

**A meeting of the Environment & Regeneration Committee will be held on Thursday 27 October 2022 at 2pm.**

**Members may attend the meeting in person or via remote online access. Webex joining details will be sent to Members and Officers prior to the meeting. Members are requested to notify Committee Services by 12 noon on Wednesday 26 October 2022 how they intend to access the meeting.**

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

**Please note that this meeting will be live-streamed via YouTube with the exception of any business which is treated as exempt in terms of the Local Government (Scotland) Act 1973 as amended.**

**Further information relating to the recording and live-streaming of meetings can be found at the end of this notice.**

IAIN STRACHAN  
Head of Legal & Democratic Services

**BUSINESS**

**\*\*Copy to follow**

1. <b>Apologies, Substitutions and Declarations of Interest</b>	<b>Page</b>
<b>PERFORMANCE MANAGEMENT</b>	
2. <b>2022/23 Revenue Budget as at 31 August 2022</b> Report by Interim Director, Finance & Corporate Governance and Interim Director, Environment & Regeneration	<b>p</b>
3. <b>Environment &amp; Regeneration Capital Programme 2022/25 - Progress</b> Report by Interim Director, Environment & Regeneration and Interim Director, Finance & Corporate Governance	<b>p</b>
4. <b>Environment and Regeneration Corporate Directorate Improvement Plan Progress Report 2022/23</b> Report by Interim Director, Environment & Regeneration and Interim Director, Finance & Corporate Governance	<b>p</b>
5. <b>Annual Procurement Report 2021/2022</b> Report by Interim Director, Environment & Regeneration	<b>p</b>
<b>NEW BUSINESS</b>	

6.	<b>Procurement Strategy 2022/25 - Social Value Policy</b> Report by Interim Director, Environment & Regeneration	p
7.	<b>Employability Services Review</b> Report by Interim Director, Environment & Regeneration	p
8.	<b>Community Wardens Service Review</b> Report by Interim Director, Environment & Regeneration	p
9.	<b>Traffic Calming Priority 2022/2023</b> Report by Interim Director, Environment & Regeneration	p
10.	<b>Standardisation of Parking in Inverclyde – Consultation Findings</b> Report by Head of Shared Services – Roads & Environmental Services	p
11.	<b>Auchenbothie Quietways Cycle Route</b> Report by Interim Director, Environment & Regeneration	p
12.	<b>Spaces for People Update After 1 Year</b> Report by Interim Director, Environment & Regeneration	p
13.	<b>Governance of External Organisations</b> Report by Interim Director, Environment & Regeneration	p
<b>ROUTINE DECISIONS AND ITEMS FOR NOTING</b>		
14.	<b>The Fireworks and Pyrotechnic Articles (Scotland) Act 2022 – Delegation of Powers to Officers</b> Report by Interim Director, Environment & Regeneration	p
15.	<b>Greater Renfrewshire and Inverclyde (GRI) LEADER/ Community Led Local Development (CLLD) Update</b> Report by Interim Director, Environment & Regeneration	p
16.	<b>Annual Assurance Statement</b> Report by Interim Director, Environment & Regeneration	p
17.	<b>Nature Restoration Fund</b> Report by Interim Director, Environment & Regeneration	p
18.	<b>Brown Bin Update – Extension Due to Strike Action</b> Report by Interim Director, Environment & Regeneration	p
19.	<b>Property Assets Management – Baker Street Site, Greenock / Parklea Branching Out</b> Report by Interim Director, Environment & Regeneration	p
<p><b>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 being that set out in the paragraphs of Part I of Schedule 7(A) of the Act whose numbers are set out opposite the heading to each item.</b></p>		

<b>NEW BUSINESS</b>		
20.	<b>Property Asset Management – Land at Churchill Road, Kilmacolm / William Street/Brown Street, Port Glasgow / Housing Stock Transfer Update</b> Report by Interim Director, Environment & Regeneration making recommendations in respect of a number of property assets.	<b>Paras 6 &amp; 9</b>  <b>p</b>
21. **	<b>Landfill Waste Disposal Contract</b> Report by Interim Director, Environment & Regeneration providing an update on the Inverclyde Council landfill waste disposal contract.	<b>Paras 6, 8 &amp; 9</b>  <b>p</b>
22.	<b>Proposed Footbridge at Port Glasgow Station</b> Report by Interim Director, Environment & Regeneration providing an update on the proposed construction of a footbridge at Port Glasgow Station.	<b>Paras 8 &amp; 9</b>  <b>p</b>
23. **	<b>Provision of Road Lighting and Traffic Sign Lighting Maintenance 2022/2023 - Contract Award</b> Report by Interim Director, Environment & Regeneration providing an update on a contract award for the provision of road lighting and traffic sign lighting maintenance.	<b>Para 8</b>  <b>p</b>

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.

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Enquiries to – **Colin MacDonald** – Tel 01475 712113



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**Report To:** Environment & Regeneration Committee      **Date:** 27 October 2022

**Report By:** Interim Director Finance & Corporate Governance and Interim Director Environment & Regeneration      **Report No:** FIN/60/22/AP/JAW

**Contact Officer:** Julie Ann Wilson      **Contact No:** 01475 712636

**Subject:** 2022/23 Revenue Budget as at 31 August 2022

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## **1.0 PURPOSE AND SUMMARY**

- 1.1  For Decision                                       For Information/Noting
- 1.2 The purpose of this report is to advise the Committee of the 2022/23 Revenue Budget projected position as at 31 August 2022. .
- 1.3 The revised 2022/23 Revenue Budget for the Environment and Regeneration Committee is £21,457,270, which excludes Earmarked Reserves. The latest projection is an overspend of £37,280 (0.17%) which is a reduction of £246,000 since the Period 3 report and is largely due to an increase in projected turnover savings. More details are provided in section 3 and the appendices.

## **2.0 RECOMMENDATIONS**

- 2.1 It is recommended that the Committee note that the Revenue Budget is currently projected to overspend in 2022/23 by £37,280 based on figures as at 31 August 2022.
- 2.2 It is recommended that the Committee note that the Interim Director Environment & Regeneration will continue to monitor budgets closely with the intention of bringing the 2022/23 budget in on target.
- 2.3 It is recommended that the Committee approve the virement request in Appendix 5.

**Alan Puckrin**  
Interim Director Finance &  
Corporate Governance

**Stuart Jamieson**  
Interim Director Environment &  
Regeneration

### 3.0 BACKGROUND AND CONTEXT

3.1 The revised 2022/23 budget for Environment and Regeneration, excluding earmarked reserves, is £21,457,270. This is an increase of £299,000 from the approved budget, prior to transfers to earmarked reserves. Appendix 1 gives details of this budget movement.

3.2 At Period 3 the Committee was projecting a £286,000 overspend and the Interim Director Environment and Regeneration undertook to take action to bring projections back within budget.

### 3.3 2022/23 PROJECTED OUT-TURN (£37,280 Overspend- 0.17%)

The main variances contributing to the projected net overspend are listed below.

- a) £197,000 shortfall in Planning Income. This is a combination of historical trends and current staffing shortages. £110,000 was allocated as part of the 2022/23 Budget to reduce the income target but the shortfall in income remains in line with 2021/22
- b) £218,000 shortfall in Burials and Cremation Income. This is after the allocation of £50,000 to reduce the income target as part of the 2022/23 Budget
- c) £53,000 shortfall in Trade Waste Income which is in line with previous years. Trade Waste is being reviewed as part of the Delivering Differently Programme with a report due from officers later in 2022/23.
- d) A projected underspend in the Workforce Development Fund of £58,000 due to the availability of external grants.
- e) A projected over-recovery of £365,000 against the turn-over target due to delays in recruiting certain posts.

The above figures exclude the significant increase in utility costs which are being managed and reported in 2022/23 via the Policy & Resources Committee.

### 3.4 EARMARKED RESERVES

Appendix 4 gives an update on the operational Earmarked Reserves, ie excluding strategic funding models. Spend to date on these operational Earmarked Reserves is £722,000 (21.52% of projected spend). A comprehensive review of all earmarked reserves is being undertaken as part of the 2023/25 Budget.

### 4.0 PROPOSALS

4.1 The above figures for 2022/23 exclude any financial implications which may arise from the Council's waste contract an update on which is included in the private part of the Committee's agenda.

4.2 Appendix 5 contains two virement requests for Committee approval.

### 5.0 IMPLICATIONS

5.1 The table below shows whether risks and implications apply if the recommendations are agreed:

SUBJECT	YES	NO	N/A
Financial	X		
Legal/Risk		X	
Human Resources		X	
Strategic (LOIP/Corporate Plan)		X	
Equalities & Fairer Scotland Duty			X
Children & Young People's Rights & Wellbeing			X

Environmental & Sustainability			X
Data Protection			X

## 5.2 Finance

Good progress has been made in reducing the projected overspend and officers will continue to take action where possible to bring projections back within budget.

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					

## 5.3 Legal/Risk

There are no legal implications arising from this report.

## 5.4 Human Resources

There are no HR implications arising from this report.

## 5.5 Strategic

There are no Strategic implications arising from this report.

## 6.0 CONSULTATION

6.1 The figures in this report are based on the discussions with budget holders.

## 7.0 BACKGROUND PAPERS

7.1 None.

**Environment & Regeneration Budget Movement - 2022/23****PERIOD 5: 1st April 2022 - 31st August 2022**

Service	Approved Budget	Movements			Revised Budget	
	2022/23 £000	Inflation £000	Virement £000	Supplementary Budgets £000	Transferred to EMR £000	2022/23 £000
Regeneration, Planning & Public Protection	6,602	4	8		(265)	6,349
Property Services	2,124	55	(36)			2,143
Roads & Environmental	12,543	271	(3)			12,811
Corporate Director	154		(1)			153
<b>Totals</b>	<b>21,424</b>	<b>330</b>	<b>(32)</b>	<b>0</b>	<b>(265)</b>	<b>21,457</b>

**Movement Details**

£000

External ResourcesInflation

Roads Client - external power	49,140
Roads	50,000
Property	50,000
Vehicle Maintenance - Fuel expenditure	200,000
Vehicle Maintenance - Fuel income	(200,000)
Fuel	181,430
	<u>330,570</u>

Virements

AMP	(46,000)
CCTV Contract from AMP	6,000
Insurance	24,250
Rankin Park to Communities	(15,740)
	<u>(31,490)</u>

Supplementary Budgets0299,080



ENVIRONMENT AND REGENERATION COMMITTEEREVENUE BUDGET MONITORING REPORTSUBJECTIVE ANALYSISPERIOD 5: 1st April 2022 - 31st August 2022

Subjective Heading	Approved Budget 2022/23 £000	Revised Budget 2022/23 £000	Projected Out-turn 2022/23 £000	Projected Over/(Under) Spend	Percentage Variance %
Employee Costs	16,945	16,838	16,588	(250)	-1.48%
Property Costs	3,801	3,803	3,820	17	0.45%
Supplies & Services	4,133	4,237	4,886	649	15.32%
Transport & Plant Costs	2,391	2,810	2,966	156	5.55%
Administration Costs	485	467	679	212	45.41%
Payments to Other Bodies	6,608	6,699	6,578	(121)	-1.80%
Other Expenditure	1,909	1,909	1,901	(8)	-0.42%
Income	(14,847)	(15,040)	(15,658)	(618)	4.11%
<b>TOTAL NET EXPENDITURE</b>	<b>21,424</b>	<b>21,723</b>	<b>21,760</b>	<b>37</b>	<b>0.17%</b>
Transfer to Earmarked Reserves *	0	(265)	(265)	0	0.00%
<b>TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES</b>	<b>21,424</b>	<b>21,458</b>	<b>21,495</b>	<b>37</b>	<b>0.17%</b>

ENVIRONMENT AND REGENERATION COMMITTEEREVENUE BUDGET MONITORING REPORTOBJECTIVE ANALYSISPERIOD 5: 1st April 2022 - 31st August 2022

Objective Heading	Approved Budget 2022/23 £000	Revised Budget 2022/23 £000	Projected Out-turn 2022/23 £000	Projected Over/(Under) Spend	Percentage Variance %
Regeneration, Planning & Public Protection	6,602	6,614	6,617	3	0.05%
Property Services	2,124	2,144	2,053	(91)	-4.24%
Roads & Environmental	12,543	12,811	13,084	273	2.13%
Corporate Director	154	154	6	(148)	-96.01%
<b>TOTAL NET EXPENDITURE</b>	<b>21,424</b>	<b>21,723</b>	<b>21,760</b>	<b>37</b>	<b>0.17%</b>
Transfer to Earmarked Reserves *	0	(265)	(265)	0	0.00%
<b>TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES</b>	<b>21,424</b>	<b>21,458</b>	<b>21,495</b>	<b>37</b>	<b>0.17%</b>

**ENVIRONMENT AND REGENERATION COMMITTEE****REVENUE BUDGET MONITORING REPORT****MATERIAL VARIANCES****PERIOD 5: 1st April 2022 - 31st August 2022**

<u>Out Turn</u> <u>2021/22</u> <u>£000</u>	<u>Budget</u> <u>Heading</u>	<u>Subjective Head</u>	<u>Budget</u> <u>2022/23</u> <u>£000</u>	<u>Proportion</u> <u>of Budget</u> <u>£000</u>	<u>Actual to</u> <u>31-Aug-22</u> <u>£000</u>	<u>Projection</u> <u>2022/23</u> <u>£000</u>	<u>(Under)/Over</u> <u>Budget</u> <u>£000</u>	<u>Percentage</u> <u>Variance</u> <u>%</u>
	<b>REGENERATION, PLANNING &amp; PUBLIC PROTECTION</b>							
905	Planning Overall	Employee Costs	946	360	239	796	(150)	(15.86)%
							<b>(150)</b>	
82	Comm. Ind. & Misc. Properties CPII	Property Costs	44	18	38	65	21	47.73%
							<b>21</b>	
0	RI Employee Core CPEZ	PTOB	23	18	0	0	(23)	(100.00)%
58	Training CPEG	PTOB	73	18	0	15	(58)	(79.45)%
							<b>(81)</b>	
(422)	Planning sales, fees & charges	Income	(627)	(261)	(183)	(430)	197	(31.42)%
							<b>197</b>	
	<b>PROPERTY SERVICES</b>							
937	BSU	Employee Costs	988	376	333	948	(40)	(4.05)%
754	Technical Services	Employee Costs	913	348	269	794	(119)	(13.03)%
							<b>(159)</b>	
33	Office Accommodation - Water	Property Costs	61	61	12	38	(23)	(37.70)%
289	Office Accommodation - Rates	Property Costs	415	415	385	385	(30)	(7.23)%
							<b>(23)</b>	
114	Technical Services - Agency Costs	Administration Costs	0	0	37	80	80	
							<b>80</b>	
	<b>ROADS &amp; ENVIRONMENTAL</b>							
1,425	Env Services - Street Cleaning	Employee Costs	1,480	569	500	1,442	(38)	(2.57)%
882	Env Services - Vehicle Maintenance	Employee Costs	1,010	395	255	937	(73)	(7.23)%
1,474	Env Services - Management	Employee Costs	1,303	512	572	1,356	53	4.07%
222	Env Services - Civic Amenities	Employee Costs	180	71	59	211	31	17.22%
							<b>(27)</b>	
41	Roads Parking Electricity	Property Costs	8	2	9	42	34	425.00%
56	Env Services - Grounds Maintenance	Property Costs	74	25	14	52	(22)	(29.73)%
61	Env Services - Pottery Street	Property Costs	35	14	9	61	26	74.29%
							<b>38</b>	

**ENVIRONMENT AND REGENERATION COMMITTEE****REVENUE BUDGET MONITORING REPORT****MATERIAL VARIANCES****PERIOD 5: 1st April 2022 - 31st August 2022**

<u>Out Turn</u> <u>2021/22</u> <u>£000</u>	<u>Budget</u> <u>Heading</u>	<u>Subjective Head</u>	<u>Budget</u> <u>2022/23</u> <u>£000</u>	<u>Proportion</u> <u>of Budget</u> <u>£000</u>	<u>Actual to</u> <u>31-Aug-22</u> <u>£000</u>	<u>Projection</u> <u>2022/23</u> <u>£000</u>	<u>(Under)/Over</u> <u>Budget</u> <u>£000</u>	<u>Percentage</u> <u>Variance</u> <u>%</u>
1,018	Roads Operations Unit - Materials	Supplies and Services	1,005	208	428	1,325	320	31.84%
43	Env Services - Crematorium	Supplies and Services	26	11	25	52	26	100.00%
							<b>346</b>	
272	Roads Operations - External Hires	Transport	286	82	97	378	92	32.17%
63	Roads Operations - Non - Routine	Transport	24	10	25	73	49	204.17%
351	Env Services - Overall - Fuel	Transport	204	125	174	236	32	15.69%
							<b>173</b>	
90	Env Services - Ref Coll - Agency Costs	Administration Costs	(14)	(6)	65	86	72	
							<b>72</b>	
454	Env Services - Waste Strategy - DMR	PTOB	463	193	152	512	49	10.58%
119	Env Services - Waste Strategy - Green Waste	PTOB	80	53	54	103	23	28.75%
27	Env Services - Waste Strategy - Food Waste	PTOB	53	27	4	22	(31)	(58.49)%
							<b>41</b>	
(763)	Roads Operations Unit - Recharges at Dayworks	Income	(580)	(131)	(206)	(632)	(52)	8.97%
(2,039)	Roads Operations Unit - Recharges at Schedule of Rates	Income	(2,256)	(510)	(423)	(2,555)	(299)	13.25%
(278)	Roads Parking - Income (PCNS)	Income	(231)	(96)	(62)	(197)	34	(14.72)%
(7)	Roads Parking - Other Income	Income	(2)	(1)	(7)	(24)	(22)	1100.00%
(232)	Env Services - Burial Grnds - Interment Income	Income	(262)	(105)	(58)	(227)	35	(13.36)%
(79)	Env Services - Burial Grnds - Sale of Lairs	Income	(111)	(44)	(23)	(75)	36	(32.43)%
(614)	Env Services - Crem - Cremations Income	Income	(743)	(260)	(195)	(596)	147	(19.78)%
(658)	Env Services - Refuse Collection- Trade Income	Income	(649)	(227)	(205)	(596)	53	(8.17)%
(23)	Env Services - Veh Main- Tyre Recharges	Income	0	0	(10)	(24)	(24)	0.00%
(69)	Env Services - RTS- Scrap Metal	Income	(31)	(13)	(26)	(86)	(55)	177.42%
(340)	Env Services - RTS- Tipping charges	Income	(298)	(124)	(129)	(346)	(48)	16.11%
(348)	Env Services - Waste Strategy Green Waste	Income	(370)	(370)	(347)	(347)	23	(6.22)%
(268)	Roads - Sales Fees and Charges	Income	(232)	(114)	(114)	(332)	(100)	43.10%
							<b>(272)</b>	
0	<b>CORPORATE DIRECTOR</b> CORPORATE DIRECTOR	Employee Costs	148	56	0	0	(148)	(100.00)%
							<b>(148)</b>	
<b>Total Material Variances</b>							<b>108</b>	

EARMARKED RESERVES POSITION STATEMENT

Appendix 4

COMMITTEE: Environment & Regeneration

<u>Project</u>	<u>Total</u>	<u>Phased Budget</u>	<u>Actual</u>	<u>Projected</u>	<u>Amount to be</u>	<u>Lead Officer Update</u>
	<u>Funding</u>	<u>P5</u>	<u>P5</u>	<u>Spend</u>	<u>Earmarked for</u>	
	<u>2022/23</u>	<u>2022/23</u>	<u>2022/23</u>	<u>2022/23</u>	<u>2023/24</u>	
	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>&amp; Beyond</u>	
					<u>£000</u>	
Renewal of Clune Park Area	2,417	0	80	120	2,297	Spend to date relates to legal support and security costs. Projection based in line with prior year spend. Tender awaited for external legal advice.
Youth Employment	180	40	74	180	0	MA programme salaries and training programme ongoing. Full
Repopulating/Promoting Inverclyde/ Group Action Plan	257	12	128	128	129	Action plan has not been forthcoming from the repopulation group - Report to come to CMT on options for unspent balance.
Employability Initiatives	133	0	76	133	0	MA programme salaries and training programme ongoing. Full spend anticipated 22/23.
Climate Change	231	0	21	50	181	Report to ERR Jan 22 with commitments - £50k 22/23 for project development, balance towards net zero.
Resilience & Insurance Claims - Black Start Equipment	23	0	0	23	0	Tenders have been returned for the 6 week project. Full spend anticipated in 2022/23.
Roadside Trees	31	5	11	31	0	Ongoing programme of works.
COVID - Jobs Recovery	3,077	0	191	1,877	1,200	Existing MA, Kickstart, graduate, Future Jobs, part contribution to new MA programme and apprentice wage subsidy
Roads Assessments due to parking prohibitions contained in the Transport Scotland Act 2019.	23	0	0	23	0	Planned programme this financial year.
Omicron Business Support Funding - Parking	170	141	141	170	0	Budget utilised to cover suspension of parking charges to 30/09/22.
Project Resource	150	0	0	150	0	Full spend anticipated. To be used to support the task force and pay for the 3 year membership of the Co-operative Councils Network.
Omicron Business Support Funding - Business Support Initiatives	579	0	0	270	309	Business Support initiatives aimed at retaining employment, workforce development, business development, equipment and infrastructure investment approved at ER Aug 22
SG Employability Grant NOLB	1,035	0	0	200	835	MA programme salaries and training programme
<b>Total Category C to E</b>	<b>8,306</b>	<b>198</b>	<b>722</b>	<b>3,355</b>	<b>4,951</b>	

**ENVIRONMENT AND REGENERATION COMMITTEE****VIREMENT REQUESTS****PERIOD 5: 1st April 2022 - 31st August 2022**

<b>Budget Heading</b>	<b>Increase Budget</b>	<b>(Decrease) Budget</b>
	<b>£</b>	<b>£</b>
Rankin Park to Communities		(15,740)
Communities	15,740	
CCTV Contract from AMP	6,000	
ICT - Hybrid Working	40,000	
AMP		(46,000)
<b>Total</b>	<b>61,740</b>	<b>(61,740)</b>

Note

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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>27 October 2022</b>
<b>Report By:</b>	<b>Interim Director, Environment &amp; Regeneration and Interim Director, Finance &amp; Corporate Governance</b>	<b>Report No:</b>	<b>ER/22/10/03/SJ/EM</b>
<b>Contact Officer:</b>	<b>Stuart Jamieson</b>	<b>Contact No:</b>	<b>01475 712764</b>
<b>Subject:</b>	<b>Environment &amp; Regeneration Capital Programme 2022/25 - Progress</b>		

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## **1.0 PURPOSE AND SUMMARY**

- 1.1  For Decision  For Information/Noting
- 1.2 The purpose of the report is to update the Committee in respect of the status of the projects within the 2022/25 Environment & Regeneration Capital Programme.
- 1.3 This report advises the Committee in respect of the progress of the projects within the Environment & Regeneration Capital Programme incorporating Roads and Environmental Services, Regeneration and Planning, Property and City Deal.
- 1.4 The Environment & Regeneration capital budget is £48.595m with total projected spend on budget. The Committee is projecting to spend £14.759m after net slippage of £1.584m (9.70%) being reported. No slippage is reported against the City Deal capital projects. Appendices 1-4 detail the capital programme.

## **2.0 RECOMMENDATIONS**

- 2.1 It is recommended that the Committee notes the current position and the progress on the specific projects of the 2022/25 Capital Programme and City Deal as outlined in the report and appendices.
- 2.2 That the Committee notes the use of powers delegated to the Chief Executive to issue an acceptance for the general building work contract associated with installation of the new cremator units at Greenock Crematorium which was authorised by Councillors McCormick, Clocherty, McCabe and Robertson (for Environment & Regeneration); and Councillors McCabe, McCluskey and Robertson (for Policy & Resources); and the Chief Executive.

**Alan Puckrin**  
**Interim Director Finance & Corporate Governance**

**Stuart Jamieson**  
**Interim Director Environment & Regeneration**

### 3.0 BACKGROUND AND CONTEXT

3.1 This report shows the current position of the approved Environment & Regeneration Capital programme reflecting the allocation of resources approved by Inverclyde Council on 24<sup>th</sup> February 2022. This effectively continues the previously approved 2021/24 Capital Programme to 2022/25. In addition to the core annual allocations funding was approved to address inflationary pressures in the RAMP and an initial allocation towards the approved Carbon Reduction Strategy.

#### 2022/25 Current Capital Position

3.2 The Environment & Regeneration capital budget is £48.595m. The budget for 2022/23 is £16.343m, with spend to date of £2.925m equating to 17.9% of projected spend. The current projection is £48.595m which means total projected spend is on budget.

3.3 The Committee is projecting to spend £16.638m in 2022/23 with net slippage of £1.584m (9.70%) being reported. This is an increase in slippage of £1.460m (8.94%) from the previous reported position and is mainly due to slippage in the Road Safety Improvement Fund (£0.116m), Vehicle Replacement Programme (£0.847m), Cremator Replacement (£0.200m), Kirn Drive Civic Amenity Site (£0.180m), Various Garages/Stores Replacement (£0.100m) and other minor movements across the remaining elements of the capital programme. Appendices 1-3 detail the capital programme.

3.4 City Deal projects are not included in the above Committee figures, the City Deal budget is £24.070m. The current projection for 2022/23 is £9.898m with no slippage being reported at this stage. Appendix 4 shows the financial position of the City Deal programme.

#### Roads and Environmental Services – Core Programme

3.5 **Cycling, Walking & Safer Streets:** The cycle route improvement works along Mirren Shore are complete. The Cycle Route improvements from the Beacon Centre to Cartsburn roundabout have now started on site.

Cycle storage rack installation in the following locations are programmed to start in November.

- Sainsburys Inverkip.
- Opposite No10 Cloch Road Gourock.
- Cloch Road at Yacht Club.
- Gourock Swimming Pool.
- Battery Park.
- Nelson Street Greenock at College.
- Car park at West Station.
- Clyde Square Greenock.
- Beacon Centre Greenock.
- East India Harbour.
- Princess Street Port Glasgow.
- Port Glasgow Bus Station.
- Carriage's car park Kilmacolm.

Officers are also progressing the design of the following reserve schemes.

- N75 Cycle Route Gourock Improvements from Gourock Station to Battery Park – Improvements at Cove Road and Tarbet Street.
- N75 Cycle Route Greenock Cartsburn Roundabout to James Watt Dock. – Land searches and purchasing of land to widen the footway.

- N75 Cycle Route Port Glasgow Kingston Dock to Port Glasgow - Improve signs and lines.
- N75 Cycle Route Various Improvements to route from Lady Octavia - Lighting and widening of track. Officers are in discussion to secure funding from Sustrans to install street lighting.
- N75 Cycle Route improvements to link to A8 down Sinclair Street.
- Improvements in Kelburn Park and around the underpasses.
- Improvements and widening from Container Way to Cinema.

3.6 **SPT:** Officers are progressing the following:

- Cycle Route Improvements - includes improvements to junctions, new road markings and new signage on the cycle route along Eldon Street.
- Speed reduction in Town Centres - Speed surveys have been undertaken and discussions are on-going with Police Scotland to reduce the speed limit to 20mph in Kilmacolm, Port Glasgow, Gourrock, Inverkip and Wemyss Bay.
- Quality Bus Corridor - Ongoing programme of works to improve the existing bus shelter infrastructure.
- Port Glasgow Train Station Improvements - Network Rail are in discussion with Inverclyde Council to develop a project to improve access to both platforms at Port Glasgow Train Station including access to Highholm Park and Ride car park.

3.7 **Spaces for People:** A full report on the cycle route from Battery Park to Laird Street Greenock is included within this Committee.

3.8 **Sustrans:** Lady Octavia to Devol Glen - Works to install street lighting along the path and carry out general path upgrade works is now out to tender.

3.9 **Flood Risk Management Plan:** Officers are progressing the following:

- Gotters Water - The design is complete and the project is currently out for re-tender as no bids were received for the first tender.
- Glen Mosston – Works are now on site to construct the reservoir. This work will reduce the flow of water to Kilmacolm Centre during peak periods by attenuating the flow in the reservoir.

3.10 **Former St Ninian's School Site:** Survey work has been completed including topographical and initial ground investigations. Tenders for a further ground investigation to determine the condition and exact location of the mine shaft have been received.

3.11 **Participatory Budget:** 4 carriageway resurfacing schemes and 5 footway resurfacing schemes are programmed to be delivered in 2022 as part of the Participatory Budget allocation as prioritised by public consultation.

3.12 **Inverclyde Traffic Study:** The Consultant has now been appointed to undertake the study.

3.13 **Larkfield Rd / George Rd:** Officers are continuing work to progress the plans for the consultation on 4 proposed schemes.

3.14 **Kilmacolm Carpark:** Officers continue to progress the tender documents for the detailed design of the proposed car parks at the corner of Moss Road and Gilburn Road Kilmacolm and behind the Old Police Station.



### **Roads and Environmental Services – Roads Asset Management Plan**

- 3.15 **Carriageways:** 13 of 20 carriageway resurfacing schemes, which includes 4 from participatory budget schemes, are now complete. 16 of 21 large carriageway patching schemes are also now complete.
- 3.16 **Footways:** 8 of 18 footway resurfacing schemes, which includes 5 from participatory budget schemes, are now complete. 5 of 8 large footway patching schemes are also now complete.
- 3.17 **Structures:** Minor bridge repair works and Principal Inspections are on-going.
- 3.18 **Street Lighting:** Street lighting column replacement contract is at tender stage, with tender return for in the first week of October 2022. Site works anticipated from November 2022.
- 3.19 **Traffic Calming:** The two prioritised sites at Newark Street and Union Street are currently being designed and a full detailed report is included separately in this Committee. This project was to be part funded externally by the Roads Safety Fund. Unfortunately, the Road Safety Fund has been paused by the Scottish Government at this time. This project will now be funded from the allocated Roads RAMP funding over the next two years.

### **Roads and Environmental Services – Environmental Services**

- 3.20 **Cemetery Development:** Works now practically complete with the exception of minor snagging items. Handover is anticipated in early October.
- 3.21 **Cremator Replacement:** The building warrant has been received and the building contract awarded for the alterations and extension of the Crematorium building. The Committee is requested to note the use of powers delegated to the Chief Executive to issue an acceptance for the general building work associated with installation of the new cremator units at Greenock Crematorium involving the internal adaptations and improvements, and a new extension to the rear of the existing building. The use of Emergency Powers was recommended in order that the formal letter of acceptance could be issued without delay and allow the mobilisation period to commence ahead of construction commencement which would enable the main contractor to formally commit to the proposed supply chain partners. Tenders were returned in excess of the available budget with the additional funding required made available from a combination of the cost pressure contingency within the Core Property general provision (£200K); underspends from current projects released back to the Core Property general provision (£100K); and with a further allocation of £194K from the remaining cost pressure contingency within the Policy & Resources capital programme. The works commencement notice has been issued for the manufacture of the cremator with the revised advanced payment bond and agreement to be returned by the specialist contractor. The cremator contractor has progressed with the manufacture of the first cremator with the installation scheduled for the end of January 2023 to ensure the Cremations Service has capacity throughout the Christmas holiday period. This will also provide sufficient time to construct the extension to the building and the works are programmed to commence on 7<sup>th</sup> October.
- 3.22 **Vehicle Replacement Programme:** The Committee is requested to note that, following a review of the planned fleet replacement programme for the current financial year, it is not anticipated that the projected expenditure will be delivered. At present confirmed delivery dates would indicate that £200k will be delivered within this financial year. The main reasons for this are linked to a reduction in the level of discount received through procurement frameworks and the continuing impact of global supply chain issues. It will also be necessary to review the programme in the context of the Council's Net Zero Strategy and options for further fleet decarbonisation.

- 3.23 **Play Areas:** The new Lunderston Bay play area is due for completion mid-October. Completion of the remaining play areas is now projected to be December
- 3.24 **Nature Restoration Fund:** The Works have commenced on the path improvements and naturalised seeding. Additional habitat improvement works for the full spend will be delivered in this financial year.
- 3.25 **Parks, Cemeteries and Open Spaces Asset Management Programme:** A programme of works for the balance of funding will be delivered in the current financial year.
- 3.26 **Port Glasgow Sculpture:** Paths and footways have now been completed with the lighting now ordered although there has been some difficulty with the supply of the specialised equipment.

### **Regeneration and Planning – Core Regeneration**

- 3.27 **Town & Village Centres - West Blackhall Street:** Public consultation will be undertaken to gain feedback on the potential options that can be delivered within the available budget. The feedback will be reported to this committee for consideration and decision on the scheme to be delivered.
- 3.28 **Town & Village Centres - Jamaica Street Car Park:** The project is complete with the installation of the pay and display machines to follow. The project has experienced increased costs due to unforeseen ground conditions which will be contained within available budgets.
- 3.29 **Town and Village Centres / Place Based Funding:** At the March Committee it was agreed to progress with the following projects from the 2021/22 allocation and these works have been instructed, with the exception of Inverkip which requires proposals against the allocation.

### **Property – Core Property Assets**

- 3.30 **Greenock Municipal Buildings:** Officers are progressing the following:
- **Window Replacement Phase 6:** The project addresses windows within the courtyard / air well at the Fire Museum including re-roofing of a small area of slated roof at the Dalrymple Tower which has not formed part of the roofing projects to date. Tenders have been returned and Contractor appointed. Windows are now in manufacture prior to site set up for installation with a programme being prepared by the Contractor and a start anticipated at the end of November.
  - **Grand Corridor Offices Ventilation:** The works involve the provision of a permanent air handling unit (AHU) serving internal offices with limited natural ventilation. Listed building consent and Building Warrant have been granted. As previously reported the initial tender exercise resulted in a single tender return and it has not been possible to address the tender qualifications. A re-tender exercise will now be progressed following a review of the design proposals.
  - **Greenock Town Hall:** The project will address the last significant roofing project within the campus i.e. the Town Hall element including partial window replacement and ventilation improvements which will include works to the Council Chambers. The design team is now in place including the necessary external consultants with the initial design being developed and informed by targeted surveys and an initial consultation with Historic Environment Scotland. A cost estimate will be prepared at the appropriate stage of the design development to inform the allocation required from the 2022/23 Core Property budget.

- 3.31 **Greenock Cemetery Complex (Ivy House):** Works are progressing on site with the roof to the existing tower 50% complete. Roof and wall cladding to the new building is 95% complete with internal finishes in progress. The project is currently 8 -10 weeks behind programme with an extension of time request submitted related to unforeseen works required to the existing tower chimney and difficult ground conditions, which is being evaluated. Subject to the final power connection by Scottish Power Energy Networks, it is anticipated that the new building will be completed mid-October and works to the existing Tower by the end of October.
- 3.32 **Waterfront Leisure Complex Lifecycle Works:** The project addresses the replacement of the fire/panic alarm systems and replacement of emergency lighting. Site works commenced at the end of August and are progressing on site with completion projected by the end of December.
- 3.33 **Sea Walls/Retaining Walls:** Provision of £100K was made in the 2020/21 budget to address the progression of surveys and mapping of Council assets in order to establish condition and any current/future capital project works required. As previously reported, a number of surveys have been taken forward with minor works undertaken at some locations. Further surveys are planned and have been awaiting the conclusion of the consultant appointments which have now been completed. The scope and location of additional surveys continues to be assessed by Officers however it should be noted that the associated legal searches and title checks are a challenging part of the process.
- 3.34 **Risk/DDA Works:** Provision of £0.400m was made available in the 2020/21 budget to address areas of risk and future claims against the Council including priority equality works.
- Customhouse Square: Available funding is being prioritised to address improvements to the existing cobbled roads surrounding Customhouse Square. Phase 1 works were completed in December 21. Phase 2 works are nearing completion which is anticipated by mid-October.
  - Watt Institute Lift: The project involves provision of a lift within the Watt Institute gallery space to address the lack of an accessible route to the upper exhibition floor. Listed Building Consent has been granted. Building warrant application will be submitted subject to the detailed structural information provided by the successful lift contractor. Tenders have been returned with preparation of a tender report in progress.
- 3.35 **Grounds Service Accommodation:** The project involves proposals to address the poor condition of four small garage/storage buildings across Inverclyde (Gourock Cemetery / Port Glasgow Cemetery / Birkmyre Park Kilmacolm / Parklea). The project is currently on hold with the position to be reviewed in the context of the review of service provision and pending decisions in respect of the forthcoming budget setting process.
- 3.36 **Vehicle Maintenance Facility Drying Room Alterations:** The project involves internal alterations to provide more space for changing and storing wet clothes for drying including building services improvements. Works commenced in early August and are slightly behind programme with completion anticipated early in October.
- 3.37 **Property – Minor Works**
- Watt Institute Archive Room – Alteration works complete with quotes obtained for storage shelving system.
  - Endeavour Sculpture Restoration - Order issued with works to commence mid-October for 2 weeks.

### 3.38 **Property – Inverclyde Leisure Minor Works**

- Port Glasgow Town Hall Floor Refurbishment – Works involve repairs to and sanding/sealing of the existing timber floor and minor refurbishment of the bar area. Bar area work is currently underway and projected to be complete mid-October. Works order issued for floor works with start date co-ordinated with Inverclyde Leisure in early November for 3 weeks.
- Ravenscraig Stadium Running Track – Works involve specialist cleaning and re-lining of the running track surface. Works are now complete.

### **Property – Statutory Duty Works**

- 3.39 **DDA/Equality - Greenock Town Hall Stage Lift:** The lift has been manufactured and delivered to site for storage pending identification of an installation window which is being co-ordinated with the assistance of Inverclyde Leisure and the use of the hall as a vaccination centre.
- 3.40 **DDA/Equality – Port Glasgow Town Hall Lift Replacement:** The project involves the replacement of the existing lift which is nearing end of serviceable life and with components / parts no longer readily available. The works involve structural alterations to address current building standards and larger lift size. A contractor has been appointed for the lift and is providing technical information for the detailed design and the building warrant. Survey work is being arranged involving X-Ray of the concrete floor to confirm location of existing reinforcement. Works are projected to commence on site late January 2023.

