

Department of Business Operations and Partnerships

Director: Louise Pringle

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Date: 18 April 2024

When calling please ask for: Barry Tudhope (Tel: 0141 577 3023)

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TO: Provost Montague; Deputy Provost Campbell; and Councillors Anderson, Bamforth, Buchanan, Convery, Cunningham, Devlin, Edlin, Ireland, Lunday, Macdonald, McLean, Merrick, Morrison, O'Donnell, Pragnell and Wallace.

MEETING OF EAST RENFREWSHIRE COUNCIL

A meeting of the East Renfrewshire Council will be held in the Council Chamber, Council Headquarters, Eastwood Park, Giffnock, G46 6UG on **Wednesday 24 April 2024 at 5.00 p.m.**

The agenda of business is as listed below.

Prior to the commencement of the meeting the Provost will make a statement that the meeting will be webcast live and recorded for later, publicly accessible archive viewing.

Yours faithfully

Louise Pringle

**LOUISE PRINGLE
DIRECTOR OF BUSINESS OPERATIONS AND PARTNERSHIPS**

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members are requested to give notice of any declarations of interest in respect of items of business on the Agenda.

3. MINUTES OF PREVIOUS MEETING

Submit for approval as a correct record and signature the Minute of the Meeting of the Council held on 28 February 2024 (copy attached, pages 5 – 20).

4. MINUTE VOLUME (Issued Under Separate Cover)

Submit for approval as a correct record the Minutes of Meetings for the period 29 February to 23 April 2024.

5. ITEMS REMITTED TO THE COUNCIL

(i) INTERIM TREASURY MANAGEMENT REPORT FOR 2023/24 - QUARTER 4

Report by Head of Accountancy (Chief Financial Officer) (copy attached, pages 21 – 38) (Audit and Scrutiny Committee – 28 March 2024).

Audit & Scrutiny Committee Recommendation:

That the organisations for investment of surplus funds be approved in accordance with Appendix 8 to the report.

(ii) GENERAL FUND CAPITAL PROGRAMME

Report by Head of Accountancy (Chief Financial Officer) (copy attached, pages 39 – 62) (Cabinet – 7 March 2024).

Cabinet Recommendation:

That Council:-

- (a) note and approve the movements within the 2023/24 programme; and
- (b) note the shortfall of £0.203m and that this will be managed and reported within the final accounts for the year.

(iii) HOUSING CAPITAL PROGRAMME

Report by Head of Accountancy (Chief Financial Officer) (copy attached, pages 63 - 70) (Cabinet – 7 March 2024).

Cabinet Recommendation:

That Council:-

- (a) note and approve the movements within the programme; and
- (b) note the shortfall of £0.100m and that this will be managed and reported within the final accounts for the year.

6. MOTIONS

In terms of Standing Order 27, no Motions have been received.

7. STATEMENTS BY CONVENERS AND REPRESENTATIVES ON JOINT BOARDS AND COMMITTEES.

8. PROVOST'S ENGAGEMENTS

Report by Director of Business Operations and Partnerships (copy attached, pages 71 – 72).

9. DRAFT OUTCOME DELIVERY PLAN AND FAIRER EAST REN PLAN FOR 2024-25

Report by Chief Executive (copy attached, pages 73 – 156)

10. CLYDEPLAN AND REGIONAL SPATIAL PLANNING GOVERNANCE ARRANGEMENTS

Report by the Director of Environment (copy attached, pages 157 – 166)

11. LOCAL DEVELOPMENT PLAN 3 (DEVELOPMENT PLAN SCHEME)

Report by the Director of Environment (copy attached, pages 167 – 200)

12. SECOND REVIEW OF SCOTTISH PARLIAMENT BOUNDARIES

Report by Chief Executive (copy attached, pages 201 – 208)

13. CROOKFUR, GREENFARM, MEARN'S VILLAGE AND WESTACRES COMMUNITY COUNCIL – PROPOSED CHANGE OF NAME

Report by Director of Business Operations and Partnerships (copy attached, pages 209 - 212).

14. CHIEF OFFICER RECRUITMENT

Report by Director of Business Operations and Partnerships (copy attached, pages 213 – 216).

15. SCHEME FOR MEMBERS' REMUNERATION AND EXPENSES 2024/25

Report by Director of Business Operations and Partnerships (copy attached, pages 217 – 232).

A recording of the Council meeting will also be available following the meeting on the Council's YouTube Channel <https://www.youtube.com/user/eastrenfrewshire/videos>

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MINUTE
of
EAST RENFREWSHIRE COUNCIL

Minute of meeting held at 10.00am in the Council Chamber, Council Headquarters, Giffnock on 28 February 2024.

Present:

Councillor Andrew Anderson	Councillor Chris Lunday
Councillor Caroline Bamforth	Councillor David Macdonald*
Councillor Tony Buchanan	Councillor Jim McLean
Deputy Provost Kate Campbell	Councillor Colm Merrick
Councillor Angela Convery	Provost Mary Montague
Councillor Betty Cunningham	Councillor Andrew Morrison
Councillor Danny Devlin	Councillor Owen O'Donnell (Leader)
Councillor Paul Edlin	Councillor Katie Pragnell
Councillor Annette Ireland	Councillor Gordon Wallace

Provost Montague in the Chair

Attending:

Steven Quinn, Chief Executive; Louise Pringle, Director of Business Operations and Partnerships; Mark Ratter, Director of Education; Caitriona McAuley, Director of Environment; Gerry Mahon, Chief Officer (Legal & Procurement); Margaret McCrossan, Head of Accountancy (Chief Financial Officer); Anthony McReavy, Chief Executive, East Renfrewshire Culture and Leisure Trust; Lesley Bairden, Head of Finance and Resources (Chief Financial Officer)(HSCP); Phil Daws, Head of Environment (Strategic Services); Barbara Clark, Chief Accountant; Graeme Smith, Communications Manager; Paul Parson, Principal Accountant; Barry Tudhope, Democratic Services Manager; Jennifer Graham, Democratic Services Officer; and Lesleyann Burns, Assistant Democratic Services Officer.

(*) indicates remote attendance.

DECLARATIONS OF INTEREST

753. There were no declarations of interest intimated.

MINUTE OF MEETING OF THE COUNCIL HELD ON 13 DECEMBER 2023

754. The Council considered and approved the Minute of the meeting held on 13 December 2023.

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MINUTES OF MEETINGS OF COMMITTEES

755. The Council considered and approved the Minutes of the meetings of the undernoted:-

- (a) Appointments Committee – 11 December 2023;
- (b) Cabinet – 14 December 2023;
- (c) Appointments Committee – 17 January 2024;
- (d) Audit and Scrutiny Committee – 18 January 2024;
- (e) Cabinet – 25 January 2024;
- (f) Education Committee – 1 February 2024;
- (g) Cabinet (Police and Fire) – 8 February 2024;
- (h) Licensing Committee – 13 February 2024;
- (i) Planning Applications Committee – 14 February 2024;
- (j) Local Review Body – 14 February 2024;
- (k) Cabinet – 22 February 2024; and
- (l) Audit and Scrutiny Committee – 22 February 2024.

CABINET – 14 DECEMBER 2023 – GENERAL FUND CAPITAL PROGRAMME

756. Under reference to the Minute of the meeting of the Cabinet of 14 December 2023 (Page 713, Item 690 refers), when it had been agreed to recommend to the Council that the proposed adjustments to the General Fund Capital Programme be approved, the Council considered a report by the Head of Accountancy (Chief Financial Officer), recommending adjustments to the Programme as at 30 September 2023 in light of developments that had arisen since the Programme had been approved.

In response to questions the Head of Environment (Strategic Services) confirmed that, in relation to the extension at Overlee House, an additional source of funding had been identified but some legal restrictions required to be dealt with prior to the project going back out to tender. The Director of Education confirmed that the Crookfur Primary School extension had been delayed due to a retendering process but the school would continue to be managed within the available space until the extension was operational. Thereafter, the Head of Accountancy advised that construction costs in Scotland remained higher than those in England leading to increased tender quotes for a number of projects. She added that monitoring reports would provide regular updates on committed costs.

The Council noted:-

- (a) and approved the movements within the Programme;
- (b) the shortfall of £0.238m and that income and expenditure on the programme would be managed and reported on a regular basis; and
- (c) otherwise, the comments made.

CABINET – 14 DECEMBER 2023 – HOUSING CAPITAL PROGRAMME

757. Under reference to the Minute of the meeting of the Cabinet of 14 December 2023 (Page 714, Item 691 refers), when it had been agreed to recommend to the Council that the proposed adjustments to the Housing Capital Programme be approved, the Council considered a joint report by the Head of Accountancy (Chief Financial Officer) and Director of Environment, monitoring expenditure as at 30 September 2023 against the approved 2023/24 Programme.

In response to a question, the Head of Environment (Strategic Services) clarified that there was no start date for external structural works as the Scottish Government was currently in the process of revising the Scottish Housing Net Zero Standard which may have an impact on the type of work to be carried out. He added that only essential works would be carried out before the outcome of the consultation was known.

The Council noted:-

- (a) and approved the current movements within the Programme; and
- (b) the shortfall of £0.097m and that income and expenditure on the Programme would be managed and reported on a regular basis.

AUDIT AND SCRUTINY COMMITTEE – 18 JANUARY 2024 – INTERIM TREASURY MANAGEMENT REPORT FOR 2023/24 – QUARTER 3

758. Under reference to the Minute of the meeting of the Audit and Scrutiny Committee of 18 January 2024 (Page 726, Item 705 refers), when it had been agreed to recommend to the Council that the organisation for investment of surplus funds be approved in accordance with Appendix 8 to the report, the Council considered a report by the Chief Financial Officer reporting on the Treasury Management activities for the quarter ending 31 December 2023.

The Council agreed that the organisations for investment of surplus funds be approved in accordance with Appendix 8 to the report.

AUDIT AND SCRUTINY COMMITTEE – 22 FEBRUARY 2024 – TREASURY MANAGEMENT STRATEGY 2024-25

759. Under reference to the Minute of the meeting of Audit and Scrutiny Committee of 22 February 2024 (Page 766, Item 751 refers), when it had been agreed to recommend to the Council that the Treasury Management Strategy for 2024/25 be approved, including the Prudential and Treasury Indicators and the amended list of organisations for investment of surplus funds in accordance with Annex E to the report; that the policy on the repayment of Loans Fund advances as specified in Section 3.4 of the report be approved; and the forms of investment instruments for use as permitted investments in accordance with Annex C to the report be approved, the Council considered a report by the Chief Financial Officer, reporting on the Treasury Management Strategy for the financial year 2024/25.

The Council agreed:-

- (a) that the Treasury Management Strategy for 2024/25 be approved, including the Prudential and Treasury Indicators and the amended list of organisations for investment of surplus funds in accordance with Annex E to the report;
- (b) to approve the policy on the repayment of loans fund advances as specified in Section 3.4 of the report; and
- (c) to approve the forms of investment instruments for use as permitted investments in accordance with Annex C to the report.

