph 3(2) of Schedule 1 to the Act;
 - (ii) discretion in terms of Paragraph 8(3) of Schedule 1 to the Act (with respect only to Taxi/Private Hire Car Operators' Licences and licences involving premises);

- (iii) admission of spent convictions as matters to be considered by the Council in determining applications;
 - (e) To determine applications for Temporary Public Entertainment Licences for customary sites (including those to which objections have been lodged) and to impose such conditions as he/she deems appropriate;
 - (f) To appoint authorised officers to inspect and test vehicles intended to be operated or being operated as taxis or private hire cars;
 - (g) To carry out preliminary consultations as necessary with respect to reviewing taxi fare scales and other charges;
 - (h) With respect to licences involving premises, to process requests to vary the identity of the licence-holder of the premises;
 - (i) With respect to Street Traders' Licences, to determine applications for variations relating to the vehicle or range of goods pertaining to the licence;
 - (j) With respect to Boat Hirers' Licences, to determine, in consultation with the Chief Financial Officer, the level of fees for inspection of the vessel or vessels to which the licence pertains;
 - (k) To suspend a licence on a temporary basis following consultation with the Convener and the Vice-Convener of the General Purposes Board and a Member of the Minority Group or the largest Minority Group should there be more than one;
 - (l) To decide, whether on the basis of a formal complaint or not, that a licence-holder be called before the General Purposes Board for consideration, as to whether a licence should be suspended in terms of Paragraph 11 of Schedule 1 to the Act;
- 24 Authorised, with respect to Public Charitable Collections:-
- (a) To grant applications where (i) the Chief Constable has no objection; (ii) the applicant has no convictions; (iii) the dates do not clash with dates already allocated to other organisations; and (iv) there are no unusual features about the application;
 - (b) Where the Chief Constable has lodged an objection or there is some other unusual feature about the application, authorised to determine the application in consultation with the Convener and Vice-Convener of the appropriate Committee and a Member of the Minority Group or the largest Minority Group should there be more than one;
 - (c) Where the date requested by an applicant clashes with dates already allocated, authorised to determine the application;
- 25 Authorised to determine applications for Registration of a Society in terms of the Gambling Act 2005 where no objections have been lodged and there are no unusual features about the application;
- 26 Authorised, except where power is delegated hereunder to another Officer, to execute on behalf of the Council all orders made under the Civic Government (Scotland) Act 1982;
- 27 Authorised, following consultation with the Chief Constable, to determine applications for Public Processions made under the Civic Government (Scotland) Act 1982, and subsequent legislation adopted thereby;

- 28 Authorised to determine applications in respect of minibus permits under the Transport Act 1985;
- 29 In terms of the Safety of Sports Grounds Act 1975, in consultation with the Chief Constable, the Chief Officer, Scottish Fire & Rescue, the Head of Regeneration & Planning and the Head of Environmental and Public Protection:-
- (a) Authorised, after appropriate consultation, to issue prohibition orders under Section 10(1); and
- (b) Authorised to exercise the powers of an authorised person under Section 11;
- 30 Authorised to determine applications in respect of Cinema Licences in terms of the Cinemas Act 1985, where no objections have been lodged and there are no unusual features about the application;
- 31 Authorised to determine applications for registration in terms of the Performing Animals (Regulation) Act 1925, where no objections have been lodged and there are no unusual features about the application;
- 32 Authorised to conduct reviews in respect of decisions on requests in terms of the Freedom of Information (Scotland) Act 2002;
- 33 Authorised, with respect to houses previously in the ownership of the Council through the former Housing Revenue Account to complete any necessary corrective or remedial conveyancing and, in connection with neighbouring landholdings, to conclude missives in respect of sales of small areas of ground for extensions to gardens or for the construction of garages or similar miscellaneous estates for environmental purposes;
34. Authorised to conclude missives in respect of the acquisition of land and/or buildings required for any project in terms approved by the Council, in consultation with the Chief Financial Officer;
- 35 Authorised to make payment of Home Loss and Disturbance Payments in terms of the Land Compensation (Scotland) Act 1973 (as amended);
- 36 Authorised to settle all claims arising from the exercise of the Council's power to enter upon and take land in the discharge of its statutory powers including power to negotiate and settle claims arising in terms of the Land Compensation (Scotland) Acts 1963 and 1973 and to settle any discretionary payments arising;
- 37 Authorised, where land and/or property have been or are declared surplus to the Council's requirements, to agree terms for the disposal of such land and property up to the value of £50,000, subject to the condition that he/she maintains a Register of all transactions so dealt with, which Register shall be available for inspection by Members;
- 38 Authorised to approve the terms and conditions of, and to sign missives for, leases or licences to occupy by or to the Council for periods not exceeding one year and to approve the renewal of leases or licences to occupy by the Council in circumstances considered necessary and appropriate;
- 39 Authorised under Section 19 (5), of the Civic Government (Scotland) Act 1982, after consultation with the local Elected Members, to approve proposals for taxi stances;
- 40 Authorised to determine Asset Transfer Requests made in terms of Part 5 of the Community Empowerment (Scotland) Act 2015 and to make all necessary arrangements to comply with the statutory procedures for dealing with such requests;
- 41 Authorised to take such measures as are necessary to protect the Council's interests should a community body register an interest in any Council property in the register held by the Scottish Government under the land Reform (Scotland) Act 2003;

- 42 Authorised to establish, publish and maintain the register of land under section 94 of the Community Empowerment (Scotland) Act 2015;
- 43 Authorised to make arrangements for the publishing of the Council's annual asset transfer report in terms of section 95 of the Community Empowerment (Scotland) Act 2015.
- 44 Authorised, where there are no maintained objections to any proposed Traffic Regulation Order, to make such Order.

Directorate Environment, Regeneration & Resources

Officer: *Interim Head of Property Services*

Delegation:

- 1 *Authorised, in conjunction (where appropriate) with the Interim Head of Public Protection and COVID Recovery, to carry out the following functions of the Council in terms of the Coast Protection Act 1949:*
 - (a) *Under Section 4, to enter into an agreement with any other person for the carrying out by that person or the Council of any coast protection work which the Council has the power to carry out;*
 - (b) *Under Section 5, to arrange for the publication of notices relating to proposed works in local newspapers and the serving of like notices on affected harbour and other relevant authorities;*
 - (c) *Under Section 8, to arrange for the publishing of notices relating to works schemes and the serving of like notices on affected harbour authorities;*
 - (d) *Under Section 12, to serve notice on owners of land where protection works are required;*
 - (e) *Under Section 25, in relation to the authorisation of persons taking entry to land for the purposes specified therein;*
- 2 *Authorised to carry out the functions of the Council under the Reservoirs Act 1975;*
- 3 *Authorised for operational and other property projects in terms of the Construction (Design & Management) Regulations 2015, in cases where the Council is appointed as client's Agent, Designer, Principal Designer, Principal Contractor and/or Contractor, to carry out the duties appropriate to each such appointment;*
- 4 *Authorised, in consultation with the Corporate Director, to allocate and apportion office accommodation between the Council's Services and to arrange for any required alterations or adaptations;*
5. *Authorised (except in the case of office accommodation being, or to be, used for Council purposes) in consultation with the Chief Financial Officer to arrange for any required alterations or adaptations (or scheduled maintenance) for the purpose of realising the service or commercial potential of property owned or leased by the Council;*
6. *Authorised to enter into wayleaves, servitudes and leases to statutory bodies and other providers of utility services who require rights over land for particular purposes;*
- 7 *Authorised to make arrangements for the implementation and monitoring and review of the Council's Corporate Asset Management Strategy in accordance with Council policy;*
- 8 *Authorised to proceed with repairs to all operational and Learning Estate Management Plan properties;*
- 9 *Authorised in terms of the Community Empowerment (Scotland) Act 2015 to make arrangements for regulating the Council's responsibilities for promoting and maintaining allotments;*
- 10 *Authorised to approve the terms and conditions of and to sign missives of lease in respect of operational properties in the ownership of the Council for not exceeding one*

year, subject to all such transactions being recorded in a Register kept for that purpose by him/her which shall be available for inspection by Elected Members of the Council;

- 11 Authorised to conclude missives in respect of assignments of leases for operational property;*
- 12 Authorised to terminate leases at ish in respect of all operational property;*
- 13 Authorised relative to operational properties, where arrears of rent have arisen or any other term of the lease has been breached, to enter into and terminate the leases and to take any action necessary to secure possession of property and to recover rent arrears, subject to maintaining a Register of transactions so dealt with, which Register shall be available for inspection by Elected Members of the Council;*
- 14 Authorised, after appropriate consultation with such other services of the Council as he/she may decide as appropriate, to determine applications for consent for the temporary use of Clyde Square, Greenock and other civic spaces.*

Directorate **Environment, Regeneration & Resources**

Officer: *Interim Director Environment and Economic Recovery*

Delegation:

- 1 Authorised to award business development grants, within the Council's Policies, up to a limit of £10,000;
- 2 Authorised to award training grants to appropriate organisations and agencies within the Council's Policies, up to a limit of £10,000;
- 3 Authorised to award rent abatement assistance to local companies, within the Council's Policies and following consultation with the Chief Financial Officer;
- 4 Authorised to determine all planning and related decisions within the scope of the Town and Country Planning (Scotland) Act 1997 as amended in relation to:-
 - (a) Part III Control over Development, in particular, but not restricted to, the determination of applications for planning permission and applications for consent, agreement or approval required by a condition imposed on a grant of planning permission;
 - (b) Part VI Enforcement;
 - (c) Part VII Special Controls – Trees, Amenity Notices, Advertisements;
 - (d) Part IX Roads, Footpaths & Rights of Way;
 - (e) Part X Statutory Undertakers;
 - (f) Part XIV Miscellaneous & General Provisions;
- 5 Authorised to determine all planning and related decisions within the scope of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 in relation to:-
 - (a) Part I Listed Buildings
 Chapter 1 Sections 3 & 4 Building Preservation Notices;
 Chapter II Authorisation of Works affecting Listed Buildings;
 Chapter IV Enforcement;
 Chapter V Prevention of Deterioration and Damage;
 Sections 49 and 50 – Urgent Preservation;
 Sections 51 and 52 – Grants for Repair and Maintenance;
 Chapter VI - Sections 59 and 60 – Special considerations affecting Planning Functions;
 - (b) Part II Conservation Areas
 Section 66 Conservation Area Consent;
 Section 72 Grants for Repairing of Buildings in Town Schemes;
 - (c) Part III General
 Sections 76 – 78 Miscellaneous Provisions;
- 6 Authorised to determine all planning and related decisions within the scope of the Planning (Hazardous Substances) (Scotland) Act 1997;
- 7 To determine applications for heritage fund and town scheme grants within the terms of the relevant Council policies;
- 8 Authorised to determine the street numbering of new properties;

- 9 Authorised to make all decisions and take all action required in connection with and consequent upon applications made for High Hedge Notices in terms of the High Hedges (Scotland) Act 2013 including the signing and service of Notices;
10. Authorised to determine applications for a planning certificate in terms of Section 50 of the Licensing (Scotland) Act 2005;
- 11 Authorised to respond to operational consultations from the Scottish Government, other local authorities, key agencies such as Historic Environment Scotland, the Forestry Commission, SEPA and other parties that concern matters relating to land use planning and/or the use of land which are considered to impact on the Council area;
- 12 Authorised to determine all Building Standards matters and related decisions within the scope of the Building (Scotland) Acts 1959 and 2003 in relation to:
 - (a) Part 2 - all matters necessary in the assessment and approval of applications for Building Warrant Approval to secure the health, safety, welfare and convenience of persons in or about buildings and of others who may be affected by buildings or matters connected with buildings; further the conservation of fuel and power; and further the achievement of sustainable development;
 - (b) Part 2 - all matters necessary in the acceptance and rejection of completion certificate submissions including the requirement for statutory inspections in relation to reasonable enquiry for the above purpose;
 - (c) Part 3 - Compliance and Enforcement;
 - (d) Part 4 - Defective and Dangerous Buildings;
 - (e) Part 5 - General in respect of procedural regulations, reports and information under Section 34 to the Building Standards Division of the Directorate of the Built Environment of the Scottish Government;
 - (f) Part 6 - Supplementary and Miscellaneous Provisions;
- 13 Authorised to issue consents for and carry out inspections on the erection of raised structures in terms of Section 89 of the Civic Government (Scotland) Act 1982;
- 14 Authorised to act as an authorised person under Section 11 of the Safety of Sports Grounds Act 1975 (power to enter and inspect a sports ground);
- 15 Authorised to enter and inspect certified sports grounds for the purposes of the Safety of Sports Grounds Act 1975 and the Fire Safety and Safety of Places of Sport Act 1987 and all related and subordinate legislation;
- 16 Authorised to approve, in consultation with the Head of Legal Services, the amendment of any certificate granted in terms of the safety at sports grounds legislation;
- 17 Authorised to issue prohibition notices in terms of Section 10 of the Safety of Sports Grounds Act 1975 where he/she is of the opinion that the admission to a certified sports ground or any part will involve a risk so serious that, until steps are taken to reduce capacity to a reasonable level, admission of spectators ought to be prohibited;
- 18 Authorised to approve the amendment of any certificate granted in terms of the safety at sports grounds legislation;
- 19 Authorised to approve the transfer of the certificate to another qualified person responsible for the management of a certified sports ground in terms of Section 4 of the Safety of Sports Grounds Act 1975;

- 20 Authorised to approve and record any deviation from the standards set out in the Guide to Safety at Sports Grounds setting out the justification for the deviation;
- 21 Authorised to maintain all records in relation to the annual and other inspections of certified sports grounds carried out by the Head of Regeneration & Planning, the Chief Constable and the Chief Officer, Strathclyde Fire and Rescue;
- 22 Authorised to fix the annual date for the inspection of any certified sports ground;
- 23 Authorised to act as Lead Officer for the Council in all aspects of the Joint Management of Clyde Muirshiel Regional Park;
- 24 Authorised to approve the terms and conditions of and to sign missives of lease in respect of commercial and industrial properties in the ownership of the Council for not exceeding one year, subject to all such transactions being recorded in a Register kept for that purpose by him/her which shall be available for inspection by Elected Members of the Council;
- 25 Authorised to grant leases in respect of commercial and industrial properties in the ownership of the Council at market value for periods up to 5 years in respect of property with rentals of up to £25,000 per annum, subject to the condition that he/she maintains a Register of transactions so dealt with, which Register shall be available for inspection by Elected Members of the Council;
- 26 Authorised for all commercial and industrial properties, where arrears of rent have arisen or any other term of the lease has been breached, to enter into and terminate the leases and to take any action necessary to secure possession of property and to recover rent arrears, subject to maintaining a Register of transactions so dealt with, which Register shall be available for inspection;
- 27 Authorised to terminate leases at wish in respect of all commercial and industrial properties and to agree commercial and industrial rental levels at review periods;
- 28 Authorised to conclude missives in respect of assignments of leases for commercial and industrial premises;
- 29 Authorised to proceed with repairs to commercial and industrial premises.

Exceptions:

The above delegations are subject to the exception of the following categories of application, which are for decision by Elected Members, as follows:

To be determined by the Council:

- (a) national developments as specified in the National Planning Framework;
- (b) major developments which are significantly contrary to the local development plan;

To be determined by a Committee or Board of the Council:

- (a) which the Planning Authority decides to determine which would otherwise fall to be determined by a person appointed to do so under this scheme;
- (b) major developments as set out in the Schedule to the Town and Country Planning (Hierarchy of Developments) (Scotland) Regulations 2009;
- (c) listed building consent for demolition of listed buildings and conservation area consent for demolition of a building in a conservation area where officers recommend approval contrary to Council policy;

- (d) advertisement consent where officers recommend approval contrary to Council policy;
- (e) the naming of new streets;
- (f) planning applications for planning permission within the category of local development and (b) applications for consent, agreement or approval required by condition imposed by a grant of planning permission for a development within that category under Section 43A of the Town and Country Planning (Scotland) Act 1997 when:-
 - (i) The approval of an application would be contrary to the approved Development Plan;
 - (ii) The approval of an application is the subject of letters of objection from 6 or more individuals and/or 2 community groups, including formally constituted groups comprising at least 10 members and community councils;
 - (iii) Applications are made by a Member of the planning authority;
 - (iv) Applications are made by employees of the Council's Regeneration and Planning Service.

Directorate **Environment, Regeneration & Resources**

Officer: ***Interim Head of Public Protection & COVID Recovery***

Delegation:

- 1 Authorised under Section 27 of the Food Safety Act 1990, to appoint and authorise a suitably qualified public analyst/s and food examiner/s to act for the Council for the purposes of the said Act;
- 2 Appointed as an authorised officer under Regulations 4 and 5 of the Public Health (Ships) (Scotland) Regulations 1971 (as amended) and authorised to carry out the duties required to ensure enforcement of the said Regulations;
- 3 Authorised to appoint and authorise suitably qualified inspectors for securing the proper exercise of those functions required of the Council in terms of the Public Health (Ships) (Scotland) Regulations 1971 (as amended), including the issue of Ships' Sanitation Certificates;
- 4 Authorised to act and appoint suitably qualified officers as Local Authority Competent Persons under the Public Health etc. (Scotland) Act 2008;
- 5 Authorised to appoint a suitably qualified and experienced Officer to act as Chief Inspector of Weights and Measures for the purposes of the Weights and Measures Act 1985;
- 6 Authorised to issue and/or renew licences under the Petroleum Acts and to issue and/or renew licences and certificates of registration and keep registers in respect of such legislation as may, from time to time, be delegated to him/her by the Council, in accordance with approved codes of practice and the statutory provisions relating thereto;
- 7 Authorised to appoint an Inspector and authorised Officers to exercise the powers and duties (including the powers of entry, inspection, sampling, purchase of goods and services, opening containers, seizure and initiating prosecutions, where appropriate) under such legislation as may from time to time be referred to him/her by the relevant Committee of the Council;
- 8 Authorised to appoint as Inspectors and authorised Officers for the purposes of the administration and enforcement of legislation referred to him/her by the relevant Committee of the Council such as he/she may deem necessary and appropriate;
- 9 Authorised to discharge the Council's functions under Section 19 of the Health & Safety at Work Act 1974 for the purposes of the enforcement of the Explosives Acts 1875 and 1923 (as amended) with respect to the licensing, registration and regulation of stores or registered premises where mixed explosives, including fireworks, are stored for sale;
- 10 Authorised to sign Suspension Notices under Section 14 of the Consumer Protection Act 1987;
- 11 Authorised to sign Notices under Section 94 of the Civic Government (Scotland) Act 1982;
- 12 Authorised to determine applications in respect of fireworks and mixed explosives licences under the Explosives Acts 1875 and 1923, where no objections have been lodged and there are no unusual features about the application;
- 13 *Authorised to carry out the Council's enforcement powers, duties and obligations in relation to Decriminalised Parking Enforcement, including all enforcement provisions and functions of the Council in terms of the Road Traffic Regulation Act 1984 and the Road Traffic Act 1991 both as modified by the Road Traffic (Permitted Parking Area and Special Parking Area) (Inverclyde Council) Designation Order 2014;*

- 14 *Authorised to appoint officers of the Council to act as Parking Attendants and Enforcement Officers in terms of all legislative and all local provisions and functions of the immediately preceding paragraph for the purposes of the following and without prejudice to the generality thereof: 1. The Inverclyde Council (Various Roads) (Inner Greenock) (Controlled Parking Zone) Order 2013; 2. The Inverclyde Council (Various Roads) (Outer Greenock) (Waiting Restrictions) Order 2013; 3. The Inverclyde Council (Various Roads) (Port Glasgow, Kilmacolm & Quarriers Village) (Waiting Restrictions) Order 2013; 4. The Inverclyde Council (Various Roads) (Gourock, Inverkip & Wemyss Bay) (Waiting Restrictions) Order 2013; 5. The Inverclyde Council (Off-Street Parking Places) Order 2013 and for any extension, modification, replacement or additions to the Council's approved parking strategy or traffic regulation orders or similar .whatsoever and from time to time as may be in force and effect;*
- 15 Authorised to carry out the functions of the Council in terms of the following sections of the Environmental Protection Act 1990:
- (i) Section 88 – under which the litter authority may appoint authorised officers to issue fixed penalty notices for littering;
- 16 Authorised to grant authorisations for directed (covert) surveillance permitted under Sections B6 and 7 of the Regulation of Investigatory Powers (Scotland) Act 2000;
- 17 Authorised to make, serve and revoke Closing Orders under the Housing (Scotland) Act 1987 in respect of Below Tolerable Standard properties;
- 18 Authorised to carry out the Council's functions in relation to the Marriage (Scotland) Act 2002 with respect to the approval of places in which civil marriages may be solemnised;
- 19 Authorised to carry out the Council's powers, duties and obligations, including the powers of entry, inspection closure, sampling, service of notices, seizure and/or purchase of goods, gathering of information, taking of samples etc. in terms of the following Acts and all and any Regulations made thereunder and to appoint and authorise suitably qualified officers and inspectors to carry into effect the relevant statutory provisions contained within the said following Acts and all and any Regulations made thereunder:

Animal Boarding Establishments Act 1963;
 Animal Health Act 1981;
 Animal Health and Welfare (Scotland) Act 2006;
 Animal Health and Welfare Act 1984;
 Antisocial Behaviour etc. (Scotland) Act 2004;
 Breeding of Dogs Act 1973;
 Breeding of Dogs Act 1991;
 Building (Scotland) Act 2003;
 Cancer Act 1939;
 Caravan Sites and Control of Development Act 1960;
 Children and Young Persons (Protection from Tobacco) Act 1991;
 Chronically Sick and Disabled Persons Act 1970;
 Civic Government (Scotland) Act 1982;
 Clean Air Act 1993;
 Climate Change (Scotland) Act 2009;
 Companies Act 2006;
 Consumer Credit Act 1974 (as amended);

Consumer Credit Act 2006;
Consumer Protection Act 1987;
Consumer Rights Act 2015;
Consumers, Estate Agents and Redress Act 2007;
Control of Dogs (Scotland) Act 2010;
Control of Pollution Act 1974;
Copyright, Designs and Patents Act 1988;
Customs and Excise Management Act 1979;
Dangerous Dogs Act 1991;
Dangerous Wild Animals Act 1976;
Development of Tourism Act 1969;
Dog Fouling (Scotland) Act 2003;
Dogs Act 1871;
Education Reform Act 1988;
Enterprise Act 2002;
Environmental Protection Act 1990;
Estate Agents Act 1979;
European Union (Withdrawal) Act 2018;
Explosives Acts 1875 and 1923;
Factories Act 1961;
Fair Trading Act 1973;
Fireworks Act 2003;
Food and Environment Protection Act 1985;
Food Safety Act 1990;
Forgery and Counterfeiting Act 1981;
Guard Dogs Act 1975;
Hallmarking Act 1973;
Health and Safety at Work etc. Act 1974;
Housing (Scotland) Acts 1987, 2006 and 2010;
Knives Act 1997;
Licensing (Scotland) Act 2005;
Medicines Act 1968;
Motor Cycle Noise Act 1987;
Motor Vehicles (Safety Equipment for Children) Act 1991;
National Lottery etc. Act 1993;
Olympic Symbol etc. (Protection) Act 1995;
Performing Animals (Reg.) Act 1925;
Pet Animals Act 1951;
Petroleum (Consolidation) Act 1928;
Petroleum (Transfer of Licences) Act 1936;
Poisons Act 1972;
Prevention of Damage by Pests Act 1949;
Prices Acts 1974 and 1975;
Property Misdescriptions Act 1991;
Public Health etc. (Scotland) Act 2008;
Refuse Disposal (Amenity) Act 1978;
Registered Designs Act 1949;
Sewerage (Scotland) Act 1968;

Smoking Prohibition (Children in Motor Vehicles) (Scotland) Act 2016;
Smoking, Health & Social Care (Scotland) Act 2005;
Telecommunications Act 1984;
Tobacco Advertising and Promotion Act 2002;
Tobacco and Primary Medical Services (Scotland) Act 2010;
Tobacco Products Duty Act 1979;
Trade Descriptions Act 1968;
Trade Marks Act 1994;
Unsolicited Goods and Services Acts 1971 and 1975;
Video Recordings Acts 1984, 1993 and 2010;
Water (Scotland) Act 1980;
Water Services etc. (Scotland) Act 2005;
Weights and Measures Act 1985;
Weights and Measures Etc. Act 1976;
Zoo Licensing Act 1981;
Coronavirus (Scotland) Act 2020.