### **Asset Management Plan – Depots**

- 3.41 **Kirn Drive Depot:** The June Committee noted the position regarding the project to address improvements to the existing Kirn Drive Civic Amenity facility. The existing Kirn Drive Depot building demolition and fuel tank removal is complete. The tender for the improvements to the Amenity facility has not been progressed pending decisions in respect of the forthcoming budget setting process.
- 3.42 **Pottery Street Depot Resilience Generator:** The project involves the provision of a generator at the Pottery Street depot to enable the depot to be used as an emergency coordination centre for the Council in the event of a black start or other widespread power failure. Tenders have been returned and evaluated with a report imminent.

### **City Deal**

- 3.43 **Greenock Ocean Terminal:** The works commenced on site on 17<sup>th</sup> May with original contract completion date of 10<sup>th</sup> May 2022. As previously reported, the contractor encountered difficult ground conditions and obstructions in the ground which impacted progress in the early stages. The Contractor has also experienced difficulties with his supply chain including the insolvency of a key sub-contractor and the on-going industry challenges relating to materials and labour availability being experienced across the sector. The works are progressing towards completion with the final cladding and flashing works progressing on the external façade. Internal works including finishes and services installations are progressing. External works including paving and retaining walls are progressing. Gas and water connections are live with power connection works progressed and cabling complete awaiting the meter installation. The contractor is currently projecting completion in early December subject to remaining work package completion. The Council also continues to engage with the tenants and sub tenants of the facility to co-ordinate the final fit-out and interface works which are key to the operation of the

facility and it should be noted that these elements are projected to continue into the new year following the completion of the main building contract.

- 3.44 **Inverkip:** The project is to construct a signalised junction on the A78 at the easterly junction with Main Street, Inverkip and another signalised junction at Harbourside along with a new signalised roundabout. The project is being procured through the SCAPE framework. A number of sessions have been held with the Contractor to determine project cost. The Council has engaged an external legal advisor to support the development of the legal agreement with Scottish Power.
- 3.45 **Inchgreen:** The Joint Venture Board are now meeting on a regular basis. Dredging works are due to commence in November, with Quay wall repairs following once the quay wall pocket has been dredged. Services works are ongoing and demolition works are due to commence in December.

#### 4.0 PROPOSALS

- 4.1 The Committee are asked to note the progress on projects and note that relevant reports will be brought back for Committee consideration as and when required.

#### 5.0 IMPLICATIONS

- 5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO	N/A
Financial			X
Legal/Risk			X
Human Resources			X
Strategic (LOIP/Corporate Plan)			X
Equalities & Fairer Scotland Duty			X
Children & Young People's Rights & Wellbeing			X
Environmental & Sustainability			X
Data Protection			X

#### 5.2 Finance

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					

### **5.3 Legal/Risk**

N/A.

### **5.4 Human Resources**

N/A.

### **5.5 Strategic**

N/A.

## **6.0 CONSULTATION**

6.1 This report has been prepared following consultation with the Interim Head of Property Services, the Head of Roads & Environmental Services, and Finance Services.

## **7.0 BACKGROUND PAPERS**

7.1 None.

## COMMITTEE: ENVIRONMENT &amp; REGENERATION

Project Name	1	2	3	4	5	6	7	8
	Est Total Cost	Actual to 31/3/22	Approved Budget 2022/23	Revised Est 2022/23	Actual to 31/08/22	Est 2023/24	Est 2024/25	Future Years
	£000	£000	£000	£000	£000	£000	£000	£000
<b>Roads &amp; Environmental Services</b>								
<b>Roads</b>								
<u>Core Programme</u>								
Cycling, Walking & Safer Streets	493		493	493	135	0	0	0
SPT	1,275		1,275	1,275	70	0	0	0
Road Safety Improvement Fund	116		116	0		116		
Flooding Strategy - Future Schemes	1,402	331	295	295	33	776	0	0
Kirn Drive Passing Places	200	8	15	15		20	157	0
Former St Ninians School Site	195	-	75	25		170	0	0
Roads & Footways (Participatory Budgeting)	250	-	250	250		0	0	0
Feasibility Studies	90	-	90	45		45	0	0
Complete on Site	8	-	8	8		0	0	0
<b>Roads - Core Total</b>	<b>4,029</b>	<b>339</b>	<b>2,617</b>	<b>2,406</b>	<b>238</b>	<b>1,127</b>	<b>157</b>	<b>0</b>
<u>Roads Asset Management Plan</u>								
Carriageways	6,510		1,578	1,800	287	2,210	2,500	0
Footways	500		320	250	106	250	0	0
Structures	500		136	250	102	250	0	0
Lighting	950		368	300	56	650	0	0
Other Assets	300		203	150	85	150	0	0
Staff Costs	688		318	318	348	370	0	0
<b>Roads Asset Management Plan Total</b>	<b>9,448</b>	<b>0</b>	<b>2,923</b>	<b>3,068</b>	<b>984</b>	<b>3,880</b>	<b>2,500</b>	<b>0</b>
<b>Roads Total</b>	<b>13,477</b>	<b>339</b>	<b>5,540</b>	<b>5,474</b>	<b>1,222</b>	<b>5,007</b>	<b>2,657</b>	<b>0</b>
<b>Environmental Services</b>								
Cemetery Development	1,560	802	666	666	452	92	0	0
Cremator Replacement	2,144	194	1,161	1,161	16	789	0	0
Zero Waste Fund	220		100	100	14	60	60	0
Vehicles Replacement Programme	3,605		1,015	200	27	2,126	1,279	0
Dog Park	20	-	20	20		0	0	0
Murdieston/Thom Dam Area	25	19	6	6		0	0	0
Overton Play Park surrounds	40	11	29	29		0	0	0
Play Area Strategy	514		414	414	27	100	0	0
Play Areas complete on Site	2		2	2		0	0	0
Barr's Brae Steps	40	-	40	0		40	0	0
Nature Restoration Fund	248	-	248	248	3	0	0	0
Park, Cemeteries & Open Spaces AMP	672		95	60	56	412	200	0
Birkmyre Park Kilmacolm MUGA Upgrade	80	12	63	63	60	5	0	0
<b>Environmental Services</b>	<b>9,170</b>	<b>1,038</b>	<b>3,859</b>	<b>2,969</b>	<b>655</b>	<b>3,624</b>	<b>1,539</b>	<b>0</b>
<b>ROADS &amp; ENVIRONMENT TOTAL</b>	<b>22,647</b>	<b>1,377</b>	<b>9,399</b>	<b>8,443</b>	<b>1,877</b>	<b>8,631</b>	<b>4,196</b>	<b>0</b>

## COMMITTEE: ENVIRONMENT &amp; REGENERATION

Project Name	1	2	3	4	5	6	7	8
	<u>Est Total Cost</u>	<u>Actual to 31/3/22</u>	<u>Approved Budget 2022/23</u>	<u>Revised Est 2022/23</u>	<u>Actual to 31/08/22</u>	<u>Est 2023/24</u>	<u>Est 2024/25</u>	<u>Future Years</u>
	£000	£000	£000	£000	£000	£000	£000	£000
<b>Regeneration and Planning</b>								
<u>Core Regeneration:</u>								
Port Glasgow Town Centre Regeneration	1,960	1,432	528	100		428	0	0
Central Gourrock	150	130	20	20		0	0	0
T&VC - West Blackhall Street	3,712	125	487	487		3,100	0	0
T&VC - Jamaica Street Car Park	250	156	94	94	149	0	0	0
T&VC - Babylon Purchase & Demolition	680	441	114	114	108	125	0	0
T&VC - Other	835	293	342	342	15	200	0	0
T&VC - Complete on site	39		5	5		34		
Comet Replacement	541	-	0	0		541	0	0
Place Based Funding	1,259	-	1,259	1,259		0	0	0
<b>Core Regeneration Total</b>	<b>9,426</b>	<b>2,577</b>	<b>2,849</b>	<b>2,421</b>	<b>272</b>	<b>4,428</b>	<b>0</b>	<b>0</b>
<u>Public Protection:</u>								
Scheme of Assistance	2,469		640	780	296	956	733	0
Clune Park Regeneration	2,000	724	276	276	34	1,000	0	0
Public Space CCTV - Complete on site	201	186	15	15		0	0	0
<b>Public Protection Total</b>	<b>4,670</b>	<b>910</b>	<b>931</b>	<b>1,071</b>	<b>330</b>	<b>1,956</b>	<b>733</b>	<b>0</b>
<b>Regeneration Services Total</b>	<b>14,096</b>	<b>3,487</b>	<b>3,780</b>	<b>3,492</b>	<b>602</b>	<b>6,384</b>	<b>733</b>	<b>0</b>



## COMMITTEE: ENVIRONMENT &amp; REGENERATION

Project Name	1	2	3	4	5	6	7	8
	Est Total Cost	Actual to 31/3/22	Approved Budget 2022/23	Revised Est 2022/23	Actual to 31/08/22	Est 2023/24	Est 2024/25	Future Years
	£000	£000	£000	£000	£000	£000	£000	£000
<b>Property Assets</b>								
<u>Core Property Assets</u>								
General Provision	4,933	0	398	198	9	2,735	2,000	0
Additional Covid pressure allowance - General	129	0	29	29	0	100	0	0
Feasibility Studies	270	164	31	31	0	75	0	0
Greenock Municipal Buildings - Window Replacement	548	273	265	265	0	10	0	0
Greenock Municipal Buildings - Air Handling	100	14	86	86	0	0	0	0
Greenock Cemetery _ Ivy House Replacement	500	166	295	295	121	39	0	0
Waterfront Leisure Centre Lifecycle Works	1,318	1,045	253	253	0	20	0	0
Various Garages/Stores Replacement	120	6	104	4	0	110	0	0
Vehicle Maintenance Facility Drying Room Alterations	115	0	95	110	0	5	0	0
Sea Walls/Retaining Walls	100	30	60	60	2	10	0	0
Customhouse Square - Risk/DDA Works	300	136	99	99	39	65	0	0
Watt Institute - Risk/DDA Works	175	64	106	106	0	5	0	0
Net Zero	350	0	50	50	0	300	0	0
New Ways of Working	200	0	0	50	0	150	0	0
<u>Minor Works</u>					0			
Farms	30		25	25	0	5	0	0
Minor Demolitions	20		20	20	1	0	0	0
Inverclyde Leisure Properties	173		73	100	90	73	0	0
General Works	211		111	111	46	100	0	0
Design & Pre-Contract	26		26	26	5	0	0	0
Reservoirs	100		50	100	3	0	0	0
<u>Statutory Duty Works</u>								
Electrical	30		30	30	7	0	0	0
Lightning Protection	10		10	10	0	0	0	0
Lifts	12		12	12	2	0	0	0
Water	30		30	30	6	0	0	0
Gas	11		11	11	1	0	0	0
Asbestos	50		50	50	1	0	0	0
Fire Risk	51		51	51	0	0	0	0
DDA/Equality	175		100	100	1	75	0	0
<u>Former Asset Management Plan</u>								
Depot Demolitions - Balance	56	0	5	5	0	51	0	0
Kirn Drive Civic Amenity Site / Craigmuschat Recycling Facility	407	132	146	12	38	263	0	0
Pottery Street Depot Resilience Generator	77	0	72	72	0	5	0	0
AMP Complete on site	84	0	41	41	0	43	0	0
Capital Works on Former Tied Houses	600	240	3	15	14	138	60	147
Complete on Site Allocation	541		427	367	60	174	0	0
<b>Core Property Assets Total</b>	<b>11,852</b>	<b>2,270</b>	<b>3,164</b>	<b>2,824</b>	<b>446</b>	<b>4,551</b>	<b>2,060</b>	<b>147</b>
<b>Property Assets Total</b>	<b>11,852</b>	<b>2,270</b>	<b>3,164</b>	<b>2,824</b>	<b>446</b>	<b>4,551</b>	<b>2,060</b>	<b>147</b>

## COMMITTEE: ENVIRONMENT &amp; REGENERATION

Project Name	1	2	3	4	5	6	7	8	
	Est Total Cost	Actual to 31/3/22	Approved Budget 2022/23	Revised Est 2022/23	Actual to 31/08/22	Est 2023/24	Est 2024/25	Future Years	
	£000	£000	£000	£000	£000	£000	£000	£000	
<b>City Deal</b>									
Greenock Ocean Terminal	9,693	6,966	2,624	2,624	2188	103	0	0	
Greenock Ocean Terminal - Wylie Funded	1,700	500	1,200	1,200		0	0	0	
Greenock Ocean Terminal - Total	11,393	7,466	3,824	3,824	2,188	103	0	0	
Inverkip	3,250	18	232	232		3,000	0	0	
Inchgreen	9,427	87	5,842	5,842	272	3,498	0	0	
<b>City Deal Total</b>	<b>24,070</b>	<b>7,571</b>	<b>9,898</b>	<b>9,898</b>	<b>2,460</b>	<b>6,601</b>	<b>0</b>	<b>0</b>	

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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>27 October 2022</b>
<b>Report By:</b>	<b>Interim Director, Environment &amp; Regeneration and Interim Director, Finance &amp; Corporate Governance</b>	<b>Report No:</b>	<b>ENV043/22/KM</b>
<b>Contact Officer:</b>	<b>Stuart Jamieson</b>	<b>Contact No:</b>	<b>01475 712146</b>
<b>Subject:</b>	<b>Environment and Regeneration Corporate Directorate Improvement Plan Progress Report 2022/23</b>		

---

## **1.0 PURPOSE AND SUMMARY**

- 1.1  For Decision  For Information/Noting
- 1.2 The purpose of this report is to provide the Committee with an update on the status of the Environment, Regeneration and Resources (ERR) Corporate Directorate Improvement Plan (CDIP) 2022/23, with a specific focus on the actions that are the responsibility of the Environment and Regeneration Service. A separate progress report, relating to Finance and Corporate Governance, will be presented to the next meeting of the Policy and Resources Committee.
- 1.3 The progress report is provided for the information of the Committee in appendix 1. It should be noted that the format of this report differs from previous CDIP reports due to the move to a new performance management system, Pentana, which records completion due dates for all actions and milestones, then tracks progress using a traffic-light system against these deadlines.
- 1.4 The latest performance information for the CDIP key performance indicators is also provided in appendix 1.

## **2.0 RECOMMENDATIONS**

- 2.1 It is recommended that the Committee note the progress made by Environment and Regeneration Service in delivering its action within the ERR CDIP 2022/23.

**Stuart Jamieson**  
**Interim Director Environment & Regeneration**

### 3.0 BACKGROUND AND CONTEXT

- 3.1 CDIPs are a key component of the Council's Strategic Planning and Performance Management Framework. They are the principal vehicle for the delivery of the organisational priorities in the Council's Corporate Plan 2018/23, as well as the wellbeing outcomes. The CDIPs are now in their fourth year and a refreshed improvement plan for 2022/23 was approved by this Committee on 16 June 2022.
- 3.2 This performance report focuses on the improvement actions that sit within Property Services, Public Protection, Regeneration and Roads and Environmental Shared Services. It aims to provide the Committee with the opportunity to make an appropriate judgement on performance in relation to the progress being made in the delivery of the CDIP during the year. It also includes the most recent performance data for the CDIP key performance indicators.

### 3.3 YEAR 4 IMPROVEMENT PLAN – PROGRESS

This is the first progress report on the Environment and Regeneration element of the ERR CDIP 2022/23 and has been generated directly from the Council's new performance management system, Pentana Risk. Pentana records completion due dates for all actions and milestones, then tracks progress using a traffic-light system against these deadlines. Where an action also has sub-actions, Pentana averages the progress of the sub-action to reach an overall completion rate for the high-level 'parent' action.

- 3.4 A small number of actions / sub-actions have an "overdue" status including:

- Local Housing Strategy development: A number of building blocks for the strategy development are underway with detailed timelines for completion identified. The House Condition Survey is also underway.
- Ocean Terminal: A change control request has been approved by the Glasgow City Region for the project to be complete by the end of Oct however, due to further delays it is expected that practical completion will be before the end of 2022

All remaining actions have an 'in progress' status.

### 4.0 PROPOSALS

- 4.1 The Committee is asked to note the progress made by the Environment and Regeneration Service in delivering its CDIP actions during 2022/23.

### 5.0 IMPLICATIONS

- 5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO	N/A
Financial			X
Legal/Risk			X
Human Resources			X
Strategic (LOIP/Corporate Plan)			X
Equalities & Fairer Scotland Duty			X
Children & Young People's Rights & Wellbeing			X
Environmental & Sustainability			X

Data Protection			X
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## 5.2 Finance

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					

## 5.3 Legal/Risk

There are no legal implications associated with this report.

## 5.4 Human Resources

There are no Human Resources implications associated with this report.

## 5.5 Strategic

The CDIPs are a key component of the Council's Strategic Planning and Performance Management Framework and the improvement plans contribute directly to the delivery of the organisational priorities in the Corporate Plan 2018/23 and the Inverclyde Outcomes Improvement Plan 2017/23.

## 6.0 CONSULTATION

6.1 None.

## 7.0 BACKGROUND PAPERS

7.1 None.

## APPENDIX 1

### Environment and Regeneration CDIP Performance Report 2022/23






#### Property Services Improvement Actions





Action	Description	Status	Due Date	Update
<b>ERR/CDIP007 Former tied houses</b>	All housing to be subject to regulation via the Scottish Housing Regulator transferred to River Clyde Homes or another Registered Social Landlord.		31-Mar-2023	This action is in progress. See below for further update.
<b>Sub-action 7.1 Tenant survey and engagement</b>	A programme of survey and engagement on transfer with tenants undertaken in conjunction with Registered Social Landlord, Scottish Housing Regulator and Tenant Participation Advisory Service by April 2023.		31-Mar-2023	All property condition surveys have been renewed. All tenants have been contacted to confirm interest in potential purchase of their homes. Sanctuary Homes now engaged regarding potential transfer and proposed terms and condition including the process of engagement with tenants in conjunction with the Tenant Participatory Advisory Service (TPAS).
<b>ERR/CDIP008 Fee Income Target</b>	CMT approval for succession planning monitoring and restructure. Implementation of proposals by March 2023.		31-Mar-2023	Proposals approved by CMT March 2022. Consultation, VER process and Trade Union engagement on-going. Update report to CMT October 2022.
<b>ERR/CDIP009 Net Zero</b>	Development of a costed Net Zero Action Plan with report to the Environment and Regeneration Committee in the third quarter 2022.		01-Jan-2023	Draft Action Plan presented to CMT September 2022. Update required to CMT October 2022. Submission to Special Environment & Regeneration Committee 4th Quarter 2022.

## APPENDIX 1



### Public Protection Improvement Actions

Action	Description	Status	Due Date	Update
<b>ERR/CDIP013 Local Housing Strategy</b>	Develop a new Local Housing Strategy 2023/28 to provide a vision for housing to 2040.		31-Mar-2023	This action is in progress. See below for further updates.
<b>Sub-action 13.1 Strategy development</b>	Initial discussions and strategy development.		30-Apr-2022	A number of building blocks for the strategy development are currently underway. Outcomes and priorities identified and detailed timelines for completion identified. Steering group meeting regularly. House condition survey underway together with public consultation.
<b>Sub-action 13.2 Strategy Consultation</b>	Consultation on Strategy to October 2022.		31-Oct-2022	Public Consultation currently running (to early October 2022)



### Regeneration Improvement Actions

Action	Description	Status	Due Date	Update
<b>ERR/CDIP014 City Deal</b>	Deliver the business cases for all City Deal projects.		31-Mar-2023	This action is in progress. See below for further updates.
<b>Sub-action 14.1 Ocean Terminal</b>	Completion of Ocean Terminal by September 2022.		01-Oct-2022	A change control request has been approved by the Glasgow City Region for the project to be complete by the end of Oct however, due to further delays it is expected that practical completion will be before the end of 2022.
<b>Sub-action 14.2 Inchgreen</b>	Inchgreen final business case approved February 2022 with works commenced in quarter 2 2022.		31-Mar-2023	Work has commenced on dredging at the quay wall and further dredging will take place at the harbour mouth. More contaminated material was found than anticipated however this is being adequately dealt with and the cost will be kept within the cost plan. The overall delivery date for this workstream is 31 December 2023.
<b>Sub-action 14.3 Inverkip</b>	Inverkip Final Business Case approved Q1 2023		31-Mar-2023	A review of outline design is complete and detailed design is due to commence. The progress of legal agreement is also underway.

## APPENDIX 1





Action	Description	Status	Due Date	Update
<b>ERR/CDIP015 Town Centre</b>	Work with the business community to encourage a return to the town centres by the general public over the next 2 years (2022/24)		31-Mar-2023	The Business Development Team have appointed a Town Centre Officer who is engaging with local town centre businesses. In addition, a new Business Development Team Leader was appointed in June. The team will work together with businesses to develop measures to support the town centre businesses.
<b>ERR/CDIP016 Jobs Recovery Plan</b>	Work with clients, the community and employers to retain and develop posts whilst deploying the Council's employability interventions over 24 months to return employment statistics to be equal to, or better than, pre-pandemic level.		31-Mar-2023	The Job Recovery Plan is funding (or part funding along with external funds e.g. Kickstart) a large number of posts across the Council, the third sector and supporting local businesses with wage subsidies. The employment rate is now higher (75.1%) than the same period pre-pandemic (71.5%) however there are still challenges to be addressed such as economic inactivity, under employment and in work poverty.

### Roads and Environmental Shared Service Improvement Actions

Action	Description	Status	Due Date	Update
<b>ERR/CDIP010 Shared Strategic Management Roads &amp; Transportation</b>	Regular engagement between both local authorities to identify and maximise opportunities. Review and present in October 2022.		31-Mar-2023	Regular joint service meetings held identifying opportunities for sharing and to determine lead for both authorities in specific activities. There is continued sharing of best practice and knowledge.  A Brief has been prepared for consultancy support to complete evaluation of implementation of shared services.
<b>ERR/CDIP011 Sustainable Travel</b>	Review the on-going programme in April 2022, with a report to E&R Committee in June 2022. Further review in April 2023.		31-Mar-2023	Project delivery is underway of the 2022/23 projects. The development of projects for 2023/24 programme has commenced.












**APPENDIX 1**

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

## APPENDIX 1

### ENVIRONMENT AND REGENERATION KEY PERFORMANCE INDICATORS 2022/23

Performance Indicator	Q2 2021/22	Q3 2021/22	Q4 2021/22	Q1 2022/23	Q1 2022/23	
	Value	Value	Value	Value	Target	Status
% of building warrants assessed within 20 working day	90.83%	93.27%	93.7%	96.74%	95%	
% of household applications decided in under 2 months	65.79%	77.78%	48.72%	78.05%	95%	
% of all planning applications decided in under 2 months	61.64%	67.62%	60.29%	62.67%	90%	
Street lighting repairs within 7 days	99.02%	94.87%	98.33%	84.85%	92%	
Category 1 pothole repairs	100%	100%	100%	100%	90%	
Category 2 pothole repairs	100%	94.12%	92.86%	80%	80%	

PI Status	
	Alert
	Warning
	OK

---

<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>27 October 2022</b>
<b>Report By:</b>	<b>Interim Director, Environment &amp; Economic Recovery</b>	<b>Report No:</b>	<b>E+R/22/10/04/SJ/EM</b>
<b>Contact Officer:</b>	<b>David Aitken</b>	<b>Contact No:</b>	<b>01475 712964</b>
<b>Subject:</b>	<b>Annual Procurement Report 2021/2022</b>		

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## **1.0 PURPOSE AND SUMMARY**

1.1  For Decision  For Information/Noting

1.2 The purpose of this report is to update the committee on procurement related activity including outcomes delivered during the period 1st April 2021 to 31st March 2022 and to seek approval to publish the Annual Procurement Report attached within Appendix 1.

1.3 The report also provides an update in respect of local spend, SME (small to medium-sized enterprise) spend, commitment to Fair Work First and community benefits delivered.

## **2.0 RECOMMENDATIONS**

2.1 It is recommended that the Environment and Regeneration Committee:

- Approves the Annual Procurement Report in Appendix 1 for publication to the Scottish Government and on the Council's website;
- Notes the latest procurement compliant spend position and spend with SMEs and local suppliers;
- Notes the commitment to Fair Work First and community benefits delivered by suppliers during the reporting period 1<sup>st</sup> April 2021 until 31<sup>st</sup> March 2022.

**Stuart Jamieson**  
**Interim Director, Environment & Regeneration**

### 3.0 BACKGROUND AND CONTEXT

- 3.1 As required under section 15 of the Procurement Reform (Scotland) Act 2014 a contracting authority must publish a Procurement Strategy and subsequently produce an Annual Procurement Report, required by section 18 of the Act. The Annual Procurement report monitors the authority's regulated procurement activities (which is defined as any procurement from £50k for Supplies and Services and from £2m for Works) against delivery of its procurement strategy and should be published as soon as is reasonably practicable after the end of the financial year. The content of this report covers all regulated procurements completed during the period 1 April 2021 to 31 March 2022 and details how those procurements supported the objectives included within the Council's Procurement Strategy.
- 3.2 Previous reports to the Committee have given annual updates on spend with local suppliers and with SMEs. These are detailed within sections 3.7 and 3.8 of this report.
- 3.3 The Annual Procurement report is contained within Appendix 1. The report highlights that the total procurement spend for 2021/22 was £92,779,510.
- 3.4 Based on an analysis of the financial year 2021/22 spend data (#1), of the £77,101,121 regulated procurement spend, £72,027,341 (93.4%) was compliant (#2) with regulated procurements:

Spend Type	Total Regulated Spend	Compliant Regulated Spend	Non-Compliant Regulated Spend	Percentage Compliance
Goods	£8,934,541	£8,041,918	£892,623	90%
Services	£65,798,347	£61,617,190	£4,181,157	93.6%
Works	£2,368,233	£2,368,233	£0	100%
Total	£77,101,121	£72,027,341	£5,073,781	93.4%

#1 Spend incorporates data from sources including the Council's Financial Management System and Corporate Purchasing Card scheme.

#2: Compliance can be influenced by multiple factors such as supplier's decisions to remove themselves from compliant framework agreements. As part of on-going improvement actions, non-compliance is regularly analysed with actions identified to support making the spend compliant.

- 3.5 Compliant regulated procurement spend for financial year 2021/22 of 93.4% represents a 0.3% increase in comparison to financial year 2020/21.
- 3.6 There were 89 Council regulated procurements performed in the period with a total award value of £42,125,166.

## Local and SME Spend

3.7 The table below summaries the local and SME spend:

LOCAL AND SME SPEND				
2020/2021		2021/2022		Variance (+/-)
Local Spend (%)	25%	Local Spend (%)	21.2%	-3.8%
Local Spend (£)	£22,738,419	Local Spend (£)	£19,626,234	-£3,112,185 #3
SME Spend (%)	57.1%	SME Spend (%)	57.2%	+0.1%
SME Spend (£)	£52,015,862	SME Spend (£)	£53,079,135	£1,063,273 #3

#3: 2020/21 and 2021/22 spend has been categorised differently to previous years to identify spend that is non-influenceable such as inland revenue, grant funding and payment to other bodies, which is therefore exempt from the Annual Procurement Report. This has also resulted in lower volume of spend. The percentages of local spend has reduced slightly compared to financial year 2020/21 reporting period as a result of the COVID-19 and supply chain issues. However, a programme has been put in place with the Supplier Development Programme (SDP) to engage with local SME`s to provide training and support for tendering in 2022.

3.8 The Council has several processes and initiatives in place to support local and SME suppliers and these are detailed below:

- Consider lotting contracts / framework agreements where appropriate;
- Continue to pay local suppliers early where this is requested;
- Select at least 50% of suppliers from the local area to bid for quotations;
- Refer suppliers to the SDP;
- Local Meet the Buyer events being arranged via SDP in 2022/2023;
- Supplier debriefs and individual meetings;
- Inform local suppliers of Scotland Excel contract opportunities and lobbying Scotland Excel to lot these contracts to allow local suppliers the ability to bid;
- Take local suppliers and SMEs into account when creating tender strategies.

## Fair Work First and Community Benefits

3.9 During the reporting period, 33 of the unique suppliers who were awarded council regulated contracts have committed to pay the real Living Wage with 13 of these suppliers being an accredited Living Wage supplier.

Community Benefits in 2021/22 is identified in the table below:

Total number of council regulated procurements awarded in 2021/2022:	41
Total number of council regulated procurements awarded which included community benefits in 2021/2022:	1
Community Benefits delivered in Financial Year 2021/2022:	17

The low value of awards and reducing number of larger value capital programme projects being taken forward continues to impact the number of community benefits delivered. The position is expected to improve with the implementation of the Social Value Policy which is a separate item on the agenda for this Committee.

**Climate Change / Net Zero**

3.10 Reporting of climate change is not embedded as yet however there will be a requirement to capture this in 2022/23 Annual Procurement Report.

The Council is in the process of identifying how it will prioritise and take account of climate and circular economy criteria in procurement activity as part of the Procurement Strategy Action Plan. This will involve reporting ongoing progress in our Annual Procurement Reports and will demonstrate how the Council is using procurement to support Scotland’s response to the global climate emergency.

This will be actioned by ensuring Climate Change is considered as early in the procurement process as possible, i.e. at Contract Strategy stage and by incorporating standardised Climate Change Statements prepared by the Scottish Government in procurement documentation. Responses to these statements will be evaluated and monitored as part of the procurement process.

**4.0 PROPOSALS**

4.1 As the Council have a requirement to publish an Annual Procurement Report under section 18 of the Procurement Reform (Scotland) Act 2014 it is proposed that the Committee approve the Annual Procurement Report in Appendix 1 for publication to the Scottish Government and on the Council’s website.

**5.0 IMPLICATIONS**

5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

<b>SUBJECT</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>
Financial		X	
Legal/Risk	X		
Human Resources		X	
Strategic (LOIP/Corporate Plan)		X	
Equalities & Fairer Scotland Duty		X	
Children & Young People’s Rights & Wellbeing		X	
Environmental & Sustainability	X		
Data Protection		X	

**5.2 Finance**

One off Costs

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

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Annually Recurring Costs/ (Savings)

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

### 5.3 Legal/Risk

If the Annual Procurement report is not approved and published the Council will be at risk of not being able to demonstrate that it is meeting its obligation under the Procurement Reform (Scotland) Act 2014.

### 5.4 Human Resources

There are no direct Human Resource implications arising from this report.

### 5.5 Strategic

The delivery of the Annual Procurement Report meets the requirements of the Procurement Reform (Scotland) Act 2014 while demonstrating how the Council's procurement delivery supports the Council's strategic objectives as well as the Council's Procurement Strategy 2022-2025. However, it will not itself directly deliver objectives in the Local Outcome Improvement Plan or the Council's Corporate Plan.

### 5.6 Equalities and Fairer Scotland Duty

#### (a) Equalities

This report has been considered under the Corporate Equalities Impact Assessment (EqIA) process with the following outcome:

	YES – Assessed as relevant and an EqIA is required.
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, assessed as not relevant and no EqIA is required. Provide any other relevant reasons why an EqIA is not necessary/screening statement.

#### (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
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NO – Assessed as not relevant under the Fairer Scotland Duty for the following reasons: Provide reasons why the report has been assessed as not relevant.

## 5.7 Children and Young People

Has a Children’s Rights and Wellbeing Impact Assessment been carried out?

--

YES – Assessed as relevant and a CRWIA is required.

X
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NO – Assessed as not relevant as this report does not involve a new policy, function or strategy or recommends a substantive change to an existing policy, function or strategy which will have an impact on children’s rights.

## 5.8 Environmental/Sustainability

Public procurement is expected to contribute to climate change targets in compliance with the sustainable procurement duty including annual reporting on how policies and activities contribute to compliance with Public Body duties required by the Climate Change (Scotland) Act 2009.

Has a Strategic Environmental Assessment been carried out?

--

YES – assessed as relevant and a Strategic Environmental Assessment is required.

X
---

NO – This report does not propose or seek approval for a plan, policy, programme, strategy or document which is like to have significant environmental effects, if implemented.

## 5.9 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 – Assessed as not relevant as this report does not involve data processing which may result in a high risk to the rights and freedoms of individuals.

## 6.0 CONSULTATION

6.1 Consultation took place with relevant officers together with the Corporate Management Team.

## 7.0 BACKGROUND PAPERS

7.1 None.





# Inverclyde Council Annual Procurement Report

1 April 2021 – 31st March 2022



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# 1 Introduction

As required under section 15 of the Procurement Reform (Scotland) Act 2014 (“the Act”), a contracting authority must publish a Procurement Strategy by December 2016 and subsequently produce an Annual Procurement Report, required by section 18 of the Act. The Annual Procurement report monitors the authority’s regulated procurement activities against delivery of its procurement strategy and should be published as soon as is reasonably practicable after the end of their financial year.

Inverclyde Council is pleased to publish our fourth Annual Procurement Report. The content of this Report covers all regulated procurements completed during the period 1st April 2021 to 31st March 2022 and details how those procurements supported the objectives included within the council’s Procurement Strategy.

Key benefits in the delivery of the Procurement Strategy are:

- Updating process and procedures to comply with the requirements of the new procurement rules and regulations.
- Increasing time spent on strategic aspects of procurement activities.
- Supporting the council’s overall savings targets.
- Embedding the council’s community benefits approach into all relevant and proportionate contracts delivering a greater volume and increased variety of outcomes across a wider range of commodities.

- Transitioning to the Scottish Government Procurement Journey which standardised and aligned our processes and procedures and reduced risk and duplication.
- Ensuring Small and Medium-sized Enterprises (SMEs) are provided targeted opportunities as standard within our Quick Quote process (Goods and Services under £25,000, Works under £100,000).
- Fulfilment of our procurement work plans, including the delivery of tenders supporting special projects (e.g. The Glasgow City Region City Deal)

The Council was assessed as part of the national Procurement and Commercial Improvement Programme (PCIP), and achieved a score of 70% in 2018. The PCIP assessment was planned to take place in late 2020 but has been postponed until 2023 as a result of the pandemic.





## 2 Summary of Regulated Procurement

Section 18(2) (a) of the Procurement Reform (Scotland) Act 2014 requires organisations to include: “a summary of the regulated procurements that have been completed during the year covered by the report”

Regulated procurement refers to any procurement above £50,000 for goods and services or £2,000,000 for works. A regulated procurement is completed when the award notice is published or where the procurement process otherwise comes to an end. Regulated procurements can refer to new contracts and framework agreements but also to mini-competitions and call offs from existing framework agreements.

In total the Council awarded 89 regulated contracts during the reporting period with a total award value of £42,125,166,166. The following table provides further detail of the type of awards:

Type	Number of Contracts	Value of Contracts	Unique Suppliers	Unique SME Suppliers
Total Council regulated contracts awarded	41	£29,294,339	41	30
Total Non-Council regulated contracts awarded	48	£12,830,827	46	21
<b>Total regulated contracts awarded</b>	<b>89</b>	<b>£42,125,166</b>	<b>87</b>	<b>51</b>

Appendix 1 Table 1 shows a full list of each individual procurement completed. Information on live contracts can also be found on Inverclyde Council’s Contract Register on Public Contracts Scotland.

During the reporting period, the Council also utilised a number of legacy non council frameworks on a call off basis, meaning a large volume of low value orders were raised accumulating to more than £50,000. The 2021/22 spend is shown for each framework in Appendix 1 Table 2.

The Council also utilised the COSLA National Care Home Contract to make awards above regulated procurement with a total value of £15,275,135.

Contract values are based on the total value of the contract for all years that the contract could be in place and therefore includes possible extensions.

During the same period there were instances where alternative methods of procurement were used in line with the regulations and the Council Standing Orders Relating to Contracts (e.g. where there is only one potential supplier).



## 3 Review of Regulated Procurement Compliance

Section 17 of the Procurement Reform (Scotland) Act 2014 requires that regulated procurements be carried out in accordance with the organisation’s procurement strategy, so far as reasonably practical. Section 18(2) states that an annual procurement report must include, at 18(2) (b), “a review of whether those procurements complied with the authority’s procurement strategy” and, at 18(2) (c), “to the extent that any regulated procurements did not comply, a statement of how the authority intends to ensure that future regulated procurements do comply”.

The Council’s Procurement Strategy sets out how regulated procurement would be undertaken in compliance with the Act. This Strategy also set out objectives for improving the process and procedures relating to regulated procurements.

From the Strategy objectives we identified the following key compliance categories:

- Best Value
- Fairness and transparency (General Duties)
- Economic and social sustainability (community benefits)
- Environmental sustainability
- Fair work practices (including Living Wage)
- Purchase to pay efficiencies

Further information on the requirements of the Act can be seen in Appendix 2.

All regulated procurement in the Council is undertaken in accordance with a legal and procedural framework which ensures that each procurement is compliant with the Strategy. Legal requirements are set out in the Council Standing Orders Relating to Contracts. Procedural requirements are set out in Scottish Government Procurement Journey (for general procurement best practice) and the Corporate Procurement Manual.

Regulated procurement spend refers to any spend with suppliers above £50,000 for goods and services or £2,000,000 for works.

Based on an analysis of the financial year 2021/22 spend data, of the £77,101,121 regulated procurement spend, £72,027,341 (93.4%) was compliant with regulated procurements:

Spend Type	Total Regulated Spend	Compliant Regulated Spend	Non-Compliant Regulated Spend	Percentage Compliance
Goods	£8,934,541	£8,041,918	£892,623	90%
Services	£65,798,347	£61,617,190	£4,181,157	93.6%
Works	£2,368,233	£2,368,233	£0	100%
<b>Total</b>	<b>£77,101,121</b>	<b>£72,027,341</b>	<b>£5,073,781</b>	<b>93.4%</b>



## Inverclyde Council Annual Procurement Report

1 April 2021 - 31 March 2022

Where there has been non-compliance with procedures, this may be due to previous partnership arrangements which now require a Direct Award or within Light Touch Regime arrangements, or the combined value of spend across various services may be more than the Financial Regulation limits.