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Variation in Order of Business

In accordance with Standing Order 20, and with a view to making the most effective use of officers' time, Provost Montague agreed to consider Motions (Item 6) at the end of substantive business.

STATEMENTS BY CONVENER AND REPRESENTATIVES ON JOINT BODIES AND COMMITTEES

760. The following statement was made:-

(a) Councillor Pragnell – Convener for Social Work and Health

Councillor Pragnell provided an update from the last meeting of the Integration Joint Board (IJB) held on 31 January 2024.

Councillor Pragnell reported that there had been detailed discussion on the HSCP's financial position, including current challenges and the measures being taken to make savings and to mitigate the current deficit of £4.5 million. She added that the following year would be very challenging and the position would continue to be refined to inform budget proposals in March, but it was expected that the level and range of services provided by the HSCP would need to reduce. She added that the IJB recognised the Council's commitment in terms of financial support and ongoing discussions with the Health Board had been positive.

Thereafter, she reported that the new Adult Carers Strategy; the revised Participation and Engagement Strategy; and the new Promise model had all been approved by the IJB and a full update on The Promise would be presented to Council in April.

The Council noted the statement.

PROVOST'S ENGAGEMENTS

761. The Council considered a report by the Deputy Chief Executive, providing details of civic engagements attended and civic duties performed by Provost Montague since the meeting on 13 December 2023.

The Council noted the report.

EAST RENFREWSHIRE CULTURE AND LEISURE TRUST 2024-25 BUSINESS PLAN

762. The Council considered a report by the Director of Education, seeking approval for the East Renfrewshire Culture and Leisure Trust (ERCL) 2024-25 Business Plan.

The Business Plan identified the projected resources and/or expenditure of the Trust; the Trust's current delivery structure; a list of strengths, weaknesses, opportunities and threats identified; and a proposal for the next Annual Service Payment. The Business Plan had been developed through consultation with staff, board members and stakeholders to strategically plan how the Trust would deliver quality services and an exciting portfolio of culture and leisure programmes whilst building its resilience, sustainability and brand; and a number of strategic aims had been identified.

The Business Plan gave clear strategic direction in accordance with the Council's strategies and took account of the successful recovery following the pandemic and the current financial pressures across the Council. It was supported by detailed operational plans to deliver the Council's objectives under the Community Plan, Fairer East Ren Plan and Outcome Delivery Plan and to support tackling inequalities within communities and to guide the work of the Trust and its staff to deliver high quality services for residents.

In response to questions, the Chief Executive of East Renfrewshire Culture and Leisure Trust confirmed that there were no plans to close any facilities in 2024/25.

The Council approved the proposed East Renfrewshire Culture and Leisure Trust 2024-25 Business Plan, subject to confirmation of the Council budget.

RESERVES POLICY

763. The Council considered a report by the Head of Accountancy (Chief Financial Officer) proposing for consideration an updated Reserves Policy for the Council.

The report explained that it was regarded good financial practice that the Council had a documented and approved Financial Reserves Policy, making reference to Local Authority Accounting Practice (LAAP) Bulletin 99 published in July 2014 which provided advice from CIPFA on local authority reserves and balances. Having clarified that the proposed policy reflected key messages from that bulletin, the report referred to their practical application within the Council.

Whilst commenting on related issues in further detail, the report made reference to the various types of reserves operated by the Council, following which the importance of clarity on the rules and responsibilities in respect of governance of the Council's funds and reserves was referred to. The governance arrangements in respect of the General Fund Non-Earmarked Reserve and Earmarked Reserves were summarised, following which it was clarified that the Policy would be reviewed no less frequently than 3-yearly.

The Council agreed that the Reserves Policy be approved.

FINANCIAL PLANNING 2024-2030

764. The Council considered a report by the Head of Accountancy (Chief Financial Officer), on the updated Outline Revenue Financial Plan for 2024-2030.

The report explained that capital planning was undertaken over a rolling 10 year period, reflecting the contents of the Capital Investment Strategy and the need to plan infrastructure over an extended period, adding that, although the Council had been unable to prepare and publish detailed 3 year budget plans due to the recent production of single year budgets by the Scottish Government, the Council continued to maintain a rolling 3 year departmental budget to assist with its Outcome Delivery Plans and produced a Financial Planning document each year.

Whilst commenting on related issues in further detail, the report explained that the Council aimed to resume multi-year detailed budget setting as soon as the UK and Scottish Government settlement provided sufficient medium term clarity; and would continue to submit longer term financial outlooks and associated financial plans at the annual budget meeting. Further information was provided on the financial outlook, including in relation to grant funding if a Council Tax freeze was agreed; the Scottish Government's spending review; and costs associated with introduction of the National Care Services (NCS)

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(Scotland) Bill. A number of demand pressures were highlighted and further information was provided on capital infrastructure, city deal, and legislative changes in relation to education services; participatory budgeting; welfare reform; net zero carbon targets; and wider political societal and economic changes which would all impact on future financial planning.

Further information on the Outline Revenue Financial Plan was provided, including in relation to the latest local government settlement figures, and a number of mitigating actions which had been taken by the council had been highlighted, including in relation to community planning and the Council's strategy; digital transformation; partnership working; service reductions; income generation; and use of reserves.

The report highlighted that it was essential that financial plans were updated regularly in line with the Council's agreed financial policy of basing decision on an assessment of medium to long term needs and consequences, particularly in view of the significant financial and demand pressures facing the Council over the current and next six years.

The Council agreed:-

- (a) that the continuing budget pressures anticipated in the next 6 years and mitigating actions proposed be noted; and
- (b) that the Outline Revenue Financial Plan 2024-2030 be approved.

EAST RENFREWSHIRE COUNCIL REVENUE ESTIMATES 2024-25

765. The Council considered a report by the Head of Accountancy (Chief Financial Officer) on the outline revenue estimates of income and expenditure as the basis for the Council Tax declaration for 2024-25. A copy of the Revenue Estimates 2024-25 was appended to the report.

The report outlined the revenue budget process, commented on the Scottish Government's Grant Funding for 2024-25, and explained that in determining the grant distribution the Scottish Government had again put in place the "Floors" arrangement to ensure year-on-year grant stability at individual council level. Under this arrangement, the Council would contribute £2.769m by way of deduction from Aggregate External Finance (AEF) grants in 2024-25.

Having commented on Non-Domestic Rates income, the report referred to the financial outlook and the practice in recent years of setting multi-year budgets. Given the ongoing financial outlook, it was proposed that the Council continued to adopt a longer-term financial planning approach, but as multi-year Scottish and UK Government settlements were not available, it was proposed to agree plans only for 2024-25. Officers would continue to model departmental figures for 2025-26 and beyond and update figures as set out in the Council's report on Financial Planning 2024-30 for longer-term planning purposes. It was anticipated that a move back to full multi-year budgets would take place once multi-year planning figures had been announced by the UK and Scottish Governments.

Taking account of a range of matters, the report referred to a total initial budget shortfall of £11.992m for the coming year. Additional grant funding had been offered to Councils which opted to freeze Council Tax charges for 2024-25 and the £3,148m available to East Renfrewshire equated to slightly less than a 5% Council Tax increase. Referring to the May 2022 Scottish Spending Review figures, a flat cash settlement was forecast for 2025/26, with a 0.9% uplift anticipated for 2026/27.

If the Council applied the Council Tax freeze and received grant compensation, the budget gap would reduce to £8.844m for 2024-25.

It was explained that budgets were closely monitored throughout the year and the latest monitoring had forecast a non-COVID related underspend of £4.087m by the year-end. As set out in the report, the general reserve was forecast to be at least £10.745m at 31 March 2023. This represented 3.43% of the Council's annual revenue budget and was an increase on the level held at 31 March 2023. As a result of the Scottish Government permitting Councils a new fiscal flexibility in relation to accounting for debt on PFI/PPP style service concession projects over a longer period, the Council received a one-off benefit of £14.812m as at 31 March 2023. This money was used to set up a new earmarked reserve and it was agreed that this fiscal flexibility should be fully utilised in the next three years to mitigate the impact of the expected flat cash settlements.

It was explained that a further £5m of the outstanding 2024-25 savings requirement could be deferred on a short term basis by a drawdown from the new fiscal flexibility resources reducing the budget shortfall to £3.844m. The remaining fiscal flexibility resource would be utilised to assist with budget pressures in 2025-26. In addition, application of the fiscal flexibility would produce a recurring revenue benefit which had been recognised in the base position for 2024-25.

It was highlighted that whilst the Council continued to make every effort to minimise impact on front line services, the cumulative impact of successive real terms cuts in grant settlements meant that the scope for further efficiencies to be identified was significantly reducing. Nevertheless, £1.122m (36%) of the Council's savings proposals for 2024-25 related to efficiencies or to the Council's digital Transformation Programme and the focus on the Council's 5 capabilities.

The report then summarised total proposed departmental budgets for 2024-25. Reference was also made to the continuing impact of Welfare Reform on Council services. As these changes, particularly Universal Credit, were still being rolled out, the budget for 2024-25 included contingency provision to help the Council make the necessary investment to support the changes and to progress measures to mitigate their impact on the public. As the financial impact of the changes was clarified in future years, the contingency provision would continue to be allocated to appropriate service areas.

Reference was also made to the assumed Council Tax collection rate of 98% for 2024-25 and reserves and balances issues, particularly the General, Modernisation, Insurance, Equalisation, and Repairs and Renewal Funds, Capital Reserve, Devolved School Management Reserve, unspent Covid-19 Grants Reserve, Service Concessions Flexibility, and Workforce Restructuring Fund. Having referred to efficiency issues and the equality impact assessment carried out on the budget saving measures, the report concluded by indicating that the Revenue Estimates appended to the report were based on a Council Tax Band D level of £1,415.22 being set for 2024-25, representing a Council Tax freeze compared to 2023-24.

Provost Montague then invited Councillor O'Donnell to speak on the proposals outlined in the report.

Councillor O'Donnell stated that the budget which he presented today would continue to deliver for the people of East Renfrewshire despite the very real funding challenges facing the council. He referred to the Verity House agreement which had been hailed as a historic new partnership with Scottish councils but added that the harsh reality for local government in Scotland was a cash cut of more than £62million to revenue funding and a £55million cash cut to capital funding. In addition, the settlement provided did not offer full compensation for the Scottish Government's decision to freeze council tax which could cost councils an additional £156million nationally. It was recently reported that additional funding may be provided to councils but this wouldn't be clarified until after the UK budget was announced in April. He added that, whether additional funding was to be provided or not, cuts would still be required in

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East Renfrewshire which would harm important services, including those to help residents who continued to feel the effects of the Cost of Living crisis. However, the Council would continue to focus on the matters most important to local residents including education; improving local roads; protecting green spaces and caring for vulnerable people.

Councillor O'Donnell referred to the Scottish Government Grant Settlement for 2024/25, which had increased since last year, some of which would be used to fund employee pay increases and some of which had been ringfenced for specific purposes. He added that, taking account of inflation, the settlement equated to a real-terms cut, and the council was facing a budget shortfall of £12million for the year ahead.