Directorate **Environment, Regeneration & Resources**

Officer: **Head of Shared Services Roads (Strategic Lead Wider Shared Services)**

Delegation:

1. Authorised to have responsibility for the delivery of the integration of services and the strategic outcomes for the Partner Councils;
2. Authorised to have lead responsibility to each Council for the strategic planning and delivery of roads and transportation services and the development of further integrated services;
3. Authorised to make recommendations on strategic policy, recommend targets encompassing efficiencies and savings and to present service performance information to Partner Councils and the Shared Services Joint Committee;
4. Authorised to have responsibility under the Council's Scheme of Delegation for service standards and performance relative to the Roads and Transportation functions to each Council;
5. *Authorised to carry out the Council's powers, duties and obligations in relation to Decriminalised Parking except for enforcement (which latter responsibility is the delegated role of the Interim Head of Public Protection and COVID Recovery) but including all functions of the Council in terms of the Road Traffic Regulation Act 1984 and the Road Traffic Act 1991 both as modified by the Road Traffic (Permitted Parking Area and Special Parking Area) (Inverclyde Council) Designation Order 2014; including the promotion, review and variation of Traffic Regulation Orders, signage, statutory and other consultation and overall parking policy review;*
6. *Authorised to carry out the functions of the Council in terms of the following sections of the Environmental Protection Act 1990:*
 - (a) *Section 45 – under which (i) the Council is required to collect “controlled waste” and (ii) set reasonable charges for the collection of certain categories of waste;*
 - (b) *Section 46 – under which the Council has the power to specify the kind, number, size, construction, maintenance and placing of receptacles for the storage of household waste and the charging therefor;*
 - (c) *Section 47 – under which the Council has the power to specify the kind, number and construction and placing of receptacles for the storage of commercial waste and the charging therefor;*
 - (d) *Section 48 – relating to the deposit of controlled waste collected by the Council;*
 - (e) *Section 52 – under which the Council is required to pay recycling credits and/or waste disposal charges;*
 - (f) *Section 53 – relating to the functions of the Council in respect of (i) the disposal of waste collected by it, and (ii) the provision of civic amenity sites for the disposal of waste;*
 - (g) *Section 56 – under which the Council can (i) enable waste belonging to the Council to be recycled, or (ii) enable waste belonging to the Council to be used for the production of heat or electricity or both, or (iii) acquire waste for the purpose of its being recycled, or (iv) reuse, sell or dispose of waste belonging to the Council;*

- h) *Section 87 – under which a local authority, with a view to promoting litter abatement, may publicise the offence of littering and the associated level of fine liable on conviction;*
- j) *Section 90 – under which a litter authority can designate land as a litter control area;*
 - (l) *Section 99 – relating to abandoned trolleys and the exercise of powers to seize, remove, retain and dispose of, or set charges for the return of trolleys in terms of Schedule 4;*
- 15 *Authorised to carry out the functions of the Council in terms of the Waste Minimisation Act 1998;*
- 16 *Authorised to carry out the functions of the Council in terms of the following sections of the Refuse Disposal (Amenity) Act 1978:*
 - (a) *Section 3 – under which the Council has powers to remove abandoned vehicles;*
 - (b) *Section 4 – under which the Council has powers to dispose of any abandoned vehicles;*
 - (c) *Section 5 – under which the Council can recover reasonable charges in respect of the collection, storage and disposal of abandoned vehicles;*
 - (d) *Section 6 – under which the Council has powers to remove and dispose of “other refuse”;*
 - (e) *Section 8 – under which a duly authorised Officer of the Council has powers to enter land in relation to Sections 3 and 6 of the Act;*
- 17 *Authorised to carry out the following functions of the Council in terms of the Roads (Scotland) Act 1984:*
 - (a) *Under Section 1(4), in relation to Notices of Intention to add a private road to the List of Public Roads or delete a public road from the List of Public Roads;*
 - (b) *Under Section 12, in relation to the stopping up or diversion of roads crossing or entering public roads or proposed roads;*
 - (c) *Under Section 13, in relation to the imposition on frontagers of the requirements to make up and maintain private roads including the service of appropriate notices;*
 - (d) *Under Section 15, in relation to the completion of necessary work on private roads occasioned by an emergency (other than an emergency constituted by a danger as defined in Section 91);*
 - (e) *Under Section 16 (1) (b), in relation to the consideration and determination of applications for the adoption of private roads as public;*
 - (f) *Under Section 18, in relation to the adoption of footpaths associated with development;*
 - (g) *Under Section 21, in relation to applications for construction consent for new roads built by a person other than the roads authority;*
 - (h) *Under Section 23, in relation to stopping up or temporarily closing any new road constructed by a person other than the roads authority, without consent or in contravention of or in non-compliance with, a condition imposed by a construction consent;*

- (i) *Under Section 30, in relation to the serving of notices subject to Section 31(3) in connection with carrying out works for protecting roads against hazards of nature;*
- (j) *Under Section 31 (3), in relation to the service of notices in connection with the drainage of public roads or proposed public roads, on the owner and occupier of the land affected;*
- (k) *Under Section 35 (1) and (4), and after giving notice in terms of Section 35 (5) in relation to the provision of road lighting and related structures;*
- (l) *Under Section 51, in relation to the authorisation and withdrawal of authorisation for the planting and maintenance of trees, shrubs, grass or other plants by a person other than the roads authority within the boundaries of a public road;*
- (m) *Under Section 56, in relation to the authorisation of works and excavation in or under a public road;*
- (n) *Under Section 57, in relation to the prevention or termination of dangerous works or excavations in or under a public road;*
- (o) *Under Section 58, in relation to the granting of permission for the deposit of building materials on roads;*
- (p) *Under Section 59, in relation to the control of obstructions in roads;*
- (q) *Under Section 60, in relation to the issuing of consent for marking, lighting and fencing of obstructions or roadworks and for shoring buildings requiring protection in similar circumstances;*
- (r) *Under Section 61, in relation to granting permission to place and thereafter maintain apparatus in or under a public road;*
- (s) *Under Section 62, after consultation with the Chief Constable and the Chief Executive and after informing the Convener and Vice-Convener of the Environment & Regeneration Committee and the local Members, in relation to the temporary prohibition or restriction of traffic on roads for reasons of public safety or convenience;*
- (t) *Under Section 63, in relation to the imposition of the requirement to construct new accesses across road verges or footways where appropriate;*
- (u) *Under Section 64 (2), in relation to the issue of consent to statutory undertakers for work on footways, footpaths or cycle tracks maintainable by the roads authority in connection with their apparatus in terms of Section 64 (1) (b);*
- (v) *Under Section 66, in relation to enforcing maintenance of vaults, arches, cellars, tunnels and related structures within the vicinity of a road;*
- (w) *Under Section 67, in relation to enforcing safety provisions countering outward opening doors, gates, windows, window shutters or bars interfering with the safety or convenience of road users;*
- (x) *Under Section 78 (2), in relation to the service of notices prior to the diversion of waters where necessary in connection with the construction, improvement or protection of a public road;*
- (y) *Under Section 79, and after consultation with the Chief Financial Officer, to negotiate terms and enter into agreements with bridge owners in relation to future maintenance obligations;*

- (z) *Under Section 83, in relation to the prevention of obstruction of the view of road users at or near corners, bends and junctions;*
- (aa) *Under Section 85, in relation to granting permission for the location of builders' skips on roads;*
- (bb) *Under Section 86, in relation to the removal or repositioning of any builders' skip which is causing or is likely to cause a danger or obstruction;*
- (cc) *Under Section 87, in relation to the removal from roads of unauthorised structures and the consequent reinstatement of the site;*
- (dd) *Under Section 88, in relation to the removal of projections interfering with safe or convenient passage along a road;*
- (ee) *Under Section 89, in relation to the removal of accidental obstructions from roads;*
- (ff) *Under Section 90, in relation to the granting of consent for fixing or placing over, along or across a road any overhead bridge, beam, rail, pipe, cable, wire or other similar apparatus;*
- (gg) *Under Section 91, in relation to the prevention of danger to road users and the prevention of obstructions caused by roadside vegetation, fences or walls;*
- (hh) *Under Section 92, in relation to granting consent for planting trees or shrubs within five metres of the edge of the made up carriageway;*
- (ii) *Under Section 93, in relation to the protection of road users from dangers near a road;*
- (jj) *Under Section 94, in relation to the infill of dangerous ditches adjacent to or lying near a public road;*
- (kk) *Under Section 96(1), in relation to the issue of a certificate in respect of extraordinary expenses in repairing roads damaged by heavy vehicles etc.;*
- (ll) *Under Section 96 (1), to act as the Proper Officer to issue a certificate as provided in the said Section;*
- (mm) *Under Section 97, in relation to the issue of consent for trading;*
- (nn) *Under Section 99 (2), in relation to the issue of consent to persons undertaking works or excavations necessary to ensure compliance with Section 99 (1) (prevention of the flow of water, filth, dirt or other offensive matter onto the road);*
- (oo) *Under Section 99 (3), in relation to the service of notices on owners or occupiers requiring works or excavations to be undertaken to ensure compliance with Section 99 (1);*
- (pp) *Under Section 140, in relation to authorising persons to enter land to take any action or execute any work authorised or required to be taken or executed by the roads authority under the Act;*
- (qq) *To exercise the functions of the Council under Section 152 (2) to redetermine the means of exercise of a public right of passage over a road;*

18 *Authorised to carry out the following functions of the Council in terms of the Road Traffic Regulation Act 1984:-*

- (a) *Under Section 14, in relation to the temporary prohibition or restriction of traffic on roads;*
 - (b) *Under Section 71 (1), in relation to the power to enter land in connection with the placing, replacing, converting and removing of traffic signs.*
- 19 *Authorised after consultation with the Chief Constable and the Chief Executive and after informing the Convener and Vice-Convener of the Planning Board, and the local Members to arrange for the advertisement of any proposal for the making, revocation, or variation of Orders and Schemes under Sections 68, 69, 70 and 71 of the Roads (Scotland) Act 1984;*
- 20 *Authorised to carry out the functions of the Council under the New Roads and Street Works Act 1991 in relation to roads for which the Council is responsible, including but not limited to the issuing of fixed penalty notices in relation to Part IV of the Act;*
- 21 *Authorised after consultation with the Chief Financial Officer to agree terms for Bridge Agreements with the relevant Railway Body and terms of discharge of the Council's liability for annual maintenance and renewal charges in that connection;*
- 22 *Authorised, after consultation with the Chief Constable, to consider and, where acceptable in road safety terms, approve locations for advertisements on road safety barriers and similar structures;*
- 23 *Authorised to make arrangements for the management of piers, harbours, car parks, etc., including, subject to consultation with the Interim Head of Property Services, granting use of part thereof to other persons or bodies, and following consultation with the Chief Financial Officer, the imposition or waiving of charges for such use;*
- 24 *Authorised, in conjunction (where appropriate) with the Interim Head of Property Services, to carry out the following functions of the Council in terms of the Coast Protection Act 1949:*
- (a) *Under Section 4, to enter into an agreement with any other person for the carrying out by that person or the Council of any coast protection work which the Council has the power to carry out;*
 - (b) *Under Section 5, to arrange for the publication of notices relating to proposed works in local newspapers and the serving of like notices on affected harbour and other relevant authorities;*
 - (c) *Under Section 8, to arrange for the publishing of notices relating to a works scheme and the serving of like notices on affected harbour and other relevant authorities;*
 - (d) *Under Section 12, to serve notice on owners of land where protection works are necessary;*
 - (e) *Under Section 25, in relation to the authorisation of persons taking entry to land for the purposes specified therein;*
- 25 *Authorised to carry out the functions of the Council under the following Acts:-*
- (a) *Reservoirs (Scotland) Act 2011;*
 - (b) *Flood Prevention & Land Drainage (Scotland) Act 1997;*
 - (c) *Flood Risk Management (Scotland) Act 2009;*
 - (d) *The Road Humps and Traffic Calming (Scotland) Amendment Regulations 2002;*
 - (e) *Transport (Scotland) Act 2005;*
- 26 *Authorised, in terms of existing contracts and subject to consultation with the Interim Head of Property Services, to negotiate Service Level Agreements with Scottish Power;*

- 27 *In terms of the Construction (Design & Management) Regulations 2015 (CDM 2015) for roads projects:*
- (a) *To act as Client's Agent and appoint Designer, Planning Supervisor, Principal Contractor and/or Contractor;*
 - (b) *In the case of contracts in which the Council acts as agent of the Scottish Ministers in terms of Section 4 of the Roads (Scotland) Act 1984, to consent to the Council being appointed as Client's Agent;*
 - (c) *In the case of contracts where the Council is appointed as Client's Agent, Designer, Planning Supervisor, Principal Contractor and/or Contractor to carry out the duties appropriate to each such appointment;*
- 28 *Authorised to carry out the following functions of the Council in terms of the Roads (Scotland) Act 1984:-*
- (a) *Under Sections 36 and 37, after consultation with the Chief Constable and the Chief Executive and after informing the Convener and Vice-Convener of the Planning Board and the local Members in relation to the construction of road humps;*
 - (b) *Under Section 51, in relation to the authorisation and withdrawal of authorisation for the planting and maintenance of trees, shrubs, grass or other plants by a person other than the roads authority within the boundaries of a public road;*
- 29 *Authorised to carry out the following functions of the Council in terms of the Road Traffic Regulation Act 1984:-*
- (a) *Under Section 23, in relation to pedestrian crossings on roads other than trunk roads;*
 - (b) *Under Section 65, in relation to the placing of traffic signs;*
 - (c) *Under Section 68, in relation to the placing of traffic signs in connection with the exercise of other powers of the Authority as defined in sub-section (1) thereof;*
 - (d) *Under Section 69, in relation to the removal of signs;*
 - (e) *Under Section 71 (1), in relation to the power to enter land in connection with the placing, replacing, converting and removing of traffic signs;*
- 30 *Authorised after consultation with the Chief Constable and the Chief Executive and after informing the Convener and Vice-Convener of the Planning Board, and the local Members to arrange for the advertisement of any proposal for the making, revocation, or variation of Orders and Schemes under:-*
- (a) *The Road Traffic Regulation Act 1984; and*
 - (b) *Sections 68, 69, 70 and 71 of the Roads (Scotland) Act 1984;*
- 31 *Authorised to carry out the functions of the Joint Road Safety Officer in conjunction with the Chief Constable;*
- 32 *Authorised, subject to consultation with the Chief Constable and the authorised representative of Strathclyde Partnership for Transport, to make requests to the Traffic Commissioner to determine and attach to operators' licences, traffic regulation conditions restricting the operations of local services, all in terms of Section 7 of the Transport Act 1985;*

- 33 *Authorised, after consultation with the Chief Constable, to consider and, where acceptable in road safety terms, approve locations for advertisements on road safety barriers and similar structures;*
- 34 *Authorised where appropriate, to enter objections on behalf of the Council to applications for Goods Vehicles Operators' Licences, under Section 12 of the Goods, Vehicles (Licensing of Operators) Act 1995;*
35. *Authorised to implement, apply and enforce Management Rules relating to Parks and Open Spaces, in accordance with the Civic Government (Scotland) Act 1982 (as amended).*

Report To:	Inverclyde Council	Date:	18 February 2021
Report By:	Corporate Director Environment, Regeneration and Resources	Report No:	IC/01/21/MM
Contact Officer:	Martin McNab	Contact No:	01475 714246
Subject:	Withdrawal from the European Union - Update		

1.0 PURPOSE

1.1 The purpose of this report is to update the Council on the issues experienced thus far in Inverclyde as a result of the UK's withdrawal from the European Union.

2.0 SUMMARY

2.1 The potential risks arising from the UK's withdrawal from the EU were highlighted in a report to the Council on 3 December 2020. At that time we obviously did not know whether there would be a withdrawal agreement and what that might entail if there was. This report therefore fulfils a remit from the Council on 3 December to report back on any immediate impacts of EU withdrawal in Inverclyde.

2.2 Members will be aware that there have been significant impacts of the withdrawal agreement finally reached at the end of December 2020 in some very specific economic sectors and geographies. Areas of note which have had issues arising from the withdrawal include the Scottish fish and shellfish industry and particular geographic issues experienced in Northern Ireland.

2.3 In order to gauge whether there were any particular issues arising in Inverclyde, officers from Economic Development have been in contact with a number of local businesses. A couple of businesses are reporting delays and issues with supplies from the EU but the majority are reporting no issues as yet.

2.4 Many of the risks identified in the appendix to the 3 December report were assumed to be longer term and macro-economic. It may not be possible in the longer term to separate these out from the effects of, for example, the Covid pandemic and other long-term funding issues and budgetary decisions.

3.0 RECOMMENDATION

3.1 That Members note the contents of this report.

4.0 BACKGROUND

- 4.1 The UK formally left the EU at 11 pm on 31 January 2020. It was then subject to transitional arrangements maintaining the status quo while negotiations proceeded on a future trade agreement. A trade agreement was concluded at the end of December 2020 although all the implications of this agreement are yet to be seen.
- 4.2 The initial effects of the EU withdrawal agreement on Scottish businesses have been well documented. These have primarily impacted on the Scottish fishing industry including those exporting shellfish and farmed salmon. Delays at the EU border and requirements for detailed paperwork with exports have caused significant issues for this industry which are likely to continue for some time.
- 4.3 The previous reports and risk assessment for the impact of EU exit focused on the risk of a no deal EU exit. Clearly some of those risks will have been mitigated to a greater or lesser extent by the existence of an agreement although the exact extent will not be clear for some time. The major impacts identified in Inverclyde were more macro-economic however and will depend on the full impact of EU exit on the overall UK economy. These may be hard to disentangle from the obvious economic impacts of the Covid-19 pandemic in the short to medium term.

5.0 IMPACT OF THE NEW ARRANGEMENTS IN INVERCLYDE TO DATE

- 5.1 The issues experienced by the fish and shellfish industry have, as expected, had a limited impact on Inverclyde. There are a number of small inshore fishing vessels based in Inverclyde which have obviously been impacted by the disruption to the industry. There are however no fish and shellfish processors in Inverclyde so the disruption has been considerably more limited than has been the case elsewhere. There are currently three major export hubs which were set up in advance of the withdrawal in order to minimise the impact on producers. Officers are currently in preliminary discussions with the Scottish Government around the possibility of creating a fourth hub in Inverclyde. Should this go ahead the impact on our regulatory services should be minimal as the current hubs are staffed for these purposes by Food Standards Scotland.
- 5.2 Officers from Economic Development have been in contact with a number of businesses to assess whether there has been an immediate impact on local businesses. One business is reporting issues with supplies from Germany and another is reporting some increased lead times for some supplies. The majority of businesses contacted thus far however are reporting no issues arising from EU exit at this stage.
- 5.3 Economic Development officers have also been in contact with the Business Gateway advisor to assess the types of enquiry he is receiving. Thus far only three specific enquiries relating to EU exit have been received. One of these related to residency issues and the other two related to import and export procedures. Obviously we are still at a very early stage in this process and officers will keep this under regular review.

6.0 IMPLICATIONS

6.1 Finance

There are no immediate financial implications arising from this report.

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

Annually Recurring Costs/(savings)

Cost Centre	Budget Heading	With effect from	Annual net impact £000	Virement From	Other Comments
N/A					

6.2 Legal

There are no immediate legal issues arising from this report.

6.3 Human Resources

There are no immediate HR issues arising from this report.

6.4 Equalities

(a) Has an Equality Impact Assessment been carried out?

	YES (see attached appendix)
X	NO - This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore no Equality Impact Assessment is required.

(b) Fairer Scotland Duty

If this report affects or proposes any major strategic decision:-

Has there been active consideration of how this report's recommendations reduce inequalities of outcome?

	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
X	NO

(c) Data Protection

Has a Data Protection Impact Assessment been carried out?

	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
X	NO

6.5 Repopulation

There are no impacts on repopulation arising from this report.

7.0 CONSULTATIONS

7.1 The Head of Regeneration & Planning has been consulted on this report.

8.0 BACKGROUND PAPERS

8.1 Withdrawal From the European Union, Environment & Regeneration Committee March 2018
ENV018/19/MM

Withdrawal from the European Union - Update, Environment and Regeneration Committee
August 2019 ENV043/19/MM

Withdrawal from the European Union - Update, Environment and Regeneration Committee 17
October 2019 ENV050/19/MM

Withdrawal from the European Union - Update, Environment and Regeneration Committee 31
October 2019 ENV049/19/MM

Withdrawal from the European Union - Update, Environment and Regeneration Committee
January 2020 ENV009/20/SA/MM

Withdrawal from the European Union - Update, Environment and Regeneration Committee
August 2020 ENV025/20/MM

Withdrawal from the European Union – Update, Inverclyde Council 3 December 2020
IC/06/20/MM

Report To:	Inverclyde Council	Date:	18 February 2021
Report By:	Corporate Director, Environment, Regeneration and Resources	Report No:	LP/022/23
Contact Officer:	Lindsay Carrick	Contact No:	01475 712114
Subject:	Proposed Traffic Regulation Order – The Inverclyde Council, Disabled Persons’ Parking Places (On-Street) Order No. 3 2020		

1.0 PURPOSE

- 1.1 The purpose of this report is to request the Council to consider a remit from the Environment & Regeneration Committee.

2.0 SUMMARY

- 2.1 The Environment & Regeneration Committee held on 14 January 2021 after consideration of a report by the Corporate Director Environment, Regeneration & Resources on the proposed Traffic Regulation Order – The Inverclyde Council, Disabled Persons’ Parking Places (On-Street) Order No. 3 2020 recommended that the Inverclyde Council be asked to make the Traffic Regulation Order and to remit it to the Head of Roads and Environmental Shared Services and the Head of Legal and Property Services to arrange for its implementation.

3.0 RECOMMENDATION

- 3.1 That the Inverclyde Council approves the making of the Traffic Regulation Order – The Inverclyde Council, Disabled Persons’ Parking Places (On-Street) Order No. 3 2020 and that the Head of Roads and Environmental Shared Services and the Head of Legal and Property Services be authorised to take all necessary action in connection therewith.

Appendix
1

Gerard Malone
Head of Legal and Property Services

4.0 BACKGROUND

- 4.1 Local Authorities are empowered to make Orders under the Road Traffic Regulation and Roads (Scotland) Act 1984.
- 4.2 The provision of on-street parking places for use by disabled drivers, who are the holders of a Disabled Person's Badge, is regulated by The Disabled Persons' Parking Places (Scotland) Act 2009. Inverclyde Council is required to promote a Traffic Regulation Order to regulate the use of such parking places.
- 4.3 The Council is asked to note that, if approved, the Order may not be implemented until the making of the Order has been advertised to allow any persons who so wish a period of six weeks to question the validity of the Order in terms of the Road Traffic Regulation Act 1984.

5.0 IMPLICATIONS

5.1 Finance

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A					

5.2 Legal

There are no legal implications arising from this report.

5.3 Human Resources

There are no HR implications arising from this report.

5.4 Equalities

Equalities

- (a) Has an Equality Impact Assessment been carried out?

	YES (see attached appendix)
X	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required

- (b) Fairer Scotland Duty

If this report affects or proposes any major strategic decision:-

Has there been active consideration of how this report's recommendations reduce inequalities of outcome?

	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
X	NO

(c) Data Protection

Has a Data Protection Impact Assessment been carried out?

	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
X	NO

5.5 Repopulation

There are no repopulation implications arising from this report.

6.0 CONSULTATIONS

6.1 The proposals have been advertised in the Greenock Telegraph and full details of the proposals have been made available for public inspection on a notice board situated at the entrance area of the Customer Service Centre, Municipal Buildings, Greenock during normal office hours.

7.0 BACKGROUND PAPERS

7.1 None

THE INVERCLYDE COUNCIL
DISABLED PERSONS' PARKING PLACES
(ON-STREET) ORDER No.3 2020
TRAFFIC REGULATION ORDER

THE INVERCLYDE COUNCIL
DISABLED PERSONS' PARKING PLACES (ON-STREET)
ORDER No. 3 2020

The Inverclyde Council in exercise of the powers conferred on them by Section 32(1) of the Road Traffic Regulation Act 1984 ("the Act") and of all other enabling powers and after consultation with the Chief Constable of Police Scotland in accordance with Part III of Schedule 9 to the Act hereby make the following Order.

1. This Order may be cited as "The Inverclyde Council Disabled Persons' Parking Places (On-Street) Order No. 3 2020" and shall come into operation on #####.

2. In this Order the following expressions have the meanings hereby assigned to them:-

"Council" means The Inverclyde Council or its successors as Roads Authority;

"disabled person's badge" means:

- (a) a badge issued under Section 21 of the Chronically Sick and Disabled Persons Act 1970 (as amended);
 - (b) a badge issued under a provision of the law of Northern Ireland corresponding to that section; or
 - (c) a badge issued by any member State other than the United Kingdom for purposes corresponding to the purposes for which badges under that section are issued;
- and which has not ceased to be in force;

"disabled person's vehicle" means a vehicle lawfully displaying a disabled person's badge;

"parking attendant" means a person employed in accordance with Section 63A of the Act to carry out the functions therein;

"parking place" means an area of land specified by number and name in Columns 1 and 2 in the Schedule to this Order;

"traffic sign" means a sign prescribed or authorised under Section 64 of the Act; and

"vehicle" unless the context otherwise requires, means a vehicle of any description and includes a machine or implement of any kind drawn or propelled along roads whether or not by mechanical power.

3. The Schedule titled "Disabled Persons' Parking Places (On Street) Order No. 3 2020" forms the Schedule to this Order.

4. Each area of road which is described in the Schedule Part 1 to this Order and the plans relative to this Order is hereby designated as a parking place.

5. The parking places shall only be used for the leaving of disabled persons' vehicles displaying a valid disabled person's badge.

6. The limits of each parking place shall be indicated on the carriageway as prescribed by The Traffic Signs Regulations and General Directions 2016, as amended.
7. Every vehicle left in any parking place shall stand such that no parking place is occupied by more than one vehicle and that every part of the vehicle is within the limits of the parking place provided that, where the length of a vehicle precludes compliance with this paragraph, such vehicle shall be deemed to be within the limits of a parking place if:-
 - the extreme front portion or, as the case may be, the extreme rear portion of the vehicle is within 300mm of an indication on the carriageway provided under this Order in relation to the parking place; and
 - the vehicle, or any part thereof, is not within the limits of any adjoining parking place.
8. Any person duly authorised by the Council or a police officer in uniform or a traffic warden or parking attendant may move or cause to be moved in case of any emergency, to any place they think fit, vehicles left in a parking place.
9. Any person duly authorised by the Council may suspend the use of a parking place or any part thereof whenever such suspension is considered reasonably necessary:-
 - for the purpose of facilitating the movement of traffic or promoting its safety;
 - for the purpose of any building operation, demolition, or excavation in or adjacent to the parking place or the laying, erection, alteration, removal or repair in or adjacent to the parking place of any sewer or of any main, pipe, apparatus for the supply of gas, water electricity or of any telecommunications apparatus, traffic sign or parking meter;
 - for the convenience of occupiers of premises adjacent to the parking place on any occasion of the removal of furniture from one office or dwellinghouse to another or the removal of furniture from such premises to a depository or to such premises from a depository;
 - on any occasion on which it is likely by reason of some special attraction that any street will be thronged or obstructed; or
 - for the convenience of occupiers of premises adjacent to the parking place at times of weddings or funerals or on other special occasions.
10. A police officer in uniform may suspend for not longer than twenty four hours the use of a parking place or part thereof whenever such suspension is considered reasonably necessary for the purpose of facilitating the movement of traffic or promoting its safety.

11. This Order insofar as it relates to the parking places to be revoked (R) and amended, as specified in the Schedule Part 2 to this Order, partially revokes and amends The Inverclyde Council Disabled Persons' Parking Places (On-Street) Order Nos. 02/1997, 01/2009, 03/2009, 04/2013 and, 02/2020 respectively.

Sealed with the Common Seal of The Inverclyde Council and subscribed for them and on their behalf by #####, Proper Officer, on the ##### day of #####, Two Thousand and #####.