Throughout the reporting period, our regulated procurements were monitored on an ongoing basis. This monitoring process consisted of reviewing the key supporting documents that underpin our legislative and procedural framework including sourcing strategies, project plans, procedural documentation, scoring calculators and approval reports. The monitoring process was supplemented by post project reviews, which are undertaken after a contract is awarded as well as at the end of the contract. In addition the best value aspect of our contracts is monitored regularly as part of a robust contract management process. These combined processes ensured that all regulated procurements were undertaken in compliance with the legal and procedural framework and, as a result, in compliance with the Strategy. The reviews have also allowed us to identify the following potential improvement areas:

- There are further opportunities to secure economic, environmental and social sustainability outcomes from Non-Council frameworks.
- Existing contract and frameworks can continue to be targeted in order to increase purchase to pay efficiencies.
- Continue to work with client teams on advance provision of work plans which will allow increased opportunity to deliver best value from our regulated procurements.

The Council is committed to ensuring that all suppliers who are awarded business are paid within 30 days. Prompt payment clauses requiring a 30 day payment term are embedded within our contractual terms and conditions. Suppliers are required to apply the same terms and conditions with their sub-contractors who are delivering and supporting the council contract.





## 4 Community Benefit Summary

Section 18(2) (d) of the Procurement Reform (Scotland) Act 2014 states that it is mandatory for an annual procurement report to include “a summary of any community benefit requirements imposed as part of a regulated procurement that were fulfilled during the year covered by the report”.

Section 25 of the Procurement Reform (Scotland) Act 2014 mandates that all contracting authorities “must consider whether to impose community benefit requirements as part of the procurement” when the estimated contract value is greater than or equal to £4,000,000.

The council’s own policy and manual stipulates that community benefits must be considered for inclusion in all works contracts with an estimated value greater than £1,000,000 and give consideration to include in all goods and services contracts above £50,000.

Robust processes have been developed to ensure that community benefits are considered for inclusion in all relevant contracts in line with the requirements of both the Procurement Reform (Scotland) Act 2014 and the Council’s own community benefits policy.

When initiating procurement activity, client departments are required to consider and highlight potential community benefits considerations for inclusion where relevant. Procurement staff then engage with key stakeholders and undertake market research and benchmarking activity to further explore potential opportunities and identify appropriate requirements for inclusion in the contract.

Delivery of agreed outcomes is monitored and reported internally on a quarterly basis using monitoring updates provided by suppliers.

Key community benefits outcomes secured include:

Total number of Council regulated procurements awarded in 2021/22:	41
Total number of Council regulated procurements awarded which included community benefits in 2021/22:	1
Community Benefits delivered in Financial Year 2021/22	17

Appendix 3 provides full details of all outcomes secured and delivered during the reporting period.

7 Work Experience Placements were also offered during the reporting period. However they were unable to be delivered due to the ongoing Covid-19 Pandemic.



## 5 Fair Work and the Real Living Wage

As an update to the requirements within the 2021/22 Procurement Annual report, the Council is now also required to provide the following summary:

a) The number of Council regulated contracts awarded during the period that have included a scored Fair Work criterion.	24
b) Number of unique suppliers who have committed to pay the real Living Wage in the delivery of a Council regulated contract awarded during the period.	33
c) Number of unique suppliers who are accredited Living wage employers and were awarded a Council regulated contract during the period	13
d) Number of unique suppliers who have signed up to the Scottish Business Pledge and were awarded a Council regulated contract award during the period	4







## 6 Payment Performance

The table below provides a summary on payment performance:

a) Number of valid invoices for the period	39,963
b) Percentage of invoices paid on time for the period	95.52%
c) Number of Council regulated contracts awarded during the period containing a contract term requiring the prompt payment of invoices in public contract supply chains	41
d) Number of concerns raised by sub-contractors about the timely payment of invoices within the supply chain of public contracts	0

A summary of spend by supplier using a purchase card is provided in Appendix 5. Although this is not a requirement of the act this information serves as an extra level of transparency. All of these transactions involve legitimate expenses and have been fully scrutinised before being approved.





## 7 Supported Businesses Summary

Section 18(2)(e) of the Procurement Reform (Scotland) Act 2014 requires organisations to include “a summary of any steps taken to facilitate the involvement of supported businesses in regulated procurements during the year covered by the report”.

The council’s Contract Standing Orders dictates that consideration be given to inclusion of supported businesses in all regulated procurements.

During the reporting period there were no regulated procurements awarded to supported businesses. The reason for this is that the goods, services or works associated with these procurements are not provided by existing supported businesses.

The council does have existing agreements in place with Lady Haigs Poppy Factory, spending £490.00 who are a registered Supported Business and continues to explore opportunities for other organisations to become a supported business.





## 8 Spend and Savings Summary

A further new requirement of this year's report is that the following summary of spend and savings is provided:

a) Total procurement spend for the period covered by the annual procurement report.	£92,779,510
b) Total procurement spend for the period on SMEs during the period covered by the annual procurement report.	£53,079,135
c) Total procurement spend with third sector bodies during the period covered by the report.	£18,982,722
d) Percentage of total procurement spend through collaborative contracts	30.29%
e) Total targeted cash savings for the period covered by the annual procurement report	£0
f) Total delivered cash savings for the period covered by the annual procurement report	£0
g) Total non-cash savings for the period covered by the annual procurement report	£0





## 9 Future Regulated Procurements Summary

Section 18(2)(f) of the Procurement Reform (Scotland) Act 2014 states it is mandatory that an annual procurement report must include “a summary of the regulated procurements the authority expects to commence in the next two financial years.” Future regulated procurements have been identified via the following means:

- Current contracts on the council tender work plan that will expire and need to be extended or re-let over the next two years.
- New procurements identified via future tender work plans provided by Council service teams and analysis of council spend.
- New procurements identified via anticipated work plans for special projects (e.g. The Glasgow City Region City Deal).

a) Total number of regulated procurements expected to commence in the next two financial years	37
b) Total estimated value of regulated procurements expected to commence in the next two financial years	£33,682,010

A full list of anticipated procurements in the next two years can be seen in Appendix 4.





## Appendix 1 - full list of regulated procurements

**Table 1** - Awards of New Council Frameworks and Contracts

Date of Award		Supplier	Subject Matter (Commodity)	Title	Contract Start Date	Contract End Date With extensions	Estimated Contract Value
1	01/04/2021	Barnardo`s	Health & Social Care	Provision of Wellbeing Support Service for Families – Children with ASN	01/04/2021	31/03/2022	£130,000
2	20/04/2021	Heron Bros. Limited	Construction	Greenock Ocean Terminal & George Wyllie Art Gallery	20/04/2021	09/12/2022	£6,220,884
3	21/04/2021	Includem	Health & Social Care	Provision of an Independent Children`s Intensive Support Service	21/04/2021	20/04/2023	£100,000
4	29/04/2021	OLM Systems Limited	Health & Social Care	Provision of Annual Support & Maintenance for SWIFT	01/05/2021	30/04/2024	£261,000
5	25/05/2021	Mabbett & Associates Limited	Consultancy	Provision of a Carbon Neutral Consultancy Service	25/05/2021	24/11/2021	£61,350
6	02/06/2021	KONE PLC	Property	Project 21/016 - Service, Maintenance & Repair of Lifts within Inverclyde Council Properties PRO0855	01/06/2021	31/05/2024	£120,000
7	22/06/2021	Angel Care Services Limited Muirshiel Resource Centre	Health & Social Care	Provision of Day Care Services & Outreach Services in Inverclyde – Area A Inverclyde East Area B Inverclyde West	01/07/2021	30/06/2022	£334,415
8	23/06/2021	The Advisory Group	Health & Social Care	Provision of a Consultation & Facilitation Service	01/04/2021	31/12/2022	£62,826
9	05/07/2021	Circles Network	Health & Social Care	Independent Advocacy for Adults	01/08/2021	31/03/2025	£211,600
10	14/07/2021	Security Plus Limited	Corporate	Provision of a Cash Collection Service	11/08/2021	10/08/2025	£53,000
11	16/07/2021	Critiqom Limited	Revenue & Benefits	Provision of a Printing, Binding, Enveloping and Mailing Service	01/09/2021	31/08/2025	£240,000



## Inverclyde Council Annual Procurement Report

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Date of Award		Supplier	Subject Matter (Commodity)	Title	Contract Start Date	Contract End Date With extensions	Estimated Contract Value
12	19/07/2021	Barr Environmental Limited	Waste	Treatment and Disposal of Recyclable and Residual Waste	17/08/2021	31/12/2025	£9,100,000
13	23/08/2021	Softcat Plc	ICT	Microsoft Licensing	23/08/2021	22/08/2024	£883,096
14	24/08/2021	Business Development Advisors Limited	Economic Development	Business Gateway Services in Inverclyde	16/09/2021	16/09/2021	£106,300
15	25/08/2021	Imperial Civil Enforcement Solutions Ltd	Roads	Decriminalised Parking Enforcement Back Officer Support	16/10/2021	15/10/2024	£122,430
16	26/09/2021	Accident Repair Centre (Scotland) Limited	Waste	Treatment of Scrap Metal	01/09/2021	31/08/2025	£50,000
17	23/09/2021	Turning Point Scotland Services Limited	Health & Social Care	Provision of Early Help in Police Custody	01/10/2021	30/09/2023	£396,880
18	19/10/2021	Inverclyde Community Care T/A Your Voice	Health & Social Care	Provision of Early Help in Police Custody	01/10/2021	30/09/2023	£396,880
19	19/10/2021	Inverclyde Community Care T/A Your Voice	Health & Social Care	Provision of a Carers Support Service	01/04/2022	30/12/2022	£220,491
20	25/10/2021	Inverclyde Carers Centre	Health & Social Care	Provision of an Early Intervention Family Support	25/10/2021	24/10/2023	£104,000
21	25/10/2021	Inverclyde Community Development Truse	Health & Social Care	Provision of a Zero Food Waste Pantry in Inverclyde	25/10/2021	24/10/2023	£60,000
22	01/11/2021	Quarriers	Health & Social Care	Children`s Respite Short Breaks	01/11/2021	31/10/2023	£142,000
23	04/11/2021	Legal Services Agency Limited	Health & Social Care	Delivery of PATHS Programme	18/08/2022	17/08/2023	£85,000
24	04/11/2021	Barnardo`s	Education	Provision of a Housing Information & Advice Service	11/12/2021	10/12/2026	£275,000
25	08/11/2021	Good Shepherd Centre	Health & Social Care	Residential Care and Education	10/11/2021	09/11/2023	£536,736



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Date of Award		Supplier	Subject Matter (Commodity)	Title	Contract Start Date	Contract End Date With extensions	Estimated Contract Value
26	14/12/2021	Alzheimers Scotland – Action of Dementia	Health & Social Care	Provision of a Specialist Dementia Service	11/12/2021	30/06/2022	£106,020
27	07/02/2022	Inverclyde Association for Mental Health	Health & Social Care	Provision of a Care Home Service for People with Mental Health Problems	07/02/2022	06/02/2022	£1,500,000
28	24/02/2022	Therapeutic Counselling Services Limited The Talking Room Ltd Mind Mosaic Counselling and Therapy	Corporate	Provision of a Counselling Service (Framework)	01/03/2022	29/02/2024	£64,000
29	05/03/2022	Inverclyde Community Care Forum T/A Your Voice	Health & Social Care	Provision of a Recovery Community Service	01/04/2022	31/03/2024	£497,894
30	16/03/2022	Inverclyde Community Development Trust	Workforce Development	Employability Services in Inverclyde Lot 1 - End-to-End Employability Service	01/04/2022	31/03/2024	£1,900,000
31	16/03/2022	Stepwell Consultancy Ltd	Workforce Development	Employability Services in Inverclyde Lot 2 - Addressing Health Barriers to Employment	01/04/2022	31/03/2024	£248,746
32	16/03/2022	Enable Scotland	Workforce Development	Employability Services in Inverclyde Lot 3 - Employer Engagement & Support	01/04/2022	31/03/2024	£219,970
33	18/03/2022	Barnardo`s	Education	Provision of a Family Support Worker Service	01/04/2022	01/04/2022	£141,411
34	29/03/2022	Financial Fitness	Health & Social Care	Provision of a Financial Advice & Information Service	01/04/2022	31/03/2023	£60,900
35	29/03/2022	Inverclyde Community Care Forum	Health & Social Care	Provision of a New Scots Integration Service	01/04/2022	31/03/2024	£117,220
36	29/03/2022	The Wise Group	Health & Social Care	Provision of a Specific Fuel Poverty Response/Initiating Advice Service	01/04/2022	31/03/2023	£200,000



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Date of Award		Supplier	Subject Matter (Commodity)	Title	Contract Start Date	Contract End Date With extensions	Estimated Contract Value
37	29/03/2022	Care1 Professional Services Ltd CSN Care Group Ltd	Health & Social Care	Care at Home Services Lot 1 – Kilmacolm & Quarriers (East & West)	01/04/2022	31/03/2024	£741,600
38	29/03/2022	CSN Care Group Ltd Scotia Homecare Solutions Ltd	Health & Social Care	Care at Home Services Lot 2 – Greenock East & Port Glasgow	01/04/2022	31/03/2024	£897,34
39	29/03/2022	Allied Health Care	Health & Social Care	Care at Home Services Lot 3 – Greenock West & Gourock	01/04/2022	31/03/2024	£1,386,800
40	29/03/2022	Allied Health Care Evergreen Home Support Care1 Professional Services Ltd CSN Care Group Ltd Scotia Homecare Solutions Ltd	Health & Social Care	Care at Home Services Lot 5 - Adhoc	01/04/2022	31/03/2024	£1,186,560
41	31/03/2022	David Adamson & Partners Limited	Consultancy	Provision of an Inverclyde House Condition Survey	01/04/2022	31/03/2024	£88,870

**TOTAL**

**£29,294,339**





**Table 2** - Orders with Non-Council Framework Suppliers amounting to more than £50,000 spend in 2021/22

	Supplier	Framework Owner	Framework Name	Framework Start Date	2021/22 Spend
1	Arnold Clark Finance Ltd (car & Van Rental)	Scotland Excel	Vehicle & Plant Hire	01/11/2017	£65,154
2	Avm Impact Ltd	Scotland Excel	Supply, delivery and installation of Audio Visual	01/04/2019	£707,385
3	Barnardo's	Scotland Excel	Fostering And Continuing Care	01/07/2021	£52,388
4	Brake Bros Ltd	Scotland Excel	Groceries & Provisions	01/05/2020	£476,267
5	Brake Bros Ltd	Scotland Excel	Supply Only and Supply & Distribution of Frozen Foods	01/07/2017	£224,483
6	Business Stream	Procurement Scotland	Water and Waste Water Services (2020)	01/04/2020	£370,184
7	Capita Business Services Ltd	Crown Commercial Services	G-Cloud 12 RM1557 Bill Payment Solutions	28/09/2020	£100,000
8	Care Visions Group Limited	Scotland Excel	Children's Residential Care & Education Services	01/05/2018	£425,139
9	Civica UK Ltd	Crown Commercial Services	Data and Application Solutions RM3821 EDRMS	22/02/2019	£203,130
10	Crossreach (the Operating Name For The Church Of Scotland Social Care Council)	Scotland Excel	Children's Residential Care & Education Services	01/05/2018	£656,252
11	Dennis Eagle Limited	Scotland Excel	Supply And Delivery Of Heavy & Municipal Vehicles	01/01/2018	£222,200
12	EDF Energy Ltd	Procurement Scotland	Electricity	01/04/2019	£1,630,887



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	Supplier	Framework Owner	Framework Name	Framework Start Date	2021/22 Spend
13	EDF Energy Ltd	Scotland Excel	Supply And Delivery Of Electrical Materials	01/04/2020	£75,807
14	Enterprise Rent A Car Uk Ltd	Scotland Excel	Vehicle & Plant Hire	01/11/2017	£67,944
15	Enva Organics Recycling (formerly Gp Green Recycling)	Scotland Excel	Treatment Of Organic Waste	13/04/2021	£73,861
16	Fosterplus (Fostercare) Ltd	Scotland Excel	Fostering And Continuing Care	01/07/2021	£111,733
17	GMC Corsehill	Scotland Excel	Catering Sundries	01/08/2020	£63,935
18	Good Shepherd Centre	Scotland Excel	Secure Care	01/04/2020	£119,154
19	Hamilton Tarmac	Scotland Excel	Vehicle & Plant Hire	01/11/2017	£79,065
20	Hewlett Packard UK Ltd	Procurement Scotland	Mobile Client Devices	16/08/2021	£576,955
21	Hillhouse Quarry Group Ltd	Scotland Excel	Roadstone	01/07/2018	£984,657
22	Hillside School (aberdour) Limited	Scotland Excel	Children's Residential Care & Education Services	01/05/2018	£134,893
23	Ideagen Gael Ltd	Crown Commercial Services	G Cloud 12 Performance Management System	28/09/2020	£58,221
24	Inspire Scotland Ltd	Scotland Excel	Children's Residential Care & Education Services	01/05/2018	£292,757
25	Kibble Education & Care Centre	Scotland Excel	Children's Residential Care & Education Services	01/05/2018	£300,487
26	Kibble Education & Care Centre	Scotland Excel	Secure Care	01/04/2020	£ 280,908



## Inverclyde Council Annual Procurement Report

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Supplier		Framework Owner	Framework Name	Framework Start Date	2021/22 Spend
27	Konica Minolta Ltd	Procurement Scotland	Office Equipment - Multi-functional Devices & Services	03/06/2017	£115,067
28	Lyreco UK Ltd	Procurement Scotland	General stationery and office paper	01/06/2016	£94,050
29	Marwood Electrical Co Ltd	Scotland Excel	Street Lighting Materials	01/10/2018	£58,450
30	McLays Ltd	Scotland Excel	Fresh Meat, Cooked Meats & Fresh Fish	01/10/2018	£122,965
31	Mitie Security Ltd	Scotland Excel	Security Services and Cash Collection	01/12/2019	£423,086
32	Motus Group (uk) Limited T/a Imperial Commercials	Scotland Excel	Supply And Delivery Of Heavy and Municipal Vehicles	01/01/2018	£103,225
33	Müller Uk & Ireland Group Llp T/a Müller Milk & Ingredients	Scotland Excel	Supply & Distribution of Milk	01/03/2018	£89,725
34	One51 Es Plastics (uk) Limited T/a Mgb Plastics	Scotland Excel	Supply And Delivery Of Recycle And Refuse Containers	03/11/2017	£52,860
35	Parkcare Homes (No.2) Ltd	Scotland Excel	Care Homes For Adults With Learning Disabilities Including Autism	11/10/2019	£50,987
36	Randstad Public Services Limited	Scotland Excel	Social Care Agency Workers	01/08/2018	£145,831
37	Renault UK Ltd	Scotland Excel	Vehicle Purchase RM6060	02/12/2018	£118,128
38	Rentokil Initial Services Limited T/a Initial Washroom Hygiene	Scotland Excel	Washroom Solutions and Sanitary Products	01/10/2018	£60,629
39	Scottish Fuels	Procurement Scotland	Liquid Fuel - Scotland Central (2019)	14/10/2019	£512,728
40	Securigroup Limited	Scotland Excel	Security Services and Cash Collection	01/12/2019	£58,313



## Inverclyde Council Annual Procurement Report

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	Supplier	Framework Owner	Framework Name	Framework Start Date	2021/22 Spend
41	Spark Of Genius (training) Limited	Scotland Excel	Children's Residential Care & Education Services	01/05/2018	£637,572
42	The Irish Salt Mining & Exploration Company (T/A Salt Sales Company)	Scotland Excel	Salt for Winter Maintenance	01/07/2018	£99,279
43	Total Gas & Power Ltd	Scotland Excel	Natural Gas	01/04/2020	£752,440
44	Tts Group Ltd	Scotland Excel	Education Materials	25/08/2021	£59,760
45	Tynetec Ltd	Scotland Excel	Technology Enabled Care	01/01/2019	£120,441
46	Unico Ltd	Scotland Excel	Janitorial Products	01/03/2019	£370,527
47	Vodafone	Procurement Scotland	Mobile Voice & Data Services (2020)	17/03/2020	£50,014
48	Yorkshire Purchasing Organisation	Scotland Excel	Education Materials	25/08/2021	£380,904

**TOTAL**

**£12,830,827**



## Appendix 2 - requirements of the act

Procurement Reform (Scotland) Act 2014 asp 12 Part 2 General duties  
Section 8

### 8 General Duties

- (1) A contracting authority must, in carrying out a regulated procurement –
  - (a) treat relevant economic operators equally and without discrimination,
  - (b) act in a transparent and proportionate manner.
- (2) A contracting authority must also comply with the sustainable procurement duty.
- (3) However, a contracting authority must not do anything in pursuance of subsection (2) that would conflict with its duty under subsection (1).
- (4) A relevant economic operator is an economic operator who is a national of, or is established in –
  - (a) A member State, or
  - (b) Iceland, Liechtenstein or Norway.
- (5) Subsection (1) does not apply in relation to an EU-regulated procurement

### Sustainable Procurement Duty

- (1) For the purposes of this Act, the sustainable procurement duty is the duty of a contracting authority –
  - (a) before carrying out a regulated procurement, to consider how in conducting the procurement process it can –
    - (i) improve the economic, social, and wellbeing of the authority's area,
    - (ii) facilitate the involvement of small and medium enterprises, third sector bodies and supported businesses in the process, and
    - (iii) promote innovation, and
  - (b) in carrying out the procurement, to act with a view to securing such improvements identified as a result of paragraph (a)(i).
- (2) The contracting authority must consider under subsection (1) only matters that are relevant to what is proposed to be procured and, in doing so, consider the extent to which it is proportionate in all the circumstances to take those matters into account.
- (3) In this section –
  - “small and medium enterprises” means businesses with not more than 250 employees
  - “third sector bodies” means organisations (other than bodies established under an enactment) that exist wholly or mainly to provide benefits for society or the environment.
- (4) In this section, references to the wellbeing of the authority's area include reducing inequality in the area. Procurement Reform (Scotland) Act 2014 asp 12 Part 2 Procurement strategy and annual report Section 15.



## 15 Procurement Strategy

- (1) A contracting authority which expects to have significant procurement expenditure in the next financial year must, before the start of that year –
  - (a) prepare a procurement strategy setting out how the authority intends to carry out regulated procurements, or
  - (b) review its procurement strategy for the current financial year and make such revisions to it as the authority considers appropriate.
- (2) Subsection (3) applies where a contracting authority –
  - (a) has not, in relation to a financial year, prepared or reviewed a strategy under subsection (1), and
  - (b) becomes aware of the likelihood of having significant procurement expenditure during that year.
- (3) The contracting authority must, as soon as practicable after it becomes aware of the likelihood of having significant procurement expenditure –
  - (a) prepare a procurement strategy setting out how the authority intends to carry out regulated procurements, or
  - (b) review its most recent procurement strategy and make such revisions to it as the authority considers appropriate.
- (4) An authority has significant procurement expenditure in a year if the sum of the estimated values of the contracts to which its regulated procurements in that year relate is equal to or greater than £5,000,000.
- (5) The procurement strategy must, in particular –
  - (a) set out how the authority intends to ensure that its regulated procurements will
    - (i) Contribute to the carrying out of its functions and the achievement of its purposes
    - (ii) deliver value for money, and
    - (iii) be carried out in compliance with its duties under section 8,
  - (b) include a statement of the authority's general policy on
    - (i) the use of community benefit requirements,
    - (ii) consulting and engaging with those affected by its procurements,
    - (iii) the payment of a living wage to persons involved in producing, providing or constructing the subject matter of regulated procurements,
    - (iv) promoting compliance by contractors and sub- contractors with the Health and Safety at Work etc. Act 1974 (c.37) and any provision made under that Act, and
    - (v) the procurement of fairly and ethically traded goods and services,
  - (c) include a statement of the authority's general policy on how it intends its approach to regulated procurements involving the provision of food to –
    - (i) improve the health, wellbeing and education of communities in the authority's area, and
    - (ii) promote the highest standards of animal welfare,



- (d) set out how the authority intends to ensure that, so far as reasonably practicable, the following payments are made no later than 30 days after the invoice (or similar claim) relating to the payment is presented –
- (i) payments due by the authority to a contractor,
  - (ii) payments due by a contractor to a sub-contractor,
  - (iii) payments due by a sub-contractor to a sub-contractor,
- (e) address such other matters as the Scottish Ministers may by order specify.
- (6) The Scottish Ministers may by order modify subsection (4) so as to substitute for the figure specified there for the time being such other figure as they consider appropriate.
- (7) In subsection (5)(b)(iii), a “living wage” means remuneration which is sufficient to ensure an acceptable standard of living.



## Appendix 3 - community benefit outcomes

Theme	Outcome	Number Delivered
New Entrant Positions	New Starts	8
Career Events	Support at Local Career Event	1
Workplace Visits	Site Visit to Supplier Site	1
Training	Training Events	6
Community Engagement & Funding	Flower boxes, supplied and maintained for 2 years, equivalent to £5,000	1
<b>Total</b>		<b>17</b>





## Appendix 4 - future regulated procurements (From April 2022 to March 2024)

Subject Matter (Commodity)	Title of Contract	Estimated Contract Start Date	Estimated Total Contract Value	Type
1 Business Development	Business Gateway Service in Inverclyde	15/09/2023	£160,000	Ongoing
2 Corporate	Occupational Health	01/02/2024	£345,000	Ongoing
3 Finance	External Virtual Accountant (Riverside Inverclyde)	01/11/2023	£69,000	One Off
4 Finance	Provision of an Insurance & Claims Handling Service	01/10/2023	£4,000,000	Ongoing
5 Policy	Citizens Panel	20/11/2023	£50,000	Ongoing
6 Health & Social Care	Provision of an Electronic Call Monitoring System for Care and Support at Home	01/07/2023	£2,100,000	Ongoing
7 Health & Social Care	Supported Living Service	01/02/2024	£6,800,000	Ongoing
8 Health & Social Care	Support Recovery to Address Social Isolation	01/04/2022	£289,060	Ongoing
9 Health & Social Care	Therapeutic Rehabilitation Horticulture	01/12/2022	£83,340	Ongoing
10 Health & Social Care	Supported Living Service for Adults	26/07/2021	£240,000	Ongoing
11 Health & Social Care	Core Staff to Support Local Rehabilitation Pathway	01/11/2022	£100,000	Ongoing
12 Health & Social Care	Electronic App to Monitor Children & Young People's Views	01/09/2022	£53,000	Ongoing
13 Health & Social Care	Support for Early Onset Dementia	01/10/2022	£56,624	Ongoing
14 Health & Social Care	Information, Advice and Support Service, Respite Group, Holidays, Sitter Service and Short Breaks	01/01/2023	£293,986	Ongoing
15 Health & Social Care	Homecare	01/04/2024	£4,200,000	Ongoing
16 Health & Social Care	Children & Young People Advocacy	31/03/2024	£255,000	Ongoing
17 Health & Social Care	Community Connectors	01/04/2024	£255,000	Ongoing
18 ICT	Council Telephony	01/03/2023	£750,000	Ongoing
19 ICT	Education Microsoft Licenses	01/06/2023	£250,000	Ongoing



## Inverclyde Council Annual Procurement Report

1 April 2021 - 31 March 2022

Subject Matter (Commodity)		Title of Contract	Estimated Contract Start Date	Estimated Total Contract Value	Type
20	Property	CCTV Maintenance	01/11/2023	£50,000	Ongoing
21	Property	MTC Gas Servicing & Maintenance	01/04/2023	£345,000	Ongoing
22	Property	MTC Drain Cleaning Repairs	06/02/2023	£250,000	Ongoing
23	Property	MTC Intruder & Fire Alarm Maintenance	01/04/2023	£200,000	Ongoing
24	Property	MTC Roofing	01/03/2024	£220,000	Ongoing
25	Property	MTC Glazing Repairs	01/02/2024	£76,000	Ongoing
26	Property	Wood Pellets for Biomass Fuel	06/02/2023	£200,000	Ongoing
27	Property	Blacksmiths	01/12/2023	£516,000	Ongoing
28	Property	Handheld Fire Fighting Equipment Maintenance	20/02/2023	£50,000	Ongoing
29	Property	MTC General Builder Works	19/11/2022	£100,000	Ongoing
30	Property	Sprinkler Installations Maintenance	01/02/2024	£70,000	Ongoing
31	Property	Door Access Control Systems Maintenance	01/12/2023	£110,000	Ongoing
32	Property	Smoke vent and actuator PPM / maintenance	01/11/2023	£55,000	Ongoing
33	Roads	Street Lighting Maintenance	13/10/2022	£1,600,000	Ongoing
34	Roads	West Blackhall Street Regeneration	01/01/2023	£4,700,000	One Off
35	Roads	Inverkip junction improvements	01/07/2023	£3,300,000	One Off
36	Safer Inclusive	Care & Repair	01/04/2024	£390,000	Ongoing
37	Workforce Development	Employability	01/04/2024	£1,100,000	Ongoing
<b>Total</b>				<b>£33,682,010</b>	



## Appendix 5 - purchase card spend equating to more than £25,000

Supplier		Spend
1	Electric Center	£127,587.56
2	Amazon	£114,649.56
3	McConechys	£104,406.04
4	Tesco	£70,974.37
	<b>Total</b>	<b>£417,617.53</b>



## Appendix 6 - glossary

### **Best Value**

An economic assessment by the public sector as to whether a project represents value for money; the optimum combination of cost and quality to provide the required service.

### **Commodity**

Taxonomy (classification) for the entire Council, to give the Council the ability to accurately describe the primary business activities of its suppliers the commodity approach presently used by the Council was defined back in 2006 and was reviewed and refined as part of the 2016 to 2018 Strategy. Commodity ownership, definitions and scope will continue to be developed as part of the Council's Corporate Procurement and Commercial Improvement Strategy 2018 to 2022.

### **Community Benefits**

Community benefits are requirements which deliver wider benefits in addition to the core purpose of a contract. These can relate to social, economic and or environmental benefits.

### **Commodity**

A group of goods or services that have shared characteristics

### **Contract**

An agreement concluded between the Council and the supplier that is legally binding, containing terms of the agreement, any schedules and appendices, the Tender Specification and any other specifications, drawings, official purchase order(s) and other documents which are relevant to the Contract.

### **COSLA**

The Convention of Scottish Local Authorities, is the representative voice of Scottish local government, lobbying on behalf of member Councils. COSLA works directly with the Scottish Government and Parliament to influence public policy and practice, and to ensure that local government has the necessary resources to implement policy on behalf of its communities.

### **Fair Work Practices**

Employment practices that support wellbeing e.g. training and development, equality of opportunity.

### **Framework**

An agreement or other arrangement between one or more contracting authorities and one or more economic operators which establishes the terms (in particular the terms as to price and, where appropriate, quantity) under which the economic operator will enter into one or more contracts with a contracting authority in the period during which the framework agreement applies.

### **Procurement Strategy**

A document required as part of Scottish Procurement Regulations that sets out how the Council intends to carry out its regulated procurements i.e. procurements with an estimated value equal to or greater than £50k (excluding VAT) for goods & services (or £2,000,000 excluding VAT for a public works contract).



### **Public contracts Scotland**

The national advertising portal used to advertise all Scottish Government goods, services or works contract opportunities.

### **Public Contracts Scotland Tender**

The national advertising portal used to tender all Scottish Government goods, services or works contract opportunities.

### **Real Living Wage**

A wage rate per hour that is based on the cost of living and is currently voluntarily paid by UK organisations. The current rate per hour for Financial Year 2020/21 is minimum £9.50 across the UK and £10.85 in London, for ages 18 and older. Organisations can gain accreditation of this with the Living Wage Foundation.

### **Regulated Procurement**

Contracts above the EU contract threshold values where the relevant EU regulations apply (above £50,000 for goods and services contracts and above £2,000,000 for works contracts).

### **Regulated Spend**

Spend above the EU contract threshold values where the relevant EU regulations apply (above £50,000 for goods and services contracts and above £2,000,000 for works contracts).

### **Stakeholder**

Any person or group who has a vested interest in the success of the procurement activity, i.e. either provides services to it, or receives services from it.

### **Supplier**

An entity who supplies goods or services; often used synonymously with “vendor”.

### **Supported business**

An organisation whose main aim is the social and professional integration of disabled or disadvantaged persons.

### **Small and Medium Enterprises (SME's)**

Enterprises which employ fewer than 250 persons and which have an annual turnover not exceeding 50 million euro, and/or an annual balance sheet total not exceeding 43 million euro.

### **Third Sector**

The part of an economy or society comprising non-governmental and non-profit-making organisations or associations.

### **Sustainable procurement**

A process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis and generates benefits, not only for the organisation but also to society, the economy and the environment.

### **Tender Work plan**

List of upcoming procurement activity including re-tenders, extensions, and new activity.



## Appendix 7- key statistics

Key Statistics in relation to Regulated spend and procurement's (above £50,000 for goods and services or £2,000,000 for works).

Contracts	Suppliers	Community benefits
<b>42</b> council contracts awarded	<b>145</b> suppliers used	<b>17</b> community benefits delivered
<b>106</b> contracted suppliers		<b>2</b> workplace visits and careers events
<b>£29.29m</b> of council contracts awarded	<b>92</b> suppliers used based in Scotland	<b>8</b> new entrant positions
<b>42</b> collaborative frameworks used	<b>£59.35m</b> spend with suppliers in Scotland	<b>1</b> community engagement and funding
<b>24</b> council contracts awarded with commitments to Fair Work First	<b>26</b> suppliers used based in Inverclyde	<b>0</b> work experience placements
<b>1</b> council contracts awarded that contain community benefits	<b>£17.89m</b> spend with suppliers based in Inverclyde	<b>33</b> supplier awarded council contracts that as a minimum pay the real living wage



Inverclyde  
council

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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>27 October 2022</b>
<b>Report By:</b>	<b>Interim Director, Environment &amp; Regeneration</b>	<b>Report No:</b>	<b>E=R/22/10/05/SJ/EM</b>
<b>Contact Officer:</b>	<b>David Aitken</b>	<b>Contact No:</b>	<b>01475 712964</b>
<b>Subject:</b>	<b>Procurement Strategy 2022/25 - Social Value Policy</b>		

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## **1.0 PURPOSE AND SUMMARY**

- 1.1  For Decision  For Information/Noting
- 1.2 The purpose of this report is to inform and advise the Committee of the recently developed Social Value Policy.
- 1.3 The sustainable procurement duty in the Procurement Reform (Scotland) Act 2014 requires public bodies to consider and act on opportunities to achieve a positive social impact in their procurement activity.
- 1.4 The development and implementation of a Social Value Policy is an action contained within the Councils Procurement Strategy 2022-2025 and sets out the proposed general approach to maximising social value outcomes within its procurement activity along capturing how the benefits and outcomes will be managed, measured, monitored, and reported on.

## **2.0 RECOMMENDATIONS**

- 2.1 It is recommended that the committee notes the Councils proposed approach to maximising social outcomes through the implementation of the Social Value Policy as part of its procurement activity, and that it will be submitted to the Policy and Resource Committee for approval on 15 November 2022.

**Stuart Jamieson**  
**Interim Director, Environment & Regeneration**



### **3.0 BACKGROUND AND CONTEXT**

3.1 Social value is recognised as a key driver for change that supports the delivery of both local and national outcomes. The aims of the Social Value Policy are aligned to and supported by procurement legislation, regulations, and statutory requirements both at a national and local level, including:

- Procurement Reform (Scotland) Act 2014;
- Sustainable Procurement Duty;
- Scottish Government Sustainable Procurement Action Plan;
- Local Government Scotland Act 2003;
- Inverclyde Council Corporate Plan;
- Inverclyde Council Procurement Strategy.

3.2 The sustainable procurement duty in the Procurement Reform (Scotland) Act 2014 requires public bodies to consider and act on opportunities to achieve a positive social impact in their procurement activity.

3.3 By definition, social value is broader than community benefits in that it considers initiatives which affect the long-term wellbeing and resilience of individuals and society. It considers economic and environmental matters as well as sustainability and is aligned with the strategic aims, objectives and key priorities of Inverclyde Council and the Scottish Government.

The delivery of social value outcomes will initially focus on 4 distinct areas:

- Employability - specifically for the long term unemployed and those directly leaving education or training including the creation of Modern Apprenticeship and Graduate opportunities;
- Skills and Training – providing work experience placements; training new, existing or a supply chain employee in a S/NVQ or equivalent; the hosting of industry awareness events in schools/further education centres;
- Supply Chain Development - the advertising of business opportunities through the Public Contracts Scotland portal; holding events to promote supply chain opportunities and/or providing business advice or support to an SME/Social Enterprise/Voluntary Organisation;
- Community Engagement – Providing a one-off financial/non-financial support to a community project.

3.4 The Council is committed to maximising Social Value from its procurement activity which will be achieved through the adoption and implementation of the Social Value Policy and the inclusion of specific clauses within procurement contracts known as Social Value clauses. Social Value clauses are requirements which deliver wider benefits in addition to the core purpose of a contract. These clauses can be used to build a range of economic, social, or environmental outcomes into the delivery of council contracts.

#### **Social Value Pilot 2022**

3.5 A pilot exercise was undertaken in June 2022 as part of the procurement for a partner to deliver the Home Energy Efficiency Programmes for Scotland (HEEPS) Area Based Scheme (ABS). The pilot was carried out in consultation with the service area, procurement, and legal & democratic services to establish and understand market appetite to this type of approach.

The tender was advertised at an estimated annual value of £1,462,261, for a period of 1 year with the option to extend for a further 1 year. The new approach resulted in the supplier having to provide a minimum of 60 points from the social value menu. The outcomes that were selected by the winning supplier resulted in an offer of 60 points and the contractual commitment to deliver the outcomes detailed below:

- 2 x Jobs for unemployed individual for a minimum of 26 weeks at least 30 hours per week;
- 1 x Job for a Graduate job created relevant to the degree gained for a minimum of 26 weeks at least 30 hours per week.