Although the money provided by the Scottish Government to freeze Council Tax fell short of the additional funding required, Councillor O'Donnell proposed that Council Tax should be frozen in East Renfrewshire in 2024/25. In order to close the funding gap, the council would use £5million from reserves and a further £3.1million of savings would be made, the majority of which had been unanimously agreed by Councillors in December 2023. The report before Council today proposed an additional £900,000 of proposed savings with an additional £700,000 being taken from the general reserves fund to close the funding gap completely.

Councillor O'Donnell expressed concern about the effect the ongoing financial challenges would have on the vital frontline work provided by the East Renfrewshire Health and Social Care Partnership (HSCP) due to increased demand, adding that the council had supported the HSCP with an additional £6million funding during the current financial year. He added that the HSCP continued to face financial challenges in the coming year which could lead to the reduction, or cessation, of some services, with the focus remaining on providing statutory services. The council would contribute £69.5million to health and social care services in East Renfrewshire in 2024/25 and would continue to support the IJB and HSCP to ensure the best possible outcomes for our communities.

Referring to tougher savings challenges ahead, Councillor O'Donnell proposed that funds from reserves which had been boosted by a short-term reduction in employer's pension contributions should be moved to a separate fund which could be used to invest in future council projects. Thereafter, he stated that the council remained determined to plan for a better future for all our residents which included continued investment in local communities and early years services; opening of the Neilston Learning Campus; publication of the Get to Zero climate action plan; and helping the most vulnerable in our communities, including older people and people with long-term conditions. He emphasised that staff across the council and HSCP often went above and beyond to deliver vital services and he thanked them for their continued efforts and for demonstrating the council's value of Ambition, Kindness and Trust. He also thanked trade union partners for their valuable input during the budget process.

In conclusion, Councillor O'Donnell referred to the difficult decisions which had to be made, adding that the Council would continue to prioritise delivery of the services which mattered most to residents and would continue to show ambition in building new schools and leisure centres; delivering new council housing and spending additional money on resurfacing local roads and protecting green spaces. Councillor O'Donnell's motion, to accept the recommendations within the report, was seconded by Councillor Anderson.

Provost Montague then asked Councillor Buchanan to propose his amendment which was circulated at the meeting. Councillor Buchanan, seconded by Councillor Ireland, moved the following amendment:-

Savings Proposals 2024/25

Description of Saving	Pre-agreed 13 December 2023	Further Proposals 28	2024125 Total	Deferral
BUSINESS OPS & PARTNERSHIPS	£'000s	£'000s	£'000s	YIN
HR/Payroll: Staff reductions			55	
Customer First: Reductions in service Revenues	55.4		133	
& Benefits: Restructure	132.7		109	
Business Support & Accounts Receivable: Restructure	109.0		62	
CCD: Staff & service reductions	62.0		41	
Citizens' Advice Bureau: Reduce support	40.6		10	
Water Direct: Introduce deductions	10.0		51	
ICT Contracts savings	51.0	50.0	50	
Increase Registration & Duke of Edinburgh fees		2.5	3	
	460.7	52.5	514	
EDUCATION				
Primary Teacher: Remove Equity Mgmt Time Allocation			54	
Reduction other staff groups (excluding teachers) in EI-C/school	54.0		170	80 only
Reduction in centrally based business support & budget teams	170.0		86	
Reduction in Centrally Based Support Posts	86.0		109	
Reduction in Catering Services (ELC & Schools)	109.0		510	
Reduction in centrally managed budgets which support schools	510.0		15	
ELC - Delay in eligibility for statutory entitlement	15.0		40	
Removal of funding for junior conservatoire	40.0		3	
Income generation - School meals price increase	3.0		25	
Remove balance of R&R funding re ICT Tech Refresh Reduction in Janitorial	25.0		-400	
Reduction in Cleaning (ELC & Schools)	-400.0		131	
Reduction in Psychological Services	131.0		334	
Removal of Early Intervention & Prevention resource	334.0		37	
	37.0	43.0	43	
	1,114.0	43.0	1,157	
ENVIRONMENT				
Increased Income/Staff reductions Planning/Building Standards	100.0			
Increase Rents - Temporary Accommodation	40.0		100	
Housing: Reduce CAB funding	42.0		40	
Prevention Services	12.0		42	
Reduction in School Crossing Patrol Service	170.0		12	
Close Connor Road Young Persons Accommodation			170	
Increase Factoring Fees		1.	170	
Environment Dept Staff Reductions		0.61	61	
		.0	61	
	534.0	62.0	596	495
OTHER				
Corporate Budget Management (additional savings target)		800.0	800	
	0.0	800.0	800	
TOTAL SAVINGS PROPOSALS 2024125	2,108.7	957.5	3,067	495

Councillor Buchanan proposed that increased support be taken from the general reserve, increasing this figure to £1.577million, which would allow the proposal to include the potential underspend of £800,000 as an upfront pressure to be deferred. He added that delaying a decision on the 2024/25 service reductions, savings annotated with a "Y" in that above table, until the April Council meeting to allow the potential additional funding following the March UK

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budget to be considered, would alleviate/remove some of the pressures outlined. He further proposed that an additional £1million from the Pension windfall money be allocated to the IJB to support vital services during transition and enable prevention/innovation support without adding to current workload pressures.

In supporting the amendment, Councillor Ireland added that it was sensible to wait until after the UK budget announcement before making some final decisions in order to take unnecessary pressure off of services in the short term.

Thereafter, Members were heard in support of both the motion and amendment.

On the roll being called, Councillors Anderson, Campbell, Cunningham, Devlin, Edlin, McLean, Provost Montague, Councillors Morrison, O'Donnell, Pragnell, and Wallace voted for the motion and Councillors Bamforth, Buchanan, Convery, Ireland, Lunday, Macdonald, and Merrick voted for the amendment.

There being 11 votes for the motion and 7 votes for the amendment, the motion was declared carried and the Council:-

- (a) Noted that the revenue estimates for 2024/25 (Annex A) had been prepared with the budget gap of £11.992m, closed on the basis of a Council Tax freeze funded by £3.148m of additional grant support, the utilisation of £5.000m of resources made available through Service Concession Flexibilities agreed by the Scottish Government, a draw of £0.777m on general reserves, and savings proposals of £3.067m (Annex B);
- (b) Noted that £2.109m of the listed 2024/25 savings had already been agreed by Council;
- (c) Noted that a 1% change to the level of Council Tax set would produce an adjustment of £0.676m to the level of income available;
- (d) Noted that gross outstanding budget gaps for 2025/26 and 2026/27 had been estimated at £15.147m and £5.110m respectively, before application of any new savings, utilisation of fiscal flexibilities, drawdown from general reserves or increases in Council Tax in these years;
- (e) Noted the estimated funding gaps of £6.326m, £2.184m and £2.638m also faced by the Integration Joint Board (IJB) in respect of social care in 2024/25, 2025/26 and 2026/27;
- (f) Agreed that the management of the Council's finances and services would continue to be undertaken on a longer term basis;
- (g) Agreed the Council Tax Band D level for 2024/25;
- (h) Agreed the utilisation of reserves and the savings to be implemented for 2024/25;

- (i) Agreed to establish a new Investment in the Future reserve to hold the funds available due to the short term reduction in employer's pension contributions, with officers working with the Budget Strategy Group to bring forward proposals to Cabinet during the year for utilisation which would benefit the Council in future: and
- (j) Agreed that, where possible, savings for implementation in 2025/26 which required significant preparatory work should be brought back for approval later in the year to permit this to be undertaken timeously.

CAPITAL INVESTMENT STRATEGY

766. Under reference to the Minute of the meeting of 1 March 2023 (Page 427, Item 359 refers), when the Council had approved an update to the Capital Investment Strategy, the Council considered a report by the Head of Accountancy (Chief Financial Officer) seeking approval of the Capital Investment Strategy.

Taken together with the Treasury Management Strategy report, it provided background information on the scale, objectives, affordability and risks associated with the Council's capital plans. A copy of the Strategy, which all councils were required to prepare, was appended to the report specifying the long-term capital ambitions of the Council and associated resource implications and risks, having been compiled with regard to these requirements, the Prudential Code 2021 and the Treasury Management Code of Practice 2021.

Having clarified that the Strategy adopted a corporate approach to long-term capital planning beyond the span of the Council's current capital plans, taking direction from the Outcome Delivery Plan and other key plans and strategies, the report confirmed that Council-determined objectives within the strategy would be driven forward by the Corporate Management Team working with partner organisations and local communities to ensure investment aligned to strategies, and that performance was measured against expected outcomes. A long-term strategic and financial view was considered essential for resilience in uncertain times and the strategy would be updated as required. A prudent approach to affordability and risk would continue to be taken with delivery of projects being closely monitored at officer and Elected Member level.

Against the background of the Council's significant capital investment ambitions, the strategy, together with the Treasury Management Strategy, Capital Plan and Revenue Estimates and financial planning reports, set out how these would be funded and managed.

The Council agreed to approve the Capital Investment Strategy.

GENERAL FUND CAPITAL PLAN 2024-25 – 2033-34

767. Under reference to the Minute of the meeting of 1 March 2023 (Page 428, Item 360 refers) when the Council had approved the General Fund Capital Plan 2023-24 – 2032-33, the Council considered a report by the Head of Accountancy (Chief Financial Officer) seeking approval of the General Fund Capital Plan covering the 10 years from 2024-25 to 2033-34. A copy of the plan, prepared in line with the approach within the Capital Investment Strategy, accompanied the report.

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It was reported that substantial borrowing had been planned over the next three years to support the capital plan and the revenue consequences had been factored in to the Council's revenue budget. The expenditure plan for subsequent years would continue to be subject to review in light of progress on capital receipts and the levels of funding provided by the Scottish Government

The Council approved the programme for 2024-25 and authorised officers to progress the projects contained therein.

HOUSING REVENUE ACCOUNT – RENT SETTING 2024-25

768. Under reference to the Minute of the meeting of 1 March 2023 (Page 428, Item 361 refers), when the Council had approved the Housing Revenue Account (HRA) budget for 2023-24, the Council considered a report by the Director of Environment making recommendations in relation to proposed rent and service charge increases for Council housing in 2024-25.

Having referred to the need to review legislative requirements, local priorities, related costs and what would be sustainable, affordable and acceptable to tenants when determining the level of rent increase required, the report clarified that a key legislative challenge for the Council in recent years had been meeting and maintaining the Scottish Housing Quality Standard (SHQS), in addition to which sustainability improvements to the energy efficiency rating of its housing stock under the Energy Efficiency Standard for Social Housing (ESSH) had been required. A review of the ESSH started in February 2023, with a view to strengthening and realigning the standard with net zero requirements. An update was published by the Scottish Government in November 2023 and was currently out for consultation until 12 March 2024 seeking views on a new Social Housing Net Zero Standard (SHNZS) in Scotland which had created uncertainty around planning major improvement works as the review could change the direction of works required to meet new and proposed energy efficiency standards. These challenges were in addition to addressing routine requirements such as "Right to Repair" commitments; planned maintenance; managing the housing waiting list; and enforcing tenancy conditions in relation to estate management and anti-social behaviour.