DRAFT

INVERCLYDE COUNCIL

**DISABLED PERSONS' PARKING PLACES (ON-STREET)
ORDER No.3 2020**

Rev B

SCHEDULE (Part 1)

All and whole that area of ground as described in Column 2 in the table below:

Column 1	Column 2
<u>Ref No.</u>	<u>Address of Disabled Person's Parking Place to be created "ex-adverso"</u>
1983	32a Forsyth Street, Greenock
2004	19 Stroma Avenue, Port Glasgow
2007	28 Fancy Farm Road, Greenock
2012	22 Lincoln Road, Greenock
2014	42 South Street, Greenock
2017	Lynedoch Street, Greenock
2022	73 South Street, Greenock
2023	40A Brisbane Street, Greenock
2024	4 Canmore Crescent, Greenock
2026	5 Ashburn Gate, Gourrock
2030	15 Mid Avenue, Port Glasgow

INVERCLYDE COUNCIL

**DISABLED PERSONS' PARKING PLACES (ON-STREET)
ORDER No.3 2020**

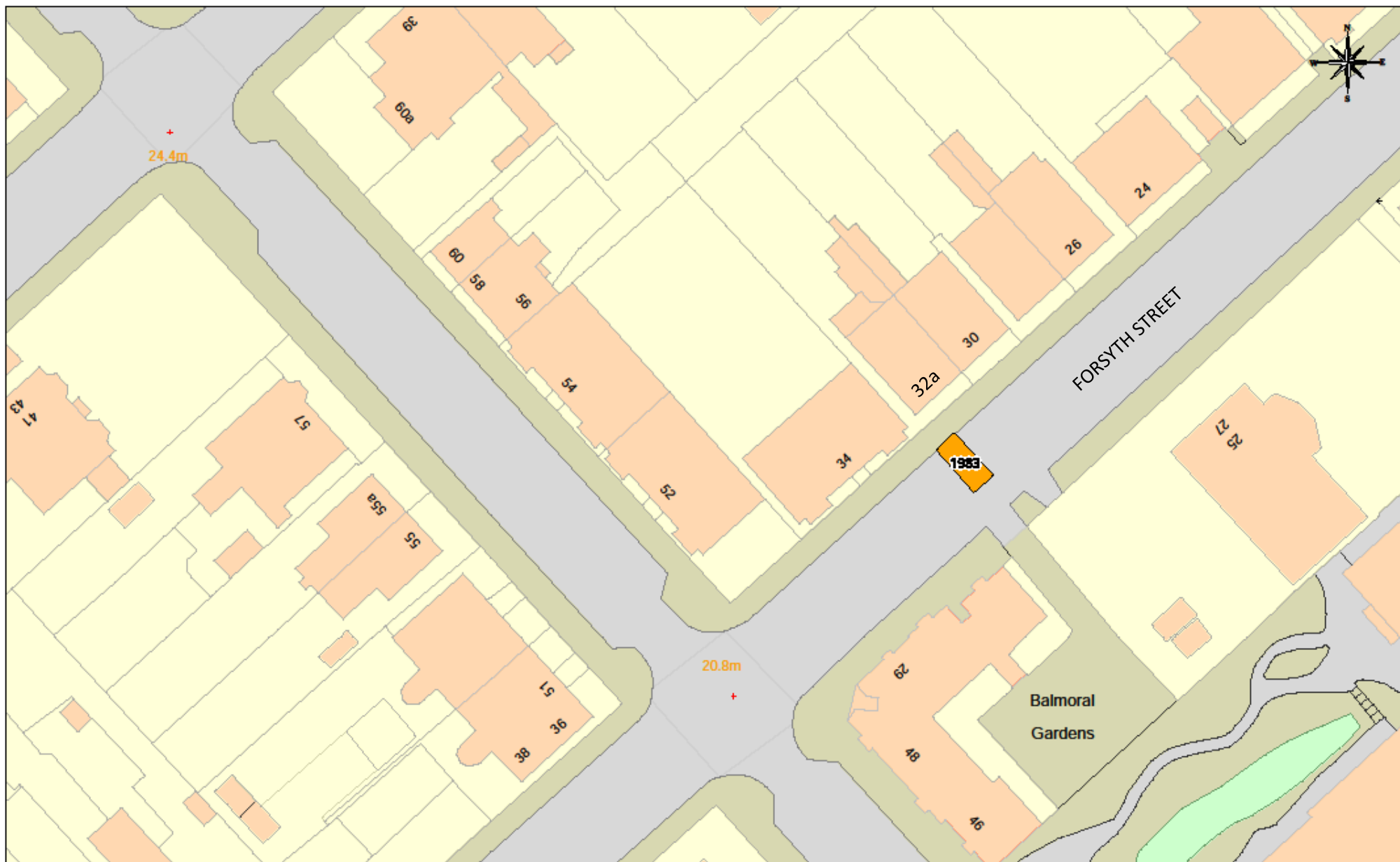
Rev B

SCHEDULE (Part 2)

All and whole that area of ground as described in Column 2 in the table below:

Column 1	Column 2
<u>Ref No.</u>	<u>Address of Disabled Person's Parking Place to be revoked ® "ex-adverso"</u>
9725	108 Wellington Street, Greenock ®
0834	9A Esplanade, Greenock ®
0911	67 Nelson Road, Gourock ®
1326	36 Gordon Street, Greenock ®
19108	79 Branchton Road, Greenock ®

DISABLED PERSONS' PARKING PLACE



Inverclyde
Council
Roads & Transportation

Address: 32a Forsyth Street, GREENOCK

21/07/2020

Environment, Regeneration & Resources
Corporate Director: Scott Alan BSc., C.Eng., M.I.C.E.

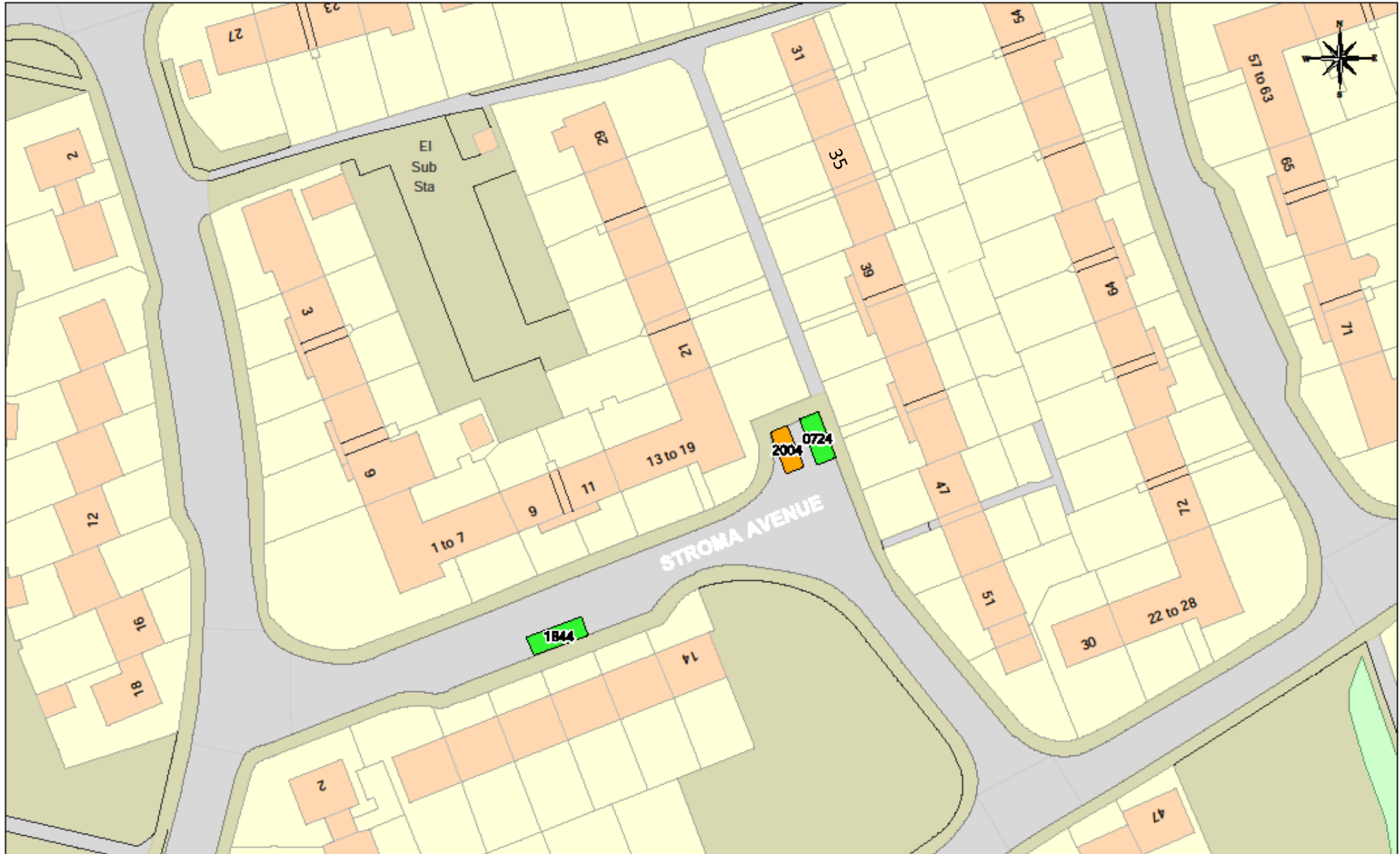
Place No.: 1983

Municipal Buildings
Cycle Square
Greenock, PA15 1LY
Tel: 01475 712712
Fax: 01475 712731
scott.allan@inverclyde.gov.uk



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Environment, Regeneration & Resources
Corporate Director: Scott Allan BSc., C.Eng., M.I.C.E

Municipal Buildings
Clyde Square
Greenock, PA15 1LY
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Fax: 01475 712711
scott.allan@inverclyde.gov.uk

Address: 19 Stroma Avenue, PORT GLASGOW

Place No.: 2004

21/09/2020



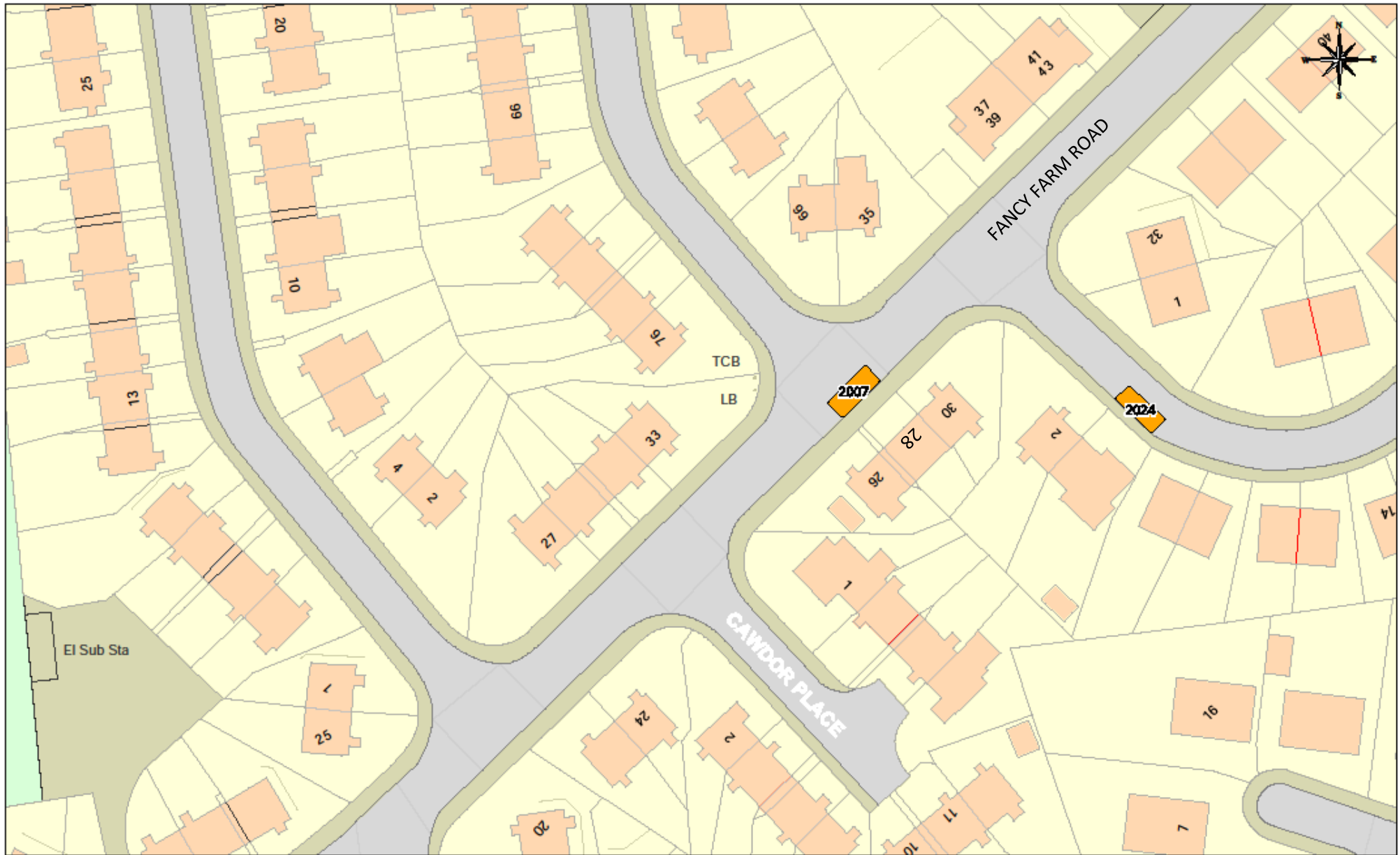
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Roads & Transportation

Address: 28 Fancy Farm Road, GREENOCK

21/07/2020

Place No.: 2007

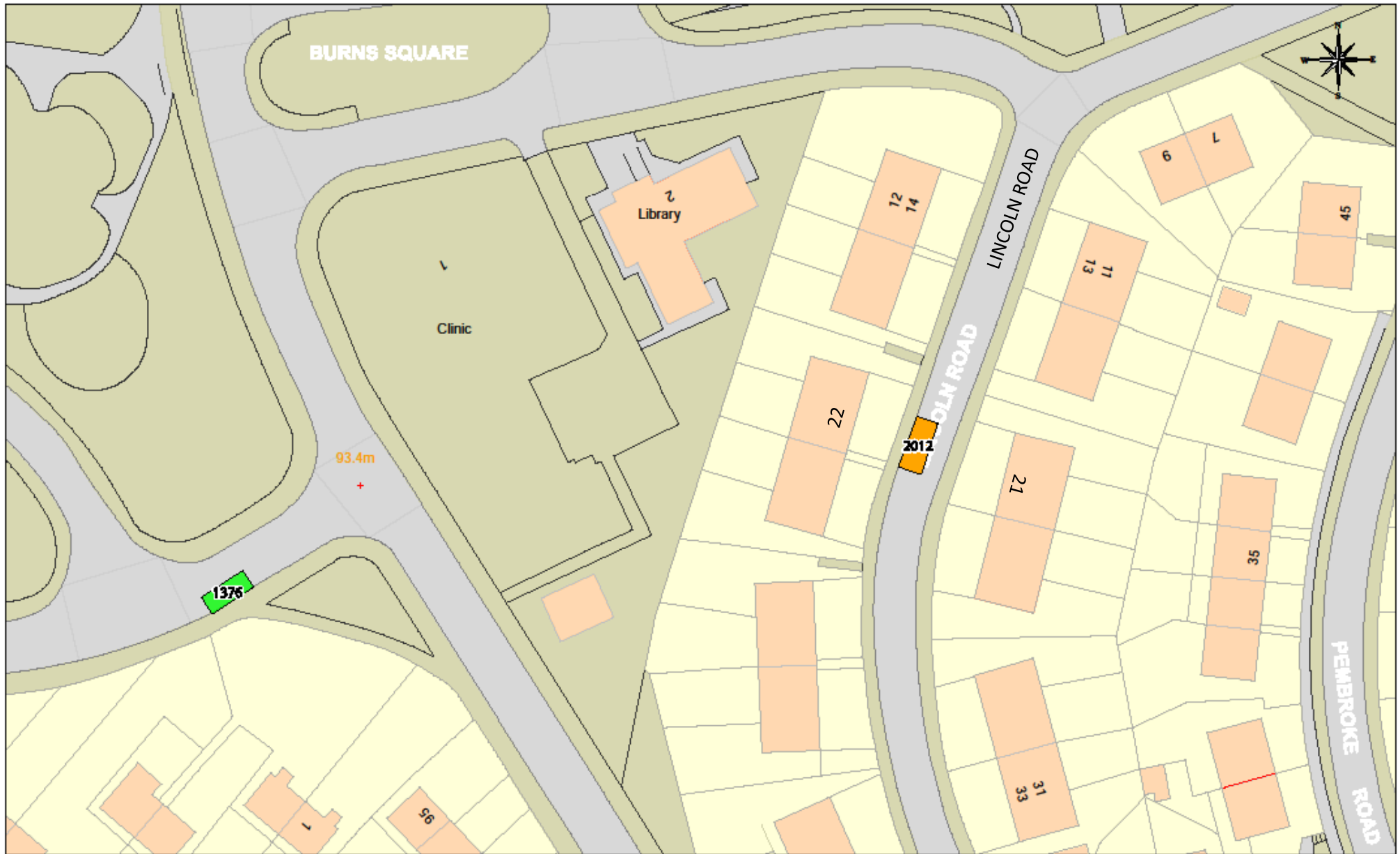
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Corporate Director: Scott Allan BSc., C.Eng., M.I.C.E.

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Inverclyde
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Roads & Transportation

Address: 22 Lincoln Road, GREENOCK

11/08/2020

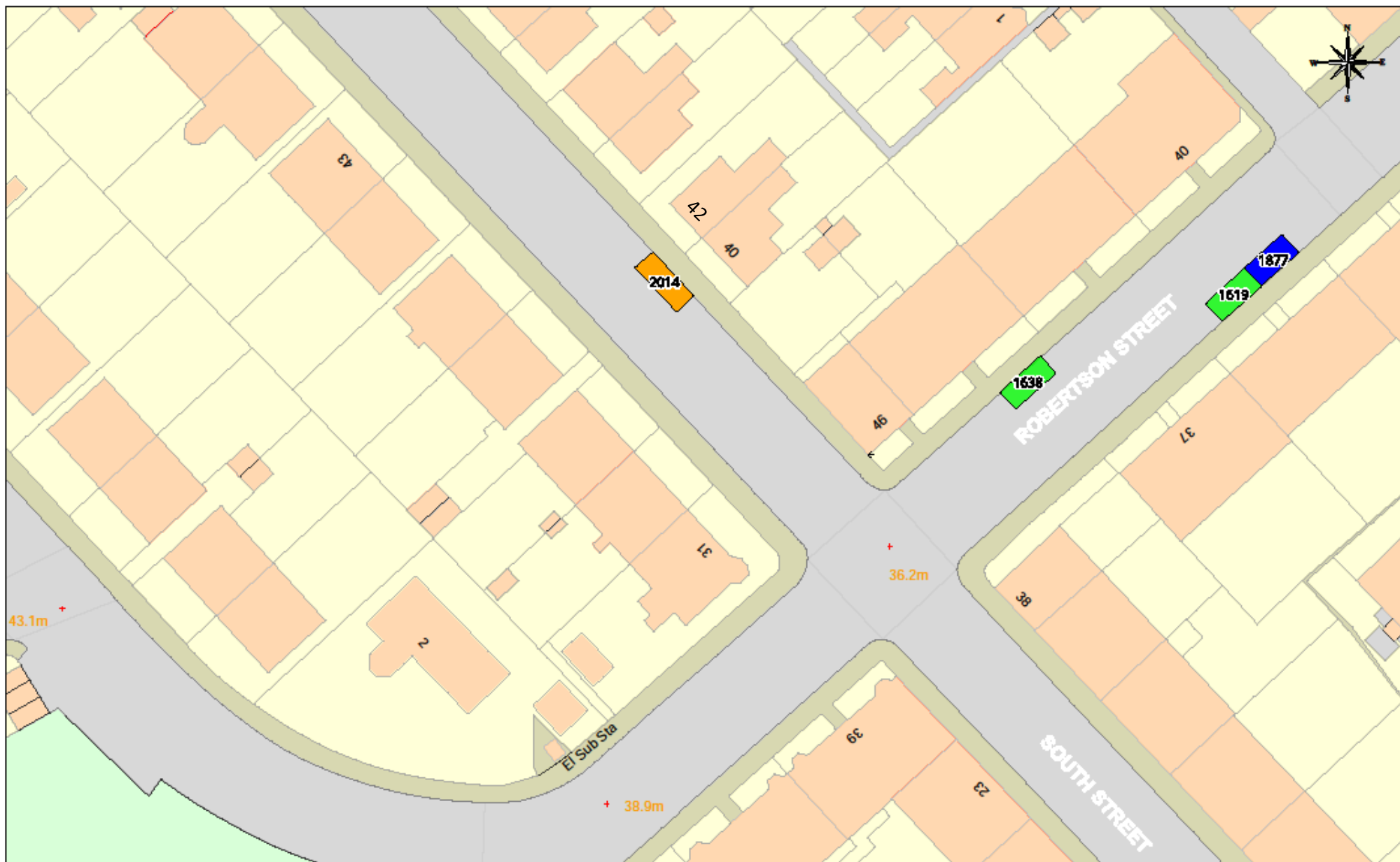
Environment, Regeneration & Resources
Corporate Director: Scott Allen BSc., C.Eng., M.I.C.E.
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Place No.: 2012



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Address: 42 South Street, GREENOCK

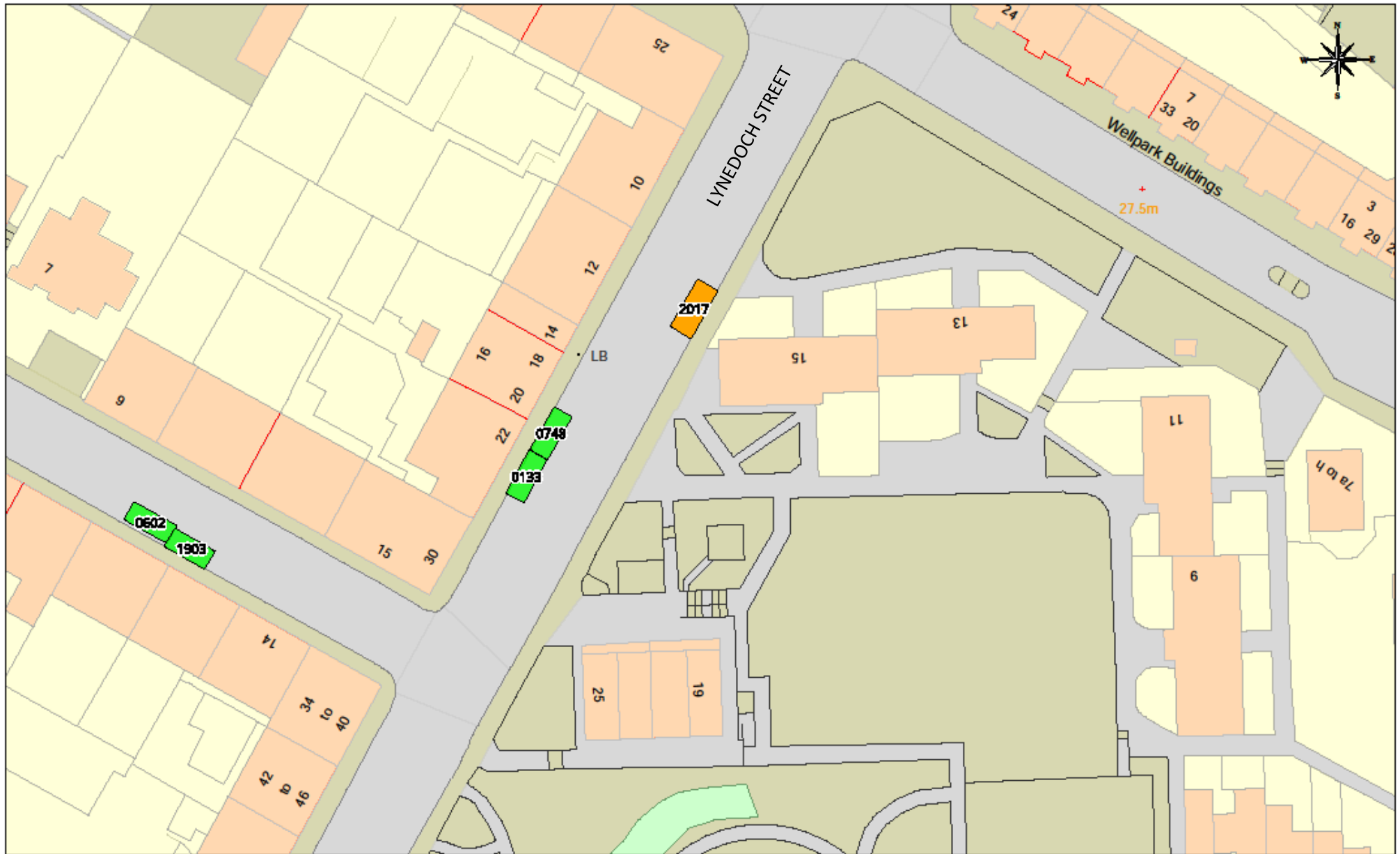
Place No.: 2014

21/07/2020



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Inverclyde
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Address: Lynedoch Street, GREENOCK