The contractual commitments have been included in the contract award letter and are supported by specific terms and conditions that will ensure the delivery of the outcomes. The specific delivery and timing was, and will be, discussed at the pre-start meetings to ensure they are delivered within the term of the contract like any other part of the specification. On completion of the delivery of the social value outcomes both the supplier and service area will report to the procurement team to ensure that the outcomes are being delivered in line with the contracts and being reported as part of the annual procurement report.

#### 4.0 PROPOSALS

- 4.1 It is proposed to adopt and implement the Social Value Policy (included as Appendix 1) to assist in maximising Social Value from the Council’s procurement activity. This will be achieved through the inclusion of specific Social Value clauses within procurement contracts above £50,000 (Goods and Services) and £250,000 (Works).
- 4.2 It is intended that the Social Value Policy will replace the existing Community Benefits / Targeted Recruitment & Training Policy with the changes captured in a planned revision of the Council’s Procurement Manual and communicated through the Council’s Designated Procurement Officer group.

#### 5.0 IMPLICATIONS

- 5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO	N/A
Financial		X	
Legal/Risk	X		
Human Resources		X	
Strategic (LOIP/Corporate Plan)	X		
Equalities & Fairer Scotland Duty		X	
Children & Young People’s Rights & Wellbeing		X	
Environmental & Sustainability	X		
Data Protection		X	

#### 5.2 Finance

One off Costs

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

N/A					
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Annually Recurring Costs/ (Savings)

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

### 5.3 Legal/Risk

If the Social Value Policy is not implemented the Council could be at increased risk of not being able to demonstrate that it is meeting its obligation under the sustainable procurement duty in the Procurement Reform (Scotland) Act 2014, which requires public bodies to consider and act on opportunities to achieve a positive social impact in their procurement activity.

### 5.4 Human Resources

There are no direct Human Resource implications arising from this report.

### 5.5 Strategic

The Social Value Policy is aligned to and supports the delivery of the Council's strategic objectives as well as the Council's Procurement Strategy 2022-2025. However, it will not itself directly deliver objectives in the Local Outcome Improvement Plan or the Council's Corporate Plan.

### 5.6 Equalities and Fairer Scotland Duty

#### (a) Equalities

This report has been considered under the Corporate Equalities Impact Assessment (EqIA) process with the following outcome:

	YES – Assessed as relevant and an EqIA is required.
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, assessed as not relevant and no EqIA is required. Provide any other relevant reasons why an EqIA is not necessary/screening statement.

#### (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
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NO – Assessed as not relevant under the Fairer Scotland Duty for the following reasons: Provide reasons why the report has been assessed as not relevant.

**5.7 Children and Young People**

Has a Children’s Rights and Wellbeing Impact Assessment been carried out?

--

YES – Assessed as relevant and a CRWIA is required.

X
---

NO – Assessed as not relevant as this report does not involve a new policy, function or strategy or recommends a substantive change to an existing policy, function or strategy which will have an impact on children’s rights.

**5.8 Environmental/Sustainability**

The outcomes that will be delivered from implementation of the Social Value Policy will directly benefit the Inverclyde area, whilst supporting delivery of the Local Outcome Improvement Plan.

Has a Strategic Environmental Assessment been carried out?

--

YES – assessed as relevant and a Strategic Environmental Assessment is required.

X
---

NO – This report does not propose or seek approval for a plan, policy, programme, strategy or document which is like to have significant environmental effects, if implemented.

**5.9 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 – Assessed as not relevant as this report does not involve data processing which may result in a high risk to the rights and freedoms of individuals.

**6.0 CONSULTATION**

6.1 Consultation took place with relevant officers together with the Corporate Management Team.

**7.0 BACKGROUND PAPERS**

7.1 Procurement Strategy 2022-2025 and Action Plan.

# **Inverclyde Council Social Value Policy & Guidance**

## DOCUMENT CONTROL

Document Responsibility		
Name	Title	Service
David Aitken	Procurement Manager	Procurement

Change History		
Version	Date	Comments
0.1	August 2022	Document Creation

Distribution		
Name	Title	Location
All Directors & Heads Of Service		
Designated Procurement Officers Group		

*Distribution may be made to others on request*

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## 1 INTRODUCTION

- 1.1.1 The sustainable procurement duty in the Procurement Reform (Scotland) Act 2014 requires public bodies to consider and act on opportunities to achieve a positive social impact in their procurement activity.
- 1.1.2 By definition, social value is broader than community benefits, in that it considers initiatives which affect the long-term wellbeing and resilience of individuals and society. It includes economic and environmental as well as sustainability and is prevalent as a priority in many of the commitments of the Scottish Government.
- 1.1.3 Inverclyde Council is committed to maximising Social Value from its procurement activity. This will be achieved through the inclusion of specific clauses within procurement contracts known as Social Value clauses.
- 1.1.4 Social Value clauses are requirements which deliver wider benefits in addition to the core purpose of a contract. These clauses can be used to build a range of economic, social or environmental outcomes into the delivery of council contracts.



## 2 BACKGROUND

- 2.1.1 Social value is recognised as a key driver for change that supports both local and national outcomes.
- 2.1.2 The aims of the Social Value approach are aligned to and supported by procurement legislation, regulations and statutory requirements both at a national and local level, including:
- Procurement Reform (Scotland) Act 2014;
  - Sustainable Procurement Duty;
  - Scottish Government Sustainable Procurement Action Plan;
  - Local Government Scotland Act 2003;
  - Inverclyde Council Corporate Plan;
  - Inverclyde Council Procurement Strategy.
- 2.1.3 Social Value clauses have been a key area of procurement policy and practice in Scotland since 2008.
- 2.1.4 Inverclyde Council have included a scored Social Value question in some tender exercises however the Procurement team are now looking to implement a formal Council wide Social Value process.
- 2.1.5 The process will initially focus on four distinct elements:
- Employability - specifically for the long term unemployed and those directly leaving education or training including the creation of Modern Apprenticeship and Graduate opportunities;
  - Skills and Training – providing Work Experience Placements, training new, existing or a supply chain employee in a S/NVQ or equivalent, the hosting of Industry Awareness Events in schools/further education centres;
  - Supply Chain Development - the advertising of business opportunities through the Public Contracts Scotland portal, holding events to promote supply chain opportunities and/or providing business advice or support to an SME/Social Enterprise/Voluntary Organisation;
  - Community Engagement – Providing a one-off financial/non-financial support to a Community Project.

### 3 SOCIAL VALUE AIMS, OBJECTIVES & OUTCOMES

3.1.1 The aim of this policy is to ensure that Social Value principles are applied in a way that enables the council to maximise economic, social and environmental benefits.

3.1.2 Social Value clauses have, to date, been predominantly utilised in works contracts within Inverclyde, however the revised Social Value Policy will ensure that Social Value is considered and included in all contracts where it is relevant and proportionate to do so, including works, goods & services contracts.

3.1.3 The Social Value Policy will seek to:

- Support delivery of key council priorities;
- Ensure the Council meets its obligations in relation to the sustainable procurement duty, outlined in Procurement Reform (Scotland) Act 2014;
- Consider the inclusion of Social Value in all relevant procurement activities and maximise outcomes through the use of both Mandatory and Voluntary Social Value clauses;
- Increase the Social Value outcomes generated through the wider inclusion of Social Value clauses within goods and services contracts;
- Expand the types of Social Value outcomes generated;
- Maximise the promotion of Social Value outcomes;
- Monitor the impact of Social Value activity and report via the relevant committee as part of the Procurement Annual report.

3.1.4 These aims will be supported by the use of Social Value in procurement activity as noted below:

3.1.4.1 Social Values will be considered and included in all relevant and appropriate procurement activities with an aggregated threshold value as noted below:

Contract Type	Value Threshold
Goods & Services	From £50,000
Works	From £250,000

For the avoidance of doubt, 'services' includes without limitation Health and Social Care Services and other Specific Services.

3.1.4.2 The use of Voluntary Social Value clauses will be considered in all procurement activities and will be discussed with the recommended supplier. This will also be aligned and supported by the development and implementation of the on-going Contract and Supplier Management process as a means to identify, measure and report on Social Value outcomes.

## 4 SOCIAL VALUE POLICY DELIVERY

### 4.1 Values

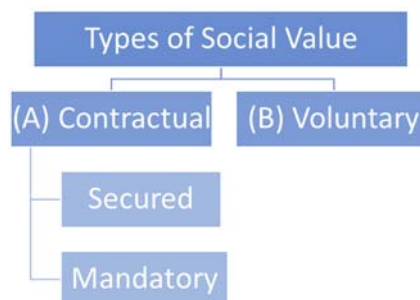
4.1.1 Social Value clauses are requirements which deliver wider benefits in addition to the core purpose of a contract. These clauses can be used to build a range of social, economic or environmental conditions into the delivery of council contracts.

4.1.2 Social Values which will be targeted for delivery include, but are not restricted to, delivery of the following:

- Targeted Recruitment and Training Initiatives;
- Educational Support Initiatives;
- Vocational Training;
- Supply Chain Development;
- Community and Environmental Initiatives;
- Supported Business, Third Sector and Voluntary Initiatives;
- Social Enterprise and Co-operative Initiatives;
- Equality and Diversity Initiatives;
- Poverty Initiatives.

### 4.2 Types of Social Value

4.2.1 Detailed below are the main types of social value:



4.2.2 **Contractual:** All Contractual Social Value outcomes form part of the contract and suppliers will have a contractual obligation to deliver these commitments. Appropriate contract conditions will be included to provide a remedy for failure to deliver Contractual Social Value.

Contractual Social Value outcomes can be incorporated in the following ways:

4.2.2.1 **Secured:** Social Value Outcomes will be requested during the tender using the Social Value Outcomes Menu [Appendix 4](#). This may be scored or non-scored as part of tender evaluation award criteria, however any benefits offered will be secured and form part of the contract. Where scored, a minimum weighting of 5% of the total technical weighting criteria will be attributed to Evaluated Social Values. Where proportionate and relevant, the weighting can be increased subject to sign off at Contract Strategy stage. Any Social Value Benefits secured at post tender stage prior to the award stage will also form part of the contract.

4.2.2.2 **Mandatory:** Mandatory Social Values can be delivered in two ways:

- The bidder will be asked to offer at least a set number of Social Value Points based on the type, value and contract duration. This would be assessed as a Pass/Fail section. This method will be utilised when Evaluated Social Values are not appropriate, e.g. within multi-lot framework agreements.
- Specific mandatory requirements may be stipulated within the specification, e.g. advertising sub-contracting opportunities or Employability opportunities (New Entrants, Work Placements etc.).

4.2.3 **Voluntary:** Inverclyde Council may seek to encourage Voluntary Social Values for a particular procurement activity for example lower value quotations below threshold. This will not form part of the evaluation, or indeed place a contractual obligation on the supplier; however those which are offered and accepted by the council will be reported in the Corporate Procurement Annual Report. Delivery of Voluntary Social Values will be monitored through management information provided by the supplier and as part of the Contract and Supplier Management process.

4.2.4 The types of Social Value are explained to bidders in guidance note developed for suppliers.

See [Appendix 1](#) for Social Value Guidance Note for Suppliers

### 4.3 Social Value Outcome Menu

4.3.1 A set of matrices have been developed where the classification of the contract (works, services, goods) along with the contract value and duration will determine an 'expectation' of the number of Social Value Points (SVP) the council would expect to be delivered throughout the contract period. Each Social Value outcome on the Social Value Outcome Menu has a set Social Value Points allocation.

See [Appendix 2](#) - Social Value Points Matrix – Goods/Services

See [Appendix 3](#) - Social Value Points Matrix – Works

4.3.2 A Social Value Outcome Menu has been created by the Procurement team tailored to the specific needs of the Inverclyde area. Where Social Value outcomes are sought as part of a tender process, the Social Value Outcome Menu will be issued for completion by the supplier. This can be amended to suit a particular tender exercise i.e. removing certain Social Value outcomes which would not be applicable and putting more emphasis on a particular Social Value area. Where the menu is being evaluated, suppliers will be evaluated on the outcomes/SVP that have been offered against the expected number of SVP.

See [Appendix 4](#) for Social Value Outcome Menu

### 4.4 Social Value Supporting Methodology

4.4.1 Where the Social Value Outcome Menu has been used, a Supporting Methodology question will also be asked. The question will be:

*Describe the methodology/approach that will be undertaken, specific to this contract, to ensure the delivery of the proposed Social Value Points/Outcomes in your Social Value (SV) Outcome Menu submission.*

*Responses should include, but not be limited to, the following;*

- *Provide details of how the delivery and achievement of Social Value outcomes will be monitored and measured by your organisation;*
- *Details of any organisations you have engaged with to support delivery of your submissions proposed Social Value outcomes;*
- *Demonstrate how previous success in delivering Social Value outcomes will further aid successful delivery of them for this contract's Social Value offering;*
- *Provide the name of the individual who will co-ordinate the delivery of Social Value outcomes.*

#### **4.5 Social Value Evaluation**

- 4.5.1 Where Social Value has been weighted at 5%, the Social Value Outcome Menu will generally carry a weighting of 3% with the Supporting Methodology question worth 2%.
- 4.5.2 Where included within tenders for evaluation as tender award criteria, bidders are to be advised in the tender documentation of the evaluation procedures for the Social Value Outcome Menu and Social Value, by including the Evaluation Guidance in the tender documentation.

See [Appendix 5](#) for Social Value Evaluation Guidance.

#### **4.6 Process Map**

- 4.6.1 See [Appendix 6](#) for Social Value Process Map.

## 5 RESPONSIBILITY AND OWNERSHIP

- 5.1.1 As the expansion of the Social Values Policy involves a number of new activities, it is critical that representatives from across the council support policy delivery. Responsibility for delivery of the revised Social Values Policy will be shared across Key Stakeholders and Senior Managers across the council:

Key Stakeholders	Service Managers/Leads
<ul style="list-style-type: none"> <li>➤ Procurement Team;</li> <li>➤ Economic Development and Regeneration Services;</li> <li>➤ Service Departments;</li> <li>➤ Employability Services.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Community Planning;</li> <li>➤ Education Services;</li> <li>➤ Land and Environmental Services;</li> <li>➤ Legal Services;</li> <li>➤ Social Work Services.</li> </ul>

- 5.1.2 To support delivery of the updated Social Value Policy, new governance and management arrangements will be implemented. An outline of these arrangements, with a complete breakdown of the roles and responsibilities of stakeholders is provided below.
- 5.1.3 A Social Values Steering Group (SVSG) will be set up to oversee and support the delivery of Social Values and wider sustainable outcomes. The SVSG will be chaired by the Procurement Manager and supported by key stakeholders and service managers/leads. The SVSG will meet on a quarterly basis as a minimum, or more frequently as required.
- 5.1.4 The role of the SVSG will be to:
- Lead on the identification and prioritisation of potential Social Values opportunities through regular reviews of Procurements pipeline;
  - Provide feedback to and from service owners to support informed discussions;
  - Review Social Values outcomes targeted, secured and delivered;
  - Develop the Social Value approach through a 'lessons learned' review process;
  - Cascade information and escalate issues.
- 5.1.5 Service (Mangers/Leads/DPO) Responsibilities:
- Support the delivery of the Social Values Policy;
  - Engage with suppliers and internal stakeholders to identify, agree and deliver Social Values outcomes;
  - Support Social Values tender evaluation;
  - Support on-going Contract Management and reporting.
- 5.1.6 Procurement Responsibilities:
- Supporting the on-going development of the policy and its implementation;
  - Provide training and support;
  - Engaging with Service departments to identify and agree Social Values outcomes;
  - Engaging with the supply base to encourage and influence innovative Social Values opportunities;
  - Supporting Social Values tender evaluation;
  - Supporting contract management activities;
  - Reporting Social Values outcomes within the statutory Corporate Procurement Annual Report;
  - Monitor and report on social value outcomes targeted, secured and delivered.

5.1.7 Economic Development & Regeneration Responsibilities:

- Delivery and implementation of Social Value outcomes;
- Monitor and report on the delivery of Social Values outcomes.

5.1.8 Legal Services Responsibilities:

- Legal Services within the council will provide on-going advice and support the activity of the SVSG, while ensuring that relevant Social Values clauses are both legally compliant and enforceable.

5.1.9 Supplier(s) Responsibilities:

- Providing Social Values proposals and methodologies to support delivery of outcomes;
- Engaging with the Service to deliver agreed Social Values outcomes;
- Providing regular monitoring information outlining Social Values delivery.

## 6 GOVERNANCE, MANAGEMENT & REPORTING

- 6.1.1 Successful suppliers will be required to provide regular monitoring information outlining Social Value outcome delivery progress.
- 6.1.2 This will enable the Council to monitor progress and report on the Social Value outcomes achieved in the Annual Procurement Report as mandated within the sustainable procurement duty, outlined in Procurement Reform (Scotland) Act 2014.
- 6.1.3 Monitoring information will be reviewed by the Procurement team and relevant service managers and outcomes will be recorded in a format to be agreed.
- 6.1.4 The Social Value Steering Group will monitor and review overall Social Value outcomes on a regular basis.
- 6.1.5 The strategic aims, objectives, priorities and targeted outcomes will be monitored in the form of an Action Plan.

See [Appendix 7](#) for Social Value Action Plan.

- 6.1.6 The performance against the Action Plan will be monitored by the Procurement Manager and reported to the Environment and Regeneration Committee every 6 months along with the contracts awarded under delegated authority in the given 6 month period. This reporting will include Performance Indicators' linked to the Action Plan and the Performance Indicators' will monitor, track and measure continuous improvement.



## INVERCLYDE COUNCIL SOCIAL VALUE (SV) GUIDANCE NOTE FOR SUPPLIERS

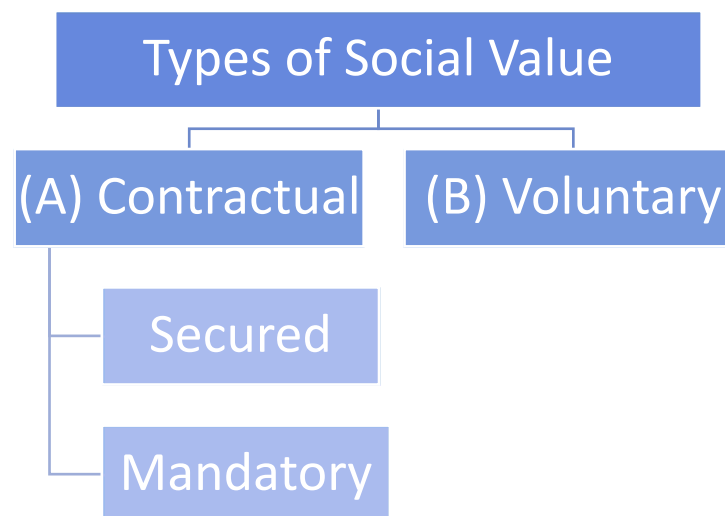
### 1. Introduction

Social Value provide a means of achieving sustainability in public contracts. They include targeted recruitment and training, business (particularly SMEs) and social enterprise development and community engagement.

The purpose of this guidance note is to provide an overview of how Social Value are sought within the tender process for Inverclyde Council contracts and to highlight to Tenderers the relevant support organisations who can assist Tenderers in delivering particular outcomes that are being sought.

#### Types of Social Values: Contractual v Voluntary

Inverclyde Council can seek Social Value in one of two ways; Contractually or Voluntarily. This has been laid out in the diagram below;



## INVERCLYDE COUNCIL SOCIAL VALUE (SV) GUIDANCE NOTE FOR SUPPLIERS

- (A) **Contractual** Social Values form part of the contract and Tenderers have a contractual obligation to deliver these commitments. Appropriate contract conditions may be included to provide a remedy for failure to deliver contractual Social Values. Contractual Social Values may be incorporated in the following ways:
- **Secured:** Social Value Benefits are assessed as part of the tender evaluation which is inclusive of the Social Value Outcome Menu and Social Value Supporting Methodology. This may be scored or non-scored as part of tender evaluation award criteria, however any benefits offered will be secured and form part of the contract. The Council will set a Social Value points expectation and Tenderers are required to propose a specific value of Social Value points from the Social Value Outcome Menu; for example the Invitation to Tender (ITT) will stipulate that “The Councils Social Value Points expectation is 20 Social Value Points as part of the Works”. It is then the Tenderers responsibility to identify the level of community benefits they will deliver. Offering 20 or more Social Value Points will achieve the full weighting for this section, offering less will result in a pro rata score of the full weighting. Any Social Value Benefits secured at post tender stage prior to the award stage will also form part of the contract.
  - **Mandatory:** Mandatory Social Values can be delivered in two ways:
    - The bidder will be asked to offer at least a set number of Social Value Points based on the type, value and contract duration. This would be assessed as a Pass/Fail section. This method will be utilised when Evaluated Social Values are not appropriate, e.g. within multi-lot framework agreements.
    - Specific mandatory requirements may be stipulated within the specification, e.g. advertising sub-contracting opportunities or Employability opportunities (New Entrants, Work Placements etc.).
- (B) **Voluntary** Social Values may be sought to encourage Voluntary Social Values for a particular procurement activity for example lower value quotations below threshold. This will not form part of the evaluation, or indeed place a contractual obligation on the supplier. Delivery of Voluntary Social Values will be monitored through management information provided by the supplier and as part of the Contract and Supplier Management process.

## **INVERCLYDE COUNCIL SOCIAL VALUE (SV) GUIDANCE NOTE FOR SUPPLIERS**

### **2. Evaluation of Social Values**

Where the contractual, secured Social Value approach is being undertaken by Inverclyde Council, the Social Values are sought from Tenderers in the format of a 'Social Value Outcome Menu' and 'SV Supporting Methodology' as part of the tender process.

The SV Outcome menu was developed by a variety of key stakeholders. It provides details of the types of benefits the Council seeks to be delivered through its contracting activity, highlighting the key priorities of Inverclyde Council which are aligned to the Procurement Strategy and Sustainable Procurement Duty, targeting the delivery of outcomes in relation to;

- Targeted Employment and Training Initiatives;
- Educational Support Initiatives;
- Supply Chain Development Activity;
- Vocational Training;
- Community, Corporate Social Responsibility (CSR) and Environmental Initiatives and Supported Business, Third Sector and Voluntary Sector Initiatives.

Points attributed to each Social Value outcome are tailored to meet the requirements of the contract and only Social Values that are expected to be deliverable from the contract advertised will be included within the Social Value Outcome Menu attached to the Invitation to Tender (ITT). The evaluation of the Social Value outcomes offered by Tenderers will be assessed using a point based model as detailed within the ITT.

The ITT will detail the anticipated Social Value Points to be delivered, however it is up to each Tenderer to decide what Social Value outcomes they wish to offer from this list and the number of points they will provide in doing so. This should be supported by a Social Value Supporting Methodology setting out how the Social Values offered will be achieved. Tenderers should propose a named individual who will have responsibility for delivery of Social Values.

**There is no limit to the Social Values that a Tenderer may offer and the total Social Value Points may exceed the stated expectation. However, please note that the maximum score that can be achieved for the Social Value outcomes is defined within the ITT.**

### **3. Support Organisations**

There is a variety of support organisations that may be able to assist in delivery of Social Value commitments including various departments within Inverclyde Council and other support agencies within Inverclyde. Tenderers are advised to make contact through the PCS-T Message Board if they require assistance with Social Values where you will be signposted to the relevant support organisations/Inverclyde Council department.

**INVERCLYDE COUNCIL SOCIAL VALUE (SV) GUIDANCE NOTE FOR SUPPLIERS****Document Change Control Log**

AUTHOR	VERSION	DATE	REASON FOR CHANGE
Graeme Clark	1.0	29 March 2022	
Graeme Clark	1.1	03 August 2022	Terminology updates to match Social Value Policy

<b>Social Value Points Matrix – Goods &amp; Services</b>				
	<b>Duration</b>			
<b>Value</b>	<b>0 – 6 &lt; months</b>	<b>6 – 12 months</b>	<b>12 – 24 months</b>	<b>24 – 36 months</b>
£50k - £100k	5	5	5	10
£100k - £250k	5	5	10	30
£250k - £500k	10	10	20	40
£500k - £1m	20	30	40	50
£1m - £3m	40	50	60	70
£3m - £5m	50	60	70	90
£5m - £10m	60	70	80	100
£10m - £20m	70	80	100	120
£20m - £30m >	80	100	120	140

<b>Social Value Matrix - Works</b>				
	<b>Duration</b>			
<b>Value</b>	<b>0 – 6 &lt; mths</b>	<b>6 - 12mths</b>	<b>12 - 24mths</b>	<b>24 - 36mths</b>
£250k – £500k	20	30	30	50
£500k – £1m	30	40	40	60
£1m – £3m	40	50	60	80
£3m – £5m	60	70	80	110
£5m - £10m	80	90	110	120
£10m – £20m	100	120	140	160
£20m - £30m>	120	140	160	180

**Inverclyde Council  
Social Value Outcome Menu**

**Appendix 4**

Please note the following when completing this Social Value Outcome Menu:

1. The table below provides a range of social value outcomes that you can offer which must be offered SPECIFICALLY TO THIS CONTRACT.

2. Please ensure you select the social value outcomes which are achievable within the duration of the initial contract period (not inclusive or dependent on any extension periods) or ensure evidence is provided to sustain the social value benefits beyond the contract duration.

<b>Type of Social Value Benefits (Contractual or Voluntary):</b>					
<b>Social Value Expectation for this contract (Points)</b> - (when you enter figures in No of People/Activity column, this will automatically calculate the Social Value Points (SVP's)).					
<p><b>Social Value scoring explained:</b></p> <div style="text-align: center;"> <p>When the Council notes above an expectation of Points, only those who offer the points requested will achieve the highest score for this section. All other scores will be a pro-rata from the full expectation.</p> </div>					
<b>Tenderer Name:</b>					
Outcomes/Activity	Definition	Evidence required	No of SVP's per Activity	No of People/Activity	SVP's
<b>Employability - Additional Job Created</b>					
<b>Job for an unemployed individual</b>	An additional Job created for an unemployed individual for a minimum of 26 weeks at least 30 hours per week.	- Evidence of unemployment - Signed contract of employment - Evidence of continued employment e.g. pay record	20		0
<b>Modern Apprenticeship</b>	An additional job created. Duration of employment must be appropriate which supports gaining an industry recognised qualification.	- Type of Modern Apprenticeship framework and level. - Registration with Skills Development Scotland - Evidence of continued training. - Evidence of signed contract of employment, e.g. pay record	20		0
<b>Graduate</b>	An additional Job created relevant to the degree gained for a minimum of 26 weeks at least 30 hours per week.	- Evidence of graduate status signed contract of evidence of pay record - Signed contract of employment - Evidence of continued employment, e.g. pay record	20		0
<b>Skills and Training</b>					
<b>Work Experience Placement for an individual 16+ years of age</b>	Duration of placement should be between 5 days and 4 weeks. In certain circumstances shorter duration may be acceptable depending upon the needs of individual	- Case study or report from Supplier - Formal feedback from the individual undertaking the placement	10		0
<b>Work Experience Placement for an individual aged 14 to 16 years of age</b>	Duration of placement must be a minimum of 5 days taking into account the circumstances and needs of the individual.	- Case study or report from Supplier - Formal feedback from the individual undertaking the placement	5		0
<b>S/NVQ (or equivalent) for</b> • New Employee • Existing Employee • Supply Chain Employee	Type and duration of qualification must be relevant to the development of practical skills required by the individual for life, education and the workplace. Minimum SQCF level 5.	- Certification, qualification and confirmation of registration with Accredited/Awarding body	10		0
<b>Industry Awareness Events</b> • Schools • Further Education	Participation in an organised industry awareness event at a school, college or at the company premises.	- Report providing evidence of attendance at event	5		0
<b>Industry Skill Transfer to Schools.</b>	Arrangement with schools to deliver an agreed programme to school children, teaching them the basic practical skills required by the suppliers industry.	- Case study or report from Supplier and formal feedback from the School.	10		0
<b>Supply Chain Development</b>					
<b>Business advice/support to an SME /Social Enterprise/ Voluntary organisation</b>	Provide a minimum of 4 hours business / technical advice or support to an SME / voluntary organisation	- Details of SME supported, record of meetings etc.	10		0
<b>Event to promote supply chain opportunities</b>	Promotion of your supply chain/ sub-contract opportunities, through an event held at your own premises or other venue, or through your participation in a recognised Meet the Buyer event.	- Copies of promotional information, programme etc. - Records of companies/individuals attending	5		0
<b>Community Engagement</b>					
<b>Financial Support for a Community Project</b>	Must be a minimum value of £1000	- Confirmation from recipient of support (letter, photo shoot/Press release)	5		0
<b>Non financial support for a Community Project</b>	- Donation of goods/service minimum value of £1000 <b>OR</b> - In kind volunteering to meet the need of the Community Project.	- Press Release, social media promotion (Facebook, Twitter etc.) register of attendees. - Brief report on completion of activities - Confirmation from recipient of support (letter, photo shoot/Press release)	5		0
<b>Total SVP's</b>					<b>0</b>

Please refer to guidance which provides contact details to facilitate delivery of social value benefits.

## Social Value Evaluation

Question Ref	Weighting	Number of Pages
Social Value Outcome Menu	3%	Not Applicable
Social Value Supporting Methodology	2%	2 A4 Pages

### 1) Social Value Outcome Menu (3%)

The Social Value Outcome Menu response will be scored using the methodology below:

For any bids received that offer the same number or higher number than expected of Social Value Points, they will score 100% against this question (weighted score of 3% of the technical envelope). For any bids that offer a lower number than expected of Social Value Points, they will receive a percentage of the 100% score based on the calculation example below:

Example:

If the weighted score is worth 3%, the number of Social Value Points expected is 60 points and 50 points are offered by a bidder, the score would be calculated as follows:

- Social Value Points offered (50) / Social Value Points expectation (60) = question score of 83.33%
- Weighted maximum score of 3% x question score of 83.33% = bidders weighted score of 2.50%

**Tenderers who fail to submit the Social Value Outcome Menu before the Tender Deadline or who do not provide any Social Value Points will receive a score of 0% for this question**

### 2) Supporting Methodology Question (2%)

**Describe the methodology/approach that will be undertaken, specific to this contract, to ensure the delivery of the proposed Social Value Points/Outcomes in your Social Value (SV) Outcome Menu submission.**

Responses should include, but not be limited to, the following;

- Provide details of how the delivery and achievement of Social Values will be monitored and measured by your organisation.
- Details of any organisations you have engaged with to support delivery of your submissions proposed Social Value outcomes.
- Demonstrate how previous success in delivering Social Values will further aid successful delivery of them for **this contract's** social value offering.
- Provide the name of the individual who will co-ordinate the delivery of Social Value outcomes.



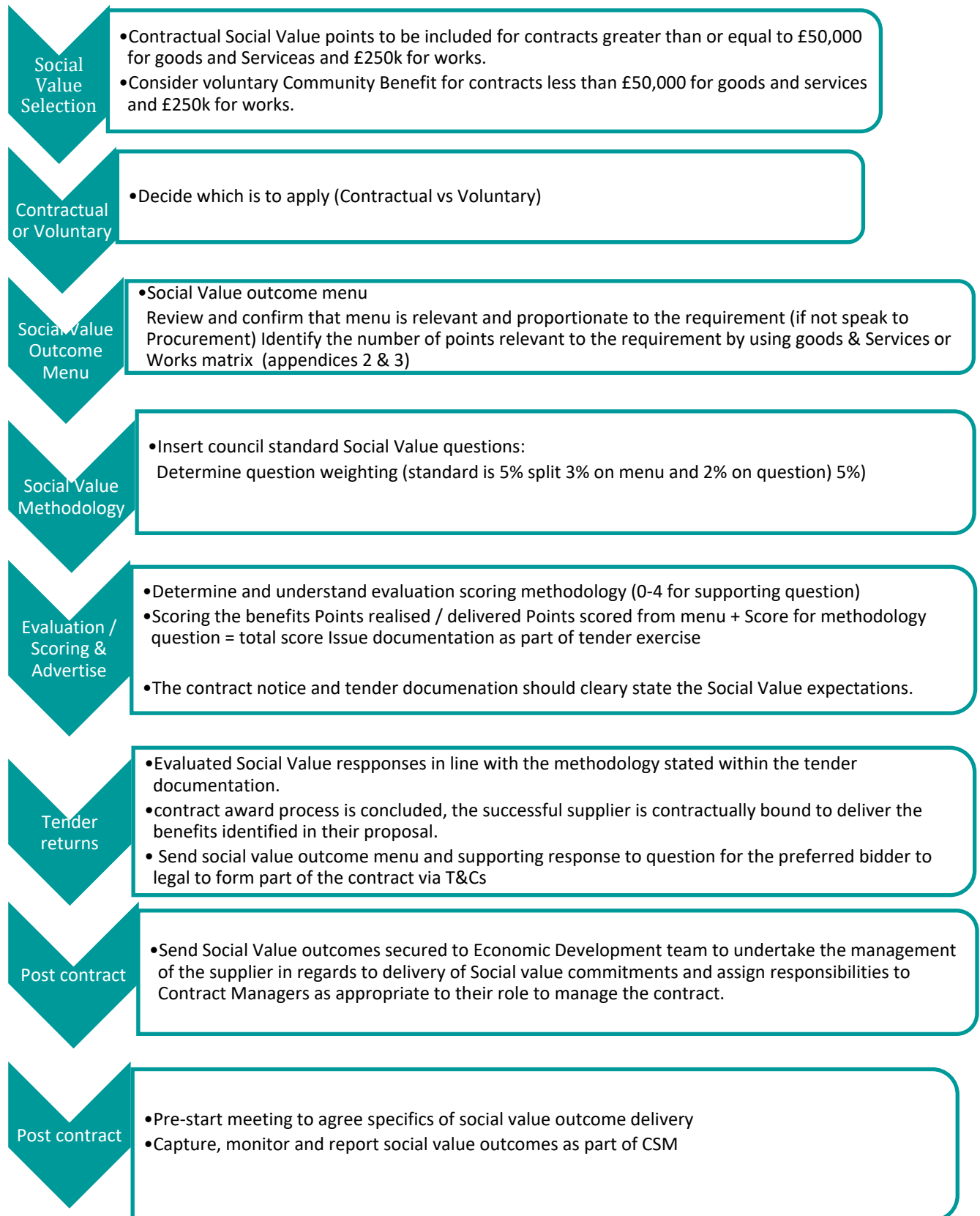
## Social Value Evaluation

### SV Scoring Explained

The response received for the Supporting Methodology, in relation to the approach described for delivery and achievement of Social Value outcomes offered within the Social Value Outcome Menu, will be scored in accordance with the following scoring criteria;

0 Unacceptable	<p>Nil or inadequate response.</p> <p>Fails to describe the approach demonstrating the ability to deliver Social Value requirements</p>
1 Poor	<p>Response is partially relevant but generally poor.</p> <p>Some elements of the approach adopted for the delivery and achievement of Social Values is provided but contains insufficient and limited information which does not fully explain or demonstrate how the Social Value outcomes offered will be delivered and achieved.</p>
2 Acceptable	<p>Response is relevant and acceptable</p> <p>Response addresses a broad understanding of Social Values, but lacks details on how <u>all</u> the Social Value outcomes offered will be delivered and achieved.</p>
3 Good	<p>Response is relevant and good.</p> <p>Response is sufficiently detailed demonstrating a good understanding of Social Values, the approach adopted for delivery, monitoring, measuring and reporting success of Social Value outcomes requirement</p>
4 Excellent	<p>Response is completely relevant and excellent overall.</p> <p>The response is comprehensive, unambiguous, demonstrates a comprehensive understanding of the Social Values, the approach adopted for delivery, monitoring, measuring and reporting success of Social Value outcomes requirement. As well as demonstrates how previous successes will aid successful delivery for this contract.</p>

## Appendix 6 - Social Value Process Map



## Appendix 7 - Social Value Action Plan

	Objective / Task	Target Date	RAG Status
1.	Present Social Value Policy at E&R & P&R Committees	November 2022	
2.	Mobilisation and communication of policy	December 2022	
3.	Delivery of Social Value Training workshops	December 2022	
4.	After completion of the successful pilot of the new Social Value approach in the HEEPS (Home Energy Efficiency Programmes for Scotland) project the team will Implement and Embed Social Value Approach in all future Procurements from £50k (Goods & Services) & £250k (Works)	December 2022	
5.	Evaluate and monitor success of Social Value policy	Ongoing	
6.	Continue to engage and work with key stakeholders to learn lessons and continually improve Social Value approach with a focus on engaging with communities through the development of systems and tools that capture real time requirements and needs that can be included in tender opportunities..	Ongoing	
7.	Report progress of Social Value outcomes via delivery of the Annual procurement report	October 2023	

## Glossary

<p><b>Social Value</b> Social Value outcomes are requirements which deliver wider benefits in addition to the core purpose of a contract. These can relate to social, economic and or environmental benefits</p>
<p><b>Collaboration</b> When two or more groups of people or organisations engage in procurement work together for mutual benefit.</p>
<p><b>Contract</b> An agreement concluded between the Council and the supplier that is legally binding, containing terms of the agreement, any schedules and appendices, the Tender Specification and any other specifications, drawings, official purchase order(s) and other documents which are relevant to the Contract.</p>
<p><b>Contract and Supplier Management (CSM)</b> The process of monitoring the performance of a contract and supplier.</p>
<p><b>Fair Work First</b> Employment practices that supports investment in skills and training, no inappropriate use of zero hours contracts, action on gender pay, engagement with trade unions, and payment of the real Living Wage.</p>
<p><b>Procurement Strategy</b> A document required as part of Scottish Procurement Regulations that sets out how the Council intends to carry out its regulated procurements i.e. procurements with an estimated value equal to or greater than £50k (excluding VAT) for supplies &amp; services (or £2,000,000 excluding VAT for a public works contract).</p>
<p><b>Public Contracts Scotland</b> The national advertising portal used to advertise all Scottish Government supplies, services or works contract opportunities.</p>
<p><b>Public Contracts Scotland Tender</b> The national advertising portal used to tender all Scottish Government supplies, services or works contract opportunities.</p>
<p><b>Real Living Wage</b> A wage rate per hour that is based on the cost of living and is currently voluntarily paid by UK organisations. From 1st April 2022, the rate per hour is £9.90 across the UK and £11.05 in London, for ages 18 and older. The rates are reviewed and updated annually, each April. Organisations can gain accreditation of this with the Living Wage Foundation.</p>
<p><b>Stakeholder</b> Any person or group who has a vested interest in the success of the procurement activity, i.e. either provides services to it, or receives services from it.</p>
<p><b>Supplier</b> An entity who provides supplies, services or works; often used synonymously with “vendor”</p>

**Supported business**

An organisation whose main aim is the social and professional integration of disabled or disadvantaged persons.