The report explained that assessments should be made to determine if the proposed increase was affordable and it was confirmed that approval of the proposed rent increase of 5.9% for 2024-25 effective from April 2024 did not breach available guidance limits. The report commented on related matters further, including in relation to sheltered housing service charges, contribution from reserves, and HRA Business Plan. It was reported that pressures on the business plan for 2024-25 could require the service to draw up to £775k from reserves, although a payment into the reserves of approximately £450k was planned during 2024-25 and 2025-26 from the Strathclyde fund pension windfall which would mitigate the planned drawdown.

In response to questions, the Head of Environment (Strategic Services) confirmed that the level of rent increase proposed was the lowest affordable increase required to meet service needs and the Scottish housing standard, adding that the authority remained the most affordable housing provider in the area.

The Council agreed that:-

- (a) a 5.9% increase be applied from April 2024;
- (b) a 5.9% increased be applied to the sheltered housing warden charge;
- (c) a 5.9% increase be applied to communal heating and laundry charges; and

- (d) up to £775k from HRA reserves be available to support 2024-25 revenues.

HOUSING CAPITAL PROGRAMME 2024/25

769. Under reference to the Minute of the meeting of 1 March 2023 (Page 429, Item 362 refers), when the Council had approved the Housing Capital Programme 2023-24 to 2032-33, the Council considered a report by the Director of Environment, seeking approval of Housing Capital Projects for 2024-25 and to note the proposed 10-year Housing Capital Programme for 2024-25 to 2033-34.

The report clarified the position on various matters, including how the programme had been focused on the need to meet the Scottish Housing Quality Standard (SHQS) and the Energy Efficiency Standard for Social Housing (EESH).

The majority of expenditure for the housing capital programme during 2024-25 and beyond related to the need for housing to continue to meet SHQS, deliver energy efficiency measures and net zero standards, and to provide homes that meet the needs and aspirations of our tenants and prospective tenants.

Planned improvements which were being implemented included investment in central heating, electrical re-wiring, replacement of fire alarm detectors and external structure projects and the commitment to provide an additional 171 new Council homes by 2028.

In response to questions, the Head of Environment (Strategic Services) advised that issues which arose within sheltered housing complexes were often technically complicated and more expensive to resolve due to the addition of communal areas. He advised that there would be a review of Sheltered Housing Complexes over the next 12 months and warden services would be changed from analogue to digital to improve the service provided.

The Council agreed:-

- (a) to note the proposed Housing Capital Programme for 2024-25 to 2033-34; and
- (b) to authorise the Director of Environment to progress the projects listed for 2024-25.

CHIEF OFFICER RECRUITMENT

770. The Council considered a report by the Director of Business Operations and Partnerships seeking to homologate recruitment arrangements for the Head of Housing & Property; and to put arrangements in place to ensure continuity and stability within the Chief Executive's Office and seek approval for an Appointments Committee for the Head of Finance post.

It was reported that the Head of Housing, Property & Climate Change had intimated that he intended to resign with effect from 5 April 2024, and that the Head of Accountancy had intimated that she would retire with effect from September 2024.

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In order to minimise the impact to services, there had been a requirement to proceed with advertising the Head of Housing & Property post as soon as possible and an Appointments Committee had been set up. The post title had been changed to be more reflective of the current role, and interim arrangements would be put in place by the Director of Environment until a successor was appointed.

As the Head of Accountancy had intimated her intention to retire, a review of roles and responsibilities within the Chief Executive's Office had taken place with responsibility for procurement moved into the Head of Service role which would be renamed Head of Finance, and an Appointments Committee would be established to shortlist and interview candidates.

The Council agreed:-

- (a) to note the resignation of the Head of Housing, Property & Climate Change with effect from 5 April 2024 and the retirement of the Head of Accountancy from September 2024;
- (b) to homologate the recruitment procedure for the Head of Housing & Property as detailed;
- (c) to approve the changes to the Head of service remit for the Head of Finance;
- (d) to bring an external advisor in to support officers with the assessment centre for the Head of Finance post;
- (e) to confirm the appointments of Councillor Anderson, Councillor Buchanan, Councillor O'Donnell, and Councillor Pragnell to the Appointments Committee for the Head of Finance;
- (f) to note that the Conservative group would also nominate a member to the Appointments Committee for the Head of Finance;
- (g) to delegate to the Head of HR and Corporate Services, in consultation with the Director of Environment and Chief Executive to make the necessary arrangements for both recruitments;
- (h) to authorise the Director of Environment to put in place appropriate interim management arrangements for the Department; and
- (i) to authorise the Chief Executive to put in place appropriate interim management arrangements for the Chief Executive's Office if required.

FIREWORK CONTROL ZONES

771. The Council considered a report by the Director of Business Operations and Partnerships providing a briefing on new legislation regarding fireworks, the duty this placed upon the Council and setting out an approach for managing "Community Requests" for Firework Control Zones.

The report referred to national guidance to support local authorities to consider and designate firework control zones in their areas including in relation to consulting with communities, publishing additional information and exemptions. It was proposed that the process would be overseen by the Safe East Ren sub-group which would include consideration of community requests.

The Council agreed:-

- (a) to note the new local authority powers to set up “Firework Control Zones” under the Fireworks and Pyrotechnic Articles (Scotland) Act 2022; and
- (b) to delegate to the Director of Business Operations and Partnerships, via the Safe East Ren group, to work with local partner agencies to put in place suitable arrangements for Firework Control Zones in line with national guidance.

NOTICE OF MOTION – DISPOSABLE VAPES

772. In accordance with Standing Order 27, the following notice of motion had been submitted by Councillor Macdonald, seconded by Councillor Lunday:

East Renfrewshire Council recognises and appreciates the collaborative work undertaken by the Conservative led UK government, the Labour led Welsh government and the SNP led Scottish government in bringing about a collective ban on disposable, single use vapes as part of wider legislative changes to tackle nicotine addiction.

As no amendment had been submitted, the motion was declared carried.

PROVOST

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EAST RENFREWSHIRE COUNCILAUDIT & SCRUTINY COMMITTEE28 March 2024Report by Head of Accountancy (Chief Financial Officer)INTERIM (QUARTER 4) TREASURY MANAGEMENT REPORT FOR 2023/24**PURPOSE OF REPORT**

1. To advise the Audit & Scrutiny Committee on the Treasury Management activities for the period ending 29 February 2024.

RECOMMENDATION

2. It is recommended that the Committee: -
 - a) note the Interim Treasury Management Report for Quarter 4 2023/24; and
 - b) recommend to the Council that the attached organisations for investment of surplus funds be approved.

BACKGROUND

3. In line with the CIPFA Code of Practice on Treasury Management, the Audit & Scrutiny Committee is responsible for ensuring effective inspection of treasury management activities and this report is submitted in accordance with this requirement.

SUMMARY

4. Overall the report demonstrates a well-managed treasury function within the Council. The average interest rate on long-term borrowing has remained the same from that reported in January. The Council continues to adopt a prudent approach to treasury management and in particular the percentage of loans held as at 29 February 2024 that had variable interest rates was 7.19% which is well below the Council's approved upper limit of 15%. The resulting stability in borrowing assists the Council in responding to the current national economic pressures.

RECOMMENDATION

5. It is recommended that the Committee: -
 - a) note the Interim Treasury Management Report for Quarter 4 2023/24; and
 - b) recommend to the Council that the attached organisations for investment of surplus funds be approved.

REPORT AUTHOR

Head of Accountancy (Chief Financial Officer): Margaret McCrossan

Chief Accountant: Barbara Clark

Telephone Number: 0141 577 3068

E-mail: Barbara.Clark@EastRenfrewshire.gov.uk

Report Date: 4 March 2024

INTERIM TREASURY MANAGEMENT REPORT QUARTER 4 2023/24

Table 1

1. Actual External Debt

	Borrowing 31/12/23 £M	Average Interest %	Borrowing 29/02/24 £M	Average Interest %	Change in Qtr £M
<u>Long Term Borrowing</u>					
Public Works Loan Board	112.85	3.30	112.48	3.29	(0.37)
Local Authority Bonds	14.40	4.60	14.40	4.60	0.00
PFI / PPP Finance Leases	73.50	7.18	73.50	7.18	0.00
Total Long Term	200.75	4.81	200.38	4.81	(0.37)
<u>Short Term Investments</u>					
Temporary Investments	(50.65)	5.42	(19.61)	5.33	31.04

NOTES

- (i) For the purposes of this report long-term borrowing means loans taken on a long-term basis. This differs from the Annual Accounts, which have to categorise long-term loans with less than a year until repayment as short-term loans. Loans above totalling £0.365 million come into this category.
- (ii) The Treasury Strategy approved by the Council on 1st March 2023, ratified external borrowing of £58m from the Public Works Loan Board to be undertaken. However at present no new borrowing has been undertaken due to a recommendation by the Head of Accountancy to defer long term borrowing, where possible, until the current high interest rates come down. During the last quarter Long Term Borrowing of £0.365m was repaid.
- (iii) The average interest rate on long-term borrowing has not changed from that reported previously.
- (iv) The Council's net external borrowing position has increased in total by £30.67 million during the quarter due to both revenue and capital cash flows.
- (v) The Council's activity in the temporary investments market is shown along with the corresponding interest rate movements in Appendices 2 – 5. In response to difficulties in the financial markets and as part of a risk managed process designed to protect the principal of the sums invested, during the course of the year the maximum period of investment was restricted to 6 months.
- (vi) At 29 February 2024, 7.19% of the total debt outstanding consisted of loans which had a variable rate of interest. For the Council to gain a high level of stability in overall borrowing costs, the Council's Treasury Policy Statement requires the exposure to variable rate loans to be less than 15% of the total debt outstanding.

- (vii) Appendix 6 shows the Bank of England MPC base rate covering the period April 2022 to the date of this report.

2. PWLB

The primary source of medium/long term borrowing is from the UK Government through the Public Works Loan Board (PWLB). The PWLB provides loans to local authorities at rates, which are in general more attractive than loans available from other sources.

3. DEBT MATURITY PROFILE

The Council's debt maturity profile at 29 February 2024 is shown both below and in Graph format at Appendix 7.

It is a requirement of the Council's Treasury Policy Statement that the maximum amount of long-term debt maturing in any one year should be no more than 15% of the Council's long-term debt outstanding, at the time of borrowing.

The Council's Debt Maturity Profile as at 29 February 2024 was within the agreed limits.

Long Term Debt Maturity Profile as at 29 February 2024

	PWLB	Local Authority Bond	Total	
	£M	£M	£M	%
23/24	0.00	0.00	0.00	0.00
24/25	0.00	0.00	0.00	0.00
25/26	0.00	0.00	0.00	0.00
26/27	5.01	0.00	5.01	3.95
27/28	2.01	0.00	2.01	1.58
28/29	0.00	0.00	0.00	0.00
29/30	0.00	0.00	0.00	0.00
30/31	0.00	0.00	0.00	0.00
31/32	0.00	0.00	0.00	0.00
32/33	0.00	0.00	0.00	0.00
After 2033/34	105.46	14.40	119.86	94.47
Total	112.48	14.40	126.88	100.00

4. PRUDENTIAL INDICATORS

In line with the agreed monitoring arrangements for the Prudential Indicators, listed below there is a table showing all the prudential indicators comparing the approved indicator, as reported to the Council on 1 March 2023 along with the projected outturn figures recorded at 30 June 2023, 30 September 2023, 31 December 2023 and 29 February 2024, demonstrating that the Council is operating well within the limits set.