21/07/2020

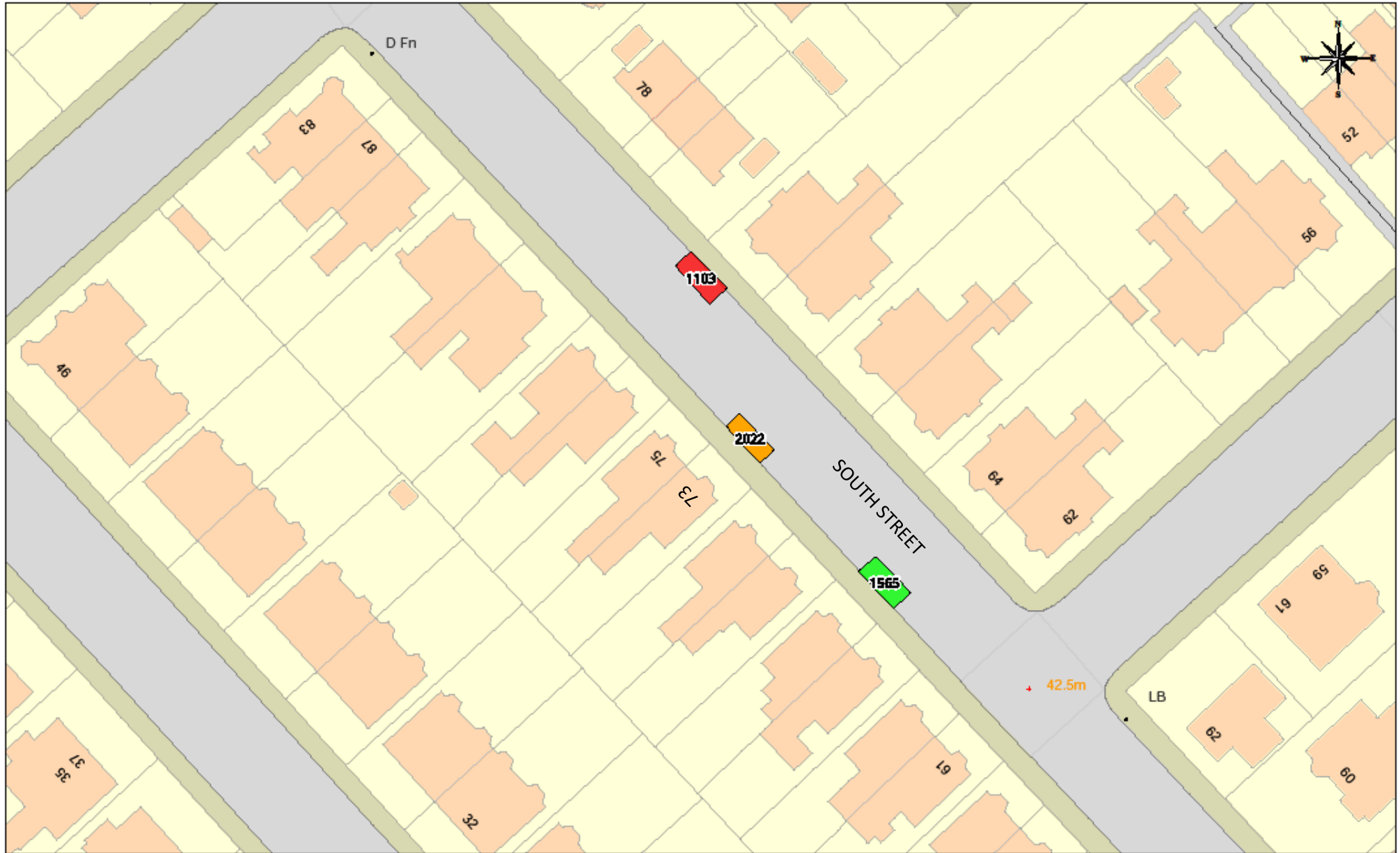
Environment, Regeneration & Resources
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Place No.: 2017



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Address: 73 South Street, GREENOCK

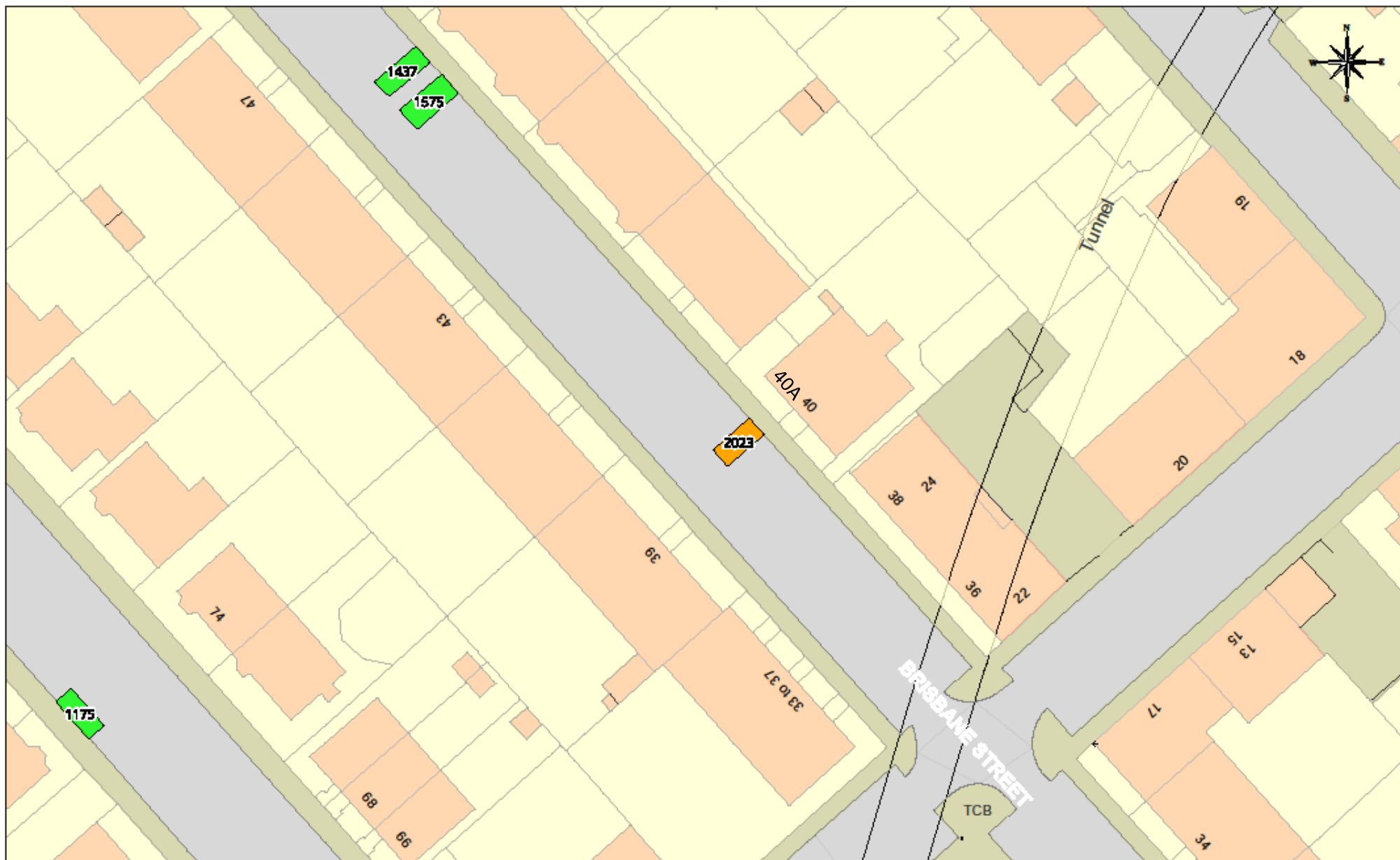
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29/07/2020



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Address: 40A Brisbane Street, GREENOCK

29/07/2020

Environment, Regeneration & Resources
Corporate Director: Scott Allen BSc., C.Eng., M.I.C.E.

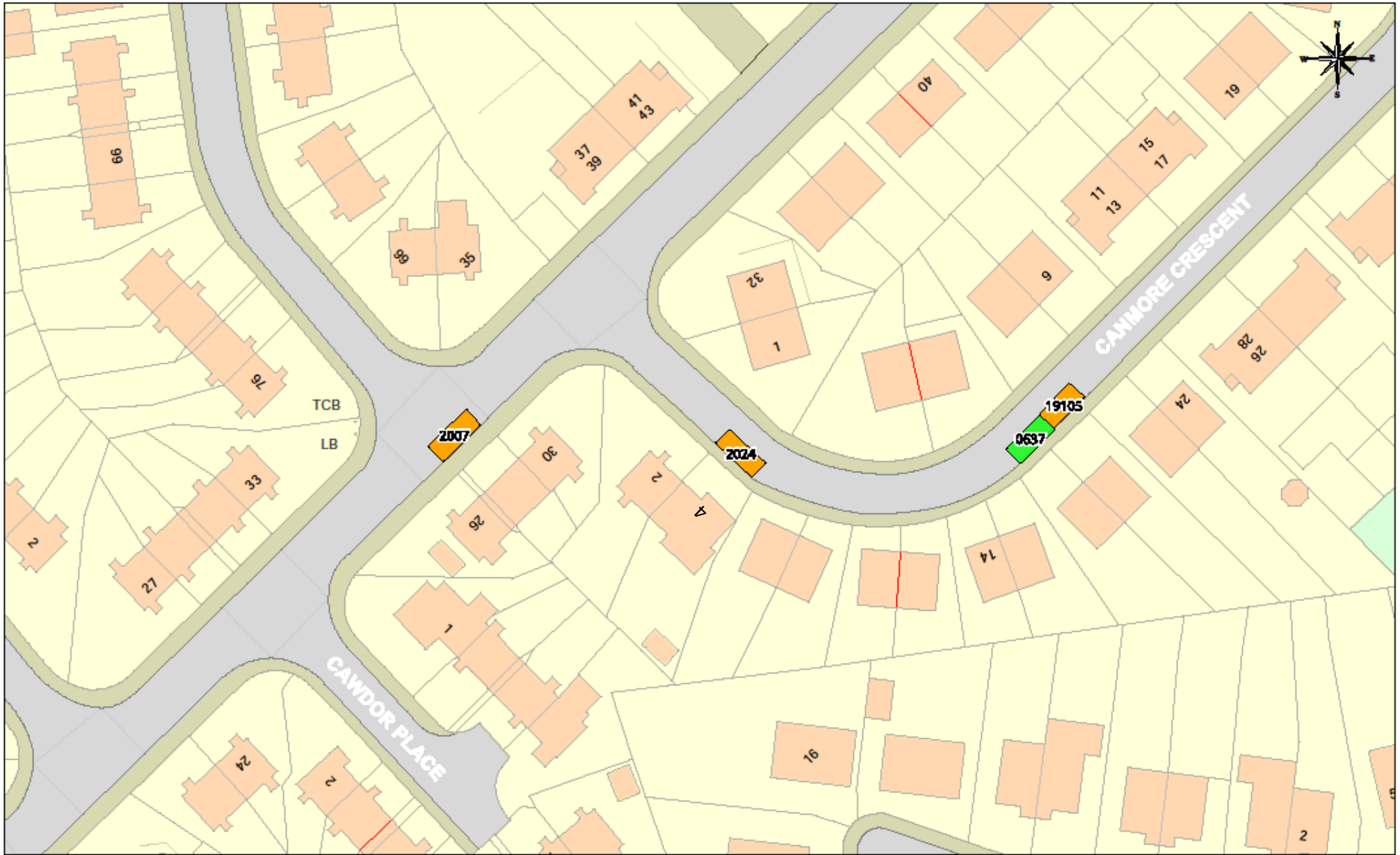
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Place No.: 2023



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Address: 4 Canmore Crescent, GREENOCK

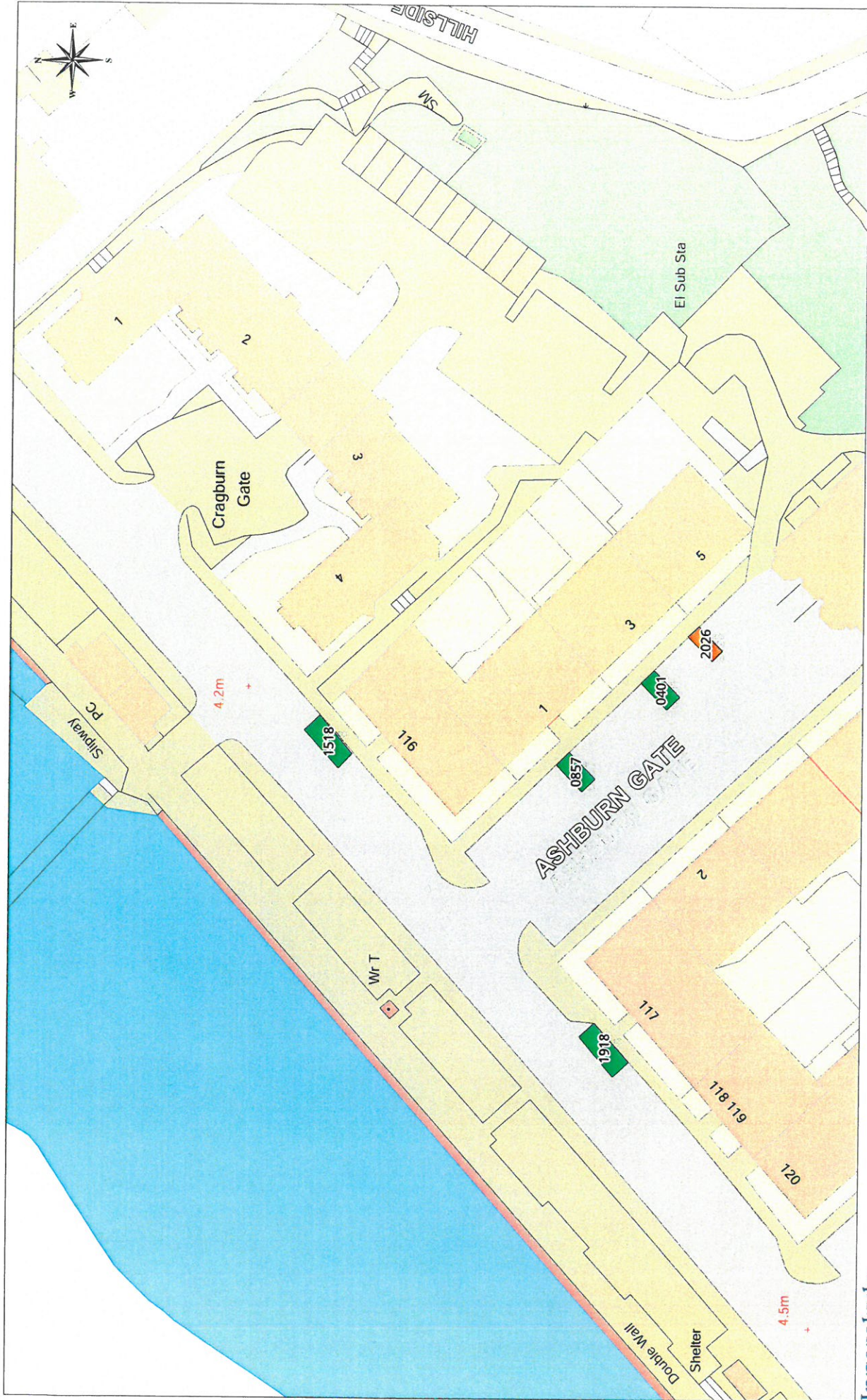
Place No.: 2024

29/07/2020



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Address: 5 Ashburn Gate, GOUROCK

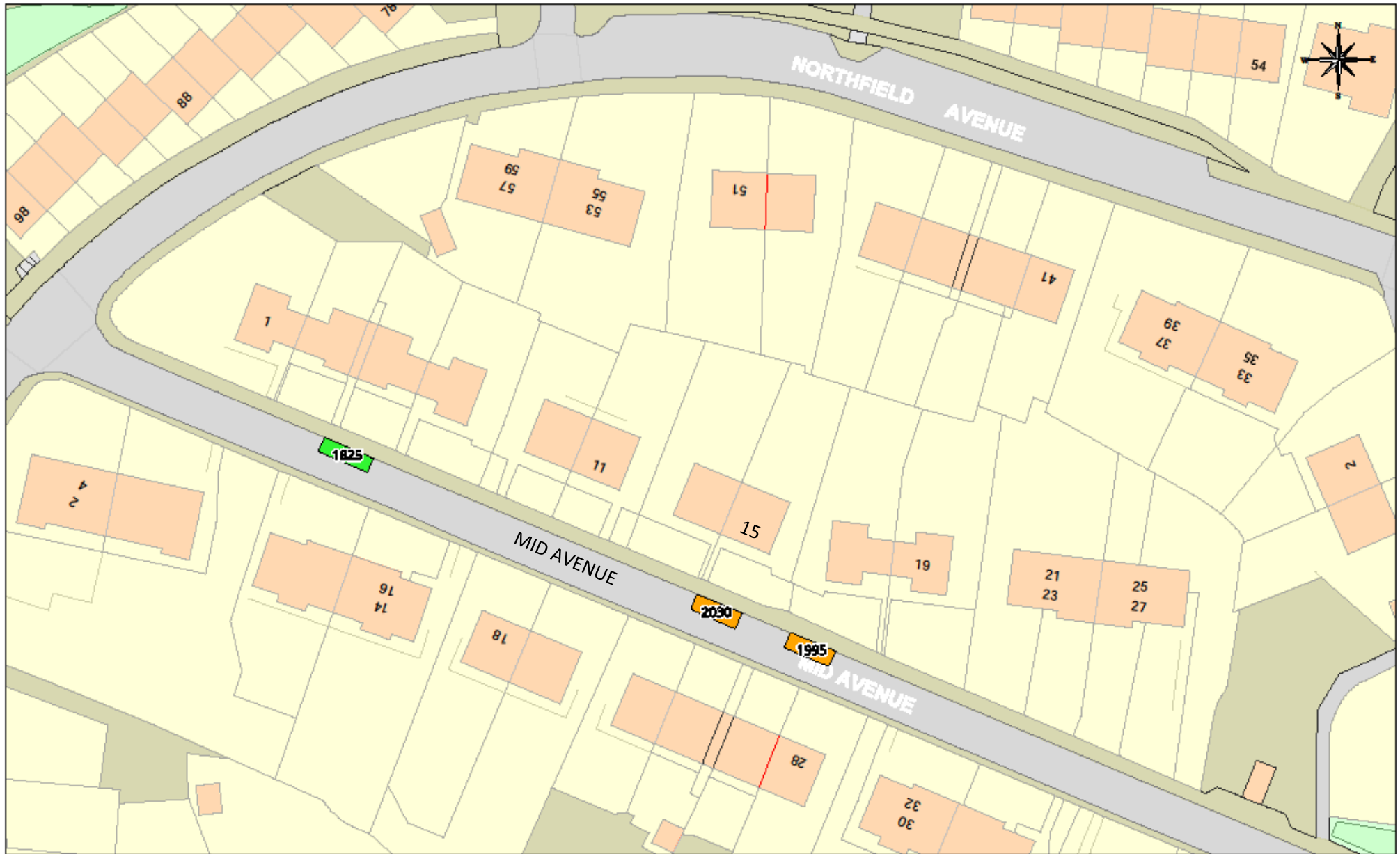
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Inverclyde council
 Roads & Transportation
 Environment, Regeneration & Resource
 Corporate Director, Scott Adam DBC, C.Eng., M.I.C.E.
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29/07/2020

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Environment, Regeneration & Resources
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Address: 15 Mid Avenue, PORT GLASGOW

Place No.: 2030

29/07/2020



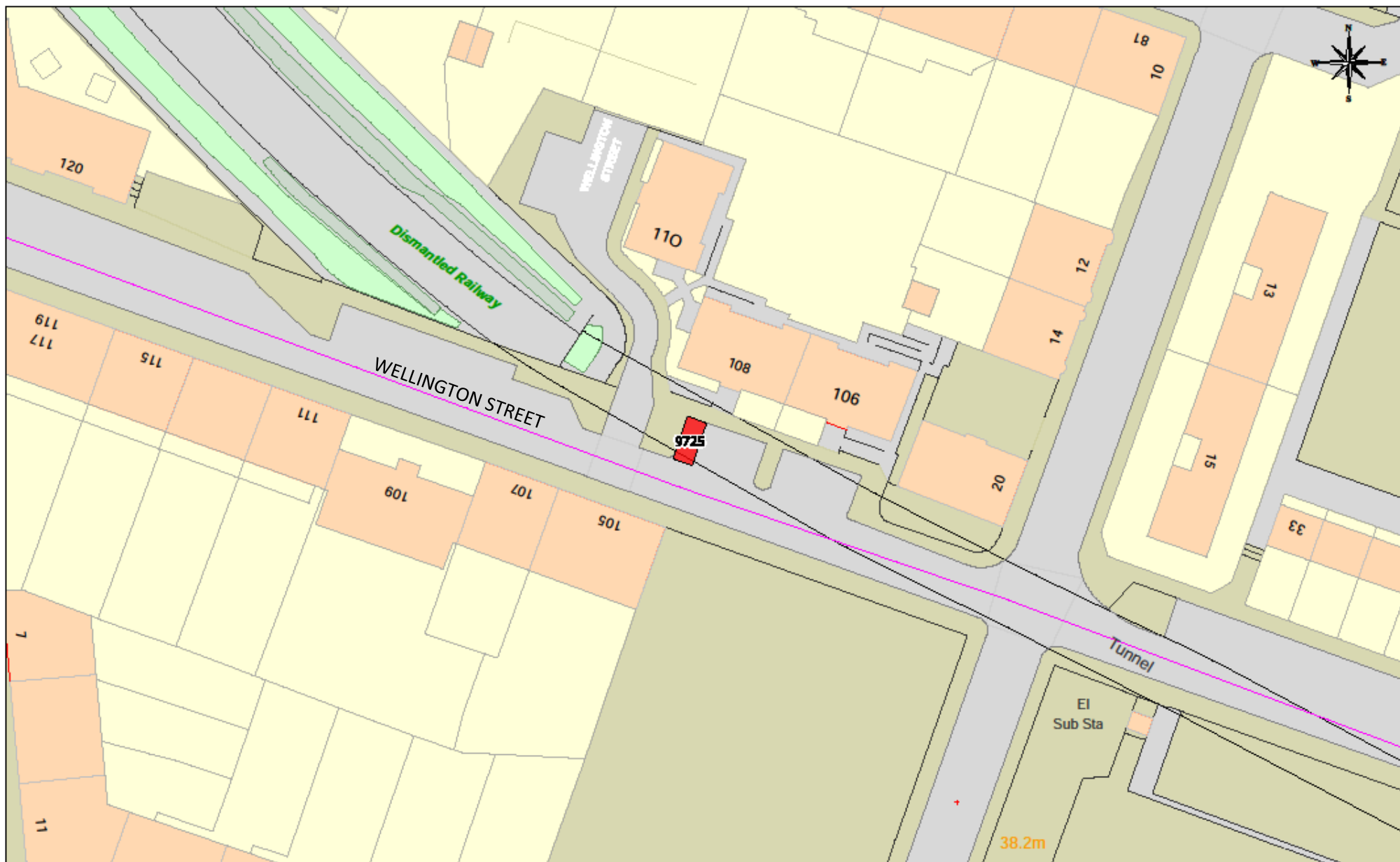
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Environment, Regeneration & Resources
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scott.allan@inverclyde.gov.uk

Address: 108 Wellington Street, GREENOCK

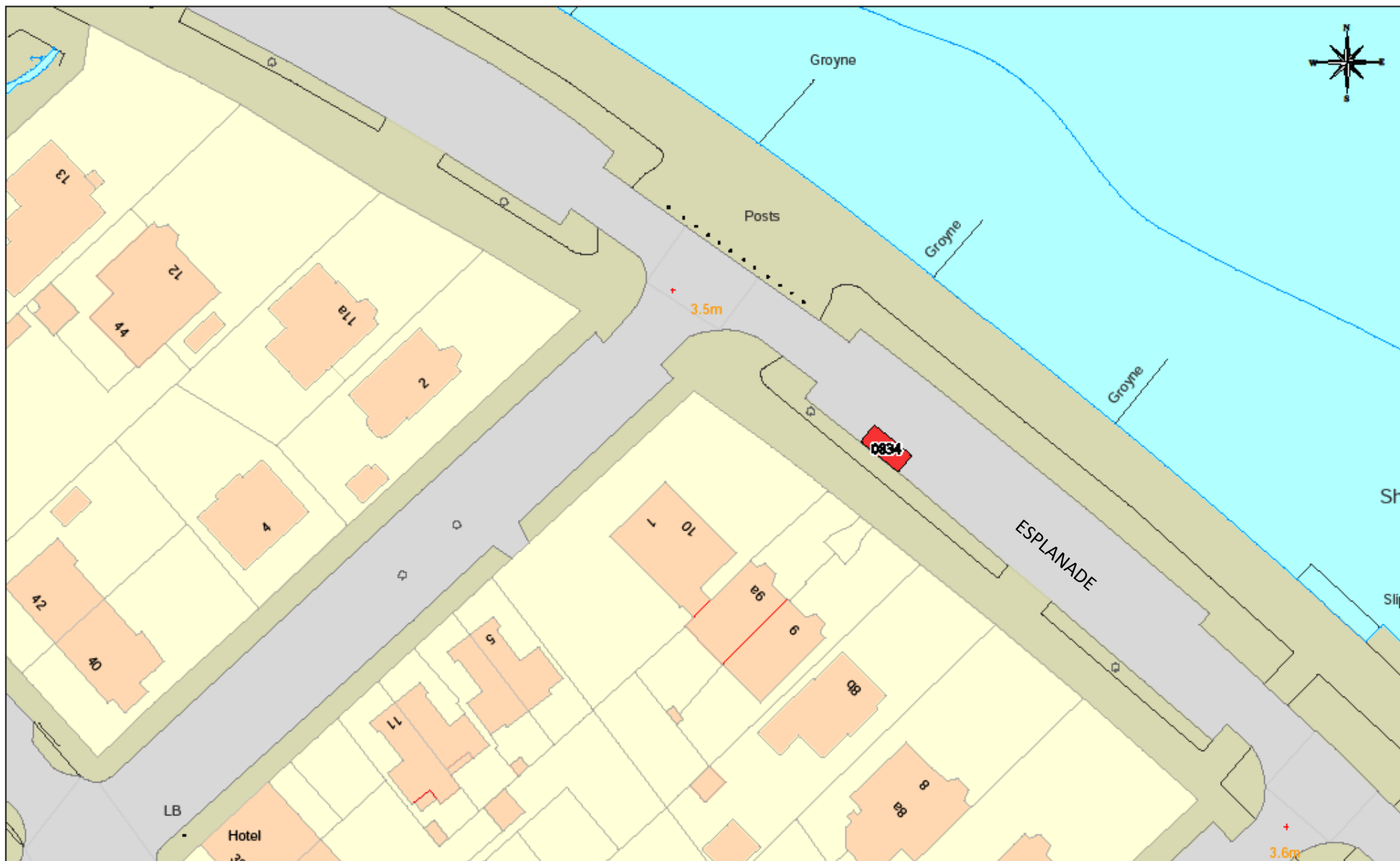
Place No.: 9725 REVOCATION

11/08/2020



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DISABLED PERSONS' PARKING PLACE



Inverclyde
council
Roads & Transportation

Address: 9A Esplanade, GREENOCK

11/08/2020

Environment, Regeneration & Resources
Corporate Director: Scott Allen BSc., C.Eng., M.I.C.E.