**Small and Medium Enterprises (SME's)**

Enterprises which employ fewer than 250 employees.

**Sustainable procurement**

A process whereby organisations meet their needs for supplies, services, works and utilities in a way that achieves value for money on a whole life basis and generates benefits, not only for the organisation but also to society, the economy and the environment.

**Third Sector**

The part of an economy or society comprising non-governmental and non-profit-making organisations or associations.

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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>27 October 2022</b>
<b>Report By:</b>	<b>Interim Director, Environment &amp; Regeneration</b>	<b>Report No:</b>	<b>E+R/22/10/02/SJ/JH</b>
<b>Contact Officer:</b>	<b>Jennifer Horn</b>	<b>Contact No:</b>	<b>01475 715573</b>
<b>Subject:</b>	<b>Employability Services Review</b>		

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## **1.0 PURPOSE AND SUMMARY**

- 1.1  For Decision  For Information/Noting
- 1.2 The purpose of this report is to provide the Committee, options for consideration for the provision of the Employability service as presented to the Policy and Resources Committee under the Delivering Differently process.
- 1.3 The report sets out the employment landscape, the funding that is available to the Council's employability services and how it is being used in 2022-23, and how it may be used going forward considering a number of options.
- 1.4 The employability service is subject to a savings proposal to remove £900,000 from the service which will be considered as part of the 2023/25 budget setting process. In providing context for this saving this service does benefit from external funding, albeit ringfenced, derived from both UK and Scottish Governments.
- 1.5 The options presented within the report do not have any impact on Council employed staff and therefore the unions have not been consulted on their impact.

## **2.0 RECOMMENDATIONS**

- 2.1 That Committee considers the options identified in Section 4 of this report and, note that the options will be part of the overall budget consideration.

**Stuart Jamieson**  
**Interim Director, Environment & Regeneration**

### 3.0 BACKGROUND AND CONTEXT

3.1 Inverclyde Council delivers Employability Services, working in multidisciplinary basis to improve the employment opportunities for those both in and out of work.

3.2 The Council delivers employability through the Local Employability Partnership (LEP) Delivery Plan which was approved in June 2022 as well as Scottish Government and UK Government policies.

3.3 In the last Workforce Development Update in Oct 2021, the report outlined the challenges from Covid. One year on society is facing many new challenges. Headlines state that the unemployment rate across the UK are the lowest that it has been since the 1970s, however, with challenges in the cost of living, it is clear that employability is a critical service to support people into sustainable employment where they can achieve a real living wage.

3.4 The vision of the LEP is:

*'Supporting people into fair, sustainable jobs, education or training is central to delivering many of the ambitions for an inclusive, sustainable economy with well-being at its core in our communities. Employability services are pivotal to avoiding the widening of social and economic inequalities by supporting those who are most vulnerable; we recognise the vital role that a range of organisations across the employability landscape play, and are committed to protecting a diverse range of provision and ensuring that the right support is put into place for those who rely on these services'*

3.5 The latest Inverclyde labour market statics have recently been published and are as follows:-

Headline	Inverclyde (2020-2021)	Inverclyde ( 2021 2022)	Change	Scotland (2020-2021)	Scotland (2021-2022)	Change from the previous financial year
UC Claimant Count	5.5%	4%	-1.5%	4.8%	3.3%	-1.5%
Economic inactivity	26.5%	22.4%	-4.1%	23.6%	23.5%	-0.7%
Economic Inactivity and seeking work	15.9	15.3%	-0.6%	21.6%	17.9%	-3.7%
Unemployment rate	4.8%	3.5%	-1.3%	4.6%	3.4%	-1.2%
Employment rate	70.3%	74.4%	+4.1%	72.8%	73.8%	+1%
% of population with no qualifications	12.1%	9.7%	-2.4%	8%	7.8%	-1.7%
Gross Weekly Pay – All Full Time Workers Inverclyde	560.9	570.1	+1.6%	595.0	622.0	+4.3%
	August 2022			August 2021		
UK Consumer price inflation rate	9.9%			3.2%		

3.7 As can be seen from the above table employment has improved since the previous report in 2021:

- the employment rate has improved in Inverclyde on a faster rate than Scotland,
- the unemployment rate has fallen at the same rate as Scotland,
- the % of population with no qualifications has fallen at a faster rate than Scotland although it is still 1.9% higher overall, and

- Universal Claimant is falling at the same rate as the rest of Scotland.

3.8 While these statistics are positive there is need to be cautious as these set against backdrop of high inflation

- While economic inactivity has fallen the percentage of economically inactive and seeking work remains nearly the same where Scotland on the whole has seen a fall,
- Gross weekly pay has gone up by 1.6% but this is 2.7% behind Scotland's growth in pay.

3.9 Employability is a key service within Inverclyde Council and the team works to delivers on national and local policy priorities. The traditional type of intervention delivered were apprenticeship, graduate programme, tracking and support young people long term unemployed.

3.10 The employability provision of Inverclyde Council is designed to respond to the priorities set out by national and local priorities. Employability provision delivered by Inverclyde Council has predominately been made through core budget delivery, along with additional interventions supported by additional funding allocations through the Councils budget setting process. These funds were often used as match funding in support of European Structural Funds to maximise funding and in turn employability interventions for the people of Inverclyde.

3.11 In terms of specific funding for the current financial year this is made up just over £2.3m in core; £4.8m in earmarked reserves of which £3m is COVID jobs recovery and £0.2m in other external funding.

3.12 In the current financial year the Council has received £0.9m in external Scottish Government Funding including No One Left Behind (£234k), Parental Employability Support Fund (£154k), Long Term Unemployed (£300k) and Young Persons Guarantee (£234k).

3.13 Recently the UK Government has introduced further funding which can be used to support employability. As noted in previous papers submitted to committee, the UK Government has introduced UK Shared Prosperity which has been seen as a replacement to EU funds. It should be noted that the fund is does not cover what was previously allocated through EU funds, it covers a wider range of interventions and the UK Government has been clear that it is new funding for new projects It is worth noting that the people and skills in the Shared Prosperity allocation is £1.4m over three years. A summary of these funds is contained in appendix 1.

3.14 Employability services are delivered through a combination of contracted and direct delivery solutions. The Council currently has 4 contracts, funded through the Core budget, which deliver employability provision which support Inverclyde residents progress along the employability pipeline to sustainable employment:

- **Employability Services: Inverclyde Community Development Trust:** Provides a range of activity for those wanting to improve confidence, motivation and skills to enable progression to further/higher education, employment, self-employment and volunteering. Pre-vocational and vocational training in a range of sectors provided. Employer engagement/job brokerage and in work support also provided. Local third sector organisation Financial Fitness, delivers specialist support to clients
- **Progress: Stepwell:** Supporting unemployed/inactive residents with a health barriers by providing specialist health advice, training, supported employment and job placement opportunities.
- **Employer engagement: Enable:** A dedicated service that will work with local employers to assess their recruitment practices and workforce demographics to promote diversity and inclusive practice. Assistance with all aspects of the recruitment process is available. The service also provides a suite of training packages including Disability Awareness, Autism Awareness, Mental Health in the Workplace, Assistive Technology Awareness, Employment



Law Basics, Access to Work training and Equality & Diversity Training. In-work support for the employer and employee is also provided.

- **Employment Advice, Advocacy and Guidance: Inverclyde Advice and Employment Rights:** Delivers services in the field of employment rights and work related issues including specialist advice, advocacy, and guidance on employment rights including employment law, workplace health and safety and occupational health.

In addition to this programmes include Modern Apprentices, Graduates, Apprenticeship Wage Subsidy, Long Term Unemployed Programme, Kickstart, Inverclyde Future Jobs, Activity Agreements, and Training.

## 4.0 OPTIONS

4.1 The options below cover the continued delivery of the current service, what is considered to be a reduced service and then a significantly reduced service. The latter is, of course, the option currently under consideration in the 2023-25 savings exercise.

### 4.2 Option 1 – Do Nothing

The Employability Service has for many years supported over 1000 clients per annum within employability programmes and despite the significant challenges faced within Inverclyde, statistics show that in the majority of indicators Inverclyde has either improved or at least maintained its position relative to the rest of Scotland. The programmes developed in Inverclyde have been copied elsewhere in Scotland and have focussed on the needs of the individual rather than a one size fits all approach.

It is recognised however that the continuation of the service in its current form is not practical owing to the budgetary pressures the Council is under and that the Scottish Government has introduced new Employability programmes in recent years.

### 4.3 Option 2 – Reduced Employability Service

This option removes £500,000, which represents a 22% reduction, from the core budget. The reduction would be distributed between the contracted employability services and direct delivery.

The impact in service would see a phased reduction of £238,000 in the key worker support and Training programme. Withdrawal from the Inverclyde Advice and Employment Rights package (£71,000). Further reductions would be made in respect of direct client delivery programmes £191,000.

The impact on service delivery would see 120 clients not supported in 2023/24 rising to 330 less clients being supported in 2024/25. This would be partially offset by the £0.9m in Scottish Government funding.

It is likely that this option would result in a number contractor jobs being affected with no impact in the Council.

### 4.4 Option 3 – Significantly reduced Employability Service

This option removes £900,000 which represents a 40% reduction from the core budget and is the current option being considered within the 2023/25 budget setting process.

The impact in service would see a phased reduction of £500,000 in the key worker support and Training programme. A reduction of £60,000 would be made to the Employer Engagement & Workforce Diversification programme. Withdrawal from the Inverclyde Advice and Employment Rights package (£71,000) and a 50% reduction in the health barriers to employment programme (£58,000). Further reductions would be made in respect of direct client delivery programmes £191,000. Depending on the

viability of the remaining programmes this could affect a number of external contractor jobs, with no impact in the Council.

The impact on service delivery would see 240 clients not supported in 2023/24 rising to 660 less clients being supported in 2024/25. This would be partially offset by the £0.9m in Scottish Government funding.

## 5.0 IMPLICATIONS

5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO	N/A
Financial	X		
Legal/Risk	X		
Human Resources	X		
Strategic (LOIP/Corporate Plan)	X		
Equalities & Fairer Scotland Duty	X		
Children & Young People's Rights & Wellbeing	X		
Environmental & Sustainability		X	
Data Protection		X	

## 5.2 Finance

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report (000)	Virement From	Other Comments

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
Option 1	N/A	N/A	N/A	N/A	No saving
Option 2	Employability	23/24	(500)		Reduced Council funded employability service by 22%
Option 3	Employability	23/24	(900)		Significantly reduced Council funded employability service by 44%

## 5.3 Legal/Risk

The impact of the savings identified could affect the viability of the contract for Inverclyde Community Development Trust due to their significant reliance on the Council for the majority of its revenue funding through the employability contract.

**5.4 Human Resources**

Potential TUPE implications both outwith and to the Council.

**5.5 Strategic**

Employability is a LOIP priority.

**5.6 Equalities and Fairer Scotland Duty**

**(a) Equalities**

This report has been considered under the Corporate Equalities Impact Assessment (EQIA) process with the following outcome:

X	YES – Assessed as relevant and an EqIA is required.
	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, assessed as not relevant and no EqIA is required. Provide any other relevant reasons why an EqIA is not necessary/screening statement.

**(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 – Assessed as not relevant under the Fairer Scotland Duty for the following reasons: Provide reasons why the report has been assessed as not relevant.

**5.7 Children and Young People**

Has a Children's Rights and Wellbeing Impact Assessment been carried out?

X	YES – Assessed as relevant and a CRWIA is required.
	NO – Assessed as not relevant as this report does not involve a new policy, function or strategy or recommends a substantive change to an existing policy, function or strategy which will have an impact on children's rights.

**5.8 Environmental/Sustainability**

Has a Strategic Environmental Assessment been carried out?

	YES – assessed as relevant and a Strategic Environmental Assessment is required.
X	NO – This report does not propose or seek approval for a plan, policy, programme, strategy or document which is like to have significant environmental effects, if implemented.

## 5.9 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 – Assessed as not relevant as this report does not involve data processing which may result in a high risk to the rights and freedoms of individuals.

## 6.0 CONSULTATION

6.1 None.

## 7.0 BACKGROUND PAPERS

7.1 None.

<b>Appendix 1:</b>								
<b>Funding Sources /Streams</b>								
Breakdown per stream/source with current projected expenditure based on commitments of existing staff and contract agreements that are in place or will be in place by end of 22/23. Some of these continue up to 25/26, therefore below presented is expenditure profile until financial year 25/26								
	<b>22/23</b>		<b>23/24</b>		<b>24/25</b>		<b>25/26</b>	
<b>Source:</b>	<b>Funding</b>	<b>Projected Expenditure</b>	<b>Funding</b>	<b>Projected Expenditure</b>	<b>Funding</b>	<b>Projected Expenditure</b>	<b>Funding</b>	<b>Projected Expenditure</b>
<b>Core</b>	2,371,980	2,368,530						see note 1
<b>EMR's</b>	4,819,000	3,223,010	1,595,990	1,121,550	474,440	188,890	285,550	25,400 see note 2
<b>Grant's</b>	922,520	886,240						see note 3
<b>Shared Prosperity Fund</b>	172,092	172,092	322,782	322,782	905,359	905,359		see note 3
<b>External Income</b>	130,000	130,000						see note 4
<b>Overall Total</b>	<b>8,415,592</b>	<b>6,779,872</b>	<b>1,918,772</b>	<b>1,444,332</b>	<b>1,379,799</b>	<b>1,094,249</b>	<b>285,550</b>	<b>25,400</b>
<b>Uncommitted</b>								260,150
<b>Notes:</b>								
<b>1</b>	Core recurring budget reflected for 22/23 only as not set for future years, presently 9 MA's included in this funding, they range from contract ends from 23/24 to 25/26 with latest 28/2/26 for 1 of them. SLA and Contracts within this funding stream for IDCT, Enable, Stepwell, Wage Subsidies & Inverclyde Advice and Employment Rights. Along with £73k training budget							
<b>2</b>	<b>EMR - 6 in total</b>				<b>Funding</b>	<b>Uncommitted</b>	<b>Funds</b>	
	Anti Poverty:				306,000	260,150	4 former MAs complete 22/23 who have gained employment	
	Youth Employment:				180,000	0	10 MA's: 6 Complete 22/23 +4 23/24	
	Emp Initiatives:				133,000		10 Mas: 7 completing in 22/23 & 3 in 23/24	
	COVID Jobs Recovery:				3,077,000		27 Kickstart, 1 MA complete 22/23, 33 M.A.'s complete 23.24 (10 Part funded by NOLB), 8 Graduate complete 22/23 + 10 complete 23/24, 60 wage subsidies continuing to 23/24, 35 LTU Programme ending 23/24, 1 temp staff member contract ending 23/23, ICDT Future Jobs 25 clients,	
	NOLB/YPG/PESF (GRG ringfenced - in EMR):				1,035,000	0	29 MA's complete 23/24 (11 part funded by Jobs Recovery EMR) Ringfenced as part of the agreement with Scottish Government through COSLA, wage subsidies to various external companies	
	Covid - PESF (c/f from 20-21 - In EMR):				88,000		Credit to SG £54k. Remaining £34k client costs	
					<b>4,819,000</b>	<b>260,150</b>		
<b>3</b>	<b>Grants - 4 in total Scottish Governemnt</b>						<b>Funds</b>	
	No-One Left Behind:				234,940		1 staff member, LTU training costs, LGV Training, client training and support	
	Parental Employability Support Fund:				154,050		2 staff members + client training and support costs.	
	Young Persons Guarantee:				233,530		2 Staff & client training and support costs	
	Long Term Unemployed				300,000		36 clients	
					<b>922,520</b>			
	UK Government Shared Prosperity				1,400,233		Budget notionally allocated under People & Skills over three years. The investment plan is on separate report this will be presented to this committee for approval	
			<b>Overall Grants</b>		<b>2,322,753</b>	<b>0</b>		
<b>4</b>	<b>External Income from Riverside Inverclyde for 4 MA's &amp; 2 Graduates</b>							

UK Government Shared Prosperity

People and Skills Theme

Project	Description	22/23	23/24	24/25	Total
Next Steps	Working in partnership with a number of Council and HSCP services, this project will support young people living with long term conditions such as learning disabilities and/or Autism to thrive with their transition into employment. The project will help those overcome barrier and progress towards employment, better health and wellbeing, confidence and more positive destination in their life.	60,000	60,000	60,000	180,000
Youth Volunteering Programme	Building on pilot project through Community Renewal Fund create a bespoke programme of volunteering for economically inactive young people. Working with the third sector interface this project aims to work in the local community, supporting those in the most deprived areas of Inverclyde.	12000	48000	48000	108000
Community Option	The aim of this programme is to provide opportunities and enhance opportunities available to young people with autism and/or learning disabilities through developing a strong volunteer-led programme and expanding our supported employment programme. It is a fact that many of our clients will never be in a position to enter the work market—our programmes will ensure that we can build their capacity, skills and resilience to support them to be the best they can be. We have opportunities, through our social enterprise to provide paid employment for a number of our clients and we want to enhance this through a peer support programme and secure funding to ensure more people with additional support needs and learning disabilities can be employed to support the development and delivery of our model.	30,000	30,000	30,000	90,000

Steps 2 Progression	Building on the Community Renewal Funded work of Steps 2 Progression in communities across Inverclyde to embed employability into community centres to raise awareness, improve signposting and strengthening links with the relevant employability partner organisations within our most deprived and disadvantaged communities as per the Scottish Index of Multiple Deprivation (SIMD).		80000	80000	160000
Progress to employment	Support for economically inactive people to work towards employment including key worker support, action planning, skills training to build confidence and progress towards employment.			372,801	372,801
New Country New Opportunities	Activity based pre-pipeline bespoke programmes for particular interested groups, for example New Scots, individuals with addictions, people in recovery, mental health issues, etc. Could be practical, office based and environmental/health-based combination	70,092	104782	129000	303,874
Growth Skills Pathway	<b>Growth Skills Pathways</b> project will work in partnership with WCS will equip local unemployed people, with entry level skills and work experience, equipping them for jobs and apprenticeships across a number of vocational areas of identified need. Lasting between 6 -12 weeks dependent upon the particular Pathways will offer preparation in the vocational areas values and principles, underpinned with accredited Digital Literacy skills and local work placement or simulated work experience. Pathways will develop a local talent pipeline to meet local skill needs particularly around hospitality, care, and green jobs.			112,558	112,558
Art of Enterprise				73,000	73,000
<b>Total</b>		<b>172,092</b>	<b>322,782</b>	<b>905,359</b>	<b>1,400,233</b>

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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>27 October 2022</b>
<b>Report By:</b>	<b>Interim Director, Environment &amp; Regeneration</b>	<b>Report No:</b>	<b>CMT/22/09/01/SJ/MM</b>
<b>Contact Officer:</b>	<b>Martin McNab</b>	<b>Contact No:</b>	<b>01475 714246</b>
<b>Subject:</b>	<b>Community Wardens Service Review</b>		

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## **1.0 PURPOSE AND SUMMARY**

- 1.1  For Decision  For Information/Noting
- 1.2 The purpose of this report is to provide the Committee, options for consideration for the provision of the Community Wardens service as presented to the Policy and Resources Committee under the Delivering Differently process.
- 1.3 The Community Wardens service is subject to a savings proposal to cease the service which will be considered as part of the 2023/25 budget setting process.
- 1.4 Unison has been consulted on the options identified in Section 4 of this report.

## **2.0 RECOMMENDATIONS**

- 2.1 That Committee considers the options identified in Section 4 of this report and, note that the options will be part of the overall budget consideration.

**Stuart Jamieson**  
**Interim Director, Environment & Regeneration**



### **3.0 BACKGROUND AND CONTEXT**

- 3.1 The Community Wardens service has been in existence in Inverclyde since 2004. The service was set up initially with two tranches of grant funding from the Scottish Executive. The service initially concentrated on delivering public reassurance, acting as professional witnesses and dealing with public complaints about anti-social behaviour. The service was also focussed initially on particular areas within Inverclyde, namely Greenock East, Greenock South West and Port Glasgow. Over time following the initial impact on anti-social behaviour in these areas the wardens focus widened to tackle particular issues of concern out with those areas. Particular examples would include youth gatherings at Inverkip Beach and Tower Hill. Since inception there have been instances of joint patrols between the community wardens and Police Scotland.
- 3.2 Although the aims of the wardens were quite specific, attendance of wardens at certain incident types and their ability to witness events prior to the arrival of police on the scene is beneficial. Frequently the wardens can be on scene quicker than the police who are not routinely on patrol. The impact of a complete removal of the wardens' service on policing in Inverclyde is likely to be significant.
- 3.3 Over time it is also the case that, largely because the wardens were out and about across Inverclyde in the evenings, other services have come to rely on them to carry out tasks and provide support. Examples of the work that is done regularly are detailed in 4.2. Under both options 2 and 3 below the majority of these tasks could no longer be delivered resulting in varying impacts on the services concerned, with significant prioritisation required

### **4.0 OPTIONS**

- 4.1 The options below cover the continued delivery of the current service, what is considered to be a minimal community wardens' service and the complete cessation of the service. The latter is, of course, the option currently under consideration in the 2023-25 savings exercise.
- 4.2 **Option 1 – Do Nothing**

The Community Wardens service as it stands provides a valuable service both in responding to core anti-social behaviour issues but also in carrying out duties for other Council services e.g. Grounds, FM, Property and the HSCP. The service comprises twenty five staff over two shifts, seven days a week, normally between 1pm and 11:30pm with four vehicles patrolling. The service also provides a surge capacity in responding to events and civil contingencies issues, notably the wardens carried out a broad spectrum of additional duties during the Covid pandemic, some using core resources when anti-social behaviour was obviously minimal during lockdown and later providing an additional overtime capacity when core work resumed.

It is recognised however that the continuation of the service in its current form may obviously be impossible owing to the budgetary pressures the Council is under.

- 4.3 **Option 2 – Minimum Warden Service**

Currently the Community Wardens Service consists of 25 staff (previously 26) made up of 21 wardens and 4 senior wardens. The proposed reduced service would take this down to a total of 13. Taking into account leave and other potential absences this would provide a minimum service of 4 wardens and one senior over the current seven day operation of the service on a four days on four off rota.

This would allow two, two man vehicles deployed on an East/West split together with a vehicle for the senior who could provide additional patrolling cover. Consideration has been given to reducing the service and only operating on a Thursday-Sunday basis however although overall the service is quieter Monday-Wednesday this is not invariably the case particularly during school

holidays when youth gatherings frequently take place earlier in the week. A further draw back to reducing the days of operation would be that it would require staff to work the majority of weekends which, although it can be attractive to some for a time, is not likely to be a popular move with the majority of staff.

It is considered that there is enough baseline work week round and within this option it would be the intention to increase the reach of the wardens at weekends by the use of joint patrols with Police Scotland thus putting more teams on the ground at peak times. This has been found to be an effective measure in the past, particularly when wardens are paired with community police with whom they have close working relationships. Police Scotland have suggested that they would be amenable to more joint patrols going forward.

Implementing the savings reduction would mean that a number of tasks the wardens carry out on behalf of other services have been prioritised from the following tasks list:-

Task	Current Frequency	Future	Impact on other services	Directorate prioritisation
Locking Toilets (7 from Inverkip to Port Glasgow)	Every evening	Will not be possible particularly at specific times	May require a resource to be identified. FM clean but public conveniences are under Environmental Services	High
Supporting Social work with personal checks on vulnerable clients in relation to preventing financial harm.	Ad hoc but when they do occur they require regular checks.	Will still endeavour to assist but checks may not be so regular.	N/A	
Deploying at all Inverclyde events for public reassurance such as fireworks displays, CLD Summer of Fun events (outdoor cinema etc.).	Infrequent.	Team will not be large enough to assist at larger events.	May be increased stewarding costs.	High
Attend with Cleansing while dismantling bonfires to prevent breach of the peace to Council staff.	Usually a few a year around Nov 5 <sup>th</sup> .	Will try to assist but will not necessarily be able to be at all.	Cleansing staff may not want to carry out these duties	
Clune Park Estate checks	Both weekly estate walk	Former will not be carried out,	Other officers from public	

	round and regular visits by patrolling wardens	latter greatly reduced.	protection will have to carry out checks.	
Alarm activations for Council Buildings and Inverclyde Leisure Buildings often left to Wardens to stand by building until key holder arrives.	Ad hoc. Currently made easier by the presence of senior wardens in William Street	Not practical under future manning and operational arrangements.	Increased urgency for key holders to attend. Nb this is obviously the case outwith wardens' operational hours in any case.	High
Vandalism prevention for Inverclyde Leisure in checking all sports facilities and MUGA's (due to damage to 3G pitches).	Checks can be daily but focus will depend on recent activity.	Unlikely to be practical given numbers.	Will fall on IL/letting staff	
Traffic control for Police Scotland when required in inclement weather and Road Traffic Accidents.	Infrequent	Will endeavour to assist.	May impact on Police if we cannot support.	
Covering for school crossing patrol when short staffed.	Varies depending on staff absences.	Unlikely to support.	May impact on CLD staff.	High
Attending Public Health calls to prevent staff harassment and to witness noise/fires etc. when out of hours.	Infrequent. A lot of the emphasis here historically has mostly been around Clune Park.	Will still try to carry out witnessing role, limited otherwise.	May require police support in extreme circumstances.	
Cemetery patrols at night.	Dependent on pattern of incidents but can be nightly where issues are occurring.	Unlikely to be able to do this.	Greater risk of cemeteries being used for gatherings and potential vandalism.	

Cycling proficiency with Community Safety for schools.	Infrequent	Unlikely to be able to do this.	Limited impact on CLD	
Lock play parks (Sir Michael Street/Tower Drive for example).	Daily.	Unlikely to be able to do this.	Resource needed from Environmental Services.	

In addition to these regular tasks more ad hoc support would also be significantly curtailed actions such as, for example, supporting the Covid response and more recently providing mutual aid to Edinburgh over the Queen’s funeral cortege.

The reduced team would however still be able to provide out of hours responses to anti-social behaviour in support of both the Council’s Anti-social behaviour and Community Safety Strategies. Should the CCTV saving be taken the remaining wardens service would also be able to provide support in this area with the mobile CCTV cameras albeit how the data is transferred and recorded would have to be reviewed.

The saving would be 12 FTEs equivalent to £354K. Of the 12 posts 3 are currently vacant as of September 2022, 2 are temporary with under 2 years’ service, and 1 is temporary with 2 years’ service. Of the remaining wardens complement it is likely that some will be interested in VR/VER however there may still be a need for some redeployment which may prove difficult.

#### 4.4 Option 3 – Cessation of Service

This is currently the option which will be consulted on publicly. The proposed saving removes all 25 wardens posts.

In addition to the impacts covered in 4.3 above there would be a impact on Community Safety in Inverclyde. Much of the Community Safety Strategy would be significantly impacted upon.. The Community Partnership Hub and real time responses to incidents of anti-social behaviour would be very limited with no response after 5 pm although planned investigations into longstanding issues could be progressed by the remaining ASIST team.

Police Scotland would be unable to use the service for responses to lower level complaints or to act as expert witnesses when police resources are unavailable. Preliminary discussions with Police Scotland indicate that this would have a significant impact on the response available to lower level crime and anti-social behaviour. Partnership work on youth gatherings would virtually cease with this now falling entirely on Police Scotland including joint work on trains etc. Police Scotland have been written to asking for funding for community wardens.

The complete cessation of the Community Wardens Service would generate a saving of £812K. This is mostly made up of the Community Wardens budget but does include some smaller supplies and services savings from the overall Public Protection budget.

## 5.0 IMPLICATIONS

5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO	N/A
Financial	X		
Legal/Risk	X		
Human Resources	X		
Strategic (LOIP/Corporate Plan)	X		
Equalities & Fairer Scotland Duty			X
Children & Young People's Rights & Wellbeing	X		
Environmental & Sustainability			X
Data Protection			X

## 5.2 Finance

### 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
Community Wardens	N/A	N/A	N/A	N/A	No Saving- Option 1
	Employee costs	1 July 2023	(354)		Option 2- All from employment costs
	Various	1 July 2023	(813)		Option 3 total wardens budget plus minor amounts (£6K from other budget lines)

## 5.3 Legal/Risk

Risks have been identified through the final savings sheets and will vary depending on the option taken forward.

## 5.4 Human Resources

Consideration of the human resources impact of option 3 is already underway as part of the savings process.

## 5.5 Strategic

Option 3 will impact on the delivery of both the Anti-social Behaviour Strategy and the Community Safety Strategy. There are also impacts on the Council's overall resilience.

## 5.6 Children and Young People

Has a Children's Rights and Wellbeing Impact Assessment been carried out?

X

YES – Assessed as relevant and a CRWIA is required.

NO – Assessed as not relevant as this report does not involve a new policy, function or strategy or recommends a substantive change to an existing policy, function or strategy which will have an impact on children’s rights.

## **6.0 CONSULTATION**

6.1 Unison has been consulted on the proposals.

## **7.0 BACKGROUND PAPERS**

7.1 None.

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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>27 October 2022</b>
<b>Report By:</b>	<b>Interim Director, Environment &amp; Regeneration</b>	<b>Report No:</b>	<b>ERC/RT/GMcF/22.639</b>
<b>Contact Officer:</b>	<b>Gail MacFarlane</b>	<b>Contact No:</b>	<b>01475 714800</b>
<b>Subject:</b>	<b>Traffic Calming Priority 2022/23.</b>		

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## 1.0 PURPOSE AND SUMMARY

- 1.1  For Decision  For Information/Noting
- 1.2 This report updates Committee on the traffic calming priority for 2022/23 and the proposed measures.
- 1.3 The report is to inform members that top priority for traffic calming measures in 2022/23 are now Newark Street and Union Street.
- 1.4 The report includes an outline of the proposed measures to install additional signs and lines to reduce speed along with the cost of the works which will exhaust the available budget over the next two financial years.

## 2.0 RECOMMENDATIONS

- 2.1 It is recommended that Committee notes that Newark Street and Union Street are at the top of the traffic calming priority list for 2022/23.
- 2.2 It is recommended that the Committee notes the proposed traffic calming proposals and that this project will now be funded from two years of Roads RAMP funding, resulting that this will be the only priority scheme until 2024.

**Gail MacFarlane**  
**Head of Shared Services – Roads & Environmental Services**

### **3.0 BACKGROUND AND CONTEXT**

- 3.1 On 31 August 2017 the Committee approved the revised Guidelines and Assessment Criteria within the Traffic Calming Policy.
- 3.2 The Traffic Calming Policy has been used since 2018 to assess all requests for traffic calming in a fair and uniform manner.
- 3.3 The top two streets after evaluation this year are Newark Street and Union Street from Wood Street to Robertson Street.
- 3.4 The speed surveys along these roads showed that 85% of vehicles are travelling at 35.3mph on Newark Street and 32.4mph on Union Street. As these sections of road have pedestrian generators with shops, churches, care homes, nurseries and play parks they have scored highest on the priority list.
- 3.5 Whilst it is recognised that speeding vehicles is an issue that only Police Scotland can enforce. Inverclyde do have a limited budget to improve the safety of the roads network, which was why the Traffic Calming Policy was introduced. The project was to be partially funded from Roads RAMP and externally through the Roads Safety Fund. Unfortunately the Road Safety Fund has been paused by the Scottish Government as a consequence of the cost of living crisis. Works will be funded over two years of Council funding.
- 3.6 The proposed traffic calming measure, given the length of road in question, is to install signs and lines to implement an effective scheme over the entire road. The roads in question are defined as distributor roads and the Traffic Calming Policy states that physical measures are not likely to be appropriate on distributor roads and signs and lines may be more appropriate.

### **4.0 PROPOSALS**

- 4.1 The proposed calming measures will result in the installation of Vehicle Activated Signs (VAS) prior to the junctions on Union Street/Newark Street in both directions. These signs will flash with a triangular warning sign showing the 'crossroad junction ahead' sign as well as the 30mph speed limit sign. The signs will be activated for vehicles travelling over 30mph approaching the junctions. On Newark Street the proposal is to introduce 3 mini-roundabouts at the junctions of Johnston Street, Bentinck Street and Wood Street. The roundabouts will be a change of priority and will encourage cars driving on Newark Street to slow down. An indicative layout is shown in Appendix 1.
- 4.2 The proposed roundabouts will result in a loss of on street parking, however there are ample parking opportunities on the side street and along Newark Street
- 4.3 The proposals will also look to improve the pedestrian crossing points along the route.
- 4.4 The plans may change slightly as an external road safety audit has still to be undertaken on the proposed layouts.
- 4.5 The signs have auto dimming that features a four-stage auto dimming system which ensures the sign is highly visible day and night. The twin Light Dependant Resistor (LDR) sensors prevent accidental dimming from oncoming headlights. Dimming the Light-Emitting Diodes (LED) during the darker hours reduces energy consumption without impairing the visibility of the sign.



## 5.0 IMPLICATIONS

5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO	N/A
Financial	x		
Legal/Risk	x		
Human Resources		x	
Strategic (LOIP/Corporate Plan)	x		
Equalities & Fairer Scotland Duty	x		
Children & Young People's Rights & Wellbeing		x	
Environmental & Sustainability		x	
Data Protection			x

## 5.2 Finance

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
Traffic Calming	Roads RAMP	2022/23	£50k		Improvements to road markings and installation of mini roundabouts.
	Road Safety Improvement Fund or Roads RAMP 2023/24	2022-24	£50k		Purchase and installation of VAS signs, improve pedestrian crossings

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A	Roads Revenue	2022-	£0.5k		Maintenance of the route will be contained within existing budgets

## 5.3 Legal/Risk

No Legal risk.

## 5.4 Human Resources

There are no HR implications arising from this report.

## 5.5 Strategic

This project accords with the Corporate Management Plan, by improving road safety and improving access for all.

**5.6 Equalities and Fairer Scotland Duty**

(a) Equalities

This report has been considered under the Corporate Equalities Impact Assessment (EqIA) process with the following outcome:

X	YES – Assessed as relevant and an EqIA is required.
	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, assessed as not relevant and no EqIA is required. Provide any other relevant reasons why an EqIA is not necessary/screening statement.

(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?

The measures has been designed to be used by all, with no discrimination.

X	YES – A written statement showing how this report’s recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
	NO – Assessed as not relevant under the Fairer Scotland Duty for the following reasons: Provide reasons why the report has been assessed as not relevant.

**5.7 Children and Young People**

Has a Children’s Rights and Wellbeing Impact Assessment been carried out?

	YES – Assessed as relevant and a CRWIA is required.
X	NO – Assessed as not relevant as this report does not involve a new policy, function or strategy or recommends a substantive change to an existing policy, function or strategy which will have an impact on children’s rights.

**5.8 Environmental/Sustainability**

Has a Strategic Environmental Assessment been carried out?

	YES – assessed as relevant and a Strategic Environmental Assessment is required.
X	NO – This report does not propose or seek approval for a plan, policy, programme, strategy or document which is like to have significant environmental effects, if implemented.

## 5.9 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 – Assessed as not relevant as this report does not involve data processing which may result in a high risk to the rights and freedoms of individuals.

## 6.0 CONSULTATION

6.1 The Head of Legal and Democratic Services and the Chief Financial Officer have been consulted on this report.

## 7.0 BACKGROUND PAPERS

7.1 None.

## **Appendix 1 – Proposed Mini-Roundabout**





Similar sign except junction arms will be opposite. The sign will be dual and will flash the junction and 30mph sign if vehicles are traveling over 30mph.

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<b>Report To:</b>	<b>Inverclyde Council</b>	<b>Date:</b>	<b>27 October 2022</b>
<b>Report By:</b>	<b>Head of Service – Roads &amp; Environmental Services</b>	<b>Report No:</b>	<b>ENV036/22/GM</b>
<b>Contact Officer:</b>	<b>Gail MacFarlane</b>	<b>Contact No:</b>	<b>01475 714800</b>
<b>Subject:</b>	<b>Standardisation of Parking in Inverclyde – Consultation Findings</b>		

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## **1.0 PURPOSE AND SUMMARY**

1.1  For Decision  For Information/Noting

1.2 The purpose of this report is to advise on the outcome of the public consultation exercise. The consultation was open to the public from 24 June 2022 to 26 August 2022 via an online questionnaire. The questionnaire sought views on standardised parking restrictions, on and off street, throughout Inverclyde.

## **2.0 RECOMMENDATIONS**

2.1 It is recommended that Committee notes the findings in the report and notes the proposal to retain the current on and off street restrictions.