Prudential Indicator	Approved indicator £'000s	Projected Outturn @ 30/06/23 £'000s	Projected Outturn @ 30/09/23 £'000s	Projected Outturn @ 31/12/23 £'000s	Projected Outturn @ 29/02/24 £'000s	COMMENT
Capital Expenditure	81,167	66,541	59,176	57,480	50,801	Movement from the approved indicator and the last quarter is due to the revised planning of capital projects within both the Housing and General Fund Capital Programmes.
Capital Financing Requirement (CFR)	304,873	273,138	266,180	265,921	259,128	Movement from the approved indicator and the last quarter is due to a reduction in net capital expenditure in both previous and current years.
Operational Boundary for External Debt	309,855	278,120	271,162	270,903	264,110	Movement from the approved indicator and the last quarter is due to a reduction in permitted borrowing from that approved due to a reduction in capital spend in both previous and current years.
Authorised Limit For External Debt	345,308	308,813	300,812	300,514	292,702	In addition to the variance explanation for the Operational Boundary for External Debt above, the Authorised limit for External Debt also includes a further 15% allowance to cover any unexpected temporary movements.
Gross Debt	253,770	228,270	205,770	205,770	195,770	Movement is due to the re-profiling of capital expenditure to future years and to deferral of borrowing, if possible, until rates come down.

Gross Borrowing to CFR (Under)/Over	(51,103)	(44,868)	(60,410)	(60,151)	(63,358)	Movement is due to a reduced net borrowing requirement as a result of a reduction in capital expenditure in both previous and current years, along with a deferral of borrowing, if possible, until rates come down.
Financing to Net Revenue Stream Non – HRA HRA	6.7% 34.4%	6.7% 32.4%	6.7% 32.8%	6.7% 32.8%	6.2% 33.9%	The General Fund variation from the last quarter relates to additional funding received during the year from the Scottish Government, resulting in a decreased percentage. The HRA variation from the last quarter is in-line with a slight reduction in financing costs, along with reduced rental income.
HRA - Ratio of Debt to Revenue	337.0%	305.8%	294.0%	294.0%	298.3%	The variation from the last quarter is due to a combination of reduced debt (CFR) and reduced rental income.
HRA – Debt Per Dwelling £	16,450	15,682	15,079	15,079	14,792	The variation from the last quarter is due to a combination of reduced debt (CFR) and an increase in the number of dwellings.
Code of Practice For Treasury Management	The Council has adopted the CIPFA Treasury Management in the Public Services: Code of Practice and Cross-Sectoral Guidance Notes All of the approved activities within the Council Treasury Management Policy Statement have been complied with.					

The movement between the Capital Financing Requirement and the Gross Debt indicates the amount of internal borrowing required. The indicator above “Gross Borrowing to CFR” and the table below show that the capital borrowing need (the Capital Financing Requirement), has not been fully funded by external loan debt as the cash supporting the Council’s reserves, balances

and cash flow has been used as a temporary measure. This strategy remains both prudent and cost effective as borrowing costs are currently relatively high and the Head of Accountancy has requested that borrowing, where possible, is not undertaken until interest rates come down from their current level.

	Approved Indicator £'000s	Projected Outturn @ 30/06/23 £'000s	Projected Outturn @ 30/09/23 £'000s	Projected Outturn @ 31/12/23 £'000s	Projected Outturn @ 29/02/24 £'000s
Capital Financing Requirement	304,873	273,138	266,180	265,921	259,128
Gross Debt	253,770	228,270	205,770	205,770	195,770
Internal Borrowing Required	51,103	44,868	60,410	60,151	63,358

5. DEBT PERFORMANCE INDICATOR

The Treasury Strategy sets out the following two debt performance indicators

- i) Average "pool rate" should be at or below the Scottish average:
 - East Renfrewshire Council 2022/23 was 3.34%
 - Average All Scottish Local Authorities 2022/23 was 3.486%.
- ii) Average borrowing rate movement year on year:
 - Average borrowing rate in 2021/22 was 4.99%
 - Average borrowing rate in 2022/23 was 4.81%. Although this a decrease of 0.18%, the variance is likely to increase as new loans are taken due to the high interest rates currently available. The target set in the Treasury Strategy to maintain or reduce rates year on year may therefore be difficult to achieve.

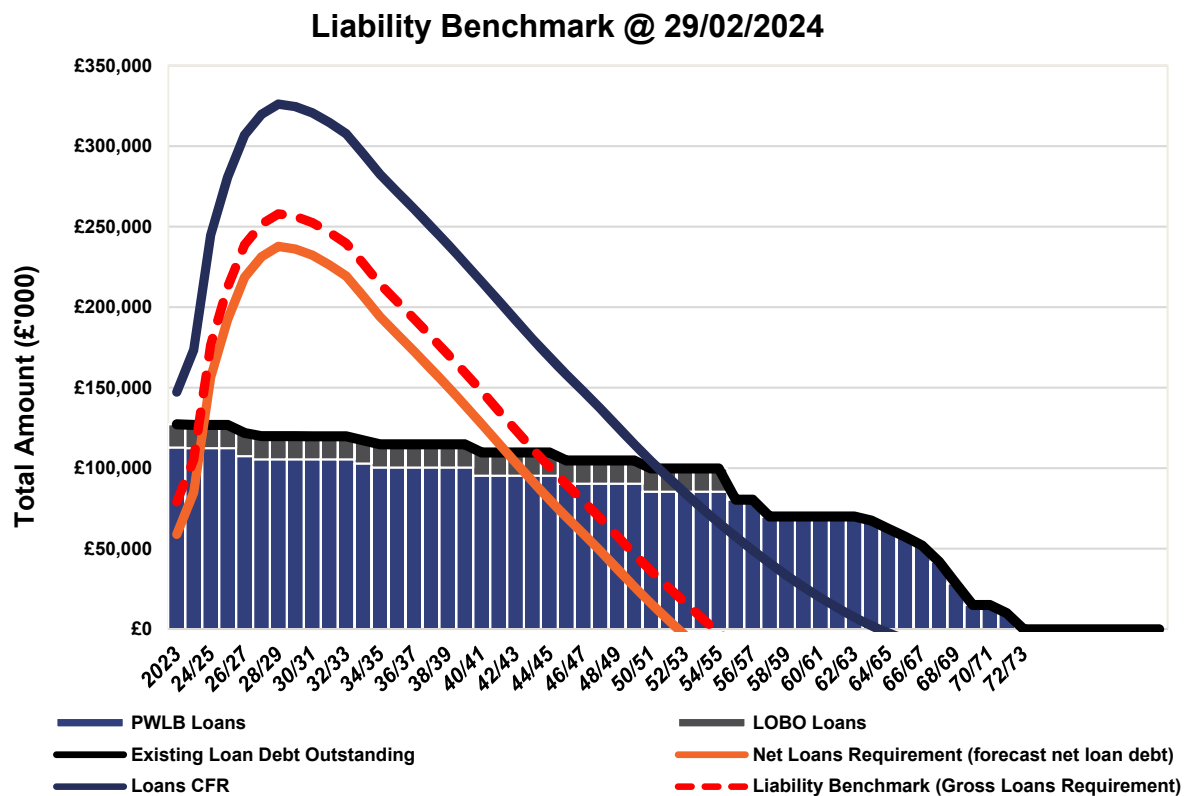
6. Liability Benchmark

A new prudential indicator for 2023/24 is the Liability Benchmark (LB). The Council is required to estimate and measure the LB for the forthcoming financial year and the following two financial years, as a minimum. It is a projection of the amount of loan debt outstanding that the Council needs to fund its existing debt liabilities, planned prudential borrowing and other cashflows.

There are four components to the LB: -

1. **Existing loan debt outstanding:** the Authority's existing loans that are still outstanding in future years.

2. **Loans CFR:** this is calculated in accordance with the loans CFR definition in the Prudential Code and projected into the future based on approved prudential borrowing and planned Loans Fund principal repayments.
3. **Net loans requirement:** this will show the Authority's gross loan debt less treasury management investments at the last financial year-end, projected into the future and based on its approved prudential borrowing, planned Loans Fund principal repayments and any other major cash flows forecast.
4. **Liability benchmark (or gross loans requirement):** this equals net loans requirement plus short-term liquidity allowance.



7. APPROVED ORGANISATIONS FOR INVESTMENT

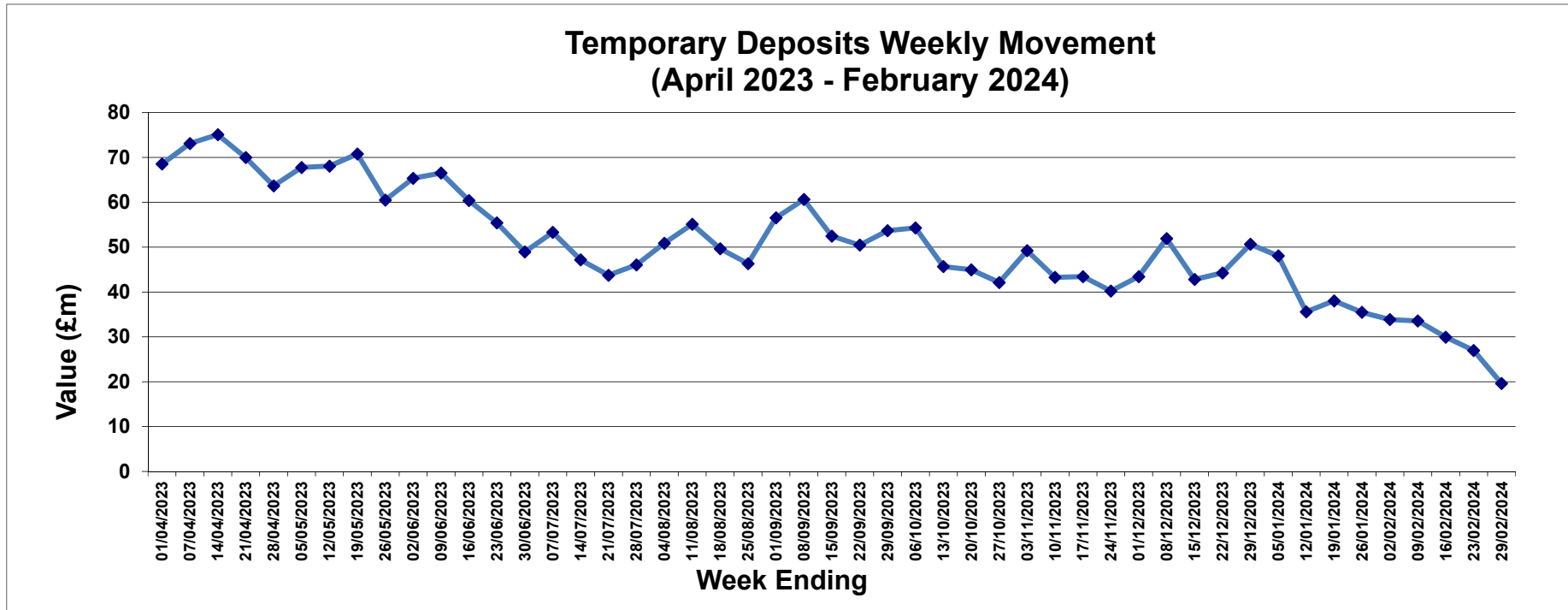
In line with normal practice the status of all Banks and Building Societies has been reviewed in order to amend the current list of approved organisations for investment (see appendix 8). No changes have been made to the list since last reported on 18 January 2024. All lending is in line with the permitted methods of investment which were approved by Council on 1 March 2023 as part of the Treasury Management Strategy report.