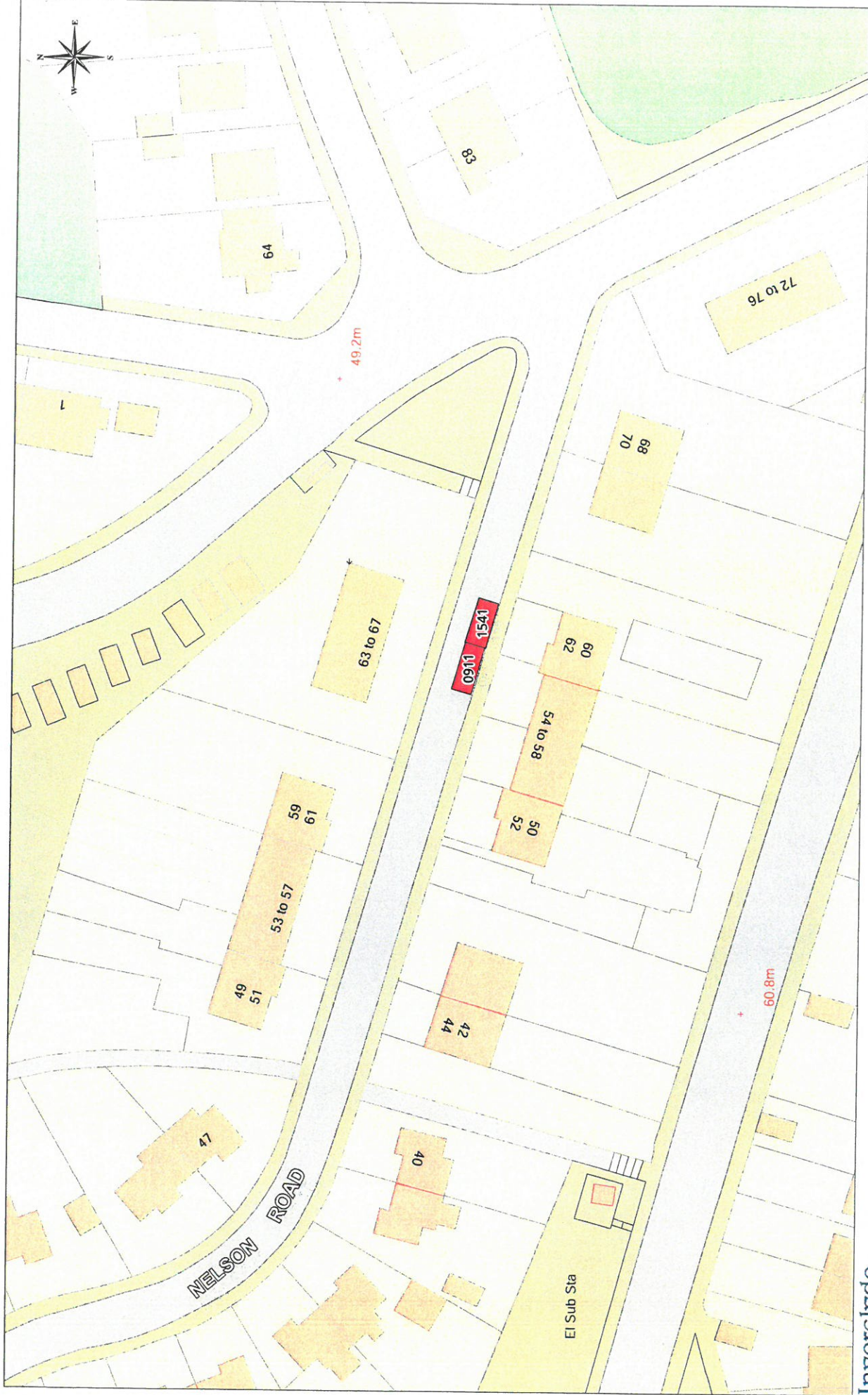
Municipal Buildings
Cycle Square
Greenock, PA15 1LY
Tel: 01475 712712
Fax: 01475 712731
scott.allen@inverclyde.gov.uk

Place No.: 0834 REVOCATION



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DISABLED PERSONS' PARKING PLACE



Inverclyde council
Roads & Transportation
Environment, Regeneration & Resources
Corporate Director, Scott Alan Biscoe, C.Eng., M.I.C.E.
Municipal Design
Clyde Square
Gourock, PA16 1LY
Fax: 01475 712731
scott.allan@inverclyde.gov.uk

Address: 67 Nelson Road, GOUROCK

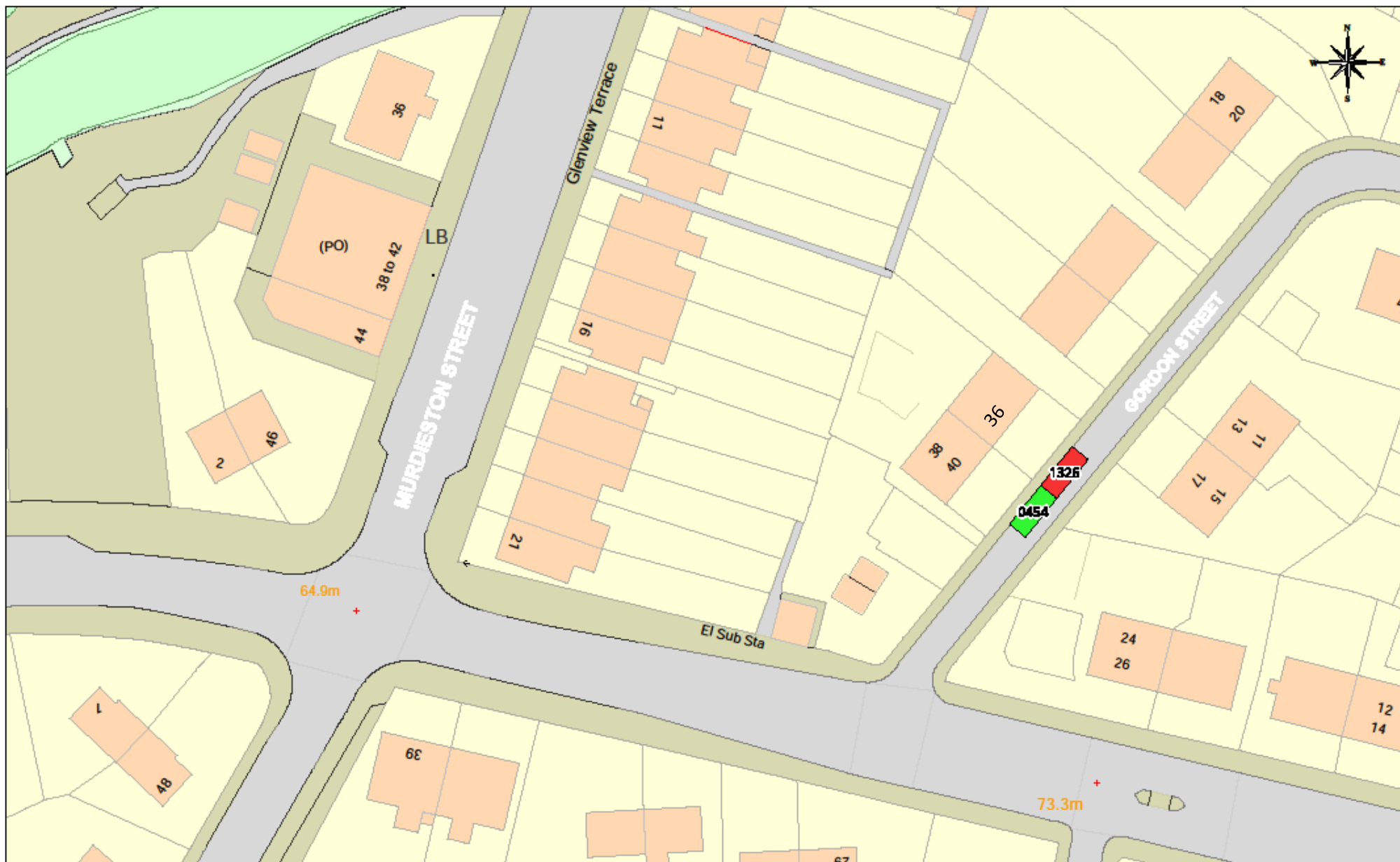
Place No.: 0911 REVOCATION

08/09/2020



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DISABLED PERSONS' PARKING PLACE



Inverclyde
council
Roads & Transportation

Environment, Regeneration & Resources
Corporate Director: Scott Alan BSc., C.Eng., M.I.C.E.

Municipal Buildings
Cycle Square
Greenock, PA15 1LY
Tel: 01475 712712
Fax: 01475 712731
scott.allan@inverclyde.gov.uk

Address: 36 Gordon Street, GREENOCK

Place No.: 1326 REVOCATION

11/08/2020



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DISABLED PERSONS' PARKING PLACE



Address: 79 Branchton Road, GREENOCK

Place No.: 19108 REVOCATION

Inverclyde council
 Roads & Transportation
 Environment, Regeneration & Resources
 Corporate Director Scott Alan BSc., C.Eng., MICE
 Municipal Buildings
 Clyde Square
 Greenock, PA15 1LY
 Tel: 01476 712271
 Fax: 01476 712271
 scott.ahar@inverclyde.gov.uk

08/09/2020



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THE INVERCLYDE COUNCIL

**DISABLED PERSONS' PARKING PLACES
(ON-STREET) ORDER No. 3 2020**

**Statement of Reasons for Proposing to Make
the above Order**

It is considered necessary, in order to comply with Section 5 of The Disabled Persons' Parking Places (Scotland) Act 2009, to make the above Order to provide assistance for disabled persons who hold a badge under the Disabled Persons (Badges for Motor Vehicles) (Scotland) Regulations 2000 as amended and to revoke those parking places no longer required to maximise street parking capacity.

Gail MacFarlane
Head of Roads and Environmental Shared Services
8 Pottery Street
GREENOCK
PA15 2UH

Report To:	Inverclyde Council	Date:	18 February 2021
Report By:	Corporate Director, Environment, Regeneration and Resources	Report No:	LP/021/22
Contact Officer:	Lindsay Carrick	Contact No:	01475 712114
Subject:	Proposed Redetermination Order - The Inverclyde Council, A78 Inverkip Road, Branchton Road and Gleninver Road, Greenock (Redetermination of Means of Exercise of Public Right of Passage) Order 2020		

1.0 PURPOSE

- 1.1 The purpose of this report is to request the Council to consider a remit from the Environment & Regeneration Committee.

2.0 SUMMARY

- 2.1 The Environment & Regeneration Committee held on 14 January 2021 after consideration of a Report by the Corporate Director Environment, Regeneration & Resources on the proposed Redetermination Order – The Inverclyde Council, A78 Inverkip Road, Branchton Road and Gleninver Road, Greenock (Redetermination of Means of Exercise of Public Right of Passage) Order 2020 recommended that the Inverclyde Council be asked to make the Order and remit it to the Head of Roads and Environmental Shared Services and the Head of Legal and Property Services to arrange for its implementation.

3.0 RECOMMENDATION

- 3.1 That the Inverclyde Council approves the making of the Redetermination Order – The Inverclyde Council, A78 Inverkip Road, Branchton Road and Gleninver Road, Greenock (Redetermination of Means of Exercise of Public Right of Passage) Order 2020, all as detailed in the copy of the proposed Order, and that the Head of Roads and Environmental Shared Services and the Head of Legal and Property Services be authorised to take all necessary action in connection therewith. App 1

Gerard Malone
Head of Legal and Property Services

4.0 BACKGROUND

- 4.1 It is necessary to redetermine the existing means of exercise of the public right of passage for the use of all road users in the interests of road safety so as to allow the formation of a traffic signal controlled junction which will permit vehicles to enter and exit Branchton Road and Gleninver Road onto the A78 Inverkip Road, all Greenock safely.
- 4.2 The roads in the Greenock area, the extent of which are specified in the map and schedule annexed to the Order, at present (a) carriageway shall become footway, the right of passage being exercisable by foot only and (b) footway shall become carriageway, the right of passage being exercisable by vehicles and pedal cycles.

5.0 IMPLICATIONS

5.1 Finance

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A					

5.2 Legal

There are no legal implications arising from this report.

5.3 Human Resources

There are no HR implications arising from this report.

5.4 Equalities

Equalities

- (a) Has an Equality Impact Assessment been carried out?

YES	
X	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required

- (b) Fairer Scotland Duty

If this report affects or proposes any major strategic decision:-

Has there been active consideration of how this report's recommendations reduce inequalities of outcome?

	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
X	NO

(c) Data Protection

Has a Data Protection Impact Assessment been carried out?

	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
X	NO

5.5 Repopulation

There are no repopulation implications arising from this report.

6.0 CONSULTATIONS

6.1 The proposals have been advertised in The Greenock Telegraph, The Edinburgh Gazette and on the Council's website. Full details of the proposals have also been made available for public inspection on a notice board situated at the entrance area of the Customer Service Centre, Municipal Buildings, Greenock during normal office hours.

7.0 BACKGROUND PAPERS

7.1 None.

THE INVERCLYDE COUNCIL

**A78 INVERKIP ROAD, BRANCHTON ROAD AND
GLENINVER ROAD, GREENOCK
(REDETERMINATION OF MEANS
OF EXERCISE OF PUBLIC RIGHT
OF PASSAGE) ORDER 2020**

**THE INVERCLYDE COUNCIL,
A78 INVERKIP ROAD, BRANCHTON ROAD AND GLENINVER ROAD,
GREENOCK
(REDETERMINATION OF MEANS OF EXERCISE
OF PUBLIC RIGHT OF PASSAGE) ORDER 2020**

We, The Inverclyde Council, in exercise of the powers conferred on us by Section 152(2) of the Roads (Scotland) Act 1984 (as amended) and all other enabling powers, hereby make the following Order:-

1.0 Commencement and citation

1.1 This Order may be cited as “The Inverclyde Council, A78 Inverkip Road, Branchton Road and Gleninver Road, Greenock (Redetermination of means of exercise of Public Right of Passage) Order 2020” and shall come into operation on the ##### day of ##### Two Thousand and #####.

2.0 Interpretation

2.1 The roads in the Greenock area, the extent of which are specified in the map and schedule annexed to this Order, at present (a) carriageway shall become footway, the right of passage being exercisable by foot only and (b) footway shall become carriageway, the right of passage being exercisable by vehicles and pedal cycles.

This Order, map and the schedule annexed hereto is sealed with the Common Seal of The Inverclyde Council and subscribed for them and on their behalf by #####.

SCHEDULE

Footway to Carriageway

Length of road in Inverclyde within
the town of Greenock

Side of road to which
Redetermination Applies

Gleninver Road

From a point 2.0m north of its junction with A78 Inverkip Road (1) northwest for a distance of 40.0m or thereby (2). West

Branchton Road

From a point 2.0m south of its junction with A78 Inverkip Road (at junction with Gleninver Road) (3) southwards for a distance of 8.0m or thereby (4). Centre

From a point 31.3m or thereby east of the extended west kerbline of Gleninver Road (5) northeastwards for a distance of 15.9m or thereby (6). Northwest

From a point 54.7m or thereby east of the extended west kerbline of Gleninver Road (7) northeastwards for a distance of 8.1m or thereby (8). Southeast

Carriageway to Footway

Length of road in Inverclyde within
the town of Greenock

Side of road to which
Redetermination Applies

Branchton Road

From a point 52.9m or thereby east of the extended west kerbline of Gleninver Road (9) southwestwards for a distance of 7.1m or thereby (10). West

From a point 20.9m or thereby west of the extended west kerbline of Gleninver Road (11) westwards for a distance of 14.0m or thereby (12). East

From a point 42.0m or thereby west of the extended west kerbline of Gleninver Road (13) westwards for a distance of 7.3m or thereby (14). West

From a point 0.2m or thereby west of the extended west kerbline of Gleninver Road (15) southwestwards for a distance of 3.7m or thereby (16). Centre

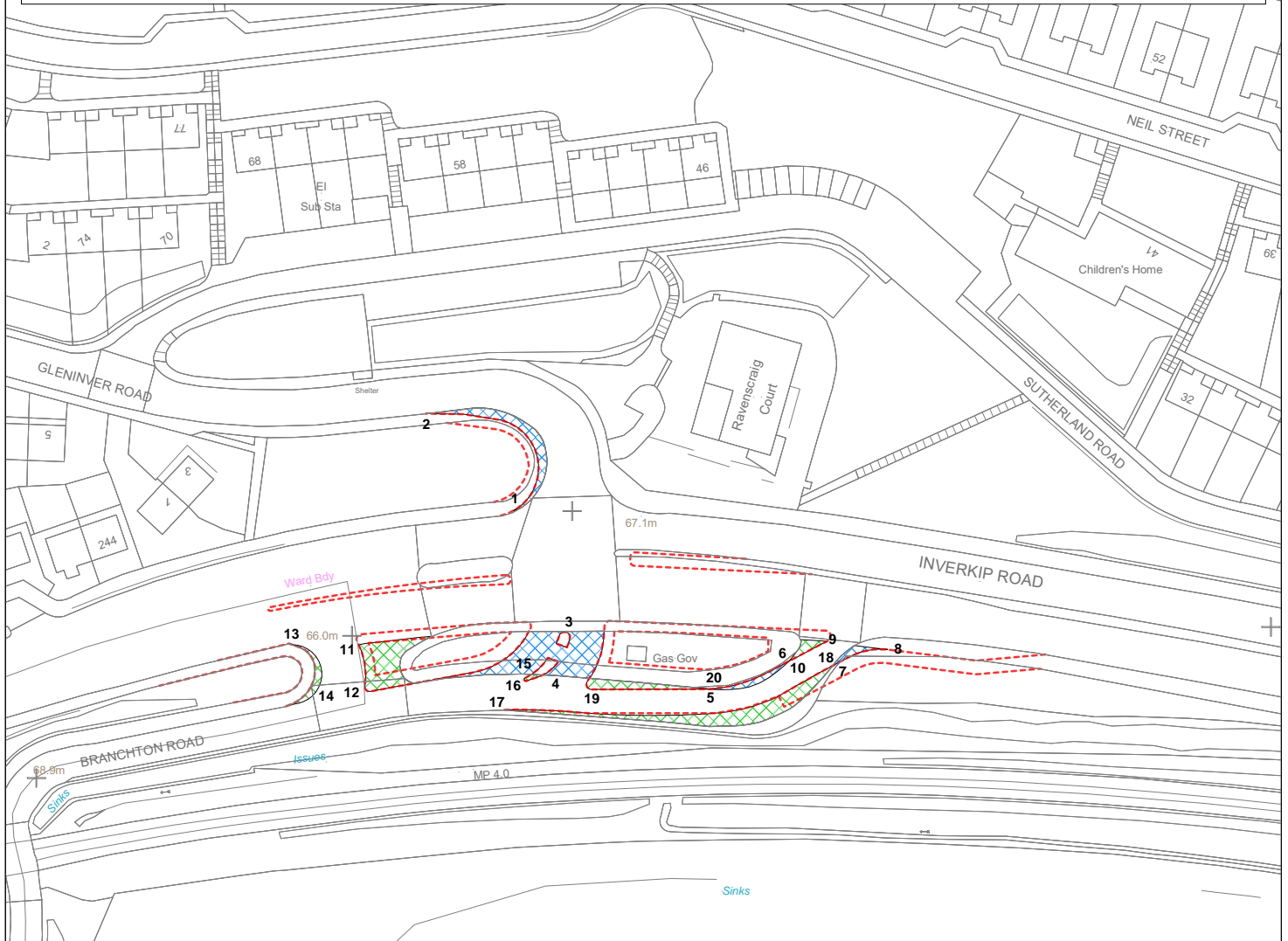
From a point 7.9m or thereby west of the extended west kerbline of Gleninver Road (17) northeastwards for a distance of 62.6m or thereby (18). South




From a point 7.9m or thereby east of the extended west
kerbline of Gleninver Road (19) eastwards for a distance of
23.2m or thereby (20).

North

DRAFT

The Inverclyde Council
A78 Inverkip Road, Branchton Road and Gleninver Road, Greenock
(Redetermination of Means of Exercise of Public Right of Passage) Order 2020

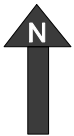


	Redetermination of Road to Footway (223 square metres)
	Redetermination of Footway to Road (202 square metres)
	New kerb lines

At Greenock

This is the plan referred to in the foregoing Order of even date

Proper Officer



Report To:	The Inverclyde Council	Date:	18 February 2021
Report By:	Corporate Director Environment, Regeneration and Resources	Report No:	LP/025/21
Contact Officer:	Emma Peacock	Contact No:	01475 712115
Subject:	Proposed Traffic Regulation Order – The Inverclyde Council, A78 Inverkip Road and Branchton Road, Greenock (One Way, Prohibition of Entry and Prohibition of Right and Left Turns) Traffic Regulation Order 2020		

1.0 PURPOSE

- 1.1 The purpose of this report is to request the Council to consider a remit from the Environment & Regeneration Committee.

2.0 SUMMARY

- 2.1 The Environment and Regeneration Committee held on 14th January 2021, after consideration of a report by the Corporate Director Environment, Regeneration & Resources on the proposed Traffic Regulation Order – The Inverclyde Council, A78 Inverkip Road and Branchton Road, Greenock (One Way, Prohibition of Entry and Prohibition of Right and Left Turns) Traffic Regulation Order 2020, recommended that the Inverclyde Council be asked to make the Traffic Regulation Order and remit it to the Head of Roads and Environmental Shared Services and the Head of Legal and Property Services to arrange for its implementation.

3.0 RECOMMENDATION

- 3.1 That the Inverclyde Council approves the making of the Traffic Regulation Order - The Inverclyde Council, A78 Inverkip Road and Branchton Road, Greenock (One Way, Prohibition of Entry and Prohibition of Right and Left Turns) Traffic Regulation Order 2020 and that the Head of Roads & Environmental Shared Services and the Head of Legal and Property Services be authorised to take all necessary action in connection therewith.

Gerard Malone
Head of Legal and Property Services

4.0 BACKGROUND

4.1 A planning application for 198 dwellinghouses on the site of the former Ravenscraig Hospital, Inverkip Road, Greenock was received on 10 July 2018 and planning approval was granted, subject to Conditions, at the Planning Board meeting held on 5 June 2019.

4.2 One of the Conditions attached to the planning approval is set out below:

That the proposed A78(T)/ Branchton Road/ Gleninver Road junction shall be constructed to a layout generally consistent with Drawing 120756/1016, dated 17 October 2018, forming part of the Transport Assessment and provided in support of application 18/0205/IC. The final junction layout, type and method of construction shall be submitted for approval by the Planning Authority, in consultation with Transport Scotland, as Trunk Road Authority, before any part of the development is commenced.

Reason: To minimise interference with the safety and free flow of the traffic on the trunk road.

4.3 The design of the junction includes new sections of one-way roads with associated turning bans and prohibitions of entry as well as a left turn ban for vehicles exiting Branchton Road onto the A78 Inverkip Road at its existing junction with Gleninver Road and a left turn ban for vehicles exiting the A78 Inverkip Road onto Branchton Road at its existing junction with Gleninver Road.

4.4 No objection has been received to the proposed TRO.

4.5 The Committee is asked to note that, if approved, the TRO may not be implemented until the making of the TRO has been advertised to allow any persons who so wish a period of six weeks to question the validity of the TRO in terms of the Road Traffic Regulation Act 1984.

5.0 IMPLICATIONS

Finance

5.1 Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A	N/A	N/A	N/A	N/A	Signs are already in place as part of the junction design.

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect	Annual Net Impact	Virement From (If	Other Comments
-------------	----------------	-------------	-------------------	-------------------	----------------

		from		Applicable)	

Legal

5.2 There are no legal implications arising from this report.

Human Resources

5.3 There are no Human Resources implications associated with the Proposal.

Equalities

5.4 Equalities

Has an Equality Impact Assessment been carried out?

YES

NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required

Fairer Scotland Duty

If this report affects or proposes any major strategic decision:-

Has there been active consideration of how this report’s recommendations reduce inequalities of outcome?

YES – A written statement showing how this report’s recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.

NO

Data Protection

Has a Data Protection Impact Assessment been carried out?

YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.

NO

Repopulation

5.5 There are no Repopulation implications associated with the Proposal.

6.0 CONSULTATIONS

6.1 The proposals have been advertised in the Greenock Telegraph and full details of the proposals have been made available for public inspection on the Council’s website. A copy of the draft TRO forms Appendix 1.

7.0 LIST OF BACKGROUND PAPERS

7.1 None.

**THE INVERCLYDE COUNCIL
A78 INVERKIP ROAD AND BRANCHTON ROAD,
GREENOCK (ONE WAY, PROHIBITION OF ENTRY
AND PROHIBITION OF RIGHT AND LEFT TURNS)
TRAFFIC REGULATION ORDER 2020**

THE INVERCLYDE COUNCIL
A78 INVERKIP ROAD AND BRANCHTON ROAD, GREENOCK (ONE WAY,
PROHIBITION OF ENTRY AND PROHIBITION OF RIGHT AND LEFT TURNS) TRAFFIC
REGULATION ORDER 2020

We, The Inverclyde Council, with the consent and concurrence of The Scottish Ministers, in exercise of the powers conferred on us by Sections 1(1), 2(1) to (3) of the Road Traffic Regulation Act 1984 (as amended) (“the Act”) and of all other enabling powers and after consulting with the Chief Constable of the Police Service of Scotland (Seirbheis Phoilis na h-Alba) in accordance with Part III of Schedule 9 to the Act, hereby make the following Order:

1.0 Commencement and citation

- 1.1 This Order may be cited as “The Inverclyde Council, A78 Inverkip Road and Branchton Road, Greenock (One Way, Prohibition of Entry and Prohibition of Right and Left Turns) Traffic Regulation Order 2020” and shall come into operation on the ## day of ## Two Thousand and ###.
- 1.2 The Plan titled “The Inverclyde Council, A78 Inverkip Road and Branchton Road, Greenock (One Way, Prohibition of Entry and Prohibition of Right and Left Turns) Traffic Regulation Order 2020” (attached hereto) is incorporated into this Order.