**Gail MacFarlane**  
**Head of Service – Roads & Environmental Services**

### 3.0 BACKGROUND AND CONTEXT

- 3.1 Decriminalised parking enforcement (DPE) was introduced in Inverclyde on 6 October 2014. At this time the Greenock Town Centre Parking Strategy was implemented which saw the 30 minute waiting time which was already in place in the town being retained and parking discs introduced. The restrictions in the other town and village centres were kept as they were pre-DPE.
- 3.2 Since the introduction of DPE pressure has been put on the Council to vary the parking restrictions in various town and village centres. As a result each town and village has different parking restrictions both on and off street. The restrictions in place at the time of the public consultation are summarised below:

Settlement	Current on-street restrictions	Current off-street restrictions
Greenock	<p><u>Town Centre, Tobago St, Sir Michael St &amp; Newton St</u>            Mon-Fri 8am-6pm            2 hrs no return within 30 mins            Except Permit Holders            Disc must be displayed            &amp;  <u>Outer Town Centre</u>            Permit holders only            Mon-Fri 8.15am-9.15am &amp; 5pm-6pm</p>	<p><u>Bullring, Cathcart St East, Dalrymple St, Hastie St, Roslin St, Station Ave East &amp; West &amp; West Stewart St</u>            Mon-Fri 8am-6pm £2 per day &amp;  <u>Cathcart St West</u>            Mon-Fri 8am-6pm            3 hrs no return within 1hr in            Disc must be displayed</p>
Port Glasgow	<p><u>Town Centre</u>            Mon-Fri 8am-6pm            1 hr no return within 30 mins            Except Permit Holders            No disc required            &amp;  <u>Outer Town Centre</u>            Permit holders only            Mon-Fri 8.15am-9.15am &amp; 5pm-6pm</p>	<p><u>Fore St &amp; Shore St</u>            Mon-Sat 8am-6pm            No time limits or parking charges            &amp;  <u>Princes St</u>            Mon-Sat 8am-6pm            2 hrs (3 hrs for Blue Badge holders) no return within 1 hr            No disc required</p>
Gourock	<p><u>Kempock St</u>            Mon-Sat 8am-6pm            1 hr no return within 1 hr            Except Permit Holders            Disc must be displayed            &amp;  <u>Lower Kempock St</u>            Mon-Sat 8am-6pm            3 hr no return within 1 hr            Disc must be displayed</p>	<p><u>Kempock St East</u>            Mon-Sat 8am-6pm            No time limits or parking charges            &amp;  <u>Kempock St West</u>            Mon-Sat 8am-6pm            3 hrs no return within 1 hr            Disc must be displayed            &amp;  <u>Station Rd North &amp; South</u>            Mon-Fri 8am-6pm £2 per day</p>
Kilmacolm	<p>Mon-Fri 8am-6pm            2 hrs no return within 30 mins            No disc required</p>	<p>No time limits or parking charges</p>



Since this consultation was undertaken the following tariffs have been introduced in Fore Street and Shore Street car parks in Port Glasgow and Kempock Street car park in Gourock (Kempock Street East and West car parks have now been combined into car park with one tariff):

Monday – Friday

8am-6pm

0-3 hours Free (one free stay per day per town)

3+ hours £2 per day

Except Permit Holders

In Station Road North and South car parks in Gourock restrictions were removed on a Saturday. This means parking charges apply Monday to Friday and parking is free on Saturday and Sunday like the majority of car parks in Inverclyde.

- 3.3 Various parties have made representations stating that the various parking restrictions are confusing for them and visitors to the area.
- 3.4 At a meeting of the Environment and Regeneration Committee on 5 March 2020 it was remitted to the Corporate Director Environment, Regeneration & Resources to arrange an All Members' Briefing and to undertake consultation with Elected Members and other interested parties on all car parks within Greenock town centre and to submit a report thereon to the Committee.
- 3.5 A Members' briefing was held on 2 June 2021 which provided Members with details of the standardised restrictions proposed: Appendix 1
- **On Street Proposal**
    - Proposed Restrictions :
    - Monday to Friday 8am – 6pm;
    - 2 hours no return within 30 minutes;
    - Exemption for Residents' Parking Permit holders; and
    - Requirement to display a disc.
  - **Off Street Proposal**
    - Introduce a tiered parking charge:

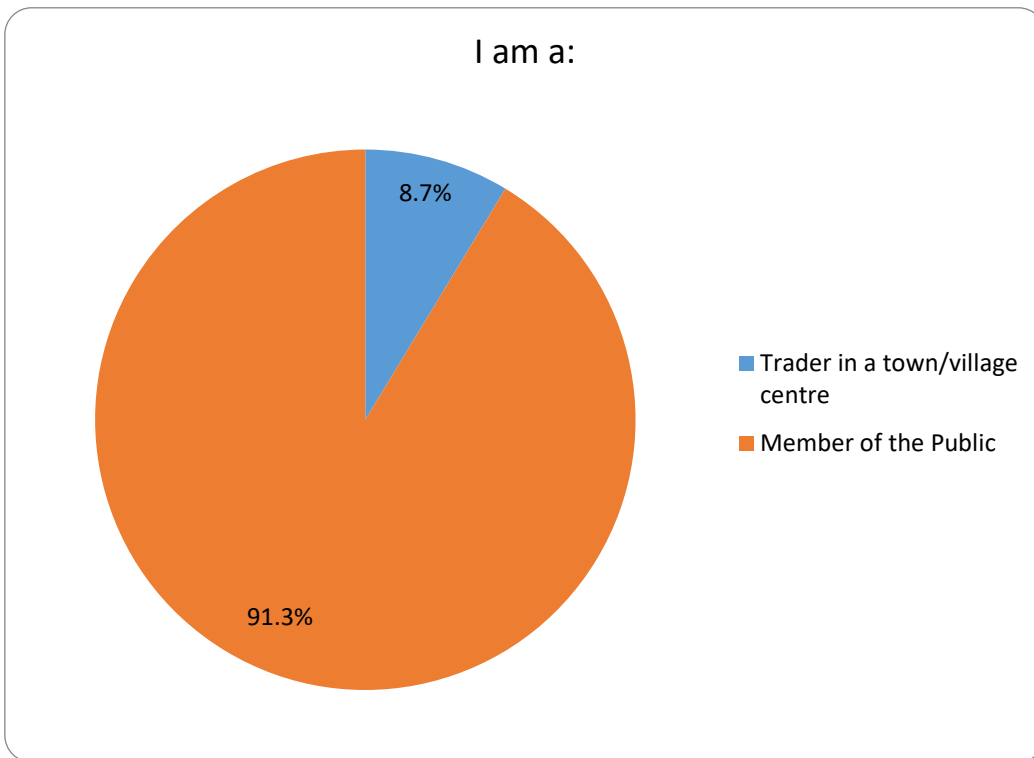
• 0-2 hours	Free
• 2-3 hours	£1.00
• 3-4 hours	£2.00
• 4 +	£4.00
  - Exemption for Residents' Parking Permit and Blue Badge holders.

Maps showing the existing and proposed restrictions are provided in Appendix 1.

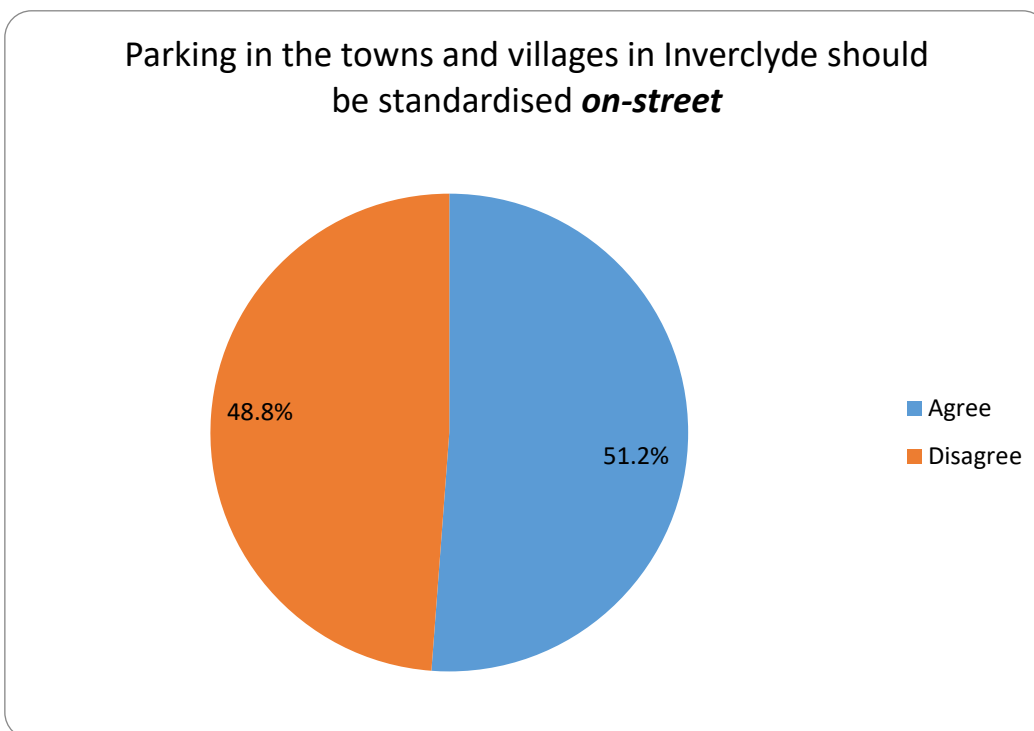
- 3.6 It was agreed that Officers would organise a public consultation to seek views on these proposals and report to a future meeting of the Committee.
- 3.7 The public consultation was undertaken via an online questionnaire between 24 June and 26 August 2022. Various communications were issued to highlight the consultation.

## Survey Findings

- 3.8 A total of 464 surveys were completed, 91.3% were completed by members of the public and 8.7% by traders in town and village centres of Inverclyde.



- 3.9 When asked if they agreed with the proposed standardisation of **on-street** parking, 51.2% of respondents agreed and 48.8% disagreed.



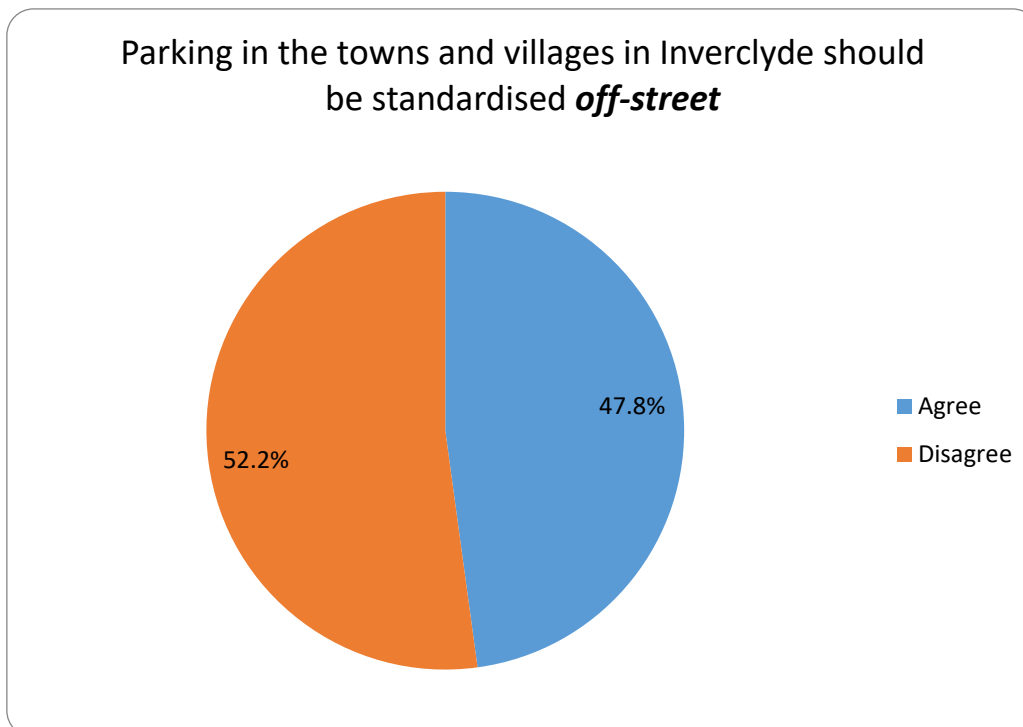
3.10 Respondents were asked if they agreed or disagreed with the proposed BI restrictions which are:

- 2 hour restriction with no return within 30 minutes, Monday to Friday, 8am to 6pm.
- Requirement to display a parking disc.
- Exemption for Residents' Parking Permit holders and blue badge holders.
- Free of charge.

A total of 46.6% agreed with the proposals and 54.4% disagreed.



3.11 When asked if they agreed with the proposed standardisation of **off-street** parking, 52.2% of respondents agreed and 47.8% disagreed.

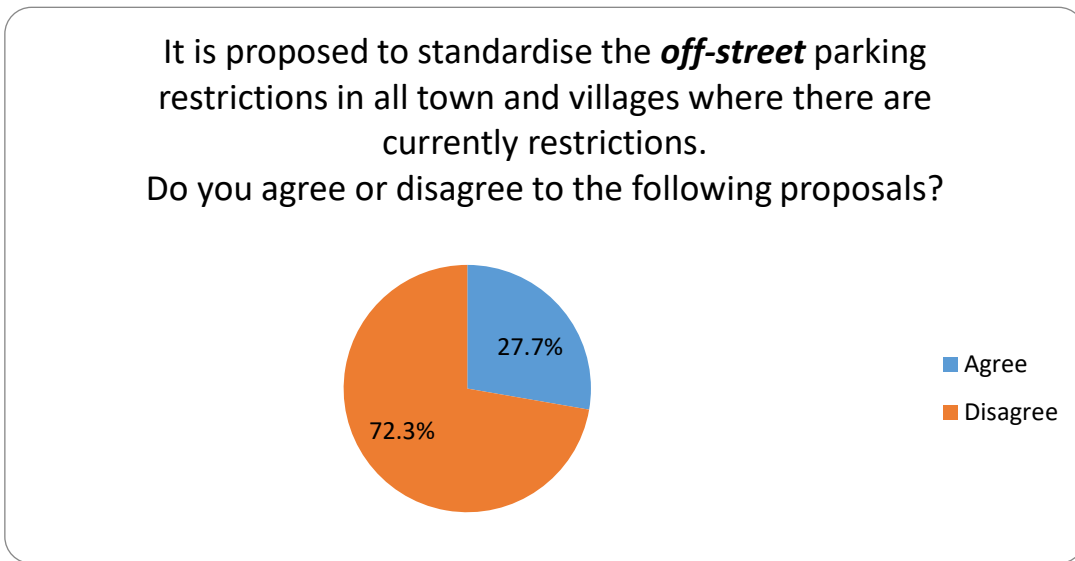


3.12 Respondents were asked if they agreed or disagreed with the proposed off-street car park restrictions which are:

- Monday to Friday, 8am to 6pm.
- Exemption for Residents' Parking Permit holders and blue badge holders.

• Duration of Stay	• Parking Charge
• 0-2 hours	• Free
• 2-3 hours	• £1
• 3-4 hours	• £2
• 4+ hours	• £4

A total of 27.7% agreed with the proposals and 72.3% disagreed.



3.13 Respondents were asked to provide their postcodes. The majority of respondents are from Inverclyde, however, a small number are from outwith the area. A breakdown of postcodes and number of responses received is provided below:

Postcode	Area	Percentage of responses
G	Glasgow	0.9%
KA	Kilmarnock	0.4%
PA1	Paisley	0.2%
PA2	Paisley	0.2%
PA7	Bishopton	0.2%
PA8	Erskine	0.2%
PA11	Bridge of Weir	1.8%
PA13	Kilmacolm	20.6%
PA14	Port Glasgow	12.9%
PA15	Greenock	15.5%
PA16	Greenock	24.1%
PA17	Skelmorlie	0.7%
PA18	Wemyss Bay	2.4%
PA19	Gourock	19.9%

As expected due to it having the largest population in Inverclyde (approximately 55% of Inverclyde's population), Greenock respondents provided the most responses (39.6%).

Kilmacolm has the third smallest population of Inverclyde (approximately 5% of Inverclyde's population), however, they provided the second highest response rate (20.6%).

3.14 As well as being asked the above "closed" questions respondents were given the opportunity to provide any other comments on the proposals. On analysing the response received there were key themes which emerged. These were:

<b>Theme</b>	<b>Explanation</b>
Will discourage visitors and trade to town/village centres	<p>Many of the responses felt that restrictions, parking charges and parking discs discouraged people from visiting and shopping in Inverclyde.</p> <p>Some made the point that there is little in some of the towns to visit as many shops have closed.</p> <p>Staff pointed out that they use businesses in the area too and that paying to park will discourage them from spending money in the area.</p> <p>Some respondents stated that they travel to shopping centres, etc. where there are no parking charges rather than pay to park in Inverclyde.</p> <p>Inverclyde Council should be encouraging people to come to Inverclyde rather than introduce more parking charges.</p>
Too expensive for staff	<p>A lot of staff from the towns and villages were concerned and angered that the charge to park would double.</p> <p>They feel this will further impact the cost of living crisis they are experiencing.</p> <p>Some respondents said that public transport is not an option for them as they do not live on a direct bus route.</p> <p>The cost of parking and lack of public transport lead to some people saying they would need to look for alternative employment closer to home.</p>
Kilmacolm isn't like other settlements – there should be no restrictions or charges	<p>Respondents were often quite specific in their comments that they were referring to Kilmacolm. They feel that Kilmacolm is not like other settlements in Inverclyde.</p> <p>They believe that standardising parking in Kilmacolm to a standard that suits large towns will adversely impact on the village.</p> <p>Respondents pointed out that surrounding settlements like Bridge of Weir and Houston do not have parking charges and Kilmacolm will be at disadvantage.</p>
Parking should be free of charge	<p>In order to encourage trade some respondents believe parking should be free of charge.</p>

Remove parking discs	A number of respondents believe the parking discs should be removed as they have a negative impact on visitors. They do not believe they are easy to access and consider that it is difficult to remember to display your disc if a similar system is not in place in their local area.
Doubling parking charges is excessive	Increasing the cost of all day parking from £2 to £4 is believe to be excessive and inappropriate during the current cost of living crisis facing many families in the country.
Cost of living crisis	During the current cost of living crisis many respondents feel it is in appropriate to introduce new parking charges or increase existing charges.

3.15 A further breakdown of the data for Inverclyde is provided below:

Settlement	Trader	Resident	Do you agree with standardising parking restrictions <i>on-street</i> ?		Do you agree with the <i>on-street</i> proposals (see 3.5 above)		Do you agree with standardising parking restrictions <i>on-street</i> ?		Do you agree with the <i>off-street</i> proposals (see 3.5 above)	
			Agree	Disagree	Agree	Disagree	Agree	Disagree	Agree	Disagree
Kilmacolm	13.68%	86.32%	16.84%	83.16%	19.15%	80.85%	19.15%	80.85%	17.02%	82.98%
Port Glasgow	10.00%	90.00%	54.24%	45.76%	41.67%	58.33%	49.18%	50.82%	21.67%	78.33%
Greenock PA15	15.94%	84.06%	49.30%	50.70%	52.17%	47.83%	44.29%	55.71%	21.74%	78.26%
Greenock PA16	1.80%	98.20%	61.26%	38.74%	49.09%	50.91%	59.29%	40.71%	35.45%	64.55%
Wemyss Bay	0.00%	100.00%	45.45%	54.55%	36.36%	63.64%	36.36%	63.64%	9.09%	90.91%
Gourock	7.45%	92.55%	72.83%	27.17%	59.78%	40.22%	64.13%	35.87%	39.78%	60.22%

From the more detailed analysis there are clear differences in how some settlements feel about the standardisation of parking throughout Inverclyde and the detailed parking proposals. For example the majority of respondents in Kilmacolm do not support either the standardisation or the detailed proposals, whereas in Gourock the majority do. This is likely due to the strong feeling among Kilmacolm respondents that the village should not be treated in the same way as a town which more pressure on parking.

3.16 Within the 2023/25 budget process there is a savings option that proposes to increase daily off street parking charges by £1/day to £3/day within charging car parks.

3.17 The Traffic Regulation Order to introduce parking charges in the Lochwinnoch Road, Kilmacolm and Princess Street, Port Glasgow car parks is currently being progressed as agreed by this Committee on the 14 January 2021.

#### 4.0 IMPLICATIONS

4.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO	N/A
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Financial		x	
Legal/Risk	x		
Human Resources		x	
Strategic (LOIP/Corporate Plan)		x	
Equalities & Fairer Scotland Duty		x	
Children & Young People's Rights & Wellbeing		x	
Environmental & Sustainability		x	
Data Protection		x	

#### 4.2 Finance

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					

#### 4.3 Legal/Risk

Were the Committee to decide to promote changes to the current off street and/or on street restrictions, variations to 1 or more of the 5 of the DPE Traffic Regulation Orders (TRO) would be required. The promotion of orders to do so would include the opportunity for objection. If there were any maintained objections the Environment & Regeneration Committee or an Independent Reporter will need to hear these and make a decision on whether the order in question should be proceed as it was promoted, amended or not made.

#### 4.4 Human Resources

None.

#### 4.5 Strategic

None.

#### 4.6 Equalities and Fairer Scotland Duty

##### (a) Equalities

This report has been considered under the Corporate Equalities Impact Assessment (EqIA) process with the following outcome:

YES – Assessed as relevant and an EqIA is required.

x
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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, assessed as not relevant and no EqIA is required. Provide any other relevant reasons why an EqIA is not necessary/screening statement.

(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?

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

x
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NO – Assessed as not relevant under the Fairer Scotland Duty for the following reasons: Provide reasons why the report has been assessed as not relevant.

4.7 **Children and Young People**

Has a Children's Rights and Wellbeing Impact Assessment been carried out?

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YES – Assessed as relevant and a CRWIA is required.

x
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NO – Assessed as not relevant as this report does not involve a new policy, function or strategy or recommends a substantive change to an existing policy, function or strategy which will have an impact on children's rights.

4.8 **Environmental/Sustainability**

Summarise any environmental / climate change impacts which relate to this report.

Has a Strategic Environmental Assessment been carried out?

--

YES – assessed as relevant and a Strategic Environmental Assessment is required.

x
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NO – This report does not propose or seek approval for a plan, policy, programme, strategy or document which is like to have significant environmental effects, if implemented.

4.9 **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
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NO – Assessed as not relevant as this report does not involve data processing which may result in a high risk to the rights and freedoms of individuals.



## **5.0 CONSULTATION**

- 5.1 This report is a result of a public consultation on the standardisation of parking throughout Inverclyde. It notes the findings of the consultation undertaken between 24 June and 26 August 2022.

## **6.0 BACKGROUND PAPERS**

- 6.1 There are no background papers associated with this report.

Appendix 1 – Parking maps – Existing & Proposed Parking Restrictions (consultation material)

# Current Restrictions

## Gourock Parking Zones

From 1 July 2018

For more information visit

[www.inverclyde.gov.uk/parking](http://www.inverclyde.gov.uk/parking)

Inverclyde  
council

- Car park  
Unlimited parking
- Car park  
Up to 3 hours max stay free  
(Display parking disc)
- Parking disc zone
- Car park  
Flat rate £2 per day
- On-street  
Up to 1 hours max stay free  
(Display parking disc)
- On-street  
Up to 3 hours max stay free  
(Display parking disc)
- Private Car Park
- On-street  
No waiting or parking

Restrictions apply Monday - Friday, 8am to 6pm



# Proposed Restrictions

## Gourock Parking Zones

For more information visit

[www.inverclyde.gov.uk/parking](http://www.inverclyde.gov.uk/parking)

Inverclyde  
council

Restrictions apply Monday - Friday, 8am to 6pm

- 0-2 Hours Free
- On-street  
Up to 2 hours max stay free  
Exemption for Permit and Blue Badge holders  
(Display a parking disc)
- 2-3 Hours £1
- On-street  
No waiting or parking
- 3-4 Hours £2
- No waiting or parking
- 4+ Hours £4
- Permit and Blue Badge holders exempt
- Private Car Park
- Parking disc zone



# Current Restrictions

# Proposed Restrictions

## Greenock Parking Zones

## Greenock Parking Zones

1 July 2018

For more information visit

[www.inverclyde.gov.uk/parking](http://www.inverclyde.gov.uk/parking)



For more information visit

[www.inverclyde.gov.uk/parking](http://www.inverclyde.gov.uk/parking)



Restrictions apply Monday - Friday, 8am to 6pm

Restrictions apply Monday - Friday, 8am to 6pm

- On-street**  
Up to 2 hours max stay free  
(Display parking disc)
- Car park**  
Up to 3 hours max stay free  
(Display parking disc)
- Car park**  
Flat rate £2 per day  
(Pay and display)
- On-street**  
No waiting or parking
- Car park**  
Unlimited parking
- Car park resident only**  
(Resident permit holders only)

- On-street**  
Up to 2 hours max stay free  
Exemption for Permit and Blue Badge holders  
(Display parking disc)
- 0-2 Hours** Free  
**2-3 Hours** £1  
**3-4 Hours** £2  
**4+ Hours** £4  
Permit and Blue Badge holders exempt
- Car park resident only**  
(Resident permit holders only)
- On-street**  
No waiting or parking
- Car park**  
Unlimited parking

- Zone GR1**  
Resident permit holders exempt from time limits and parking charges
- Zone GR2**  
Monday - Friday  
8.15 to 9.15am and 5 to 6pm  
Resident permit holders only
- Zone GR3**  
Monday - Friday  
8.15 to 9.15am and 5 to 6pm  
Resident permit holders only
- Zone GR4**  
Monday - Friday  
8.15 to 9.15am and 5 to 6pm  
Resident permit holders only

- Zone GR1**  
Resident permit holders exempt from time limits and parking charges
- Zone GR2**  
Monday - Friday  
8.15 to 9.15am and 5 to 6pm  
Resident permit holders only
- Zone GR3**  
Monday - Friday  
8.15 to 9.15am and 5 to 6pm  
Resident permit holders only
- Zone GR4**  
Monday - Friday  
8.15 to 9.15am and 5 to 6pm  
Resident permit holders only



# Current Restrictions

## Kilmacolm Parking Zones

From 15 January 2018

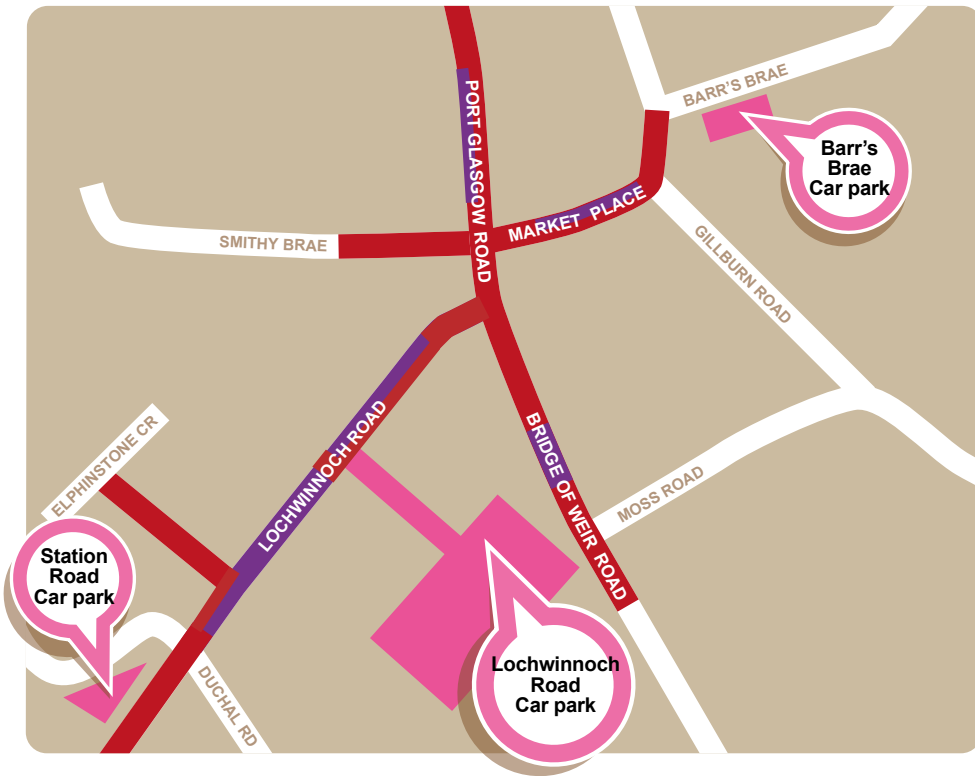
For more information visit

[www.inverclyde.gov.uk/parking](http://www.inverclyde.gov.uk/parking)



Restrictions apply Monday - Friday, 8am to 6pm

- On-street  
No waiting or parking
- Car park  
Unlimited parking
- On-street  
Up to 2 hours max stay free



# Proposed Restrictions

## Kilmacolm Parking Zones

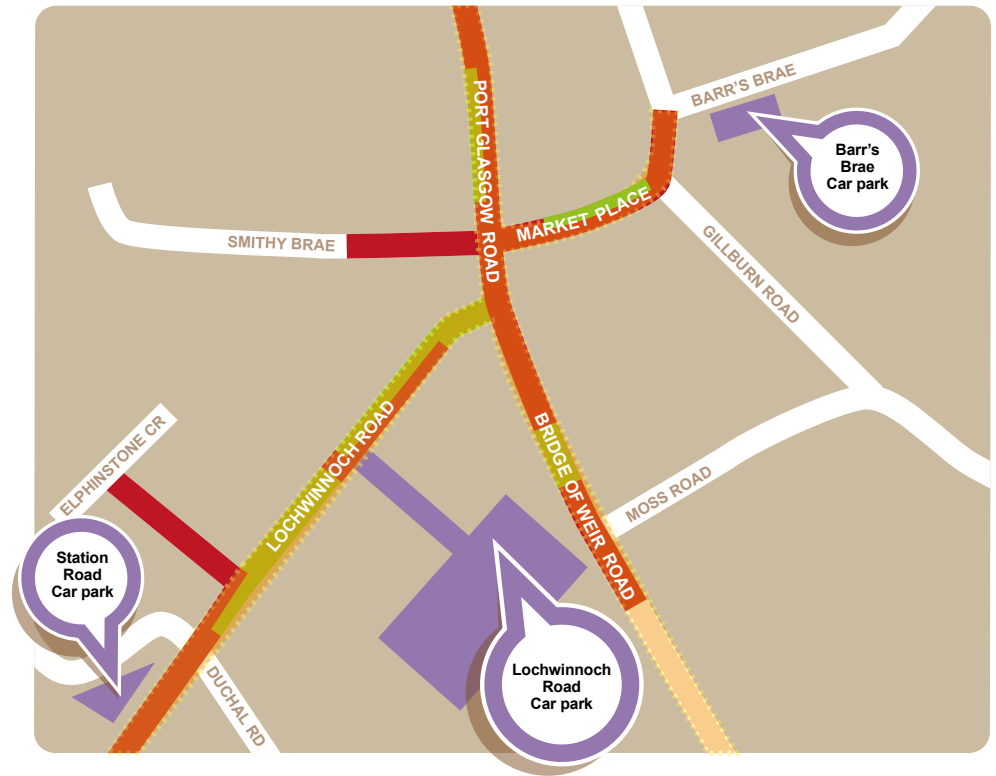
For more information visit

[www.inverclyde.gov.uk/parking](http://www.inverclyde.gov.uk/parking)



Restrictions apply Monday - Friday, 8am - 6pm

- On-street  
No waiting or parking
- On-street Up to 2 hours  
max stay free Exemption  
for Permit and Blue Badge  
holders  
(Display a parking disc)
- 0-2 Hours Free Permit and  
2-3 Hours £1 Blue Badge  
3-4 Hours £2 holders  
4+ Hours £4 exempt
- Parking disc zone



# Current Restrictions

## Port Glasgow Parking Zones

From 4 April 2022

For more information visit

[www.inverclyde.gov.uk/parking](http://www.inverclyde.gov.uk/parking)

Inverclyde  
council

Restrictions apply Monday - Saturday, 8am to 6pm

- On-street  
No waiting or parking
- On-street  
1 hour stay free  
Monday - Friday, 8am to 6pm
- On-street  
Unlimited parking
- Car park  
Unlimited parking
- Car park  
Up to 2 hours max stay free
- Resident permit  
holders only  
Monday - Friday  
8.15 to 9.15am  
and 5pm to 6pm
- 0-3 Hours Free (1 free stay per day)  
3+ Hours £2



# Proposed Restrictions

## Port Glasgow Parking Zones

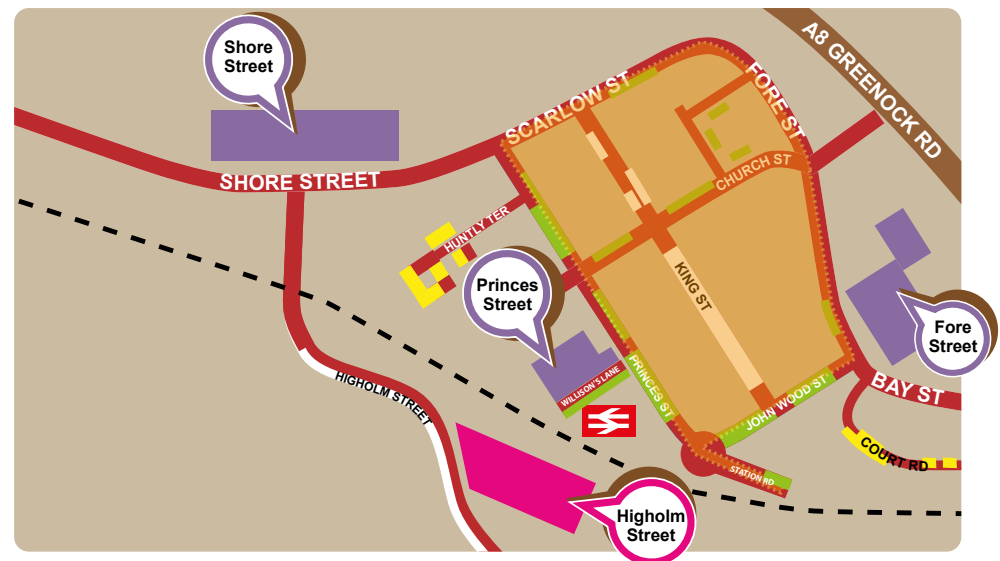
For more information visit

[www.inverclyde.gov.uk/parking](http://www.inverclyde.gov.uk/parking)

Inverclyde  
council

Restrictions apply Monday - Friday, 8am to 6pm

- On-street  
No waiting or parking
- On-street  
Up to 2 hours max stay free  
Exemption for Permit and Blue Badge holders  
(Display a parking disc)
- On-street  
Unlimited parking
- 0-2 Hours Free  
2-3 Hours £1  
3-4 Hours £2  
4+ Hours £4  
Permit and Blue Badge  
holders exempt
- Resident permit  
holders only  
Monday - Friday  
8.15 to 9.15am  
and 5pm to 6pm
- Car Park  
Unlimited parking
- Parking disc zone



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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>27 October 2022</b>
<b>Report By:</b>	<b>Interim Director, Environment &amp; Regeneration</b>	<b>Report</b>	<b>ERC/RT/GMcF/22.638</b>
<b>Contact Officer:</b>	<b>Gail MacFarlane</b>	<b>Contact No:</b>	<b>01475 714800</b>
<b>Subject:</b>	<b>Auchenbothie Quietways Cycle Route</b>		

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## **1.0 PURPOSE AND SUMMARY**

- 1.1  For Decision  For Information/Noting
- 1.2 This report updates Committee on the Auchenbothie Quietways project and reports the results of the public consultation.
- 1.3 The purpose of the report is to inform Committee of the progress on a scheme to create a safer on road route from the Kilmacolm cycle path to the Port Glasgow cycle path.

## **2.0 RECOMMENDATIONS**

- 2.1 It is recommended that Committee notes the results of the public consultation.
- 2.2 It is recommended that Committee notes the proposed scheme to move the N75 cycle route from Marloch Avenue to Auchenbothie Road.
- 2.3 It is recommended that Committee notes that as part of the scheme the entire areas of Mid Auchinleck, Slaemuir and Bardrainne will become a 20mph zone.
- 2.4 It is recommended that it be remitted to the Head of Service Roads and Transportation and the Head of Legal and Democratic Services to prepare and promote a Speed Limit Order (SLO) to reduce the speed to 20mph and to prepare and undertake a consultation on the proposed traffic calming measures in accordance with the Roads (Scotland) Act 1984, the Roads (Traffic Calming) (Scotland) Regulations 1994, the Road Humps (Scotland) Regulations 1998, the Road Humps and Traffic Calming (Scotland) Amendment Regulations 1999 and the Roads Humps and Traffic Calming (Scotland) Amendment Regulations 2002.

**Gail MacFarlane.**  
**Head of Service – Roads & Environmental Services**

### 3.0 BACKGROUND AND CONTEXT

- 3.1 As part of the Scottish Government National Transport Strategy, Sustrans aims to help make it easier for people to walk and cycle for everyday journeys. They aim to encourage active travel as a means for people getting about, by working with local authorities to help make it safer, easier and more attractive to walk and cycle.
- 3.2 The National Cycle Network (NCN) is a UK-wide network of signed paths and routes for walking, cycling, wheeling and exploring outdoors. The NCN is also locally very important to help simplify everyday journeys and link trips for those travelling Nationally on the Public Transport network. Occasionally on-road sections of the NCN need to be re-aligned, such as in this case in Inverclyde with the NCN75.
- 3.3 The NCN75 proposed realigned route (as identified in green dashed line in Figure 1 (between A -C) has been considered a better route than existing highlighted in blue and purple line in Figure 1 (along Montrose Avenue). The advantages of this route are that there are lower gradients, better trip generation to local facilities such as shops and schools, and a safer proposed crossing of Dubbs Road where the sight lines are much better than the current option at the end of Montrose Avenue.