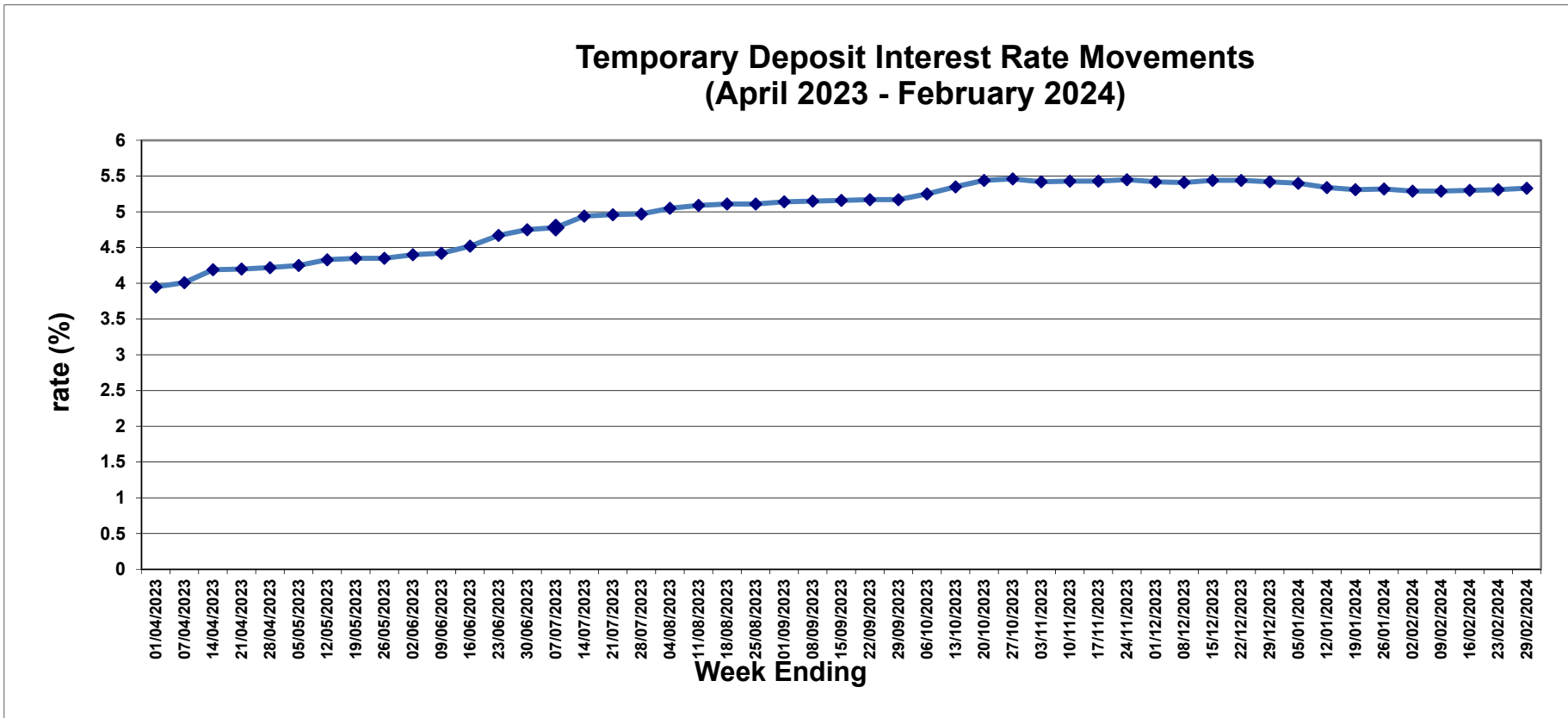
As a result of the banking crisis and in line with prudent financial management, investment has been restricted to UK organisations with high credit ratings. Also, the maximum period of investment was restricted to 6 months, in line with advice from our Treasury Advisers, Link Asset Services. These measures have been taken as part of a risk managed process designed to protect the principal of the sums invested.

Credit ratings of organisations on the counter-party list are subject to continuous monitoring and review to ensure that subject to available professional advice, approved organisations remain sound for investment purposes.

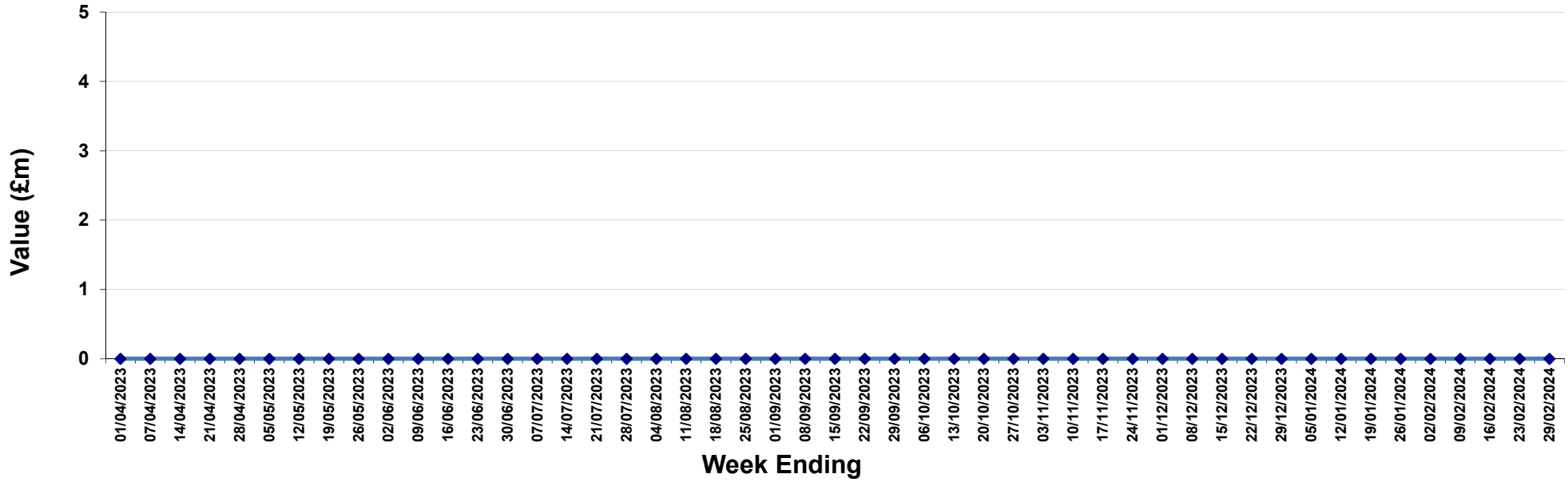
8. TREASURY MANAGEMENT RISK

Within the Operational Risk Register for Accountancy Services there is a risk listed that highlights the difficulty in obtaining sufficient institutions, that meet the Council's criteria, to invest surplus funds with. To minimise this risk the Council has six Money Market Funds which provide highly diversified investments.