2.0 Interpretation

- 2.1 In this Order, except where the context otherwise requires, the following expressions have the meanings hereby respectively assigned to them:

“Vehicle” means a vehicle of any description and includes a machine or implement of any kind drawn or propelled along roads whether or not by mechanical power.
- 2.2 Except where otherwise stated, any reference in this Order to a numbered Article or Schedule is a reference to the Article or Schedule bearing that number in this Order.
- 2.3 Any reference in this Order to any enactment shall be construed as a reference to that enactment as amended, modified, re-enacted, replaced or supplemented by any subsequent enactment.
- 2.4 The prohibitions and restrictions imposed by this Order shall be in addition to and not in derogation from any restriction or requirement imposed by any regulation made or having effect as if made under the Act or by or under any other enactment provided that where a prohibition or restriction which is imposed, varied or revoked by this Order is in conflict with a prohibition or restriction imposed by a previous Order, then the provision of this Order shall prevail.
- 2.5 The Plan forms Schedule 1.
- 2.6 The Interpretation Act 1978 (as amended) shall apply for the interpretation of this Order as it applies for the interpretation of an Act of Parliament.

3.0 Prohibitions and restrictions

- 3.1 No person shall drive or cause or permit to be driven any Vehicle on the lengths of road specified in Column 1 of Schedule 2 to this Order otherwise than in the direction specified in Column 2 of the said Schedule, as referred to in the plan annexed to this Order.
- 3.2 No person shall drive or cause or permit to be driven any Vehicle on the lengths of road specified in Column 2 of Schedule 3 to this Order so as to enter the road specified in Column 3 of the said Schedule, as referred to in the plan annexed to this Order.
- 3.3 No person shall drive or cause or permit to be driven any Vehicle on the lengths of road specified in Column 2 of Schedule 4 to this Order so as to make a right turn onto the lengths of road specified in Column 3 of the said Schedule, as referred to in the plan annexed to this Order.
- 3.4 No person shall drive or cause or permit to be driven any Vehicle on the lengths of road specified in Column 2 of Schedule 5 to this Order so as to make a left turn onto the lengths of road specified in Column 3 of the said Schedule, as referred to in the plan annexed to this Order.

This Order and the 5 Schedules annexed hereto are sealed with the Common Seal of The Inverclyde Council and subscribed for them and on their behalf by ##.

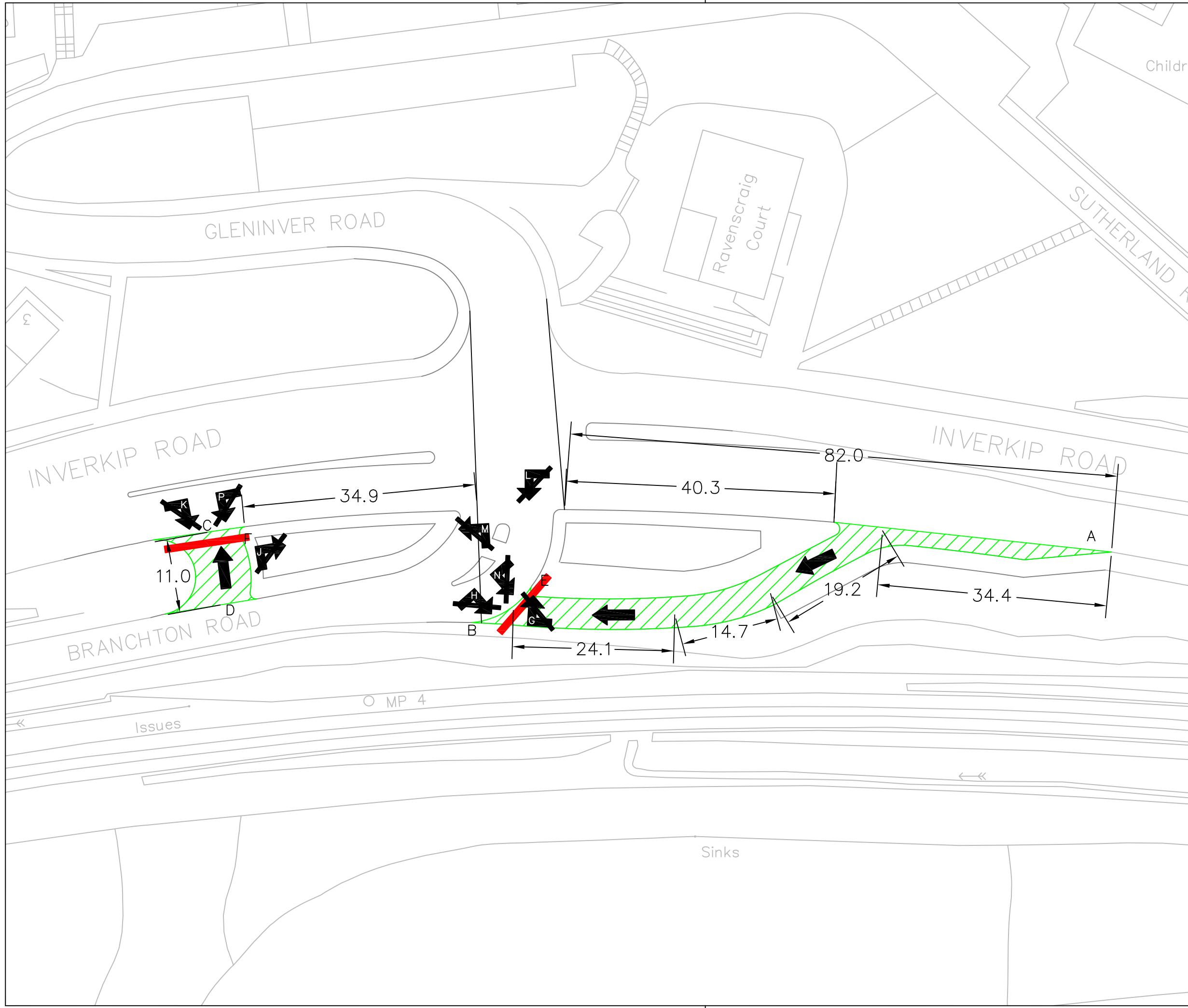
SCHEDULE 1

DRAFT

Rev -
 Drawing Number TR/TRO/C207-01
 Status P

DO NOT SCALE

A3



Key

- One Way - Road
- Extent of One-Way
- Direction of One-Way
- Prohibition of right turn
- Prohibition of left turn
- Prohibition of entry

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Stat	Purpose of Issue	Date	Auth

Rev	Description	By	Date	Chk'd	Auth

INVERCLYDE COUNCIL
 Vehicle Maintenance Facility
 8 Pottery Street
 Greenock
 PA15 2UH
 Tel: 01475 717171
 Email: roads@inverclyde.gov.uk
 www.inverclyde.gov.uk

**THE INVERCLYDE COUNCIL, A78
 INVERKIP ROAD AND BRANCHTON
 ROAD, GREENOCK (ONE WAY,
 PROHIBITION OF ENTRY AND
 PROHIBITION OF RIGHT AND LEFT
 TURNS) TRAFFIC REGULATION ORDER
 2020**

EFFECTIVE DATE:

Sheet Size	Original Scale	Designed/Drawn	Checked	Authorised
A3	1:500	EP	EP	GL
Status	Drawing Number	Date	Date	Date
P	TR/TRO/C207-01	APR '20	APR '20	APR '20
Rev				
				-

SCHEDULE 2

A78 INVERKIP ROAD AND BRANCHTON ROAD, GREENOCK

ONE-WAY ONLY

<u>Length of Road in Inverclyde within the Town of Greenock</u>	<u>Permitted Direction of Travel</u>
<p><u>Branchton Road</u> Commencing at a point 82.0m east of the extended east kerbline of Gleninver Road (A) westwards for a distance of 92.4m or thereby (B)</p>	Westbound
<p><u>Branchton Road</u> Terminating at its junction with the A78 Inverkip Road at a point 34.9m west of the extended west kerbline of Gleninver Road (C) having commenced at a point 11m or thereby south of the A78 Inverkip Road (D)</p>	Northbound

SCHEDULE 3

A78 INVERKIP ROAD AND BRANCHTON ROAD, GREENOCK

PROHIBITION OF ENTRY

Plan Ref	From <u>Length of Road in Inverclyde within the Town of Greenock</u>	To <u>Length of Road in Inverclyde within the Town of Greenock</u>
E	Branchton Road	Branchton Road one-way westbound section of road
F	A78 Inverkip Road	Branchton Road one-way northbound section of road

SCHEDULE 4

A78 INVERKIP ROAD AND BRANCHTON ROAD, GREENOCK

PROHIBITION OF RIGHT TURNS

Plan Ref	From <u>Length of Road in Inverclyde</u> <u>within the Town of Greenock</u>	To <u>Length of Road in Inverclyde</u> <u>within the Town of Greenock</u>
G	Branchton Road one-way westbound section of road	Branchton Road towards its junction with the A78 Inverkip Road and Gleninver Road
H	Branchton Road	Branchton Road one-way westbound section of road
J	Branchton Road one-way northbound section of road	A78 Inverkip Road
K	A78 Inverkip Road	Branchton Road one-way northbound section of road

SCHEDULE 5

A78 INVERKIP ROAD AND BRANCHTON ROAD, GREENOCK

PROHIBITION OF LEFT TURNS

Plan Ref	From <u>Length of Road in Inverclyde</u> <u>within the Town of Greenock</u>	To <u>Length of Road in Inverclyde</u> <u>within the Town of Greenock</u>
L	A78 Inverkip Road	Branchton Road at its junction with Gleninver Road
M	Branchton Road	A78 Inverkip Road at its junction with Gleninver Road
N	Branchton Road	Branchton Road one-way westbound section of road
P	A78 Inverkip Road	Branchton Road one-way northbound section of road

Report To:	The Inverclyde Council	Date:	18 February 2021
Report By:	Corporate Director Environment, Regeneration and Resources	Report No:	LP/026/21
Contact Officer:	Emma Peacock	Contact No:	01475 712115
Subject:	Proposed Traffic Regulation Order – The Inverclyde Council, Bruce Street, Greenock (One Way and Prohibition of Entry) Traffic Regulation Order 2020		

1.0 PURPOSE

- 1.1 The purpose of this report is to request the Council to consider a remit from the Environment & Regeneration Committee.

2.0 SUMMARY

- 2.1 The Environment and Regeneration Committee held on 14th January 2021, after consideration of a report by the Corporate Director Environment, Regeneration & Resources on the proposed Traffic Regulation Order – The Inverclyde Council, Bruce Street, Greenock (One Way and Prohibition of Entry) Traffic Regulation Order 2020, recommended that the Inverclyde Council be asked to make the Traffic Regulation Order and remit it to the Head of Roads and Environmental Shared Services and the Head of Legal and Property Services to arrange for its implementation.

3.0 RECOMMENDATION

- 3.1 That the Inverclyde Council approves the making of the Traffic Regulation Order – The Inverclyde Council, Bruce Street, Greenock (One Way and Prohibition of Entry) Traffic Regulation Order 2020 and that the Head of Roads & Environmental Shared Services and the Head of Legal and Property Services be authorised to take all necessary action in connection therewith.

Gerard Malone
Head of Legal and Property Services

4.0 BACKGROUND

- 4.1 The Council have received a number of requests in recent years asking for Bruce Street, Greenock to be made a two-way street as it was prior to the closure of the rail bridge on the A78 Inverkip Street. A review of the road layout showed that it was not possible for the road to be made two-way due to road safety concerns and the turning circle required for larger vehicles.
- 4.2 In order to improve access to Roxburgh Street and the area to the south of Bruce Street, the Roads Service approached Transport Scotland and it was agreed that the flow of vehicles on the existing section of one-way northwestbound road should be reversed to allow vehicles to travel from the A78 Inverkip Street into Bruce Street.
- 4.3 No objection has been received to the proposed TRO.
- 4.4 The Committee is asked to note that, if approved, the TRO may not be implemented until the making of the TRO has been advertised to allow any persons who so wish a period of six weeks to question the validity of the TRO in terms of the Road Traffic Regulation Act 1984.

5.0 IMPLICATIONS

Finance

5.1 Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
Roads Ramp.	Minor Safety Measures	21/22	£16K		Build outs to make it safer to turn from A78 Inverkip Street. Road signs and markings

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (if Applicable)	Other Comments

Legal

- 5.2 There are no legal implications arising from this report.

Human Resources

- 5.3 There are no Human Resources implications associated with the Proposal.

Equalities

5.4 Equalities

Has an Equality Impact Assessment been carried out?

X

YES

NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required

Fairer Scotland Duty

If this report affects or proposes any major strategic decision:-

Has there been active consideration of how this report's recommendations reduce inequalities of outcome?

X

YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.

NO

Data Protection

Has a Data Protection Impact Assessment been carried out?

X

YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.

NO

Repopulation

5.5 There are no Repopulation implications associated with the Proposal.

6.0 CONSULTATIONS

6.1 The proposals have been advertised in the Greenock Telegraph and full details of the proposals have been made available for public inspection on the Council's website. A copy of the draft TRO forms Appendix 1.

7.0 LIST OF BACKGROUND PAPERS

7.1 None.

**THE INVERCLYDE COUNCIL
BRUCE STREET, GREENOCK (ONE WAY AND
PROHIBITION OF ENTRY) TRAFFIC REGULATION
ORDER 2020**

DRAFT

THE INVERCLYDE COUNCIL
BRUCE STREET, GREENOCK (ONE WAY AND PROHIBITION OF ENTRY) TRAFFIC
REGULATION ORDER 2020

We, The Inverclyde Council, in exercise of the powers conferred on us by Sections 1(1), 2(1) to (3) of the Road Traffic Regulation Act 1984 (as amended) (“the Act”) and of all other enabling powers and after consulting with the Chief Constable of the Police Service of Scotland (Seirbheis Phoilis na h-Alba) in accordance with Part III of Schedule 9 to the Act, hereby make the following Order:

1.0 Commencement and citation

- 1.1 This Order may be cited as "The Inverclyde Council, Bruce Street, Greenock (One Way and Prohibition of Entry) Traffic Regulation Order 2020" and shall come into operation on the ## day of ## Two Thousand and ####.
- 1.2 The Plan titled “The Inverclyde Council, Bruce Street, Greenock (One Way and Prohibition of Entry) Traffic Regulation Order 2020” (attached hereto) is incorporated into this Order.

2.0 Interpretation

- 2.1 In this Order, except where the context otherwise requires, the following expressions have the meanings hereby respectively assigned to them:
- “Vehicle” means a vehicle of any description and includes a machine or implement of any kind drawn or propelled along roads whether or not by mechanical power.
- 2.2 Except where otherwise stated, any reference in this Order to a numbered Article or Schedule is a reference to the Article or Schedule bearing that number in this Order.
- 2.3 Any reference in this Order to any enactment shall be construed as a reference to that enactment as amended, modified, re-enacted, replaced or supplemented by any subsequent enactment.
- 2.4 The prohibitions and restrictions imposed by this Order shall be in addition to and not in derogation from any restriction or requirement imposed by any regulation made or having effect as if made under the Act or by or under any other enactment provided that where a prohibition or restriction which is imposed, varied or revoked by this Order is in conflict with a prohibition or restriction imposed by a previous Order, then the provision of this Order shall prevail.
- 2.5 The Plan forms Schedule 1.
- 2.6 The Interpretation Act 1978 (as amended) shall apply for the interpretation of this Order as it applies for the interpretation of an Act of Parliament.

3.0 Prohibitions and restrictions

- 3.1 No person shall drive or cause or permit to be driven any Vehicle on the length of road specified in Column 1 of Schedule 2 to this Order otherwise than in the direction

specified in Column 2 of the said Schedule as referred to in the plan annexed to this Order.

- 3.2 No person shall drive or cause or permit to be driven any Vehicle on the length of road specified in Column 1 of Schedule 3 to this Order so as to enter the road specified in Column 2 of the said Schedule, as referred to in the plan annexed to this Order.

*This Order and the *** Schedules annexed hereto are sealed with the Common Seal of The Inverclyde Council and subscribed for them and on their behalf by ##.*

DRAFT

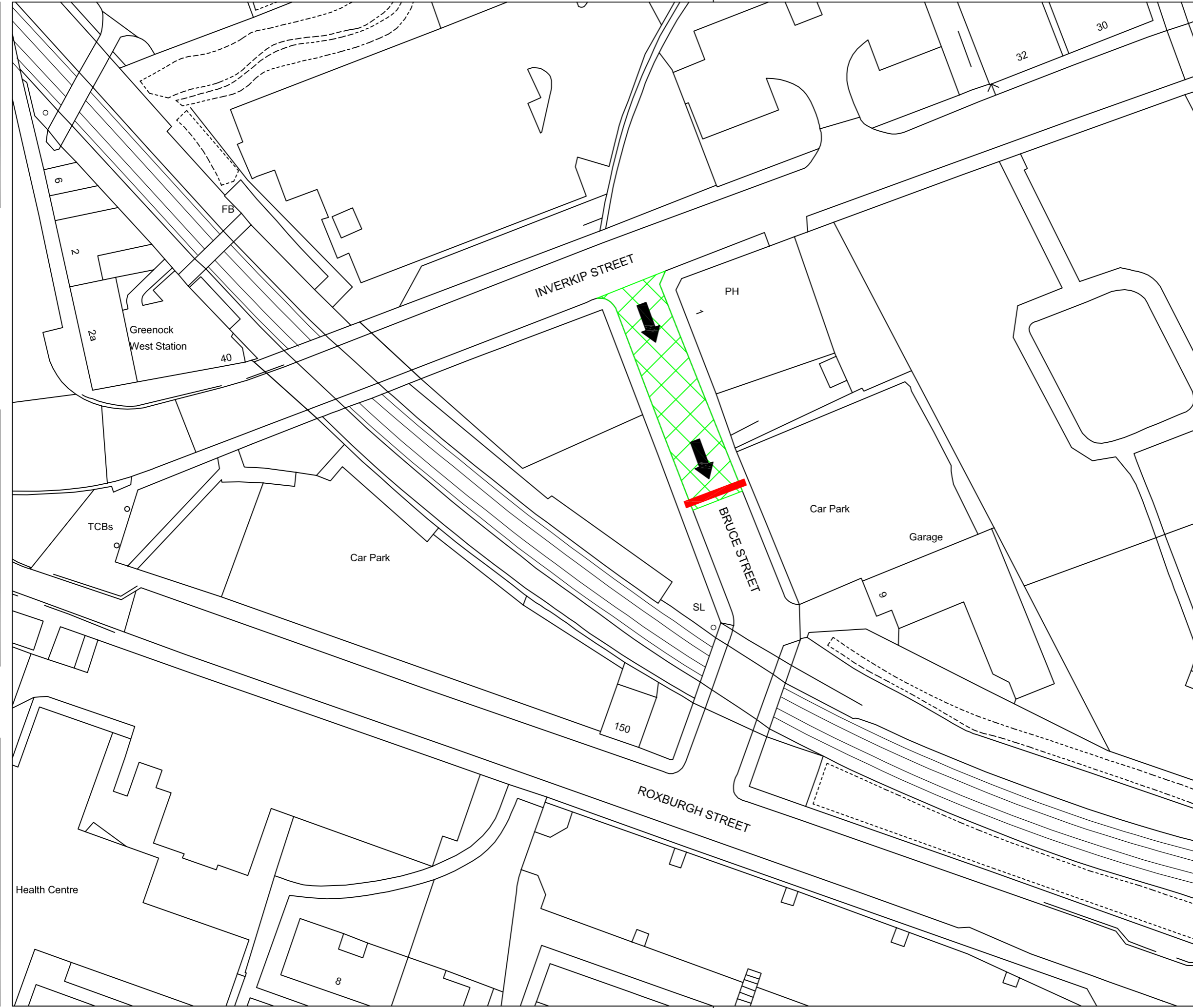
SCHEDULE 1

DRAFT

Rev -
 Drawing Number TR/TRO/C209-01
 Status P

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Key

- One Way - Road
- Direction of One-Way
- Prohibition of entry

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Stat	Purpose of Issue	Date	Auth

Rev	Description	By	Date	Chk'd	Auth

INVERCLYDE COUNCIL
 Vehicle Maintenance Facility
 8 Pottery Street
 Greenock
 PA15 2UH
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THE INVERCLYDE COUNCIL
 BRUCE STREET, GREENOCK (ONE-WAY &
 PROHIBITION OF ENTRY) ORDER 2020

EFFECTIVE DATE:

Sheet Size	Original Scale	Designed/Drawn	Checked	Authorised
A3	1:500	EP	EP	GL
Status	Drawing Number	Date	Date	Date
P	TR/TRO/C209-01	JUN '20	JUN '20	JUN '20

SCHEDULE 2

BRUCE STREET, GREENOCK

ONE-WAY ONLY

<u>Length of Road in Inverclyde within the Town of Greenock</u>	<u>Permitted Direction of Travel</u>
<u>Bruce Street</u> Commencing at the junction with the A78 Inverkip Street to the access to Bruce Street off-street car park for a distance of 36.0m or thereby	Southeastbound

DRAFT

SCHEDULE 3

BRUCE STREET, GREENOCK

PROHIBITION OF ENTRY

From <u>Length of Road in Inverclyde within the Town of Greenock</u>	To <u>Length of Road in Inverclyde within the Town of Greenock</u>
Bruce Street (the section between Roxburgh Street and the Access to Bruce Street Off-Street Car Park)	Bruce Street (the section between the Access to Bruce Street Off-Street Car Park and the A78 Inverkip Street)

Report To:	The Inverclyde Council	Date:	18 February 2021
Report By:	Corporate Director Environment, Regeneration and Resources	Report No:	LP/024/21
Contact Officer:	Emma Peacock	Contact No:	01475 712115
Subject:	Proposed Traffic Regulation Order – The Inverclyde Council (Off-Street Parking Places) (Variation No. 11) Order 2020		

1.0 PURPOSE

- 1.1 The purpose of this report is to request the Council to consider a remit from the Environment & Regeneration Committee.

2.0 SUMMARY

- 2.1 The Environment and Regeneration Committee held on 14th January 2021, after consideration of a report by the Corporate Director Environment, Regeneration & Resources on the proposed Traffic Regulation Order – The Inverclyde Council (Off-Street Parking Places) (Variation No.11) Order 2020 as modified, recommended that the Inverclyde Council be asked to make the Traffic Regulation Order and remit it to the Head of Roads and Environmental Shared Services and the Head of Legal and Property Services to arrange for its implementation.

3.0 RECOMMENDATION

- 3.1 That the Inverclyde Council approves the making of the Traffic Regulation Order – The Inverclyde Council (Off-Street Parking Places) (Variation No.11) Order 2020 as modified and that the Head of Roads & Environmental Shared Services and the Head of Legal and Property Services be authorised to take all necessary action in connection therewith.

Gerard Malone
Head of Legal and Property Services

4.0 BACKGROUND

- 4.1 On 29 August 2019 a report was approved by the Environment and Regeneration Committee which recommended the introduction of a new Parking Charges Tariff (Tariff J) which will provide for free off-street parking for 3 hours per calendar day and a £2.00 per calendar day parking charge for stays of greater than 3 hours, with an exemption from time limits and parking charges for Residents' Parking Permit holders in 5 car parks in Gourrock, Port Glasgow and Kilmacolm. Disabled Badge holders will be exempt from any time limits and parking charges.
- 4.2 The proposed TRO was issued for public consultation on 18 March 2020 with responses invited by 8 April 2020. As this proposed TRO was out for public consultation as the country went into lockdown, a second public consultation was carried out. The proposed TRO was issued for a second public consultation on 21 September 2020 with responses invited by 14 October 2020. A total of ten objections were received in response to the two public consultations.
- 4.3 Following the end of the second public consultation on 14 October 2020, the Head of Roads and Environmental Services reviewed the proposed TRO as advertised and the objections received and decided to make the following modifications:
- To exclude Princes Street off-street car park, Port Glasgow from the proposed parking charges (£2.00 per calendar day pay and display for stays of greater than 3 hours (Free for Disabled Person's Badge holders) applicable Monday to Friday 8.00am to 6.00pm);
 - To exclude Princes Street, off-street car park, Port Glasgow from the Residents' Parking Permit Zone PG1; and
 - To remove Lochwinnoch Road off-street car park, Kilmacolm from the proposed TRO.
- 4.4 By making these modifications, all of the objections have been fully addressed and so the proposed TRO can proceed as though there were no objections to it.
- 4.5 Regulation 13(1) of The Local Authorities' Traffic Regulation Orders (Procedure) (Scotland) Regulations 1999 provides that a local authority may make a TRO with modifications, whether in consequence of any objections or otherwise, if it is satisfied that the modifications would not extend the application of the TRO or increase the stringency of any prohibition or restriction contained in it. I am satisfied that the modifications do not extend the application of the TRO or increase the stringency of any prohibition or restriction contained in it.
- 4.6 The Committee is asked to note that, if approved, the TRO may not be implemented until the making of the TRO has been advertised to allow any persons who so wish a period of six weeks to question the validity of the TRO in terms of the Road Traffic Regulation Act 1984.
- 4.7 The TRO for the proposed parking charges in the Lochwinnoch Road and Princes Street car parks will be promoted separately and, if objections are made and maintained, they will be passed to an Independent Reporter.

5.0 IMPLICATIONS

Finance

5.1 Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
Capital	RAMP	2020/21	£29K		Pay & Display Machines
Capital	RAMP	2020/21	£10K		Signs

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
02506	Parking Revenue	2022/23	£4.0K		Pay & Display Machine Maintenance
02056	Parking Revenue	2021/22	£1.5k		Residents' Parking Permits
02506	Parking Revenue	2021/22	£1.05K		Cash collection
02506	Parking Revenue	2021/22	£1.0K		Pay & Display Tickets

Legal

- 5.2 The Head of Legal and Property Services has been consulted on this Report and in particular on the modifications made to the TRO as published.

Human Resources

- 5.3 There are no Human Resources implications associated with the Proposal.

Equalities

- 5.4 Equalities

Has an Equality Impact Assessment been carried out?