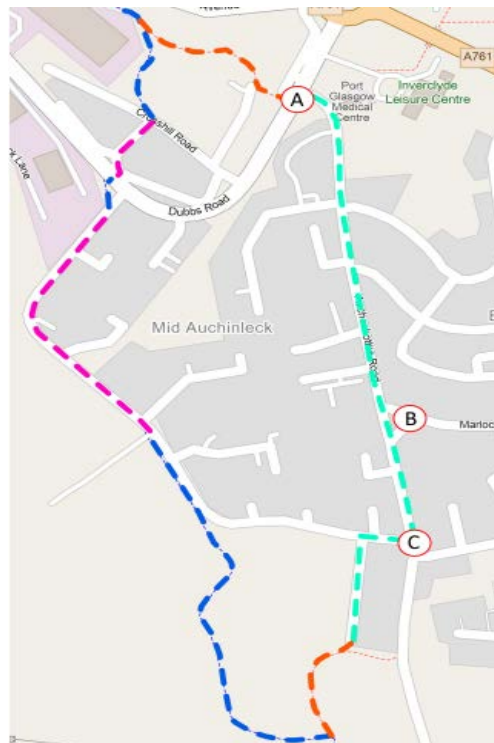


Figure 1

- 3.4 To improve cycling/wheeling and walking along Auchenbothie Road, a 20mph speed limit will be introduced along with traffic calming measure in the form of speed humps and lines and signs. The scheme will also improve the pedestrian crossings by widening the footways on the side roads off Auchenbothie Road to reduce the crossing width. These measures will not only improve cycling, walking and wheeling but will improve road safety. A new crossing will be installed across Dubbs Road.



- 3.5 The scheme has been design by Sustrans and the design and construction costs for Auchenbothie Road will be funded by Sustrans.
- 3.6 When looking at the speed reduction on Auchenbothie Road, some of the surrounding roads have 'Twenty's Plenty' speed limits and to prevent confusion with and a plethora of signs, it is proposed to make the Mid Auchinleck, Slaemuir and Bardrainne area all 20mph from Dubbs Road to Kilmacolm Road. This will improve vehicle and pedestrian safety over the entire area. These signs are outwith the scope of Sustrans and will be funded by Inverclyde Council. Officers have held discussion with Police Scotland they have no objections to the speed reduction proposals.
- 3.7 A public consultation was held in June and July 2022, with three drop in sessions organised at Boglestone Community Centre. A summary of the results are detailed below, with 57.5% of responses against and 42.5 in favour of the scheme.

Responses for;

- This is a route to school for children the cars go extremely fast at bottom of Auchenbothie Road, in both directions.
- It's a good idea which I think you should be extending it to Dubbs Road and Muirdykes Avenue you take your life in your hands crossing the road at the former police houses
- Good idea near shops and schools.
- Yes I do I have been trying to get speed restrictions put in place in Marloch Avenue for a number of years.
- Yes - must be mandatory on A 761 too.
- Moves toward active travel are an improvement.

Responses against;

- There are enough parked cars in this area that you go 20mph anyway.
- Waste of money.
- Your wrecking vehicles suspension cannot cope weir streets a riot because of these so called traffic calmers 20 mph zones is this part of a government network to reduce vehicle emissions by cutting speed.
- Not necessary in the housing schemes, the pavements are a disgrace.
- Why not install traffic calming on Montrose Avenue and leave Auchenbothie Road.
- Speed bumps unnecessary.
- No speeding issues.
- Fix the potholes.
- Accident waiting to happen.
- Widen Road to accommodate more traffic.
- Current set up is safe.

## 4.0 PROPOSALS

- 4.1 Officers will promote the SLO for an area wide 20mph scheme and will consult on the traffic calming measures. If there are maintained objections then these will be heard by a special meeting of the Committee or by an independent Reporter, depending on the nature of the objection
- 4.2 On completion of the consultation process the detailed design will be completed and an external stage 2 road safety audit will be undertaken. At this stage a detailed construction estimate will be obtained and the funding agreed with Sustrans.
- 4.3 After installation of the signs, lines and speed bumps an external stage 3 audit will be undertaken.

4.4 3 months after completion a traffic survey will be undertaken to show the outcome.

## 5.0 IMPLICATIONS

5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO	N/A
Financial	x		
Legal/Risk	x		
Human Resources		x	
Strategic (LOIP/Corporate Plan)	x		
Equalities & Fairer Scotland Duty	x		
Children & Young People's Rights & Wellbeing	x		
Environmental & Sustainability	x		
Data Protection			x

## 5.2 Finance

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A	Sustrans	2023/24	£150k		Installation of Route along Authenbothie Road and footway widening works.
	CWSR	2023/24	£70k		Installation of signs and lines for 20mph zone
	Sustrans	2023/24	£5k		Cost of independent reporter if required.

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A	Roads Revenue	2022-	£0.5k		Maintenance of Signs
	Roads and Feasibility Studies	2023/24	£3k		Traffic Surveys

## 5.3 Legal/Risk

The public consultation on both the 20mph SLO and the traffic calming measures may receive maintained objections which will require to be considered by the Council. This Committee will decide to either hear these before a special meeting of this Committee or through an independent

Reporter and the Head of Shared Services Roads and the Head of Legal and Democratic Services will then make the necessary arrangements for the public hearings.

#### 5.4 Human Resources

There are no HR implications arising from this report.

#### 5.5 Strategic

This project accords with the Corporate Management Plan, by creating an active travel routes.

#### 5.6 Equalities and Fairer Scotland Duty

##### (a) Equalities

This report has been considered under the Corporate Equalities Impact Assessment (EqIA) process with the following outcome:

x	YES – Assessed as relevant and an EqIA is required.
	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, assessed as not relevant and no EqIA is required. Provide any other relevant reasons why an EqIA is not necessary/screening statement.

##### (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?

The project has been designed to be used by all, with no discrimination.

x	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
	NO – Assessed as not relevant under the Fairer Scotland Duty for the following reasons: Provide reasons why the report has been assessed as not relevant.

#### 5.7 Children and Young People

Has a Children's Rights and Wellbeing Impact Assessment been carried out?

The project has been designed to promote active travel for all.

x	YES – Assessed as relevant and a CRWIA is required.
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	NO – Assessed as not relevant as this report does not involve a new policy, function or strategy or recommends a substantive change to an existing policy, function or strategy which will have an impact on children’s rights.
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**5.8 Environmental/Sustainability**

Summarise any environmental / climate change impacts which relate to this report.

Has a Strategic Environmental Assessment been carried out?

x	YES – assessed as relevant and a Strategic Environmental Assessment is required.
	NO – This report does not propose or seek approval for a plan, policy, programme, strategy or document which is like to have significant environmental effects, if implemented.

**5.9 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 – Assessed as not relevant as this report does not involve data processing which may result in a high risk to the rights and freedoms of individuals.

**6.0 CONSULTATION**

6.1 The Head of Legal and Democratic Services and the Chief Financial Officer have been consulted on this report.

**7.0 BACKGROUND PAPERS**

7.1 None.

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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>27 October 2022</b>
<b>Report By:</b>	<b>Interim Director, Environment &amp; Regeneration</b>	<b>Report No:</b>	<b>ERC/RT/GMcF/22.638</b>
<b>Contact Officer:</b>	<b>Gail MacFarlane</b>	<b>Contact No:</b>	<b>01475 714800</b>
<b>Subject:</b>	<b>Spaces for People Update After 1 Year</b>		

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## **1.0 PURPOSE AND SUMMARY**

- 1.1  For Decision  For Information/Noting
- 1.2 This report updates Committee on the further six months of survey results along the cycle route from Battery Park to Laird Street.
- 1.3 The purpose of the report is to seek authority to make the entire cycle route a permanent feature.
- 1.4 On approval Officers will detail improvements works with Sustrans. These measures will be funded by Sustrans and/or Cycling Walking Safer Roads.

## **2.0 RECOMMENDATIONS**

- 2.1 It is recommended that Committee notes the survey results, that annually 25,221 cyclists have used the cycle route and that the delays on Brougham Street at Patrick Street have reduced.
- 2.2 It is recommended that Committee approves the proposal to make the cycle route permanent.
- 2.3 That it be remitted to the Head of Service Roads and Transportation and the Head of Legal and Democratic Services to prepare and promote an order to re-designate the road and cycleway.
- 2.4 That it be remitted to the Head of Service Roads and Transportation to allocate external funding to improve the route, as detailed in paragraph 4.3.

**Gail MacFarlane**  
**Head of Shared Services – Roads & Environmental Services**

### 3.0 BACKGROUND AND CONTEXT

- 3.1 On 28 April 2020, the Cabinet Secretary for Transport, Infrastructure and Connectivity, Michael Matheson MSP, announced a £10m funding package for temporary walking and cycling measures which to be administered by Sustrans. The funding stream was for temporary infrastructure projects with a view to making them permanent to support and make it safer for people to walk, cycle or wheel for essential trips during Covid-19.
- 3.2 The project brief for this cycle route was to clearly define the areas for cycling, walking and wheeling and be safe to be used by an unaccompanied 12 year old. The route was to promote health, wellbeing and exercise and assist users who were anxious about public transport and did not have access to private cars.
- 3.3 The route has been designed in accordance with current design standards and changes the priority of some junctions to give cyclists priority over vehicles. The route accords with National Priorities to reduce car travel by 20% per km by 2030 and the new roads hierarchy shown below with priority starting with walking and wheeling, then cycling, public transport, taxis and shared transport and finally private car.
- 3.4 The cycle route is the first section of segregated cycle path in Inverclyde and is part of a vision to create a dedicated safe cycle route from Gourock to Port Glasgow. This route will be off road and safe for families as well as commuters. The route will also be used as a tourist attraction -travel to Inverclyde by train or bus, start at Gourock and cycle on a relatively flat route to Port Glasgow and depart on the train or bus again. Along the route there will be many areas of interest and places to stop:-
- Gourock Town Centre
  - Battery Park – football, rugby, gym, skate park, play park
  - Large buoy
  - Telescope
  - Container Terminal
  - Greenock Town Centre
  - Historical fire station
  - Ginger the Horse
  - Greenock Historic Quarter
  - Greenock Ocean Terminal
  - Waterfront
  - Beacon Arts Centre
  - James Watt Dock – Crane
  - Inch Green Dry Dock
  - Port Glasgow Lighthouse
  - Coronation Park – play park
  - Sculpture
  - Port Glasgow Town Centre
- 3.5 The cycle route construction works started in February 2021 and were completed in June 2021. The project consisted of sections that were permanent and some that were temporary with a view to becoming permanent.
- Battery Park to Esplanade - Temporary, proposed permanent
  - Esplanade – Permanent
  - Campbell Street - Permanent
  - Brougham Street - Temporary, proposed permanent
  - Grey Place - Temporary, proposed permanent
  - Dalrymple Street - Temporary, proposed permanent
  - Laird Street – Permanent

3.6 Cycle and vehicle counts were undertaken over a 4 week period in July and September 2021 and another week long survey in February and June 2022. The table below summarises the cycle data and averages the figures over the summer period from March to September and winter from October to February. The cycling figures below are higher, during the summer, but then, with the poorer weather, as we move into winter, it shows a decline; this is normal and to be expected. Across the country more people cycle in the summer compared to the winter months.

Week Starting	Eldon Street		Esplanade		Brougham Street		Dalrymple Street	
	Average Number Cyclists		Average Number Cyclists		Average Number Cyclists		Average Number Cyclists	
	Day	Week	Day	Week	Day	Week	Day	Week
05-Jul-21	170	1190	173	1211	117	819	63	441
12-Jul-21	203	1421	208	1456	130	910	No results	
19-Jul-21	245	1715	242	1694	156	1092	68	476
26-Jul-21	180	1260	181	1267	124	868	63	441
13-Sep-21	104	728	58	406	73	511	32	224
20-Sep-21	69	483	48	336	59	413	33	231
27-Sep-21	51	357	32	224	41	287	26	182
04-Oct-21	51	357	31	217	43	301	24	168
04-Feb-22	14	98	11	77	5	35	5	35
21-Jun-22	98	686	91	637	67	469	30	210
Average Annual summer total from Mar to Sept		27440		25309		18792		7718
Average Annual winter total from Oct to Feb		4550		2940		3360		2030
Annual Total		31990		28249		22152		9748

Two way cumulative figures

3.7 The above cycle count figures highlight that on average annually 21,992 cyclists have used the route and if the Dalrymple Street figure is removed, it can be seen that the section from the Battery Park to Greenock Town Centre was used by just over 26,000 cyclists. The recorded data does show that some cyclists are still not using the route and are cycling on the road. It is

proposed that a media campaign will be developed to promote and encourage cyclists to use the dedicated lane.

3.8 A traffic survey was undertaken in October 2019 on Brougham Street at the junction with Patrick Street, prior to the construction of the cycle route. In 2019 the results showed that the queue length was back to Campbell Street 15 times during the am peak. The results below show that there has been a continual decrease in the queues since the project was implemented and now the queues are only back to Campbell Street from Patrick Street once a day compared to 15 times a day.

Blocking from	Blocking to	Occurrences	
		Am peak	Pm peak
Site 3 – Brougham Street / Patrick Street / Grey Place Junction <b>Oct 2019</b>	Site – 4 Brougham Street / Campbell Street	15	0 (Tues)

Blocking from	Blocking to	Occurrences	
		Am peak	Pm peak
Site 3 – Brougham Street / Patrick Street / Grey Place Junction. <b>Feb 2022</b>	Site – 4 Brougham Street / Campbell Street	1	0 (Wed)
		0	(0) (Tues)
		<b>0</b>	<b>1 (Sat)</b>

Blocking from	Blocking to	Occurrences	
		Am peak	Pm peak
Site 3 – Brougham Street / Patrick Street / Grey Place Junction. June 2022	Site – 4 Brougham Street / Campbell Street	0	1 (Wed)
		0	(0) (Tues)
		<b>0</b>	<b>1 (Sat)</b>

3.9 Comparing the volume of traffic traveling through the junction from 2019 to 2021, averaging the data collected from 2021-22 shows that 91 additional vehicles travel through the lights at Patrick Street compared to 2019 which is a 12% increase.



- Vehicle Survey Information at Patrick and Brougham Street
- Number of vehicles in the peak hour towards Greenock

2019	2021-2022 Average
139	178
623	658
9	12

- An additional 91 vehicles per hour compared to 2019
- 12% increase travelling through the junction in the peak hour

3.10 The traffic and cycle survey results in paragraphs 3.7 to 3.10 highlight that the installation of the cycle lane has not had a negative impact on the traffic flow. The traffic queues are less frequent and more vehicles pass through the junction. The results over the last year show that there are over 25,000 thousand cycle movements between Greenock and the Battery Park.

## 4.0 PROPOSALS

- 4.1 The recommendation is to make the entire route permanent as the data in the previous sections shows that the route is well used and there has been no impact on or delay to vehicular traffic.
- 4.2 To enable the route to become permanent it is necessary to re-designate sections by changing road to cycleway and footway to cycleway.
- 4.3 As some of the areas along the route will change from temporary to permanent, additional works will be required to improve the route further. A list of proposed improvements are listed below:-
- Improve the cycle track surface along Brougham Street. Programmed as part of the Brougham Street resurfacing.
  - Install a dedicated cycle phase on the signalised crossing at Brougham / Patrick Street junction and remove the requirement for cyclists to dismount and cross the junction with the pedestrian phase.
  - Install Gateway features.
  - Improve cycle route on Dalrymple Street.
  - Improve the route on Container Way.
  - Improve the route on Custom House Way to Greenock Ocean Terminal.
  - Install delineation kerb between the footway and cycleway.
  - Replace bollards with permanent rigid bollards.
  - Media campaign to promote the route and also a campaign “be courteous Inverclyde” to promote that cyclists, pedestrians and wheelers can all use the same space courteously.
- 4.4 Officers will continue in dialogue with Sustrans and Transport Scotland to source external funding for the improvements listed above.

## 5.0 IMPLICATIONS

- 5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

<b>SUBJECT</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>
Financial	X		
Legal/Risk	X		
Human Resources		X	
Strategic (LOIP/Corporate Plan)	X		
Equalities & Fairer Scotland Duty	X		
Children & Young People's Rights & Wellbeing	X		
Environmental & Sustainability	X		
Data Protection			X

## 5.2 Finance

### One off Costs

<b>Cost Centre</b>	<b>Budget Heading</b>	<b>Budget Years</b>	<b>Proposed Spend this Report</b>	<b>Virement From</b>	<b>Other Comments</b>
N/A	Roads RAMP	2022/23	£10k		Resurfacing of Brougham Street to remove the cobbles.
	CWSR / Sustrans	2023-25	£150k		Install a dedicated cyclist's phase at Patrick Street junction.
	CWSR / Sustrans	2023/24	£20k		Gateway features.
	CWSR / Sustrans	2023-25	£70k		Improve route, by installing a kerb to delineate between footway and cycle route.
	CWSR / Sustrans	2023/24	£50k		Install permanent bollards along the route between the cycleway and the road.

### Annually Recurring Costs/ (Savings)

<b>Cost Centre</b>	<b>Budget Heading</b>	<b>With Effect from</b>	<b>Annual Net Impact</b>	<b>Virement From (If Applicable)</b>	<b>Other Comments</b>
N/A	Roads Revenue	2022-	£1k		Maintenance of the route will be contained within existing budgets

## 5.3 Legal/Risk

A Redetermination Order which entails public consultation on the redetermination of the road will be required.

## 5.4 Human Resources

There are no HR implications arising from this report.

## 5.5 Strategic

This project accords with the Corporate Management Plan, by creating an active travel route that is safe unaccompanied children over age of twelve to use. It will also after it is linked from Port Glasgow to Gourock serve as a tourist destination as a flat safe route to visit Inverclyde.

## 5.6 Equalities and Fairer Scotland Duty

### (a) Equalities

This report has been considered under the Corporate Equalities Impact Assessment (EqIA) process with the following outcome:

X	YES – Assessed as relevant and an EqIA is required.
	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, assessed as not relevant and no EqIA is required. Provide any other relevant reasons why an EqIA is not necessary/screening statement.

### (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?

The route has been designed to be used by all, with no discrimination.

X	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
	NO – Assessed as not relevant under the Fairer Scotland Duty for the following reasons: Provide reasons why the report has been assessed as not relevant.

## 5.7 Children and Young People

Has a Children's Rights and Wellbeing Impact Assessment been carried out?

The route has been designed to be used by an unaccompanied twelve year old.

X	YES – Assessed as relevant and a CRWIA is required.
	NO – Assessed as not relevant as this report does not involve a new policy, function or strategy or recommends a substantive change to an existing policy, function or strategy which will have an impact on children's rights.

## 5.8 Environmental/Sustainability

Has a Strategic Environmental Assessment been carried out?

X	YES – assessed as relevant and a Strategic Environmental Assessment is required.
	NO – This report does not propose or seek approval for a plan, policy, programme, strategy or document which is like to have significant environmental effects, if implemented.

## **6.0 CONSULTATION**

6.1 The Head of Legal and Democratic Services and the Chief Financial Officer have been consulted on this report.

## **7.0 BACKGROUND PAPERS**

7.1 None.

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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>27 October 2022</b>
<b>Report By:</b>	<b>Interim Director, Environment &amp; Regeneration</b>	<b>Report No:</b>	<b>E+R/22/10/09/SJ/JH</b>
<b>Contact Officer:</b>	<b>Jennifer Horn</b>	<b>Contact No:</b>	<b>01475 715573</b>
<b>Subject:</b>	<b>Governance of External Organisations</b>		

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## **1.0 PURPOSE AND SUMMARY**

1.1  For Decision  For Information/Noting

1.2 The purpose of this report is to provide the Committee with an annual update in respect of the governance of four external organisations which the regeneration and planning service have interaction with.

## **2.0 RECOMMENDATIONS**

2.1 That Committee are asked to note that there are sufficient control measures in place in respect of the four organisations identified within the report.

**Stuart Jamieson**  
**Interim Director, Environment & Regeneration**

### 3.0 BACKGROUND AND CONTEXT

- 3.1 The Council has adopted a process, within its financial regulations, to ensure that it fulfils its overall governance responsibilities towards external organisations effectively.
- 3.2 A list of all relevant organisations is prepared on an annual basis by the Chief Financial Officer and thereafter submitted to the Policy and Resources Committee for approval. The Environment and Regeneration Committee has four such organisations within its operational remit i.e. Inverclyde Community Development Trust; Inverclyde Advice and Employment Rights; Stepwell; and Riverside Inverclyde which is an Arms Length External Organisation (ALEO). The level of governance required for these organisations is dependent on their size, risk and contract arrangements.
- 3.3 Inverclyde Community Development Trust: Inverclyde Community Trust provide contracted employability services under contract with the Council. Regular monthly monitoring meetings take place with payment subject to validated invoice. Regular Board meetings take place. Elected Members participate in Board meetings.
- 3.4 Inverclyde Advice and Employment Rights: Inverclyde Advice and Employment Rights Service provide contracted employability services under contract with the Council. Regular quarterly monitoring meetings take place with payment subject to validated invoice. Regular Board meetings take place.
- 3.5 Stepwell Consultancy Ltd:- Stepwell provide contracted employability services under contract with the Council. Regular monitoring meetings take place with payment subject to validated invoice. Regular quarterly Board meetings take place.
- 3.6 Riverside Inverclyde and Riverside Inverclyde Property Holdings Ltd:- Riverside Inverclyde was set up in 2004 as an Urban Regeneration Company to stimulate physical regeneration in Inverclyde. The focus of the company in recent years has been to manage its property portfolio, contained within Riverside Inverclyde Property Holding Limited as well as seeking development opportunities available to it, as funds become available, and providing economic support. Riverside Inverclyde and their subsidiary company RIPH Ltd are managed on behalf of their respective Boards under Service Level agreements with the Council. Regular monitoring meetings take place with payment subject to validated invoice with their independent accountants with legal advice also provided independently. Regular Board meetings take place with performance reports prepared which identify activity against target. These targets are generally met. Elected Members participate in Board meetings. The companies both pass the Councils financial checks.

### 4.0 IMPLICATIONS

- 4.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO	N/A
Financial	X		
Legal/Risk	X		
Human Resources		X	
Strategic (LOIP/Corporate Plan)		X	
Equalities & Fairer Scotland Duty		X	
Children & Young People's Rights & Wellbeing		X	
Environmental & Sustainability		X	

Data Protection		X	
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**4.2 Finance**

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report (000)	Virement From	Other Comments

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	

**4.3 Legal/Risk**

The governance identified within the report minimises any potential legal risk.

**4.4 Human Resources**

None.

**4.5 Strategic**

None.

**4.6 Equalities and Fairer Scotland Duty**

**(a) Equalities**

This report has been considered under the Corporate Equalities Impact Assessment (EQIA) process with the following outcome:

	YES – Assessed as relevant and an EqIA is required.
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, assessed as not relevant and no EqIA is required. Provide any other relevant reasons why an EqIA is not necessary/screening statement.

**(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 – Assessed as not relevant under the Fairer Scotland Duty for the following reasons: Provide reasons why the report has been assessed as not relevant.

**4.7 Children and Young People**

Has a Children’s Rights and Wellbeing Impact Assessment been carried out?

	YES – Assessed as relevant and a CRWIA is required.
X	NO – Assessed as not relevant as this report does not involve a new policy, function or strategy or recommends a substantive change to an existing policy, function or strategy which will have an impact on children’s rights.

**4.8 Environmental/Sustainability**

Has a Strategic Environmental Assessment been carried out?

	YES – assessed as relevant and a Strategic Environmental Assessment is required.
X	NO – This report does not propose or seek approval for a plan, policy, programme, strategy or document which is like to have significant environmental effects, if implemented.

**4.9 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 – Assessed as not relevant as this report does not involve data processing which may result in a high risk to the rights and freedoms of individuals.

**5.0 CONSULTATION**

5.1 None.

**6.0 BACKGROUND PAPERS**

6.1 None.



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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>27 October 2022</b>
<b>Report By:</b>	<b>Interim Director, Environment &amp; Regeneration</b>	<b>Report No:</b>	<b>ENV038/22/MM</b>
<b>Contact Officer:</b>	<b>Martin McNab</b>	<b>Contact No:</b>	<b>01475 714246</b>
<b>Subject:</b>	<b>The Fireworks and Pyrotechnic Articles (Scotland) Act 2022 – Delegation of Powers to Officers</b>		

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## 1.0 PURPOSE AND SUMMARY

- 1.1  For Decision  For Information/Noting
- 1.2 Under the Council's Scheme of Delegation (Officers) the Interim Director Environment & Regeneration is authorised to carry out the Council's powers, duties and obligations, in respect of certain specified statutory provisions.
- 1.3 The Fireworks and Pyrotechnic Articles (Scotland) Act 2022 received Royal Assent on 10 August 2022. This Act, amongst other provisions, enables the enforcement of certain parts of the Act, notably section 5 concerning the supply of fireworks and section 22 regarding the restriction on days of supply, by officers of a local weights and measures authority, i.e. Trading Standards. Although regulations will be required to commence these sections it is prudent to add the Act to the list of legislation in the Council's Scheme of Delegation (Officers) in preparation for this. Pending Inverclyde Council considering a suitable amendment to the Scheme of Delegation (Officers) authority is sought for officers to carry out the Council's powers, rights and duties under the Act.

## 2.0 RECOMMENDATIONS

- 2.1 It is recommended that the Committee delegates authority for a period of up to 6 months to the Interim Service Director Environment & Regeneration to carry out the Council's powers, rights and duties under the Fireworks and Pyrotechnic Articles (Scotland) Act 2022 and any regulations made thereunder in line with existing delegated powers for similar legislation.
- 2.2 It is recommended that the Committee notes that the Head of Legal & Democratic Services will seek the approval of Inverclyde Council to make suitable changes to the Scheme of Delegation (Officers), to deal with this delegation on a permanent basis, at which point the above-mentioned delegation will cease.

**Stuart Jamieson**  
**Interim Director, Environment & Regeneration**

### 3.0 BACKGROUND AND CONTEXT

3.1 The Fireworks and Pyrotechnic Articles (Scotland) Act 2022 received Royal Assent on 10 August 2022. The Act contains provisions, amongst others, to:

- Control the use of fireworks by means of a licensing requirement to purchase, acquire, possess or use a firework.
- Restrict the supply and use of fireworks and pyrotechnic articles.
- Allow local authorities to designate firework control zones.
- Prohibit pyrotechnic articles in public places.

The majority of the provisions within the Act will require further regulations to bring them into effect.

3.2 The Act designates officers of a local weights and measures authority as having powers to enforce aspects of the act, principally around the sale and supply of fireworks. Officers of the Council will also acquire investigatory powers for the purpose of ascertaining whether an offence under section 5 (supply of fireworks to unlicensed persons) or section 22 (restriction on days of supply of fireworks) have been or is being committed. Other powers, including powers to stop and search, are granted to police constables. Delegation of powers to the Interim Director Environment & Regeneration will ensure officers are appropriately authorised as and when the relevant provisions of the Act come into force.

3.3 Members will likely be interested in the potential for local authorities to designate firework control zones in future. Under the new legislation local authorities may designate a place within its area as a firework control zone. Prior to designating a place as a firework control zone a local authority must prepare and publish its proposal in relation to the designation of the zone and carry out a consultation which includes, but is not restricted to, members of the local community and interested bodies/persons. This provision could potentially be useful in addressing unauthorised bonfires, although enforcement would be dependent on Police Scotland having the resources to do so. It is anticipated that the Scottish Ministers will at some time in the future publish guidance for local authorities regarding these provisions. It is proposed that a report will be submitted to the appropriate committee/Council on the potential use of the Council's powers to designate firework control zones at that time.

### 4.0 PROPOSALS

4.1 It is proposed that Committee approves the delegation of authority for a period of up to 6 months to the Interim Director Environment & Regeneration to carry out the Council's powers, rights and duties under the Fireworks and Pyrotechnic Articles (Scotland) Act 2022 and regulations made thereunder in line with existing delegated powers for similar legislation. It is also noted that the Head of Legal & Democratic Services will seek the approval of Inverclyde Council to make suitable changes to the Scheme of Delegation (Officers), to deal with this delegation on a permanent basis.

### 5.0 IMPLICATIONS

5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO	N/A
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Financial		X	
Legal/Risk	X		
Human Resources		X	
Strategic (LOIP/Corporate Plan)			X
Equalities & Fairer Scotland Duty			X
Children & Young People's Rights & Wellbeing			X
Environmental & Sustainability			X
Data Protection			X

## 5.2 Finance

There are no financial implications from this report.

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					

## 5.3 Legal/Risk

The proposals in this report will ensure the Council is able to exercise its powers, rights and duties under the Act.

## 5.4 Human Resources

None.

## 5.5 Strategic

None.

## 6.0 CONSULTATION

6.1 The Head of Legal and Democratic Services has been consulted on this report.

## 7.0 BACKGROUND PAPERS

7.1 None.

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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>27 October 2022</b>
<b>Report By:</b>	<b>Interim Director, Environment &amp; Regeneration</b>	<b>Report No:</b>	<b>ENV041/22/JH</b>
<b>Contact Officer:</b>	<b>Jennifer Horn</b>	<b>Contact No:</b>	<b>01475 715573</b>
<b>Subject:</b>	<b>Greater Renfrewshire and Inverclyde (GRI) LEADER/ Community Led Local Development (CLLD) Update</b>		

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## **1.0 PURPOSE AND SUMMARY**

- 1.1  For Decision  For Information/Noting
- 1.2 The purpose of this report is to outline the proposed approach to Community Led Local Development for Inverclyde and the wider Greater Renfrewshire and Inverclyde area and the work required for the following funding from EU funded LEADER.
- 1.3 Following the conclusion of the Greater Renfrewshire and Inverclyde (GRI) LEADER programme for 2014 – 2020 this report advises Board of a request from Scottish Government to support delivery of a new Community Led Local Development (CLLD) programme for 2022/23, which replaces (in part) GRI LEADER.

## **2.0 RECOMMENDATIONS**

- 2.1 It is recommended that the Committee:
- Note the conclusion of the Greater Renfrewshire and Inverclyde (GRI) LEADER 2014-2020 programme and the interim Rural Communities Testing Change (RCTC) Fund;
  - Note the offer from Scottish Government to award £115,520 to the Greater Renfrewshire and Inverclyde area for the delivery of the Community Led Local Development (CLLD) programme for 2022/23;
  - Agree that Renfrewshire Council continues as Lead Partner and Accountable Body for the Greater Renfrewshire and Inverclyde Area;
  - Delegate authority to the Interim Director, Environment and Regeneration, to work with Renfrewshire Council and deliver the requirements of the Community Led Local Development programme.

**Stuart Jamieson**  
**Interim Director, Environment & Regeneration**

### **3.0 BACKGROUND AND CONTEXT**

- 3.1 LEADER was a European funded programme for rural areas which was administered in Scotland through the Scottish Rural Development Programme (SRDP). The aim of LEADER was to increase support to local rural community and businesses networks, to build knowledge and skills and encourage innovation and cooperation to tackle local development objectives.
- 3.2 The GRI Leader programme was previously awarded £2,188,244 to support local social and economic development projects in rural Renfrewshire, East Renfrewshire and Inverclyde through the 2014-2020 programme. This was the first time that the three local authorities had collaborated to develop joint LEADER programme.
- 3.3 The vision for the GRI LEADER Programme was “To improve the quality of life in our rural areas by supporting local people and local businesses to realise the social, economic and environmental potential of their communities”. GRI Local Development Strategy, 2014-2020.
- 3.4 A Local Action Group (LAG) supported delivery of the Local Development Strategy (LDS), with match funding provided to projects which addressed the key objectives and priorities. The LAG comprised of representatives from the three local authorities, community council/groups, third sector, businesses, residents, and wider stakeholders.
- 3.5 The LAG decided which projects applications met eligibility requirements and could therefore be funded. Over the period of the programme the LAG approved 25 projects, including 7 projects in Inverclyde and two cooperation projects with other areas across Scotland.

### **4.0 Proposals**

#### **Rural Communities Testing Change Fund**

- 4.1 With LEADER ending, the Scottish Government was interested in how the approach to rural support and intervention might be enhanced. During 2021 they invited submissions under its Rural Communities Testing Change (RCTC) Fund for projects to test new approaches to delivering community-led local development.
- 4.2 The GRI LEADER LAG, with officer support from Renfrewshire Council, submitted a bid to the RCTC Fund, which aimed to explore the development of community-led tourism in the rural, cross-boundary area. The LAG was successful in securing funding of £50,0000 and consultants were appointed to carry out necessary research and consultations, on behalf of the LAG, and to compile a Rural Community Tourism Strategy.
- 4.3 The Strategy highlighted the opportunities for further community-led rural tourism development, aligned to the attributes and assets of the area, while addressing weaknesses or threats. The rural tourism approach catalogues what needs to be done by communities to generate economic value for the area, working with and encouraging investment by partner authorities and businesses. The Strategy also identified potential projects, with indicative spending plans for Year One delivery.
- 4.4 The Strategy was submitted to the Scottish Government for consideration regards any ongoing funding discussions to support rural economic development at end of March 2022.

#### **Community Led Local Development (CLLD) Programme**

- 4.5 Following the submission of local strategies from rural areas across Scotland the Scottish Government introduced a Community Led Local Development (CLLD) Programme for rural areas. The geographical rural areas covered by the CLLD will, in the main replicate those same areas covered by LEADER. This will be the case for Greater Renfrewshire and Inverclyde.
- 4.6 The CLLD Programme will support communities to progress the local strategy and to tackle their own, local challenges through a local action plan.
- 4.7 The Scottish Government has awarded the GRI £115,520 funding to deliver CLLD programme requirements for the area which has to be spent by 31 March 2023.
- 4.8 An outline Community Led Vision (CLV) identifies two phases of development:
- 4.9 Phase 1: September to December 2022
- That work is required to reinvigorate the LAG and the group's membership Firstly, to increase numbers and ensure the right mix of required knowledge and skills within the group. Secondly, it is a key requirement of Scottish Government that the group fully reflects, and is inclusive of, the diverse range of individuals and organisations represented within rural communities and across all three local authority areas.
  - That the initial work requirements are to engage and consult with local communities and groups, to assist them to understand their role within the LAG and the benefits to the community from their involvement.
- 4.10 Phase 2: Jan-Mar 2023
- The reinvigorated LAG will be supported to review and produce a more detailed community led vision and plan.
- 4.11 The expectation would be for the plan to be delivered from April 2023, subject to appropriate funding being available for future years.

### **CLLD Programme Management**

- 4.12 Following discussions with Scottish Government and local authority colleagues it is proposed that roles and responsibilities will reflect those in place for the previous GRI LEADER programme i.e.:
- Scottish Government (Scottish Rural Network) will be the Managing Authority and Paying Agency for the programme.
  - Renfrewshire Council will remain as the Lead Partner and Accountable Body for the Greater Renfrewshire and Inverclyde area.
  - Inverclyde Council will be represented, along with Renfrewshire and East Renfrewshire Councils will be represented on the Local Action Group (LAG).
- 4.13 Renfrewshire Council would accept and administer the £115,520 grant fund on behalf of the GRI area. Part of the funding would support staff cost of 1.4 FTE posts within the Economic Development Team of Renfrewshire Council who would be responsible for CLLD, supporting the LAG to deliver and liaising with Inverclyde Council's Regeneration Service. A similar role for the GRI area was previously supported through the LEADER programme.

4.14 The cost plan put forward to the Scottish Government is set out as follows:

Activity	Timescale	Cost
Admin +Animation 1 day per wk @ £165.14 x28 wks	Oct-Mar	£4,623.83
Coordinator 2 days per wk @ £437.26 x 28 wks	Oct-Mar	£12,243.28
Consultant costs approx.	Oct-Mar	£25,000
Promotional material and advertisements	Oct-Mar	£10,000
Venue and room hire	Oct-Mar	£5000
LAG appointed consultant to write CLV & Business Plan	Jan- Mar	£25,000
Remainder of funds for community groups who need funding assistance to pay for project preparatory work, for example feasibility studies.*		£33,652.89

\*. It is hoped that funding towards this type of work will help groups prepare to apply for funding coming forward in the next financial year and enable them to hit the ground running, delivering beneficial projects quickly and efficiently.

## 5.0 IMPLICATIONS

5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO	N/A
Financial	x		
Legal/Risk	x		
Human Resources		X	
Strategic (LOIP/Corporate Plan)	x		
Equalities & Fairer Scotland Duty		X	
Children & Young People's Rights & Wellbeing		X	
Environmental & Sustainability		X	
Data Protection		X	

## 5.2 Finance

The funding will be administered by Renfrewshire Council on behalf of the GRI

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report (000)	Virement From	Other Comments

Annually Recurring Costs/ (Savings)

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

### 5.3 Legal/Risk

The Council will be represented on the LAG by a member of the Regeneration Service. There will also be the need to ensure that the representatives on the LAG, have the right skills and knowledge and the group fully reflects and is inclusive of, the diverse range of individuals and organisations represented within rural communities and across Inverclyde.

### 5.4 Human Resources

None.

### 5.5 Strategic

The project will seek to work with members of the public to reinvigorate the LAG and then create the community led vision and action plan.

### 5.6 Equalities and Fairer Scotland Duty

#### (a) Equalities

This report has been considered under the Corporate Equalities Impact Assessment (EQIA) process with the following outcome:

	YES – Assessed as relevant and an EqIA is required.
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, assessed as not relevant and no EqIA is required. Provide any other relevant reasons why an EqIA is not necessary/screening statement.

#### (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 – Assessed as not relevant under the Fairer Scotland Duty for the following reasons: Provide reasons why the report has been assessed as not relevant.

### 5.7 Children and Young People

Has a Children's Rights and Wellbeing Impact Assessment been carried out?



	YES – Assessed as relevant and a CRWIA is required.
X	NO – Assessed as not relevant as this report does not involve a new policy, function or strategy or recommends a substantive change to an existing policy, function or strategy which will have an impact on children’s rights.

**5.8 Environmental/Sustainability**

Has a Strategic Environmental Assessment been carried out?

	YES – assessed as relevant and a Strategic Environmental Assessment is required.
X	NO – This report does not propose or seek approval for a plan, policy, programme, strategy or document which is like to have significant environmental effects, if implemented.

**5.9 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 – Assessed as not relevant as this report does not involve data processing which may result in a high risk to the rights and freedoms of individuals.