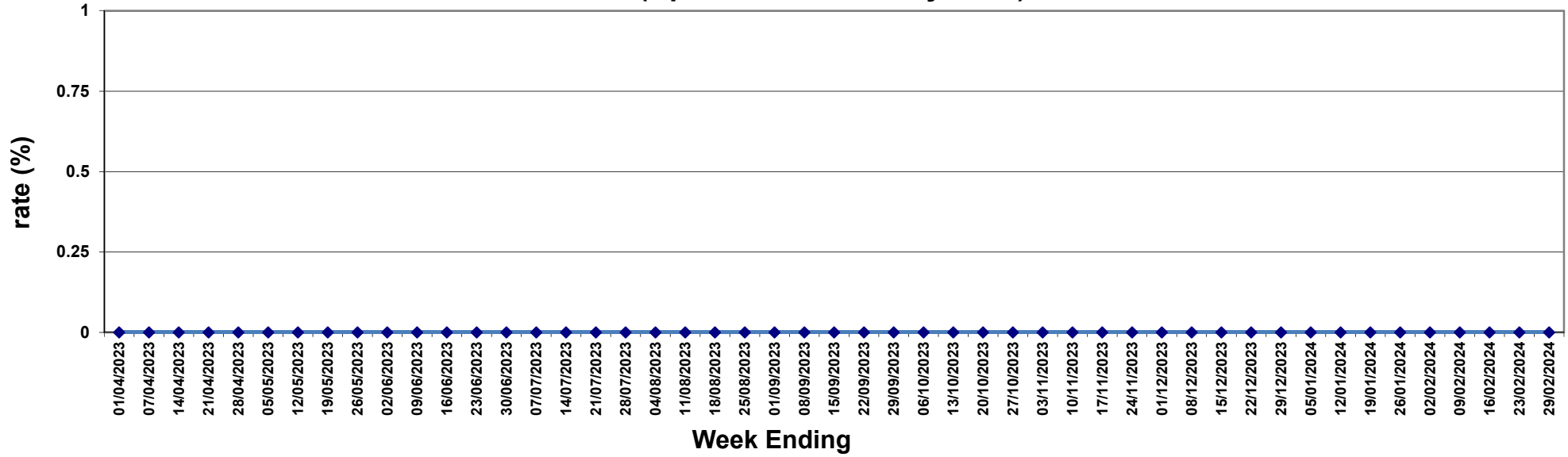




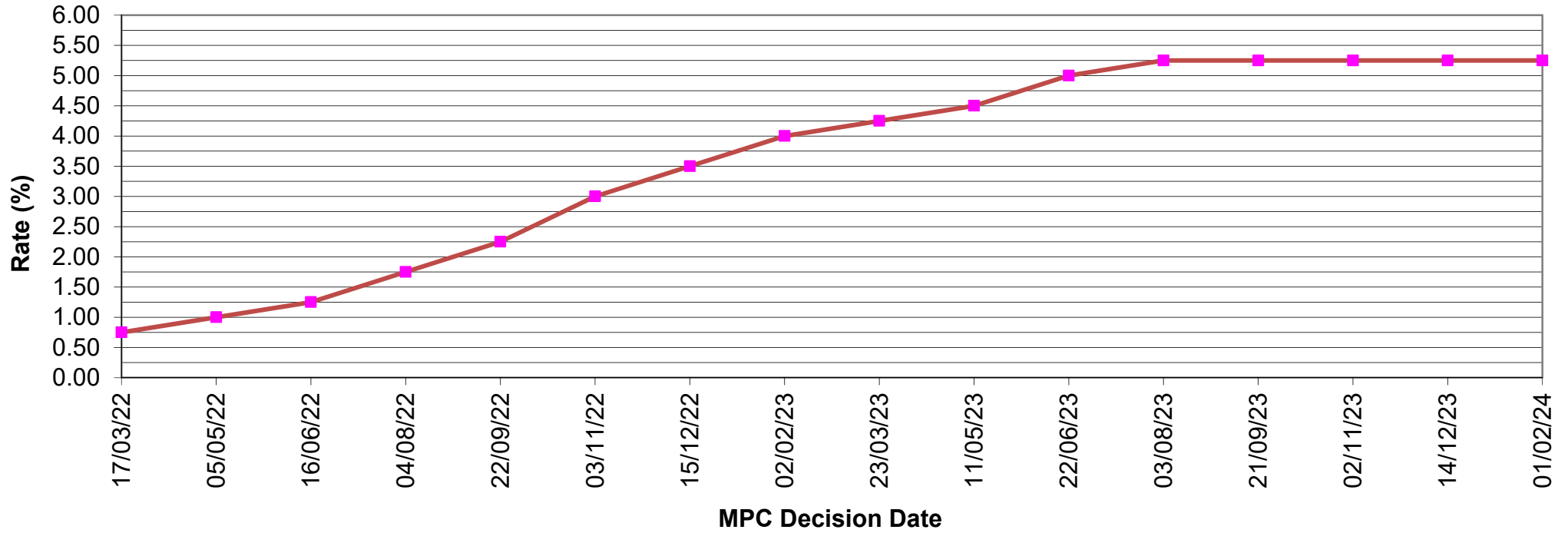
Temporary Borrowing Weekly Movement (April 2023 - February 2024)



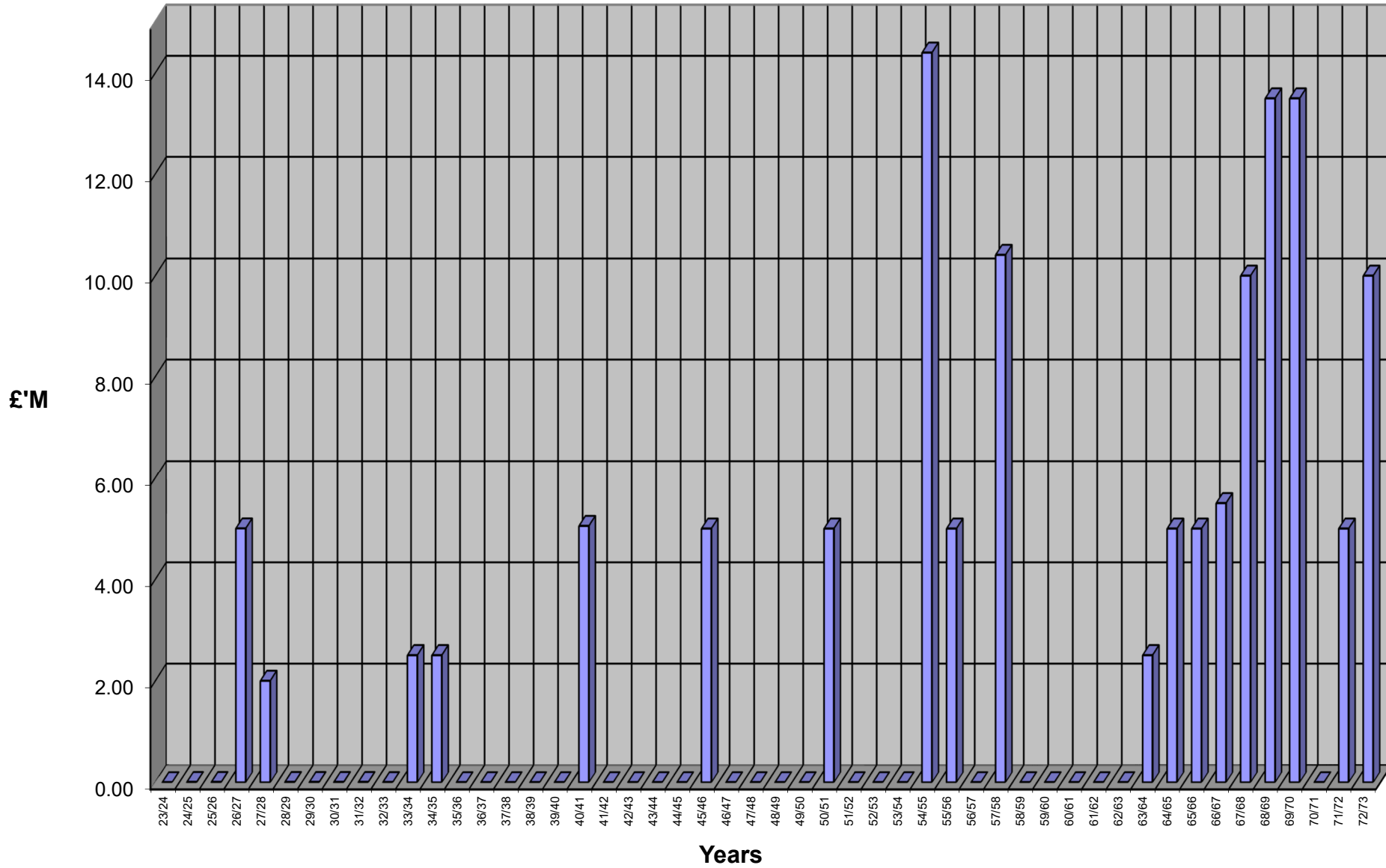
Temporary Borrowing Interest Rate Movements (April 2023 - February 2024)



Bank of England Base Rate Movements (April 2022 to February 2024)



Long Term Debt Maturity Profile as at 29/02/2024



EAST RENFREWSHIRE COUNCIL

ORGANISATIONS APPROVED FOR THE INVESTMENT OF SURPLUS FUNDS

Limits

Banking Group	Individual Counterparty	Deposit	Transaction
Bank of England	Debt Management Office	£30m	£10m
	UK Treasury Bills	£5m	£5m
Barclays Banking Group	Barclays Bank plc	£5m	£5m
Goldman Sachs International Bank		£10m	£10m
Lloyds Banking Group:	Bank of Scotland plc	£10m	£10m
	Lloyds Bank Corporate Mkt (NRF)		
Royal Bank of Scotland Group:	Royal Bank of Scotland plc	£5m	£5m
	National Westminster Bank		
Santander Group	Santander UK plc	£10m	£10m
Standard Chartered Bank		£10m	£10m
Clydesdale Bank		£5m	£5m
Building Societies			
Nationwide		£10m	£10m
Local Authorities			
All Local Authorities including Police & Fire		£5m	£5m
Money Market Funds and Ultra-Short Dated Bond funds			
Maximum limit of £10m per fund		£60m	£10m

Credit Ratings

	Fitch		Moody's		S&P	
	LT	ST	LT	ST	LT	ST
Minimum Criteria (unless Government backed) (please note credit ratings are not the sole method of selecting counterparty)	A-	F1	A3	P-1/P-2	A	A-1/A-2

Limit

Investment of surplus funds is permitted in each of the above organisations, limits can only be exceeded or another organisation approved with written permission of the Chief Financial Officer.

Deposit Periods

The maximum period for any deposit is based on the Link Asset Services suggested Duration matrix with a maximum of 6 months. These limits can only be exceeded with the written permission of the Chief Financial Officer.

Hub scheme deposit periods are dependent on the lifetime of the associated scheme.

EAST RENFREWSHIRE COUNCILCabinet7th March 2024Report by the Chief Financial OfficerGENERAL FUND CAPITAL PROGRAMME**PURPOSE OF REPORT**

1. The purpose of this report is to monitor both income and expenditure as at 31 December 2023 against the approved General Fund Capital Programme and to recommend adjustments where possible.

RECOMMENDATIONS

2. The Cabinet is asked to recommend that Council:-
 - note and approve the movements within the 2023/24 programme; and
 - note the shortfall of £0.203m and that this will be managed and reported within the final accounts for the year.

BACKGROUND

3. The General Fund Capital Programme for 2023-2033 was approved by Council on 1 March 2023.
4. Movements on the 2023/24 programme were approved by Council on 28 June 2023 and Cabinet on 5 October and 14 December 2023, including a number of changes resulting from the finalisation of the outturn position for the previous financial year.
5. This report updates project costs and phasings based on progress to date and anticipated to 31 March 2024.
6. As highlighted in previous reports, in general, construction costs are rising faster than general inflation due to shortages of materials and labour and also due to bidders factoring in additional risk in their pricing. Based on recent tendering experience, frequently the returned prices cannot be accommodated within the existing budget provision. This means that projects need to be rescope or additional project funding identified. This has led to project delays, most noticeably at the start of projects.
7. Consequently, we are constantly monitoring project expenditure so that additional cost pressures on key projects can be covered by deferring or reducing other projects to compensate. Where we have general provision for regular capital expenditure (such as on ICT, Roads, or Schools Major Works) officers are expected to prioritise spend on such schemes to remain within the budgeted level. It is recognised that this may mean that fewer such schemes will progress in year.

CURRENT POSITION

8.	Total anticipated expenditure (Appendix A)	£45.192m
	Total anticipated resources (Appendix B)	<u>£44.989m</u>
	Shortfall	<u>£ 0.203m</u>

INCOME MOVEMENTS

9. The main income movements are as follows: -

- **Borrowing**
In response to the reduced level of expenditure anticipated during the current financial year the planned borrowing has been reduced by £5.930m. This resource remains available to support the expenditure transferred to 2024/25.
- **Grant - Inspiring School Age Childcare Spaces Programme**
As reported to Cabinet 5 October 2023, grant of £0.150m was awarded to support the provision of childcare spaces at Hillview, Cross Arthurlie and Carlibar Primary Schools. The grant conditions require the work to be completed by 31 March 2024. Despite the Council's efforts to meet this condition, it has become apparent that there is insufficient time to allow programming and completion of the works within this timescale. Consequently the grant award has had to be relinquished.
- **Grant – Low Carbon Fund and Shared Prosperity Fund**
In response to the reduced level of expenditure on projects during the current financial year the drawdown of the associated grant funding has also been reduced. The Low Carbon Fund has been reduced by £0.154m and the Shared Prosperity Fund by £0.114m.
- **Developer Contributions**
Developer contribution resources applied to support the programme have been reduced by £0.136m during the current year. This reflects a reduction in contributions to support the works at Crookfur Primary School (£0.262m) and St Johns Primary School (£0.083m) in response to the reduced expenditure on these projects during the current year. The contributions remain available to support expenditure on these projects during the next financial year. This reduction is partially offset by the addition of contributions to support the new Barrhead Foundry project (£0.209m), as noted in the next section of this report.