YES	
X	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required

Fairer Scotland Duty

If this report affects or proposes any major strategic decision:-

Has there been active consideration of how this report's recommendations reduce inequalities of outcome?

YES	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
X	NO

Data Protection

Has a Data Protection Impact Assessment been carried out?

YES	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
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NO

Repopulation

5.5 There are no Repopulation implications associated with the Proposal.

6.0 CONSULTATIONS

6.1 The proposals have been advertised in the Greenock Telegraph and Paisley Daily Express and full details of the proposals have been made available for public inspection on the Council's website. A copy of the draft TRO as modified forms Appendix 1.

7.0 LIST OF BACKGROUND PAPERS

7.1 None.

THE INVERCLYDE COUNCIL
(OFF-STREET PARKING PLACES)
(VARIATION NO. 11) ORDER 2020
TRAFFIC REGULATION ORDER

**THE INVERCLYDE COUNCIL
(OFF-STREET PARKING PLACES) (VARIATION NO. 11) ORDER 2020**

We, The Inverclyde Council in exercise of the powers conferred on us by Sections 1(1), 2(1) to (3), 32(1), 35(1), 35(3), 35(3A), 35(3B), 46, 49, 101 and 102 of the Road Traffic Regulation Act 1984 (as amended) (“the Act”) and of Part IV of Schedule 9 to the Act and of all other enabling powers and after consulting the Chief Constable of the Police Service of Scotland (Seirbheis Phoilis na h-Alba) in accordance with Part III of Schedule 9 to the Act hereby make the following Order:

1.0 Commencement and citation

1.1 This Order shall come into operation on the ** day of ** Two Thousand and ### and may be cited as “The Inverclyde Council (Off-Street Parking Places) (Variation No. 11) Order 2020”.

2.0 Interpretation

2.1 In this Order except where the context otherwise requires, the following expressions have the meanings hereby respectively assigned to them:

“End Date” means the date on which the particulars of a Printed Permit or a Virtual Permit retained on the Telephone Parking System are removed from the Telephone Parking System;

“Hand-held Device” means apparatus used by a Parking Attendant, an Authorised Person or a police constable in uniform which is programmed to interface with the Telephone Parking System;

“Identification Code” means a combination of letters and/or numerals by which the Council identifies a Parking Place;

“Permit” means a Printed Permit or a Virtual Permit issued by the Council in accordance with the Permit scheme set out in this Order;

“Printed Permit” means a document specified in Article 4.3 of this Order which may be issued by the Council and if so issued shall be displayed and used in accordance with the particulars stipulated thereon;

“Residents’ Parking Permit” means a Printed Permit or a Virtual Permit issued by the Council, in accordance with the provisions of Article 3.0 of this Order, at such charge and on such terms and conditions as the Council may determine;

“Service Provider” means a person or company providing services to or on behalf of the Council;

“Start Date” means the date on which the particulars of a Printed Permit or a Virtual Permit are entered on the Telephone Parking System;

“Telephone Parking System” means a system to facilitate and monitor any Permits, whether Virtual Permits or Printed Permits, using any telephone or internet enabled device via communication with the Service Provider;

“Virtual Permit” means a Permit which is not a Printed Permit, which is specified in Article 4.2 of this Order and which may be issued by the Council;

“Zone GK1” means any road or part of a road within the boundary of Zone GK1 specified in the maps forming Schedule 1 to this Order;

“Zone PG1” means any road or part of a road within the boundary of Zone PG1 specified in the maps forming Schedule 1 to this Order; and

- 2.2 Except where otherwise stated, any reference in this Order to a numbered Article or Schedule is a reference to the Article or Schedule bearing that number in this Order.
- 2.2 Any reference in this Order to any enactment shall be construed as a reference to that enactment as amended, modified, re-enacted, replaced or supplemented by any subsequent enactment.
- 2.3 The prohibitions and restrictions imposed by this Order shall be in addition to and not in derogation from any restriction or requirement imposed by any regulation made or having effect as if made under the Act or by or under any other enactment provided that where a prohibition or restriction which is imposed, varied or revoked by this Order is in conflict with a prohibition or restriction imposed by a previous Order, then the provision of this Order shall prevail.
- 2.4. The Off Street Plans means the plans titled “The Inverclyde Council (Off-Street Parking Places) (Variation No. 11) Order 2020 Off-Street Plans” forming Schedule 1 to this Order which are hereby incorporated into “The Inverclyde Council (Off-Street Parking Places) Order 2013” and which are recorded as current for the purposes of interpretation of this Order in the Plan Index.
- 2.5. The Plan Index forms Schedule 2 to this Order.
- 2.6 The Schedule titled “Parking Places, Number and Name, Charging Hours, Days and Hours of Parking Place Operation, Maximum period for which vehicles may wait, Tariff, Disabled Persons’ Parking Places, and Electric Vehicle Parking Places” forming Schedule 3 to this Order is hereby incorporated into “The Inverclyde Council (Off-Street Parking Places) Order 2013.”
- 2.7 The Schedule titled “Scale of Parking Charges Applicable During the Hours of Operation for Parking Places Specified in Schedule 3” forming Schedule 4 to this Order is hereby incorporated into “The Inverclyde Council (Off-Street Parking Places) Order 2013.”
- 2.8 When a Motor Vehicle is left in a Parking Place in contravention of any of the provisions of this Order, the owner will become liable for a penalty charge and a police constable in uniform, a Parking Attendant or an Authorised Person may affix a Penalty Charge Notice to the Motor Vehicle and, subsequently, may remove or arrange for the removal of the Motor Vehicle from that Parking Place.
- 2.9 The Interpretation Act 1978 (as amended) shall apply for the interpretation of this Order as it applies for the interpretation of an Act of Parliament.

3.0 Residents' Parking Permit

3.1 The Council may issue Residents' Parking Permits, at such charge and on such terms and conditions as the Council may determine, to a person who ordinarily resides in a dwelling house in any road within the boundary of Zone GK1 or Zone PG1 specified in the maps forming Schedule 1 to this Order.

4.0 Form of Permits

4.1 A Permit shall be either a Virtual Permit or a Printed Permit;

4.2 The following information shall be retained on the Telephone Parking System as an indication that a Virtual Permit has been granted:-

- (a) the name and address of the applicant;
- (b) the name of the Zone in which the Virtual Permit is valid;
- (c) the Identification Code of the Zone in which the Virtual Permit is valid;
- (d) the Virtual Permit number;
- (e) the registration number of the Motor Vehicle, Motor Cycle or Invalid Carriage in respect of which the Virtual Permit has been issued;
- (f) the Start Date; and
- (g) the End Date.

4.3 Where a Printed Permit is issued by the Council:-

- (a) it shall include the particulars listed in sub-paragraphs (b) to (g) of Article 4.2;
- (b) it is not transferrable; and
- (c) it shall remain the property of the Council at all times.

5.0 Use of Permits

5.1 A Permit shall be used only in accordance with this Article.

5.2 Subject to Article 5.1 a Permit may be used:-

- (a) in a Parking Place bearing that Parking Place Identification Code shown in Schedule 3 to this Order;
- (b) in the case of a Virtual Permit, where the Motor Vehicle, Motor Cycle or Invalid Carriage has been recorded on the Telephone Parking System for that Virtual Permit; and
- (c) in the case of a Printed Permit, where details of the Motor Vehicle, Motor Cycle or Invalid Carriage are the same as those recorded on the Printed Permit and the Printed Permit is displayed on the Motor Vehicle, Motor Cycle or Invalid Carriage in accordance with Article 6.1 hereof.

5.3 If at any time a Motor Vehicle, Motor Cycle or Invalid Carriage is left in a Parking Place and an inspection is carried out by a Parking Attendant, an Authorised Person or a police constable in uniform, and no indication that a Permit has been granted in respect of that Motor Vehicle, Motor Cycle or Invalid Carriage for the relevant Zone, appears on the Hand-held Device of a Parking Attendant, an Authorised Person or a police constable in uniform, it

shall be presumed, unless the contrary is proved, that a Permit has not been granted for that Motor Vehicle, Motor Cycle or Invalid Carriage at the time of inspection.

- 5.4 A person holding a valid Zone GK1 Residents' Parking Permit is permitted to wait in any Parking Place bearing that Parking Place Identification Code shown in Schedule 3 to this Order, without limit of time and without payment of charge.
- 5.5 A person holding a valid Zone PG1 Residents' Parking Permit is permitted to wait in any Parking Place bearing that Parking Place Identification Code shown in Schedule 3 to this Order, without limit of time and without payment of charge.
- 5.6 A Zone GK1, Residents' Parking Permit shall not be valid in any Parking Place other than in a Parking Place bearing that Parking Place Identification Code shown in Schedule 3 to this Order.
- 5.7 A Zone PG1, Residents' Parking Permit shall not be valid in any Parking Place other than in a Parking Place bearing that Parking Place Identification Code shown in Schedule 3 to this Order.

6.0 Display of Printed Permits

- 6.1 Where a Printed Permit issued by the Council is used:-
- (a) in the case of a Motor Vehicle, the driver of any Motor Vehicle parked in any Parking Place who wishes to make use of a Printed Permit shall attach or display the Printed Permit on the Motor Vehicle on the nearside thereof, behind the glass of the windscreen, in such position as to ensure that the front side of the Printed Permit is clearly visible to any person standing at the front nearside of the Motor Vehicle; and
- (b) in the case of a Motor Cycle or Invalid Carriage, the driver of any Motor Cycle or Invalid Carriage parked in any Parking Place who wishes to make use of a Printed Permit shall attach or display the Printed Permit on the Motor Cycle or Invalid Carriage in a conspicuous position in front of the driver's seat.
- 6.2 Where an inspection is carried out by a Parking Attendant, an Authorised Person or a police constable in uniform, and a Printed Permit issued in respect of that Motor Vehicle, Motor Cycle or Invalid Carriage is not displayed in accordance with Article 6.1 or the particulars shown on the Printed Permit indicate it has not yet commenced, it shall be deemed that a Printed Permit has not been issued in respect of that vehicle at the time of inspection.

7.0 Duration of Permits

- 7.1 A Permit shall be valid from the Start Date retained on the Telephone Parking System for one calendar year or, if earlier, until such time as it is revoked or cancelled by the Council.

8.0 Revocation of Article contained within existing Traffic Regulation Order

- 8.1 Article 4.2 and Article 4.4 of The Inverclyde Council (Off-Street Parking Places) (Variation No.3) Order 2015 is hereby revoked.

This Order and the ### Schedules annexed hereto are sealed with the Common Seal of The Inverclyde Council and subscribed for them and on their behalf by

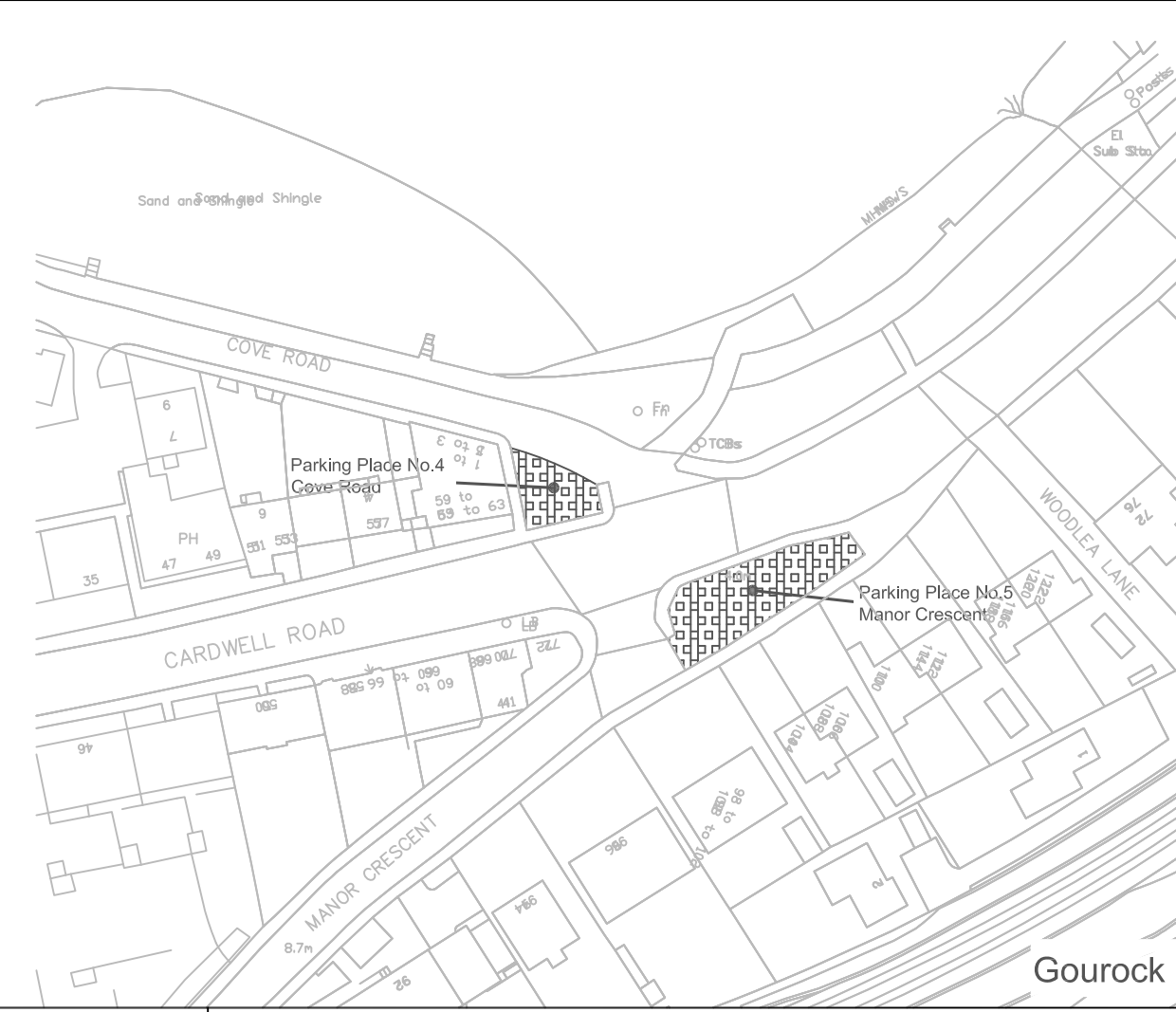
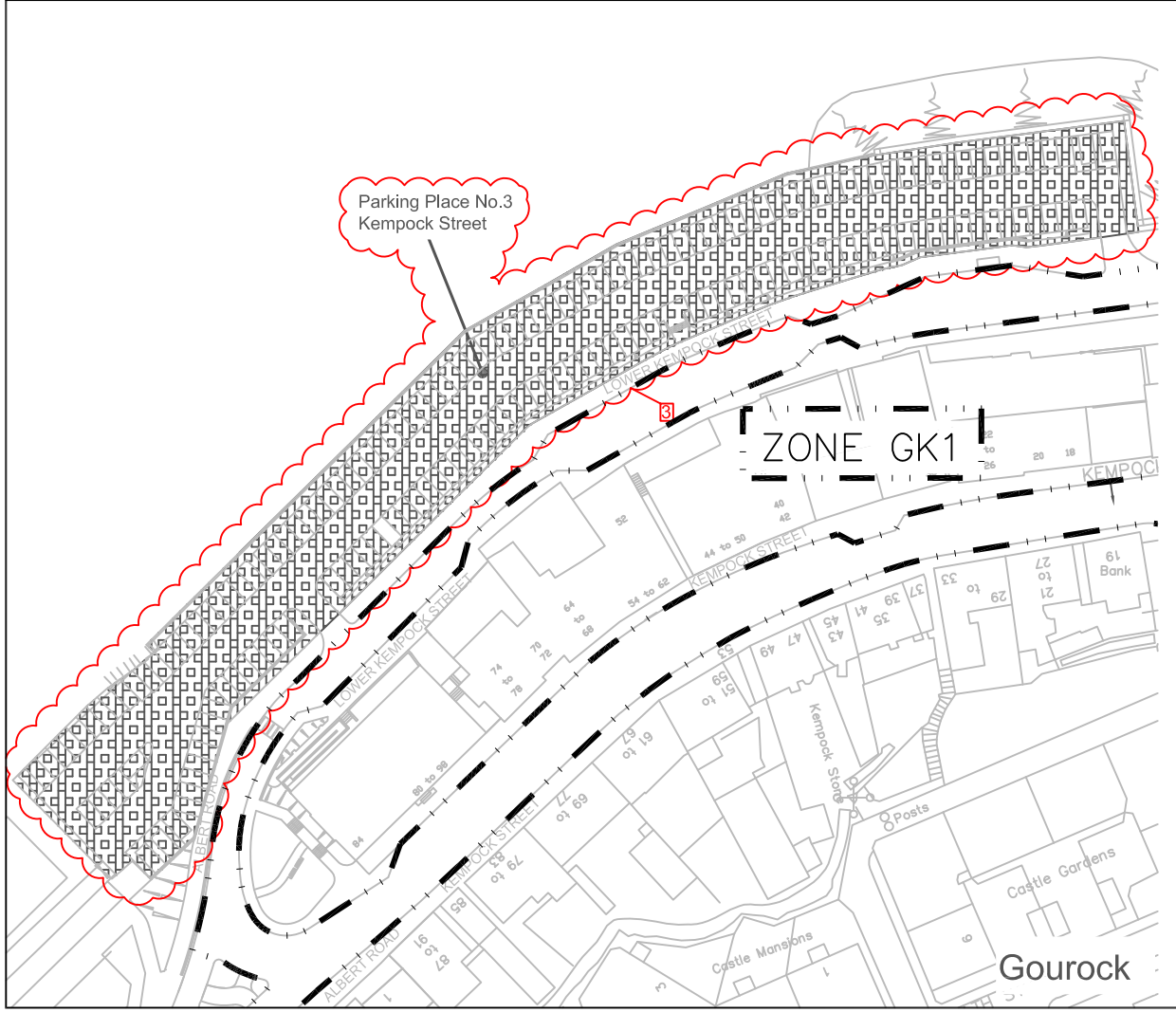
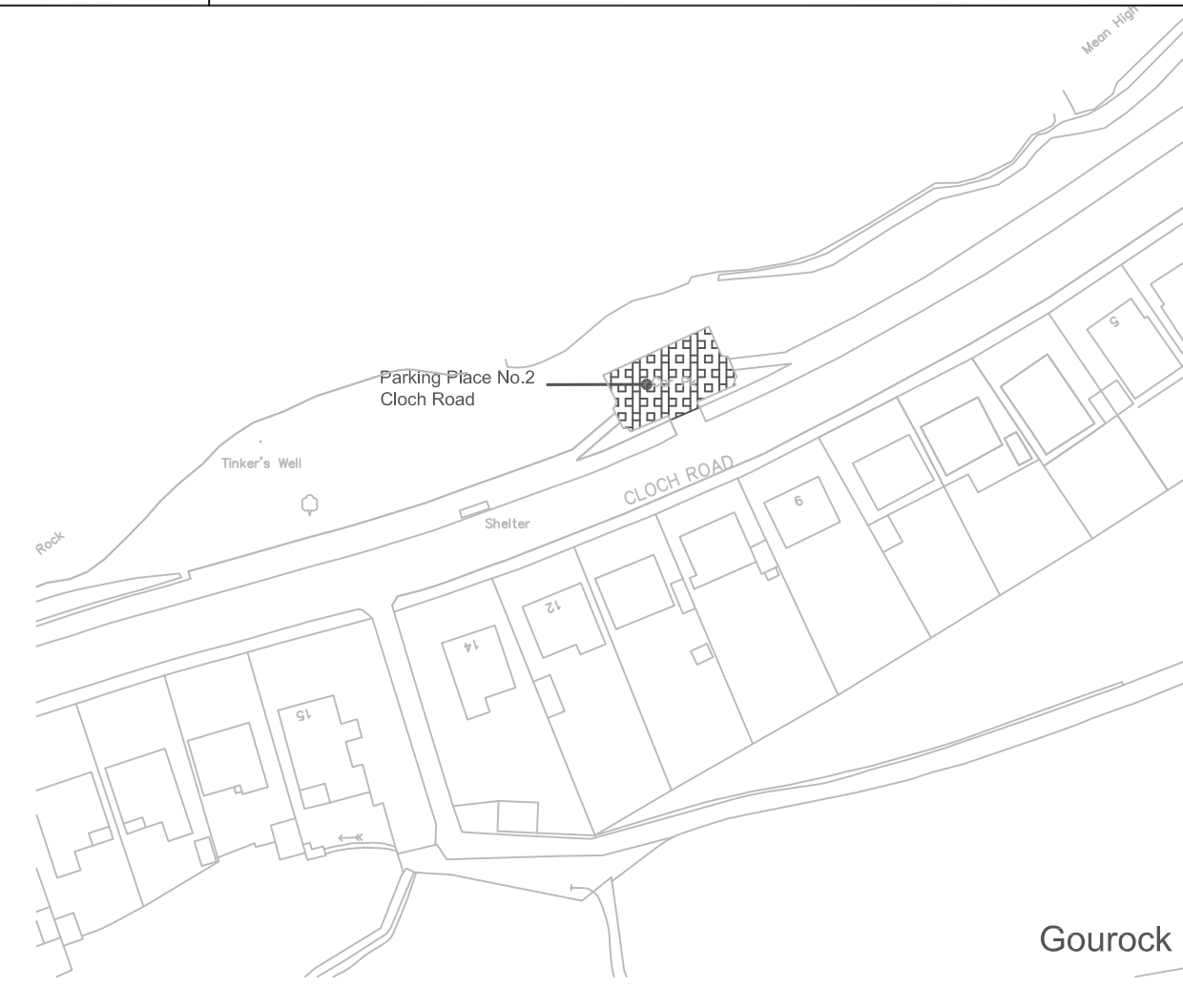
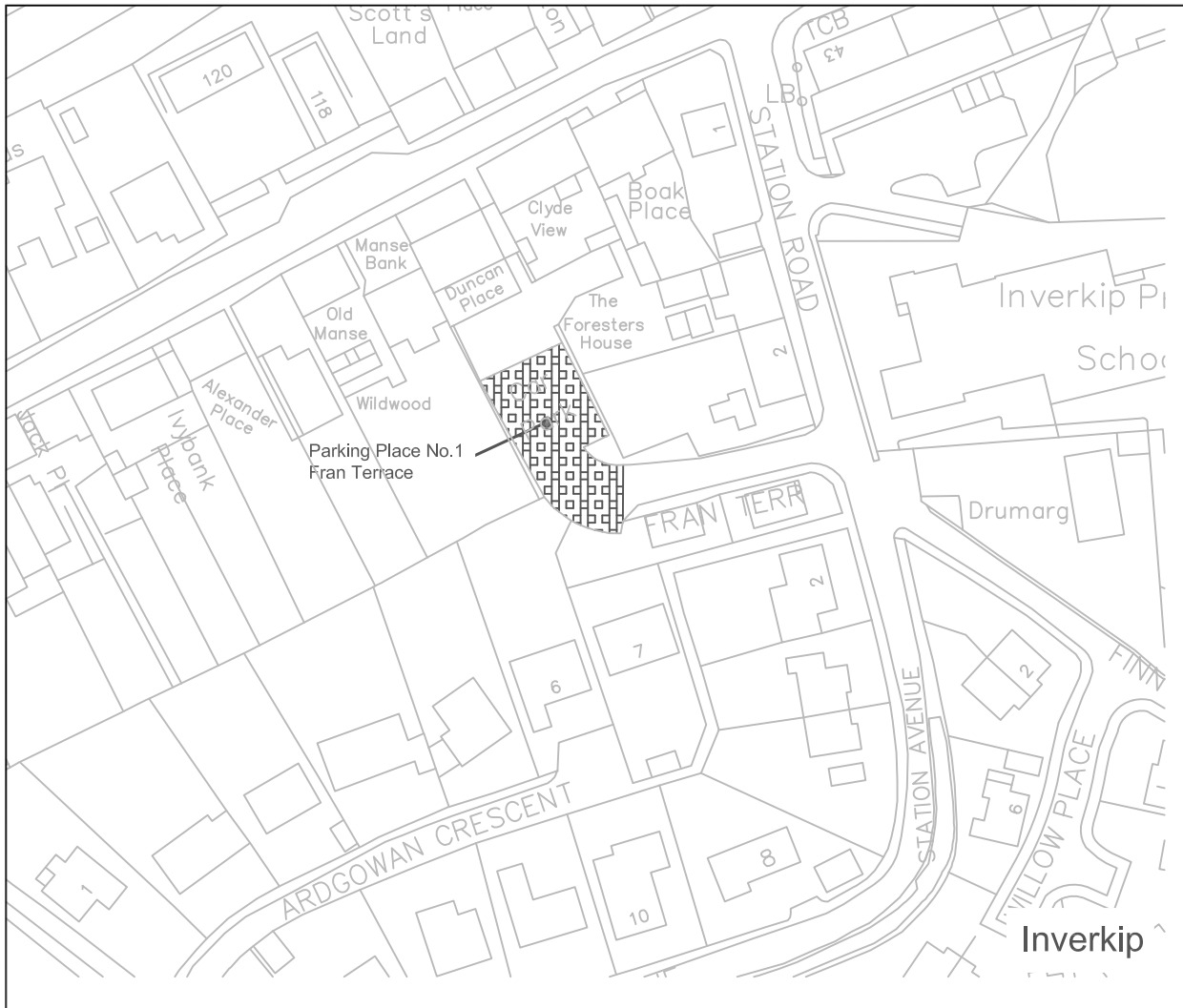
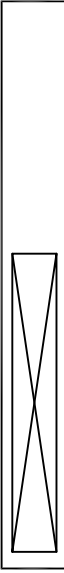
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SCHEDULE 1

The Inverclyde Council (Off-Street Parking Places) (Variation No. 11) Order 2020 Off-Street Plans

DRAFT

DO NOT SCALE



Key

Extent of off-street parking place

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Stat	Purpose of Issue	Date	Auth		
3	KEMPOCK ST CAR PARKS AMENDED	EP OCT '19	EP GL		
2	KEMPOCK ST CAR PARKS AMENDED	EP JUN '16	EP GB		
1	KEMPOCK ST CAR PARKS AMENDED/RENAMED	EP JUN '15	EP MH		
A	COVE RD AND MANOR CRES NOTE REMOVED	MJH JUNE '13	MJH MR		
Rev	Description	By	Date	Chk'd	Auth