**6.0 CONSULTATION**

6.1 None.

**7.0 BACKGROUND PAPERS**

7.1 None.



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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>27 October 2022</b>
<b>Report By:</b>	<b>Interim Director, Environment &amp; Regeneration</b>	<b>Report No:</b>	<b>ENV037/22/MM</b>
<b>Contact Officer:</b>	<b>Martin McNab</b>	<b>Contact No:</b>	<b>01475 714246</b>
<b>Subject:</b>	<b>Annual Assurance Statement</b>		

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## 1.0 PURPOSE AND SUMMARY

- 1.1  For Decision  For Information/Noting
- 1.2 To seek the Committee's approval for Inverclyde Council's Annual Assurance Statement.
- 1.3 The Annual Assurance Statement must be approved and returned to the Scottish Housing Regulator by 31<sup>st</sup> October 2022. The Assurance Statement covers homelessness services and the condition of Council housing stock which in Inverclyde amounts to the former tied houses following stock transfer. The Annual Assurance Statement for 2022/23 is attached at Appendix 1.

## 2.0 RECOMMENDATIONS

- 2.1 That Committee approves the Annual Assurance Statement for 2022/23.

**Stuart Jamieson**  
**Interim Director, Environment & Regeneration**

### 3.0 BACKGROUND AND CONTEXT

- 3.1 The Council is required to make two returns to the Scottish Housing Regulator every year. These are the Annual Return on Charter (ARC) and the Annual Assurance Statement. As and when the Council finally transfers the tied houses to a suitable RSL both the Arc and the part of the Annual Assurance Statement relating to stock will no longer be required. This will leave simply the homelessness section of the Annual Assurance Statement to be completed.
- 3.2 Homelessness continues to have some issues around compliance with the Unsuitable Accommodation Order however over the last year the majority of these can be related to issues arising from the pandemic. Members will also note from the statement that homelessness services are currently undergoing a major transformation aimed at configuring services better and separating elements of support services from the core role of reducing and avoiding homelessness.
- 3.3 Members will also note that negotiations are currently underway with Sanctuary Housing Association on the possible transfer of the former tied houses. This follows on from negotiations with RCH.

### 4.0 IMPLICATIONS

- 4.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO	N/A
Financial		X	
Legal/Risk		X	
Human Resources		X	
Strategic (LOIP/Corporate Plan)		X	
Equalities & Fairer Scotland Duty		X	
Children & Young People's Rights & Wellbeing		X	
Environmental & Sustainability		X	
Data Protection		X	

#### 4.2 Finance

##### 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					

#### 4.3 Legal/Risk

The Council is required to return the Annual Assurance Statement to the Scottish Housing regulator.

#### 4.4 Human Resources

None.

#### 4.5 Strategic

None.

#### 4.6 Equalities and Fairer Scotland Duty

None.

##### (a) Equalities

This report has been considered under the Corporate Equalities Impact Assessment (EqIA) process with the following outcome:

	YES – Assessed as relevant and an EqIA is required.
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, assessed as not relevant and no EqIA 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 – Assessed as not relevant under the Fairer Scotland Duty.

#### 4.7 Children and Young People

Has a Children's Rights and Wellbeing Impact Assessment been carried out?

	YES – Assessed as relevant and a CRWIA is required.
X	NO – Assessed as not relevant as this report does not involve a new policy, function or strategy or recommends a substantive change to an existing policy, function or strategy which will have an impact on children's rights.

#### 4.8 Environmental/Sustainability

Summarise any environmental / climate change impacts which relate to this report.

Has a Strategic Environmental Assessment been carried out?

	YES – assessed as relevant and a Strategic Environmental Assessment is required.
X	NO – This report does not propose or seek approval for a plan, policy, programme, strategy or document which is like to have significant environmental effects, if implemented.

#### 4.9 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 – Assessed as not relevant as this report does not involve data processing which may result in a high risk to the rights and freedoms of individuals.

#### 5.0 CONSULTATION

5.1 The Head of Mental Health, Alcohol and Drug Recovery and Homelessness Services and the Interim Head of Property Services have been consulted on this report.

#### 6.0 BACKGROUND PAPERS

6.1 None.

### Annual Assurance Statement: Inverclyde Council

The purpose of this Annual Assurance Statement is to reassure the Scottish Housing Regulator, our tenants and other service users that Inverclyde Council complies with its regulatory and statutory obligations as set out in section 3 of the regulatory requirements. In areas where there is no (or part) material compliance we have indicated how we are planning to improve in those areas and the timeframe for improvement.

#### Homelessness Services

As a local authority we can confirm that we meet our statutory duties to prevent and alleviate homelessness, together with our duties regarding our legal obligations associated with housing and homelessness, equality and human rights and tenant and resident safety. As Inverclyde Council only has a limited housing stock, most of which are on secure tenancies, our tenants have a direct relationship with officers and the customer/landlord relationship must be considered within that context.

We can confirm that Inverclyde Council achieves all but the following standards and outcomes in the Scottish Social Housing Charter for tenants, people who are homeless and others who use our services:

The homeless service is in a period of recovery from the pandemic and continues to work with all statutory agencies and within guidelines to ensure the needs of people threatened with or in a homeless situation have their needs assessed and met. This includes a number of focused areas of improvement and increased levels of partnership working with local RSL's, Third sector providers and HSCP partners. This includes a refreshed internal performance monitoring framework and team plan, linked to the Inverclyde RRTP, housing contribution statement and HSCP Strategic plan.

In line with our RRTP, different streams of prevention of homelessness activities are being reinforced. These includes prison liberations, hospital discharge, Section 11 referrals and tenancy abandonment interventions. We continue to meet our duty to provide temporary accommodation for households where homelessness cannot be prevented making sure homelessness assessments are carried out within stipulated timeframe and sourcing permanent housing through local housing providers.

We also continued to complete Housing Support assessment and provide support when required. To enhance this duty, a new in house support team tagged 'Rapid Rehousing Support Team' with eight (8) support workers and a Coordinator has been created. This will support delivery of Housing Support duties and Housing First model.

In the year covered by this Annual Assurance Statement there were 57 breaches of the Unsuitable Accommodation Order. The vast majority of these (over 70%) are related to the use of Bed & Breakfast accommodation and hotels arising from the ongoing impact of the Covid pandemic. It is likely that the pandemic was also a factor in a significant proportion of the remaining breaches.

## **Housing Stock**

All of Inverclyde Council's housing stock had condition surveys carried out in March 2022 by external agents Brown & Wallace Building Surveyors. The Council has 13 houses, 3 of which do not fall within the scope of the Scottish Housing Regulator as one is vacant pending sale and the other two are not on Scottish Secure tenancies, as such this report focuses on the remaining ten houses.

There are 55 criteria contained within 5 annexes of the Scottish Housing Quality Standard (SHQS), the surveys and subsequent advice confirm that eight of the Council's ten houses fail the SHQS under one criteria, the other two houses pass the standard. Seven of the eight houses failing under one criteria do so because they have not yet had either cavity wall or loft insulation installed, once this has been carried out these houses will pass. It should be noted that one house cannot have the insulation installed until approval from the adjacent private house has been obtained. The remaining house which fails under one criteria does so because it requires additional kitchen storage, this however should be rectified this year as this house is due to have a new kitchen installed.

The survey report also incorporates an assessment in relation to the Energy Efficiency Standard for Social Housing (ESSH) and those houses meeting this standard. It is reported that four houses meet current ESSH requirements, six do not. If cavity wall insulation is installed in these houses then they will all pass this standard.

Inverclyde Council is now engaged with Sanctuary Housing Association regarding a potential transfer of its housing stock to the RSL, as River Clyde Homes have now pulled out of all discussions. Any transfer will require arriving at agreed terms and conditions before engaging with the tenants. Sanctuary has been provided with all necessary information required to carry out an appraisal of the council's portfolio which will allow them to arrive at suitable terms and conditions and negotiations are currently ongoing. Any transfer will require to take account of the works required to bring the houses up to current SHQS and ESSH standards and will include life cycle costings to ensure these standards are maintained and improved to meet future standards.

Once agreed terms of transfer has been achieved and committee authority obtained, all affected tenants will be contacted to advise of the Council's proposals. The council will also provide for the tenants to be given access to the Tenant Participation Advisory Service (TPAS) who will give support to the tenants and advise them of their rights. Finally assuming agreement is reached with Sanctuary then a consultation and ballot will be carried out and if a majority of tenants agree to the transfer then it will go ahead.

The Council has three houses which are located within parks, two of which are not on Scottish Secure Tenancies and are therefore not affected by the legislation. The third park house will be included in any proposed transfer.



It is noted that a number of tenants have expressed an interest in acquiring their house. Legal advice has been sought and council has been advised that there is no reason not to sell to the sitting tenant should this be considered acceptable to both parties. Sanctuary have been advised that the Council may sell part of its stock to those tenants wishing to do so and this will be incorporated into any appraisal. The tenant consultation cannot commence until such time as agreed terms and conditions of transfer between the Council and Sanctuary has been completed.

We confirm that we have utilised and considered appropriate evidence to give us this assurance. This Assurance Statement was formally approved by the Council's Environment & Regeneration Committee on 27th October 2022.

Cllr Michael McCormick  
Convenor  
Environment & Regeneration Committee  
Inverclyde Council

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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>27 October 2022</b>
<b>Report By:</b>	<b>Interim Director, Regeneration &amp; Environment</b>	<b>Report No:</b>	<b>ENV035/22/KL</b>
<b>Contact Officer:</b>	<b>Kenny Lang</b>	<b>Contact No:</b>	<b>01475 7125906</b>
<b>Subject:</b>	<b>Nature Restoration Fund</b>		

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## **1.0 PURPOSE AND SUMMARY**

1.1  For Decision  For Information/Noting

1.2 The purpose of this report is to make Committee aware of the proposals regarding the Nature Restoration Fund and to seek approval to progress the projects identified.

1.3 The Nature Restoration Fund supports projects which are designed to tackle both climate change and the loss of biodiversity, through projects that restore the local natural environment. Projects can include habitat and species restoration, coastal and marine protection, eradication or replacement of non-invasive species and works that support these aims. Inverclyde have funding of £248k in 2022/23 to support such schemes.

## **2.0 RECOMMENDATIONS**

2.1 It is recommended that the Committee note the funding available for Nature Restoration Projects.

2.2 It is recommended that the Committee agree that officers progress the projects identified.

2.3 It is recommended that the Committee note that further progress on these projects will be reported through the regular Environment and Regeneration Capital Programme reports.

**Gail MacFarlane**  
**Head of Shared Services – Roads & Environmental Services**

### 3.0 BACKGROUND AND CONTEXT

- 3.1 The Scottish Government have identified funding for projects that improve biodiversity and the impact of climate change through the Nature Restoration Fund. This fund is managed by Nature Scot through a grant process.
- 3.2 Funding of £13.5m was identified for 2023 with Inverclyde Council receiving an allocation of £248k. Minor works have been carried out with path improvements at Cornalees and some naturalised seeding beds in various locations.
- 3.3 Further funding will be available in 2023 with an anticipated total allocation of £65m during this parliamentary term. It is anticipated that further funding will align with the Scottish Biodiversity Strategy 2022 and fit with the current priority themes for funding which are as follows:-

**Habitat and species** restoration: Management for enhancement and connectivity  
**Freshwater** restoration, including restoration of natural flows in rural catchments  
**Coastal and marine** initiatives which promote restoration, recovery, enhancement or resilience  
**Control of invasive non-native species** (INNS) impacting on nature  
**Urban:** Enhancing and connecting nature across, and between, towns and cities.

- 3.4 Officers have identified a number of projects which align to some of the priority funding themes and have discussed the opportunities for developing the schemes, and the potential of attracting further investment with the Green Action Trust.

### 4.0 PROPOSALS

- 4.1 Following discussions there are three main projects which could be delivered and which would have significant and positive benefits locally. These projects are :

#### **Peatland Restoration Project**

Detailed reports have been prepared by 3E consultancy on the potential for two locations in the Clyde Muirshiel Park area in proximity of two Farms Dowries and Hardridge. Both these farms are tenants of Inverclyde Council. The report identifies a minimal impact on any farming activity throughout the life of each project.

The works would reduce the impact of erosion and restore drainage features to natural peatland. Peatland is acknowledged to provide a valuable carbon sink which can reduce flooding by slowing water from travelling downhill and providing a flood plain storage, and which supports a wide variety habitat and nesting for birds.

The report aimed to identify the scale of works and potential costs and these are detailed below

Location	Ares (Ha)	Cost	Time in days
Dowries	191	£135k	81
Hardgate	954	£741k	512

Discussions with the report author have identified some potential cost reductions but these are not confirmed as yet.

It is proposed to work up a plan for the Dowries area and progress this as a 1<sup>st</sup> stage and that further funding bids will be made through the Nature Restoration Fund to expand the scheme to include Hardgate in future years. If approved officers will develop a working plan and consult

with the farmers regarding the scale and extent of the works and any opportunities to support the activities if relevant.

### **Tree Growing and Reforestation**

The Council's Net Zero Action Plan has identified a target to increase the tree canopy in Inverclyde from 17% to 20%. Officers have engaged with Clyde Climate Forest and will build on plans to extend tree planting and growing throughout Inverclyde. In the first instance we will meet with Clyde Climate Forest to identify suitable areas and native species and develop a plan for wider tree planting in Inverclyde.

In line with the proposal would also include a local tree growing project including schools, volunteers and Parklea Branching Out Project. To date we have sourced 500 trees from The Conservation Volunteers and these initially will be used around Cornalees. Our rangers supported by volunteers are also now actively collecting seed from native species trees with a view to supporting local schools to grow on seeds and which fits with the environmental aspects of the school curriculum which can be integrated with the John Muir Award Scheme and Junior Forester Award and Duke of Edinburgh awards. Discussions have taken place with Education Services on developing this project.

Officers would support the schools with potting material and advice and the trees could then be grown on to maturity and planting height through Parklea Branching Out Project maintaining the locality objective of the project. The project has a further advantage to mitigate the impact of Ash dieback with replacements from more vigorous and disease resistant native trees, it would be anticipated that this project could deliver 20,000 new or replacement trees over the next few years.

### **Increasing biodiversity and naturalised planting**

A further project will be the expansion of biodiversity and naturalised planting in low amenity or low use areas. A number of small trial planting schemes have been introduced and these have resulted in a significant increase in pollinator insects adding to the increase in biodiversity.

Sites will be identified and planted up in consultation with elected members and wider community where appropriate. Feedback has been largely positive after some initial concerns and we will look to ensure that local communities are informed of our plans.

### **Development of the Upper Greenock Green Network Strategic Delivery Plan**

The Central Scotland Green Network is a national planning priority which was identified in the third National Planning Framework. To meet this aim Inverclyde Council must consider how it will identify, protect and enhance its local Green Network as part of that wider initiative. The greater Greenock area was identified as one of these "Strategic Delivery Areas" and a report was produced identifying 3 potential projects

Coves Local Nature Reserve - Development and delivery of a range of access and habitat improvements to enhance the conservation, heritage and amenity potential of the site.

Open Space Improvement Project - Project to explore opportunities for access, habitat and amenity improvements to a range of council owned sites including Gourock Park, Tower Hill, Lyle Hill and Greenock Cemetery.

Heritage Park - Explore the potential of formulating a Phase 1 Heritage Lottery Fund bid to develop the concept of creating a Heritage Park to enhance, link and promote a number of open space sites throughout Gourock and Greenock.

These plans are ambitious and require additional support not available internally, therefore it is proposed that officers engage with the Green Action Trust, the main body responsible for facilitating and delivering the Central Scotland Green Network. Given the scale and nature of these proposals further project specific reports will be presented to committee.

## 5.0 IMPLICATIONS

5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO	N/A
Financial	x		
Legal/Risk		x	
Human Resources		x	
Strategic (LOIP/Corporate Plan)	x		
Equalities & Fairer Scotland Duty			x
Children & Young People's Rights & Wellbeing			x
Environmental & Sustainability	x		
Data Protection			x

## 5.2 Finance

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report (£000s)	Virement From	Other Comments
Nature Restoration Fund		2022/23	£135		Peatland Restoration
		2022/23	£30		Tree Growing & Reforestation
		2022/23	£40		Increasing biodiversity and naturalised planting
		2022/23	£30		Development of the Upper Greenock Green Network Strategic Delivery Plan

Annually Recurring Costs/ (Savings)

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

## 5.3 Legal/Risk

There are no Legal Implications arising from this report.

#### 5.4 Human Resources

There are no HR implications arising from this report.

#### 5.5 Strategic

The proposals fit with Inverclyde Alliance Outcomes Improvement Plan 2017/2022- Environment Culture and Change priorities.

#### 5.6 Environmental/Sustainability

These proposals are in line with the National and Local actions on Carbon management, sustainability, biodiversity and environmental improvements.

Has a Strategic Environmental Assessment been carried out?

X	YES – assessed as relevant and a Strategic Environmental Assessment is required.
	NO

### 6.0 CONSULTATION

6.1 Consultation has taken place previously with Education, Clyde Climate forest and the Green Action Trust and will be developed further to project inception if approved.

### 7.0 BACKGROUND PAPERS

7.1 Nature Restoration Fund - <https://www.nature.scot/funding-and-projects/nature-restoration-fund/nature-restoration-fund-how-apply>

Clyde Murishiel RP - Peatland Restoration Feasibility Study – 2022

Clyde Climate Forest Brochure - <https://www.gcvgreenetwork.gov.uk/publications/794-clyde-climate-forest-brochure>

Clydeplan Green Network Spatial Strategies – Upper Greenock

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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>27 October 2022</b>
<b>Report By:</b>	<b>Interim Director, Environment &amp; Regeneration</b>	<b>Report No:</b>	<b>ENV040/22/KL</b>
<b>Contact Officer:</b>	<b>Kenny Lang</b>	<b>Contact No:</b>	<b>01475 7125906</b>
<b>Subject:</b>	<b>Brown Bin Collection – Extension Due to Strike Action</b>		

---

## **1.0 PURPOSE AND SUMMARY**

1.1  For Decision  For Information/Noting

1.2 The purpose of this report is to seek approval from Committee to extend the brown bin collections as a result of the recent strike action by refuse collectors.

## **2.0 RECOMMENDATIONS**

2.1 It is recommended that the Committee agree that the Brown Bin collections be extended in line with the proposals identified within this report.

**Gail MacFarlane**  
**Head of Shared Services – Roads & Environmental Services**

### **3.0 BACKGROUND AND CONTEXT**

- 3.1 The councils brown bin collections normally run from, mid-march until around the second week in November annually with customers prepaying for the service.
- 3.2 Customers receive 18 collections annually on the same fortnightly schedule as their blue bins with customers either being in week 1 phase or week 2 phase of collections.
- 3.3 Due to the recent strike action from 24<sup>th</sup> August to 31<sup>st</sup> August, no brown bins were collected. The strike recovery plan further paused brown bin collections for the week following the strike. As a result customers on the week 1 phase missed one collection and those on week 2 missed 2 collections.
- 3.4 Collections of Brown Bins would have been scheduled with the last collections on the following dates

Week 1 - week commencing 7<sup>th</sup> November 2022

Week 2 - week commencing 14<sup>th</sup> November 2022

### **4.0 PROPOSALS**

- 4.1 In order to ensure we deliver the range of services our customers have paid for the options identified were:-

Offer a refund – this option is unfeasible due to relatively low cost of refund (around £1.78 per missed collection) and complexity in ensuring all refunds are appropriate dependent on missed collections.

Extend bin collection to ensure permit holders receive the same level of service anticipated at the commencement of the year. This is the recommended approach to fulfilling the customer expectation.

- 4.2 It is proposed to extend the bin collections as follows:

Last collection on week commencing

Week 1 – 5<sup>th</sup> December

Week 2 – 12<sup>th</sup> December

- 4.3 It is considered that there are no additional costs or budget pressures in extending the collections as a result of the industrial action for the following reasons:-

- Fuel- no fuel expended during strike so any costs are in budget
- Maintenance – Included within budget
- Disposal – Included with budget
- Staff costs –no payments would have been made to staff during the period of industrial action.

### **5.0 IMPLICATIONS**



5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO	N/A
Financial		X	
Legal/Risk		X	
Human Resources		X	
Strategic (LOIP/Corporate Plan)		X	
Equalities & Fairer Scotland Duty			X
Children & Young People's Rights & Wellbeing			X
Environmental & Sustainability		X	
Data Protection			X

5.2 **Finance**

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report (£000s)	Virement From	Other Comments
NA					

Annually Recurring Costs/ (Savings)

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

5.3 **Legal/Risk**

There are no Legal Implications arising from this report.

5.4 **Human Resources**

There are no HR implications arising from this report.

5.5 **Strategic**

There are no strategic implications arising from this report.

5.6 **Environmental/Sustainability**

Has a Strategic Environmental Assessment been carried out?

X	YES – assessed as relevant and a Strategic Environmental Assessment is required.
	NO

## **6.0 CONSULTATION**

6.1 There is no consultation pertaining to this proposal.

## **7.0 BACKGROUND PAPERS**

7.1 There are no background papers relevant to this proposal.

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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>27 October 2022</b>
<b>Report By:</b>	<b>Interim Director, Environment &amp; Regeneration</b>	<b>Report No:</b>	<b>ENV039/22/AG</b>
<b>Contact Officer:</b>	<b>Audrey Galloway</b>	<b>Contact No:</b>	<b>01475 712102</b>
<b>Subject:</b>	<b>Property Assets Management – Baker Street Site, Greenock / Parklea Branching Out</b>		

---

## **1.0 PURPOSE AND SUMMARY**

1.1  For Decision  For Information/Noting

1.2 The purpose of this report is to:-

- request Committee to declare the site of the former roads depot on Baker Street, Greenock as surplus to requirements and to seek authority to place same on the open market to lease.
- request Committee to authorise a variation to the sub-lease between the Council and Parklea Branching Out (PBO) at Parklea Park, Port Glasgow which will allow PBO to build their new community hub on land which requires to be brought into the sub-lease.

## **2.0 RECOMMENDATIONS**

- 2.1 It is recommended that Committee declares the site of the former roads depot on Baker Street, Greenock, surplus to requirements and grants delegated authority to the Interim Director Environment and Regeneration to place the same on the open market for lease, thereafter to set a closing date when the level of interest justifies it and notes that a further report will be brought before this Committee with a recommendation to accept whichever offer is deemed to provide the greatest economic benefit to the Council.
- 2.2 It is recommended that Committee grants authority to the Interim Director Environment and Regeneration to vary the terms of the sub-lease between the Council and PBO for land at Parklea Park, Port Glasgow, all as detailed within the body of this report.

**Stuart Jamieson**  
**Interim Director, Environment & Regeneration**

### 3.0 BACKGROUND AND CONTEXT

#### Baker Street Site, Greenock

- 3.1 The land at Baker Street Greenock is outlined on the plan attached at **Appendix 1**. It was the site of the former roads depot salt store which was demolished some 25years ago and the site has lain unused since then.
- 3.2 Officers have recently received a few enquiries from local businesses requesting to lease the site and authority is now sought to formally declare the site as surplus to requirements and to place same on the market for a lease. Any proposal to lease this site would be considered against the rent offered and would take into account any local economic stimulus which offerors may provide.

#### Parklea Branching Out

- 3.3 PBO currently lease the land shown in bold outline on the plan at **Appendix 2**. They lease the land which is unhatched directly from the Council and they sub-lease the part shown cross hatched from the Council as this part is in the ownership of the National Trust for Scotland (NTS).
- 3.4 PBO wish to extend the area which they currently sub-lease from the Council to include the land shown hatched on the plan. This is so that they can construct a new community Hub on this area. Plans of the proposed new Hub are shown at **Appendix 3**.
- 3.5 Authority is requested to vary the terms of the present sub-lease so that it includes the additional ground to the rear of the area which is currently sub-leased to PBO and which is shown hatched on the plan at Appendix 2. In addition, authority is sought to extend the duration of the sub-lease so that it has 25 years remaining. This is in order to assist PBO with any future funding proposals.
- 3.6 The proposed extension to 31<sup>st</sup> March 2048 is within the period of the head lease between the NTS and the Council. Authority to extend both the area and the term of the sub-lease has been sought from NTS and they have provided landlord's consent in principle to this proposal, formal consent is awaited.

### 4.0 IMPLICATIONS

- 4.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO	N/A
Financial	x		
Legal/Risk	x		
Human Resources		x	
Strategic (LOIP/Corporate Plan)		x	
Equalities & Fairer Scotland Duty			x
Children & Young People's Rights & Wellbeing			x
Environmental & Sustainability			x
Data Protection			x

## 4.2 Finance

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					

## 4.3 Legal/Risk

For PBO, approval of this report will mean the conclusion of missives to vary the sub-lease and preparation and registration of a minute of variation of sub-lease.

## 4.4 Human Resources

There are no staff implications or human resource issues.

## 4.5 Strategic

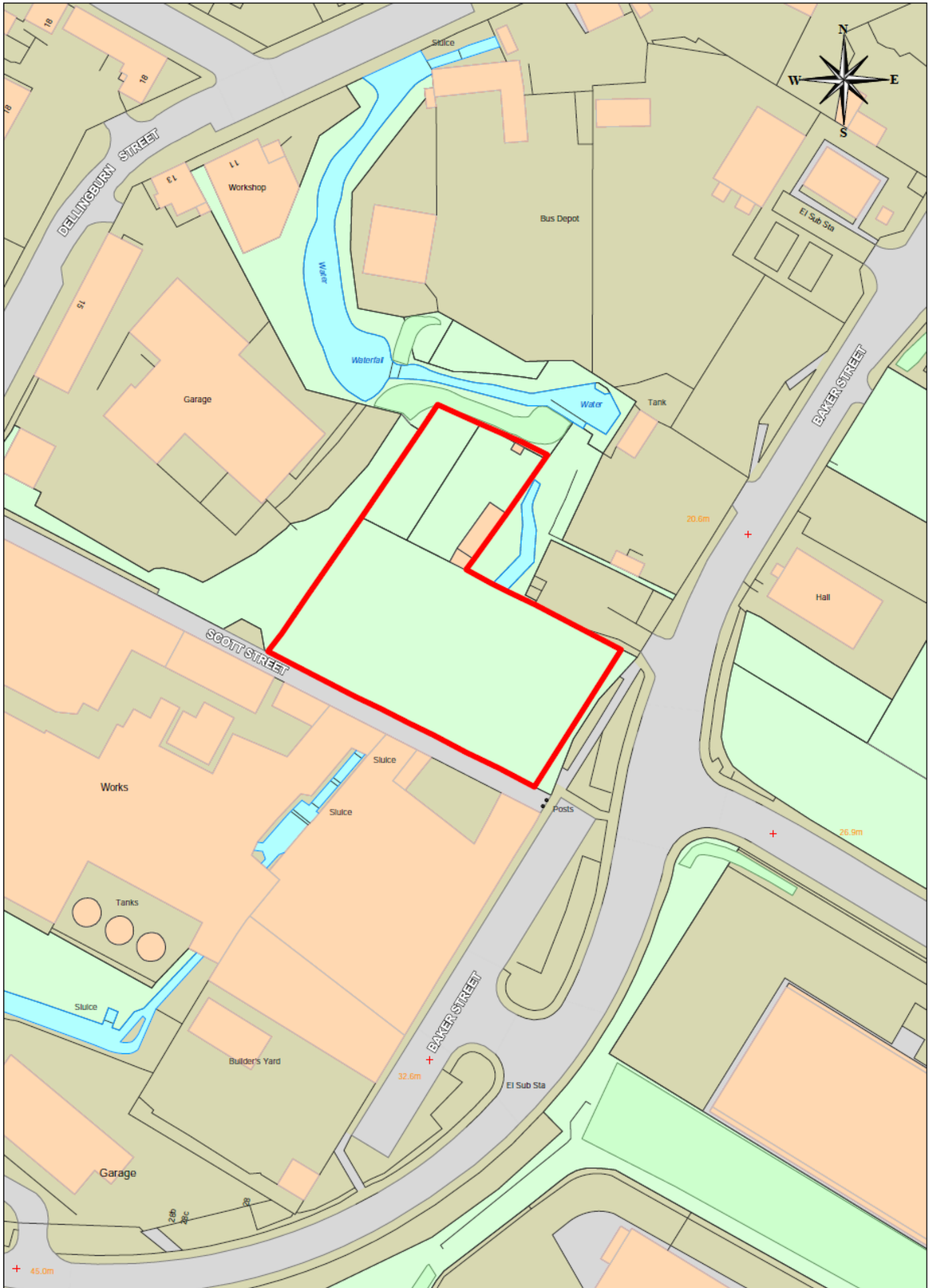
None.

## 5.0 CONSULTATION

5.1 The report has been prepared following consultation with Legal & Democratic Services and Finance Services.

## 6.0 BACKGROUND PAPERS

6.1 None.



**Inverclyde**  
council  
Roads & Transportation

Environment, Regeneration & Resources  
Stuart Jamieson, Interim Service Director – Environment and Economic Recovery

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**Plan Creator:** THIS PLAN IS INDICATIVE ONLY.

**Date:** 14/10/2022

**1:1250**

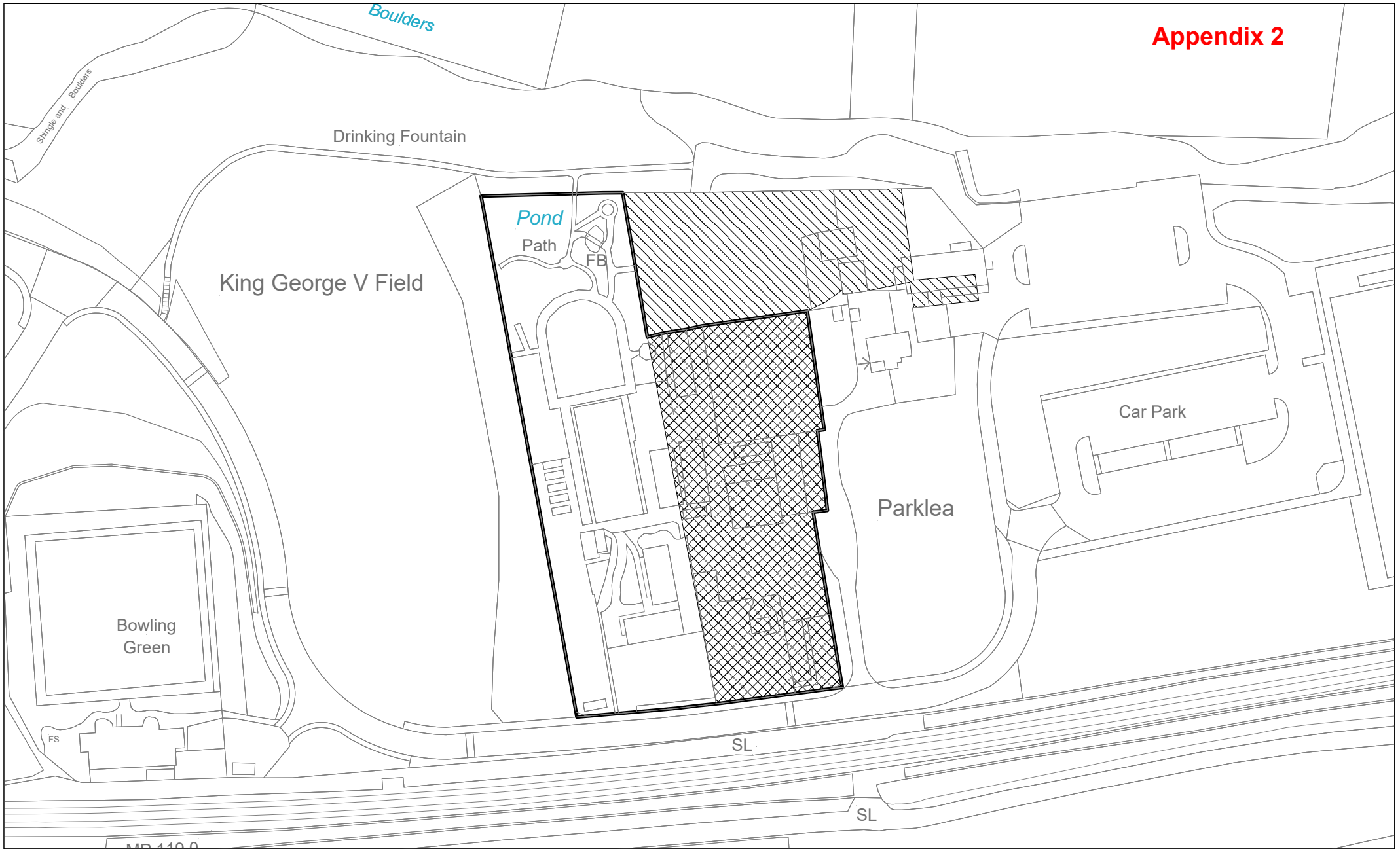


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**General Notes**

Drawing subject to consultation with statutory authorities & utility providers.

- Denotes site boundary
- Denotes land in clients lease
- - - Denotes land in clients lease
- Denotes secure fence line
- Denotes curtain wall line

**Notes**

1. Relocated polytunnel.
2. Entrance pavilion.
3. Double gate for emergency vehicles.
4. Delivery / Emergency Vehicle Turning Point
5. Bin store.
6. Bicycle Parking
7. N/A
8. Courtyard: Dutch Paving
9. Service Yard For PBO Staff Only
10. Entrance Path. Gradient 1:21 (Accessible): Resin Bound Gravel
11. Surface: Grasscrete/Equivalent Suitable Of Taking Vehicular Loadings For Emergency / Service Vehicles
12. Ramp Access. Gradient 1:15
13. Relocated Inverclyde Council Maintenance Store
14. Paths To Connect To Existing Path Network. Resin Bound Gravel
15. Surface: Dutch Paving
16. Existing Category B Listed Building (No Proposed Works)
17. Accessible Parking Bays Delineated In Dutch Paving
18. Surface: Grasscrete

Rev	Date	Note

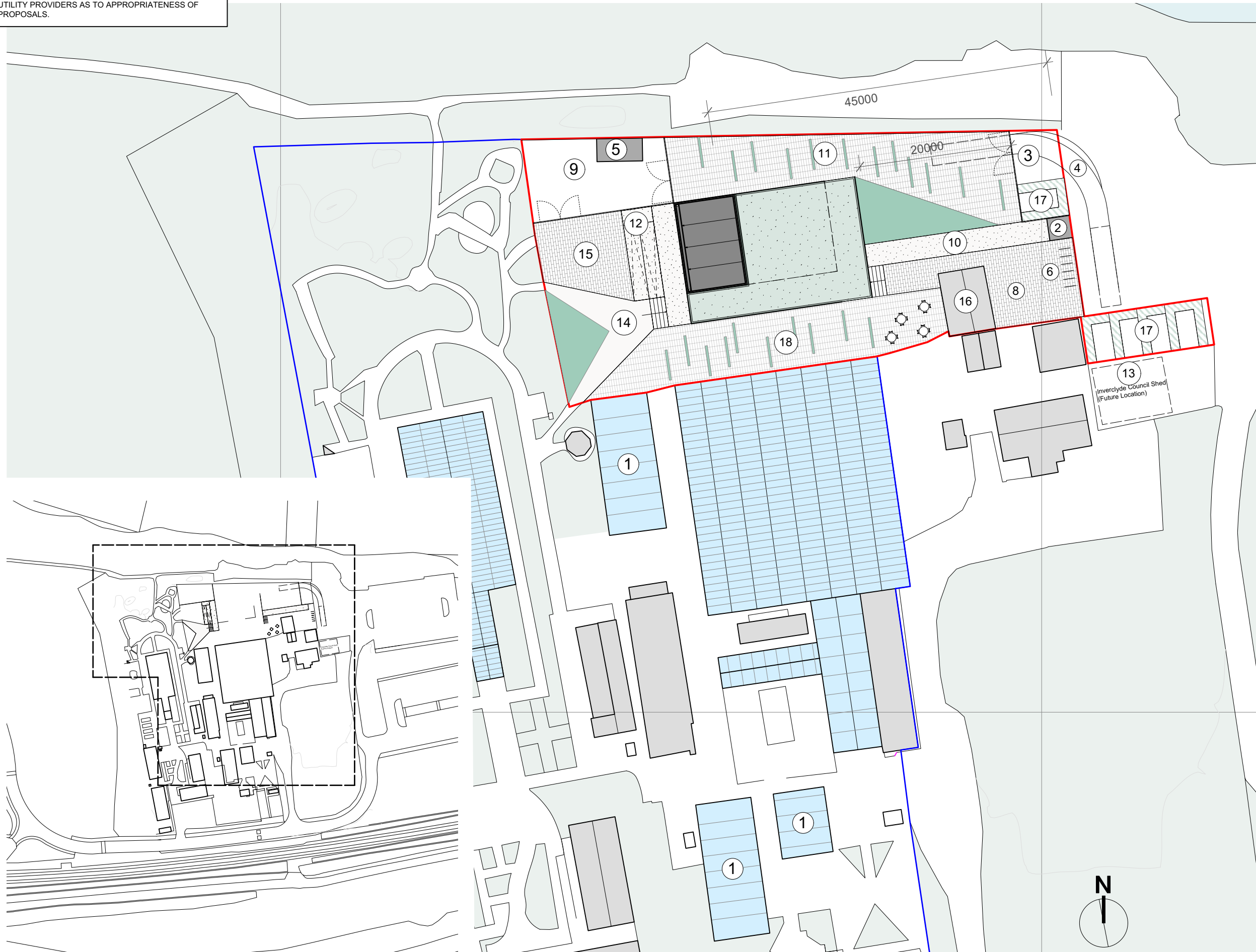
B	22/09/2022	Wholesale design change following Stage 2 feedback.
A	29/07/2022	Bin, bike store added. Location of colonnade and false wall noted.

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**Project Description:**  
**Parklea Branching Out - New Community Hub**  
**Inverclyde**

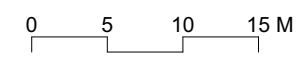
**Drawing Description:**  
**Site Plan 1 - Proposed**

Job No: **340** Drawing No: **AL(0)07** Revision: **B**  
 Status: **Stage 3**  
 Drawn By: RW  
 Checked By: LP  
 Date Created: 22/09/2022  
 Scale: 1:500



**1 KEY PLAN**  
 Scale: 1:2000

**2 Site Plan 1 - Proposed**  
 Scale: 1:500



0 5 10 15 M