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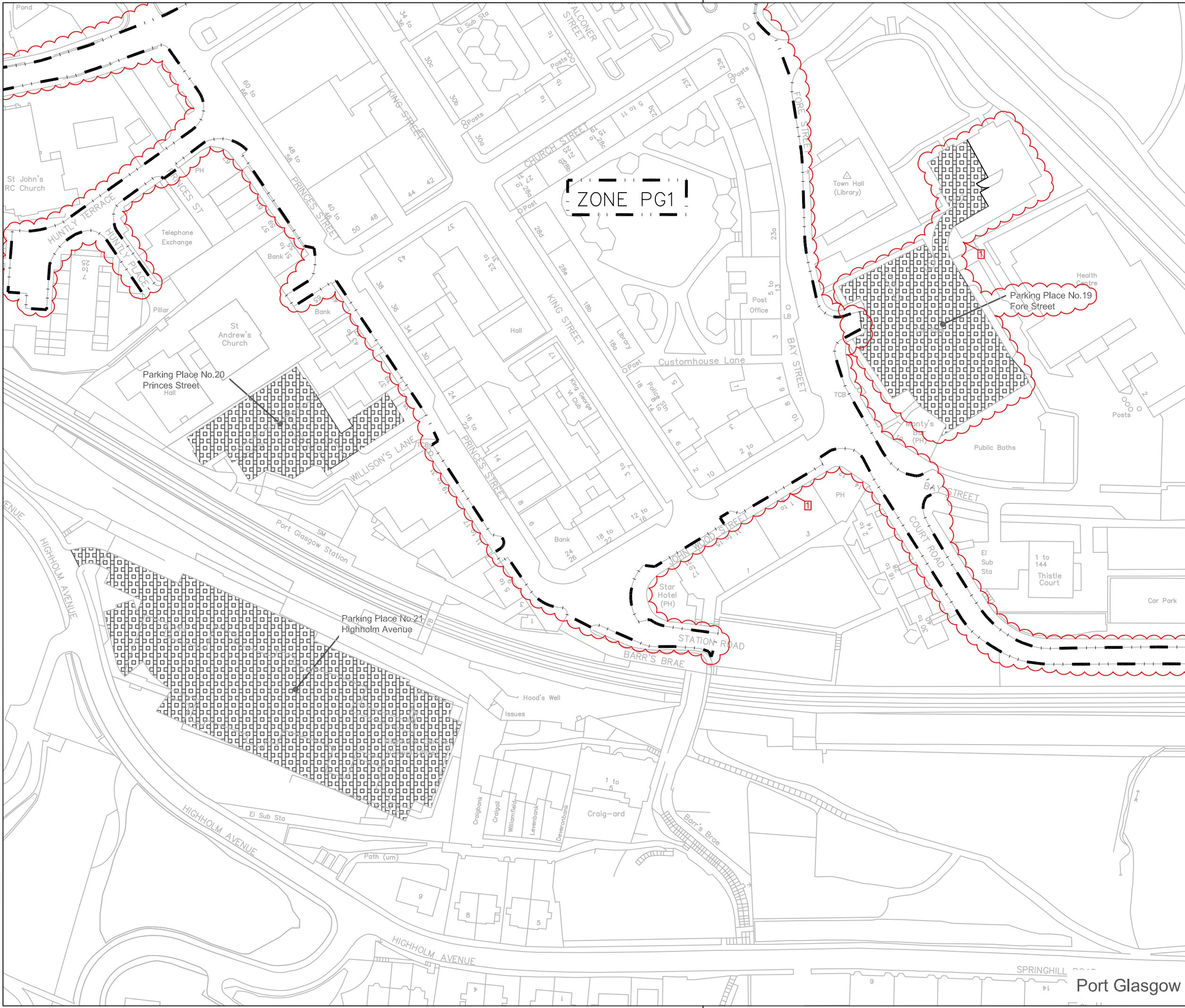


THE INVERCLYDE COUNCIL
 (OFF-STREET PARKING PLACES)
 (VARIATION No. 11) ORDER 2020

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Sheet Size	Original Scale	Designed/Drawn	Checked	Authorised
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Status	Drawing Number	Date	Date	Date
P	TR/TRO/C134-001	FEB '13	FEB '13	FEB '13
Rev				
				3

DO NOT SCALE



Key

Extent of off-street parking place

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Stat	Purpose of Issue	Date	Auth		
1	INTRODUCE RPP ZONE PG1	EP JAN '20	EP GL		
1	REMOVAL OF SECTION OF PARKING PLACE	EP JAN '20	EP GL		
Rev	Description	By	Date	Chk'd	Auth

Stat	Purpose of Issue	Date	Auth		
1	INTRODUCE RPP ZONE PG1	EP JAN '20	EP GL		
1	REMOVAL OF SECTION OF PARKING PLACE	EP JAN '20	EP GL		
Rev	Description	By	Date	Chk'd	Auth

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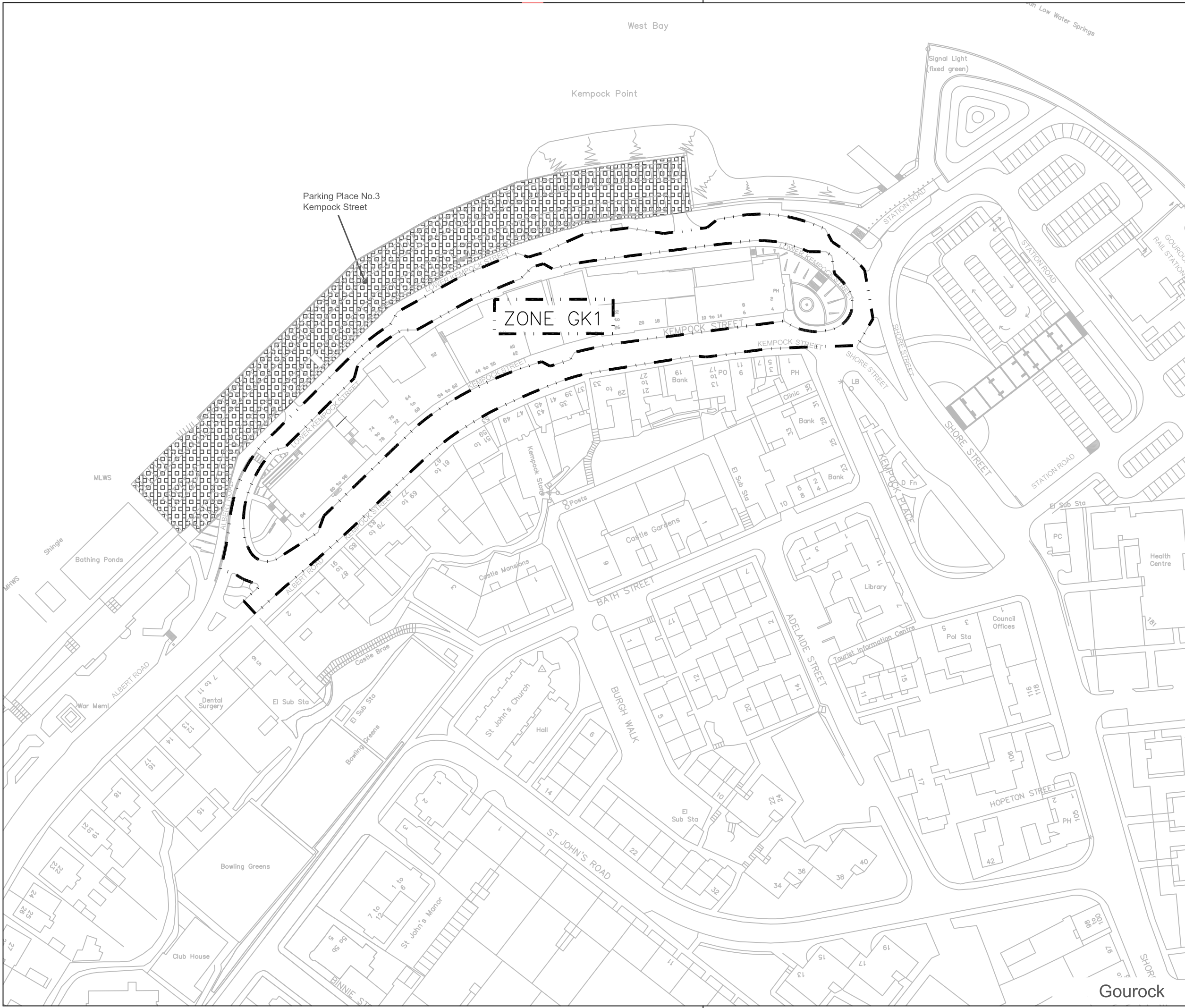
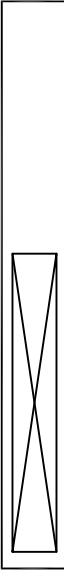


THE INVERCLYDE COUNCIL
 (OFF-STREET PARKING PLACES)
 (VARIATION 11) ORDER 2020

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A3	1:1250	MJH	MJH	MR
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P	TR/TRO/C134-005	FEB '13	FEB '13	FEB '13
Rev				
				1

DO NOT SCALE



Key

- Extent of off-street parking place
- Resident Parking Permit Area

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Seal

Stat	Purpose of Issue	Date	Auth
-	INTRODUCE RPP ZONE GK1	EP JAN '20	EP GL

Rev Description By Date Chk'd Auth

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THE INVERCLYDE COUNCIL
 (OFF-STREET PARKING PLACES)
 (VARIATION No. 11) ORDER 2020

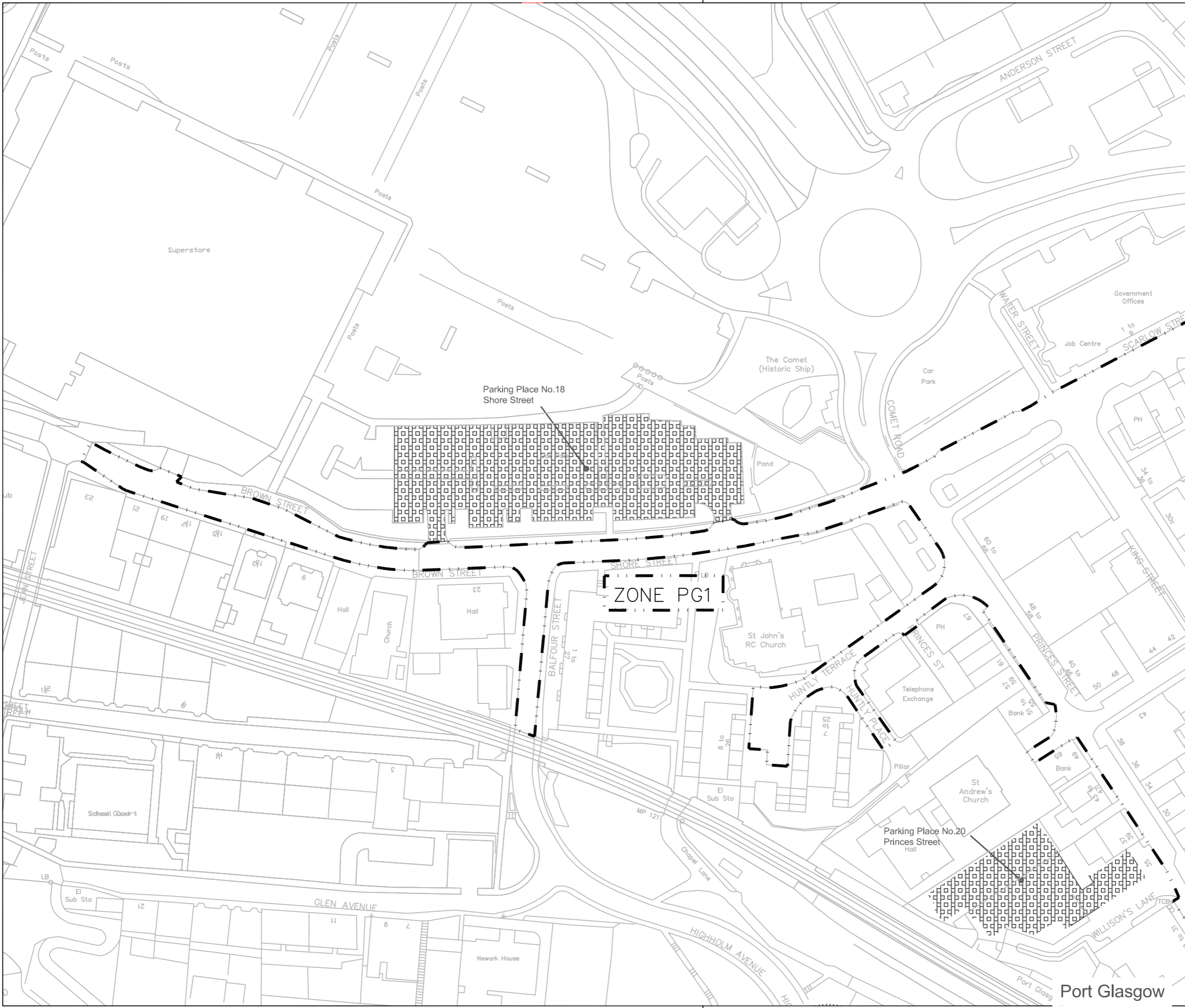
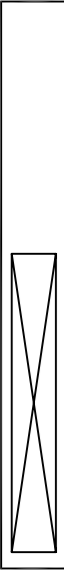
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Status	Drawing Number	Rev
P	TR/TRO/C134-009	-

Gourock

DO NOT SCALE



Key

- Extent of off-street parking place
- Resident Parking Permit Area

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Seal

Stat	Purpose of Issue	Date	Auth
-	INTRODUCE RPP ZONE PG1	EP JAN '20	EP GL

Rev Description By Date Chk'd Auth

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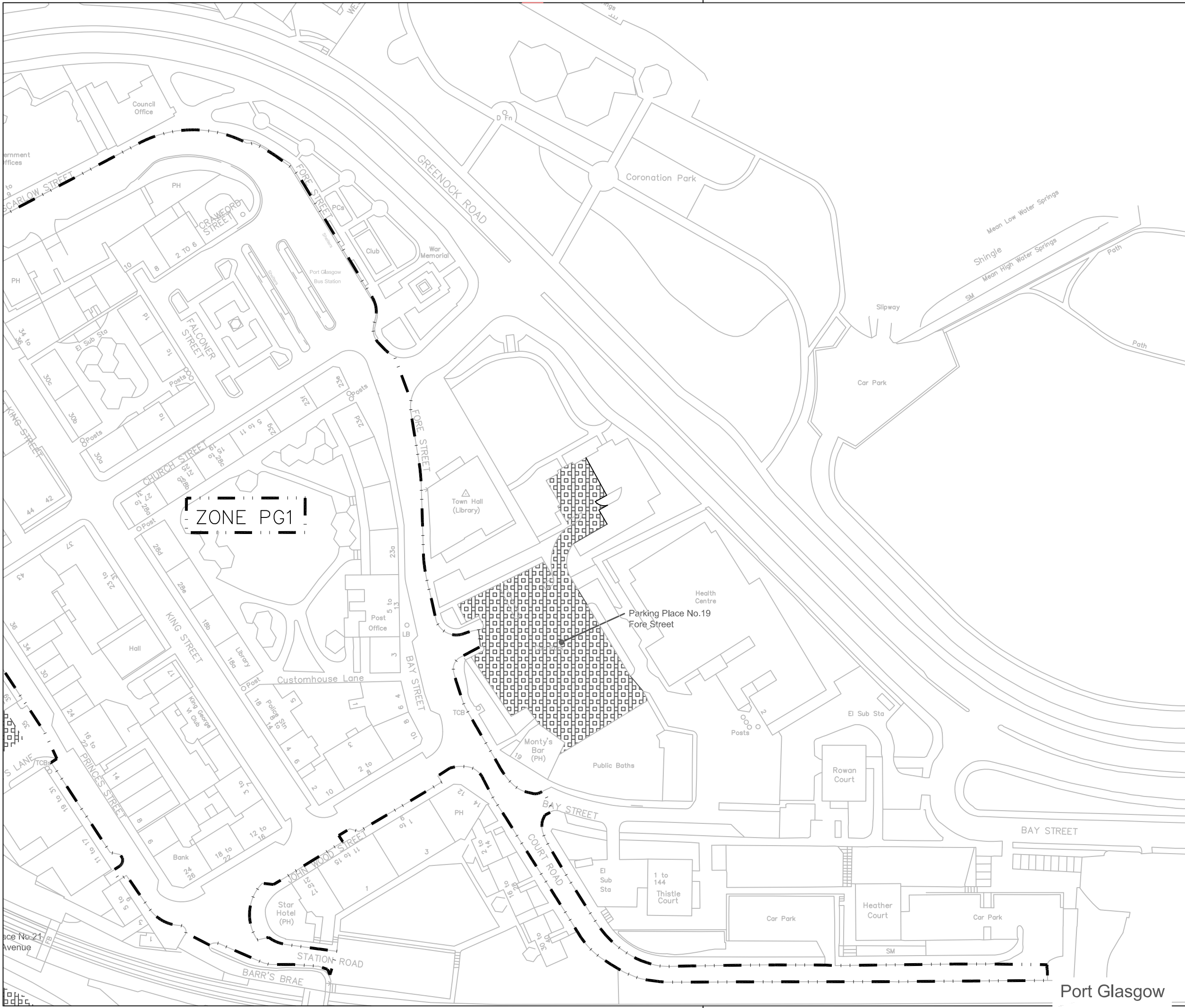
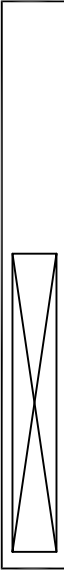
THE INVERCLYDE COUNCIL
 (OFF-STREET PARKING PLACES)
 (VARIATION No. 11) ORDER 2020

EFFECTIVE DATE:

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Status	Drawing Number	Rev
P	TR/TRO/C134-010	-

DO NOT SCALE



Key

- Extent of off-street parking place
- Resident Parking Permit Area

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Seal

Stat	Purpose of Issue	Date	Auth
-	REMOVAL OF SECTION OF PARKING PLACE	EP JAN '20	EP GL
-	INTRODUCE RPP ZONE PG1	EP JAN '20	EP GL

Rev Description By Date Chk'd Auth

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 (VARIATION No. 11) ORDER 2020

EFFECTIVE DATE:

Sheet Size	Original Scale	Designed/Drawn EP	Checked EP	Authorised GL
A3	1:1250	Date JAN '20	Date JAN '20	Date JAN '20

Status	Drawing Number	Rev
P	TR/TRO/C134-011	-

Port Glasgow

SCHEDULE 2

SCHEDULE 5

THE INVERCLYDE COUNCIL (OFF-STREET PARKING PLACES) ORDER 2013 PLAN INDEX

Plan Ref.	Effective date of original plan	Effective date of Plan Revision							
		1	2	3	4	5	6	7	8
TR/TRO/C134/001	06/10/2014	18/01/2016	14/11/2016	#####					
TR/TRO/C134/002	06/10/2014	25/04/2016							
TR/TRO/C134/003	06/10/2014	30/04/2018							
TR/TRO/C134/004	06/10/2014	25/04/2016							
TR/TRO/C134/005	06/10/2014	#####							
TR/TRO/C134/006	06/10/2014								
TR/TRO/C134/007	21/11/2014	13/11/2017							
TR/TRO/C134/008	25/01/2016	30/04/2018							
TR/TRO/C134/009	#####								
TR/TRO/C134/010	#####								
TR/TRO/C134/011	#####								

SCHEDULE 3

SCHEDULE 3

PARKING PLACES, NUMBER AND NAME, CHARGING HOURS, DAYS AND HOURS OF PARKING PLACE OPERATION, MAXIMUM PERIOD FOR WHICH VEHICLES MAY WAIT, TARIFF, DISABLED PERSONS' PARKING PLACES AND ELECTRIC VEHICLE PARKING PLACES

Parking Places Operational at all times

PARKING PLACE REFERENCE NUMBER Column 1	NAME OF PARKING PLACE Column 2	CHARGING HOURS OF PARKING PLACE Column 3	OPENING HOURS OF PARKING PLACE Column 4	TARIFF Column 5	DISABLED PERSONS' PARKING PLACES (No.) Column 6	ELECTRIC VEHICLE PARKING SPACES (No.) Column 7	PARKING PLACE IDENTIFICATION CODE Column 8
25	Barr's Brae	08:00-18:00 Mon-Sat	24 hours	A	1	4	
9	Bruce Street	08:00-18:00 Mon-Sat	24 hours	A	3		
12	Buccleugh Street	08:00-18:00 Mon-Sat	24 hours	H	1		GR2
11	Bullring	08:00-18:00 Mon-Fri	24 hours	E	4		GR1
29	Cathcart Buildings	08:00-18:00 Mon- Fri	24 hours	G	0		GR1
14	Cathcart Street East	08:00-18:00 Mon- Fri	24 hours	E	1		GR1
13	Cathcart Street West	08:00-18:00 Mon- Fri	24 hours	F	4	2	GR1
2	Cloch Road	08:00-18:00 Mon-Sat	24 hours	A	0		
4	Cove Road	08:00-18:00 Mon-Sat	24 hours	A	0		

PARKING PLACE REFERENCE NUMBER Column 1	NAME OF PARKING PLACE Column 2	CHARGING HOURS OF PARKING PLACE Column 3	OPENING HOURS OF PARKING PLACE Column 4	TARIFF Column 5	DISABLED PERSONS' PARKING PLACES (No.) Column 6	ELECTRIC VEHICLE PARKING SPACES (No.) Column 7	PARKING PLACE IDENTIFICATION CODE Column 8
28	Dalrymple Street	08:00-18:00 Mon- Fri	24 hours	E	3	2	GR1
22	East Road	08:00-18:00 Mon-Sat	24 hours	A	0		
33	East Shaw Street	08:00-18:00 Mon-Fri	24 hours	H	0		GR2
19	Fore Street	08:00-18:00 Mon-Fri	24 hours	J	8	2	PG1
1	Fran Terrace	08:00-18:00 Mon-Sat	24 hours	A	0		
7	Hastie Street	08:00-18:00 Mon- Fri	24 hours	E	2		GR1
21	Highholm Avenue	08:00-18:00 Mon-Sat	24 hours	A	8	2	
3	Kempock Street East	08:00-18:00 Mon-Fri	24 hours	J	4	2	GK1
32	Kempock Street West	08:00-18:00 Mon-Sat	24 hours	J	2	2	
24	Lochwinnoch Road	08:00-18:00 Mon-Fri	24 hours	A	6	2	
5	Manor Crescent	08:00-18:00 Mon-Sat	24 hours	A	0		
20	Princes Street	08:00-18:00 Mon-Fri	24 hours	B	6	4	
8	Roslin Street	08:00-18:00 Mon- Fri	24 hours	E	0		GR1
10	Roxburgh Street	08:00-18:00 Mon-Sat	24 hours	A	2		

PARKING PLACE REFERENCE NUMBER Column 1	NAME OF PARKING PLACE Column 2	CHARGING HOURS OF PARKING PLACE Column 3	OPENING HOURS OF PARKING PLACE Column 4	TARIFF Column 5	DISABLED PERSONS' PARKING PLACES (No.) Column 6	ELECTRIC VEHICLE PARKING SPACES (No.) Column 7	PARKING PLACE IDENTIFICATION CODE Column 8
34	Royal Court	08:00-18:00 Mon-Fri	24 hours	H	0		GR2
35	Shaw Place	08:00-18:00 Mon-Fri	24 hours	H	0		GR4
18	Shore Street	08:00-18:00 Mon-Fri	24 hours	J	11		PG1
16	Station Avenue East	08:00-18:00 Mon- Fri	24 hours	E	2		GR1
15	Station Avenue West	08:00-18:00 Mon- Fri	24 hours	E	2		GR1
23	Station Road	08:00-18:00 Mon-Sat	24 hours	A	1		
30	Station Road North	08:00-18:00 Mon- Fri	24 hours	D	0		
31	Station Road South	08:00-18:00 Mon- Fri	24 hours	D	0	4	
26	Waterfront	08:00-18:00 Mon- Fri	24 hours	A	4	2	
6	West Stewart Street	08:00-18:00 Mon- Fri	24 hours	E	2		GR1
17	William Street	08:00-18:00 Mon-Sat	24 hours	A	1		

SCHEDULE 4

SCHEDULE 4

SCALE OF PARKING CHARGES APPLICABLE DURING THE HOURS OF OPERATION FOR PARKING PLACES SPECIFIED IN SCHEDULE 3

TARIFF	CHARGES	MAXIMUM DURATION OF STAY	NO RETURN WITHIN	DISPLAY TICKET/PARKING DISC/NONE	COMMENTS
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
A	Free	24 hours	n/a	None	n/a
B	Free	2 hours (3 hours for Disabled Person's Badge holders)	1 hour	None or Disabled Person's Badge	n/a
C	Free	3 hours (3 hours for Disabled Person's Badge holders)	1 hour	Parking Disc or Disabled Person's Badge	n/a
D	£2.00 per calendar day (Free for Disabled Person's Badge holders)	One calendar day	n/a	Ticket or Disabled Person's Badge	n/a
E	£2.00 per calendar day (Free for Disabled Person's Badge holders)	One calendar day	n/a	Ticket or Residents' Parking Permit or Disabled Person's Badge	Multiple stays in one calendar day are permitted if space is available on return
F	Free	3 hours (3 hours for Disabled Person's Badge holders)	1 hour	Parking Disc or Residents' Parking Permit or Disabled Person's Badge	n/a
G	Free	24 hours	n/a	Residents' Parking Permit or Disabled Person's Badge	n/a
H	Free	24 hours	n/a	Residents' Parking Permit	n/a
J	3 hours free of charge per calendar day and £2.00 per calendar day for stays greater than 3 hours (Free for Disabled Person's Badge holders)	One calendar day	n/a	Ticket or Residents' Parking Permit or Disabled Person's Badge	Tickets must be displayed for free and charged parking options. Only one 3 hour free parking ticket may be obtained in the same calendar day in the same town or village. Free parking tickets can be used within any off-street car parks in the same town or village if space is available and provided that the total duration of stay

					does not exceed 3 hours (from the time of arrival in any off-street car park in the same town or village). Paid tickets can be used within any off-street car park in Inverclyde during the same calendar day, if space is available.
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