EXPENDITURE MOVEMENTS

10. The estimated expenditure has been reduced by £6.498m below the level reported to Cabinet on 14 December 2023. The main expenditure movements are as follows:-

Property, Schools

- **Neilston Learning Campus**
This is a major construction project including a new school campus comprising accommodation for St Thomas' and Neilston Primary Schools together with Madras Nursery, demolition of existing buildings, provision of car parking, landscaping and school sports facilities. The delivery of the new school is the first

phase and will be delivered this financial year, although slightly later than originally planned. Expenditure in the current year has been reduced by £2.249m. The reduced level of expenditure reflects the impact of this delay and rescheduling of subsequent phases.

- **St Mark's Car Park**
The plans for this project are being revised and require further planning consent. Expenditure in the current year has been reduced by £0.275m.
- **Isobel Mair External Classrooms**
While the contractor is now on site and work is progressing, the start date was later than originally planned and expenditure in the current year has been reduced by £0.216m.
- **Free School Meals**
The Council continues to await confirmation of further Scottish Government funding available for this initiative. Combining further funding with the current budget will help ensure the Council achieves best value and targets investment at those schools in most need. As such, until confirmation of further funding is received, expenditure in the current year has been reduced by £0.263m.
- **St John's Primary School – Early Learning & Childcare Places**
This project has started later than was previously expected due to weather conditions and finalising funding available. This has resulted in a reduction in anticipated 2023/24 costs of £0.400m.
- **Inspiring Childcare Places – Hillview, Cross Arthurlie and Carlibar**
As outlined in paragraph 9 above, it has not been possible to deliver this project in line with the grant timescale imposed and the provision of £0.150m has been removed from the programme.
- **Maidenhill Primary School**
This project is mainly complete. There are potentially some minor correction works and external pathway works to be progressed in the next financial year. Projected costs in the current year have been reduced by £0.126m.
- **Improving Learning**
The Council plans to spend these funds on Emotional-Based Learning schemes at two different locations. The project remains at design stage and expenditure in the current year has been reduced by £0.140m
- **Gaelic Medium Primary School**
This project started later than was originally planned. Work is now in progress and expenditure in the current year has been reduced by £0.100m.

Culture & Leisure

- **Neilston Leisure**
The 10-year capital plan to be considered by Council on 28 February 2024 proposes that this project should be deferred by two years so as to avoid any overlap between the works at the Eastwood and Neilston Centres. Expenditure in the current year is limited to initial design costs and has been reduced by £0.250m accordingly.

- **Barrhead Foundry Works**
The Council's gym membership has increased significantly in recent years, in part due to recruits from a new local housing development. The gym has also suffered from overcrowding during peak times and has additionally struggled to cater for young people. As a result, the Council has worked with industry experts to develop plans for a modernised Gym offering at this site, including extending capacity and presenting modernised programmes. On 14 December 2023, Cabinet approved funding the required gym works from developer contributions, at a total cost of £0.209m. It is currently anticipated that these works will be completed in the current financial year. A provision of £0.209m has been added to the programme.

Property – Other

- **City Deal: Barrhead South Access – Balgraystone Road & Railway Station**
A Full Business Case is scheduled to be submitted to the City Deal Board during June 2024. However, no significant expenditure will be incurred until formal unconditional approval of the STAG2 (Strategic Transport Analysis Guidance) report is received from Transport Scotland and the business case approved by City Deal. The continuing delays with the STAG2 approval endorsement in particular mean that a prudent view of spend in the current year is appropriate and the estimated expenditure in the year has been reduced by a further £0.250m.
- **Property Maintenance**
Expenditure in the current year has been reduced by a total of £0.330m. Firstly, fire door safety work (£0.145m) at Thornliebank and Busby Primary Schools, both listed buildings, required negotiation with Historic Scotland. The nature of the agreed works means it needs to be completed outside term time. Secondly fire alarm replacement work (£0.110m) has also been deferred as a result of a revised tender being issued for the supply and installation of fire alarms to comply with new fire regulations. In addition, no energy efficiency improvement schemes, to be funded by the Central Energy Efficiency fund, have been identified this year (£0.075m).
- **Office Accommodation (Barrhead HQ)**
The contractor for works on this project is now on-site and the works are currently anticipated to be completed during Summer 2024. A detailed timeline of project costs has now been received from the successful contractor and this has been reflected in the capital programme for 2023/24 and beyond. As a consequence, expenditure in the current year has been reduced by £0.160m.
- **Capelrig House**
This project started on site later than was originally planned, this was due in part to weather related decisions concerning conservation of the building. There have also been difficulties securing the services of subcontractors, including one going into administration. Works are due to be completed in late Spring. As a result, expenditure in the current year has been reduced by £0.570m.

Open Spaces

- **White Cart Tributaries**
The Council awaits information on utilities before further construction works can start. As a result, expenditure in the current year has been reduced by £0.129m.

- UK Shared Prosperity Fund
Expenditure in the current year has been reduced by £0.114m. The most significant contributing factor is the reduction in planned costs for the Dunterlie Multi-use Games Area. Tenders returned were lower than the budgeted costs and the balance on the budget will be used to fund other schemes which meet the objectives of the external funding.

Roads

- Street Lighting Column Replacement & Luminaries
To complete the scope of works identified for the current year estimated costs have increased by £0.100m. This will be recovered by a reduction in the expenditure on this project during the following financial year.

Council Wide ICT

- IT General Provision
This provision covers work on a wide variety of IT initiatives across the Council. Work on a number of IT initiatives including Carefirst software and door entry systems will continue into the next financial year. Expenditure in the year has been reduced by £0.300m.
- Full Fibre Digital Transformation
This project involves the replacement of the wide area network at most Council locations including schools. Although the implementation works are in progress, the expenditure incurred is dependent on both progress by the contractor and successful testing at each site. It is now expected that almost half of the works will continue into the next financial year. Expenditure in the current year has been reduced by a further £0.455m.

Fleet

- Education & Environment Vehicles
There is a significant lead-in time between ordering and receiving the large, specialist vehicles required. In addition an age and condition assessment of the existing vehicles is also considered prior to placing the order for a replacement. Based on latest information reflecting orders placed and anticipated delivery dates expenditure on Education vehicles has been reduced by £0.100m and Environment vehicles increased by £0.140m.
- Environment – GPRS System
The implementation of the new GPRS system has been delayed until the next financial year. It is anticipated that upgraded technology, which can integrate into the current system, will then become available. As a result, forecasted costs for the 2023/24 financial year has been reduced by £0.096m. Total project cost remains unchanged.

COMMENT

11. The projected shortfall of £0.203m represents 0.5% of the resources available and is within manageable limits.

12. The projected expenditure figure of £45.192m significantly exceeds the actual outturn achieved during the previous financial year (£32.075m). While a number of large projects are now on site, the actual level of expenditure achieved is dependent on the progress achieved by the successful contractors. While comparing overall expenditure levels to date with those in previous years supports an increased level of capital expenditure in the current year, the £45.192m remains an ambitious target given the programme is being managed by a similar level of staff resource. Allowing for a 10% level of optimism bias, a more likely level of expenditure may be nearer £40m.

PARTNERSHIP WORKING

13. This report has been prepared following consultation with appropriate staff from various departments within the Council including Property and Technical Services and Information Technology.

RECOMMENDATIONS

14. The Cabinet is asked to recommend that Council:-
- note and approve the movements within the 2023/24 programme; and
 - note the shortfall of £0.203m and that this will be managed and reported within the final accounts for the year.

Further information is available from Paul Parsons, Principal Accountant, telephone 07741 701 451.

Margaret McCrossan
Head of Accountancy Services (Chief Financial Officer)
MMcC/PP
17 April, 2024

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

	ANNUAL COSTS £'000			TOTAL COST £'000		
	CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31.12.23	EXPENDITURE PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
Property - Schools	22,166	18,132	13,740	55,404	86,951	86,801
Property - Culture & Leisure	1,962	1,869	875	3,937	68,337	68,546
Property - Other	6,909	5,599	2,034	14,485	42,623	42,623
Open Spaces	2,362	2,095	1,281	6,562	11,330	11,330
Roads	11,698	11,812	5,841	14,902	39,606	39,709
Corporate Wide - ICT	5,003	4,151	1,775	6,698	13,623	13,393
Fleet	1,590	1,534	708	9	2,605	2,605
TOTAL	51,690	45,192	26,254	101,997	265,075	265,007

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Property - Schools

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31.12.2023		EXPENDITURE PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
Grouped	Schools Major Maintenance	1,085	1,085	969	See Annex 1	0	1,385	1,385
800050031	Maidenhill Primary School	151	25	0	Complete - payments outstanding	14,192	14,343	14,343
Grouped	Early Learning & Childcare - Expansion to 1,140 hours	0	0	-688	Complete - outstanding payments.	26,729	26,729	26,729
800050039	St Ninian's HS Additional Temp Accomodation	28	28	1	Complete - payments outstanding	2,135	2,163	2,163
800050057	Neilston Learning Campus	15,649	13,400	11,595	Work in progress	10,481	30,000	30,000
800050038	St Mark's Car Park	290	15	2	At design stage	130	420	420
800050064	Crookfur PS Extension	100	50	14	At design stage	103	3,243	3,243
800050058	MCHS Sports Facility	560	560	530	Main works complete - payments outstanding	1,560	2,167	2,167
800050065	Improving Learning	175	35	4	At design stage	0	1,175	1,175
800000028	Isobel Mair External Classrooms	1,116	900	618	Work in progress	41	1,172	1,172
2665 00000	Free School Meals Expansion	538	275	131	Work in progress	0	538	538
8000 00023	St John's PS - Early Learning & Childcare Places	1,300	900	187	Work in progress	21	2,030	2,030
	Gaelic Medium PS	718	618	373	Work in progress	12	730	730
	Inspiring Childcare Places - Hillview, Cross Arthurlie and Carlibar	150	0	0	Work to be programmed	0	150	0
	Maidenhill Primary School Extension	100	35	3	At design stage	0	500	500
800050073	St Ninians Wellbeing Hub	206	206	0	Works complete - payments outstanding	0	206	206
		22,166	18,132	13,740		55,404	86,951	86,801

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Property - Culture & Leisure

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31.12.23		EXPENDITURE PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
800200019	Eastwood Park Leisure - Refurbishment	1,200	1,160	582	Design work only	2,405	55,000	55,000
800200021	Neilston Leisure	300	50	0	At design stage - project deferred to future years	123	10,414	10,414
800200020	ERCLT General Building Improvement Fund	43	43	0	Work to be programmed	588	1,631	1,631
800050049	Eastwood HS Sports Centre Changing Rooms/Disabled Facilities	312	300	260	Complete - payments outstanding	792	1,104	1,104
800200015	Equipment - Gym and Theatre	74	74	0	Work in progress	5	79	79
805600002	Theatre Equipment	33	33	33	Work in progress	24	109	109
	Barrhead Foundry Works	0	209	0	Work programmed	0	0	209
		1,962	1,869	875		3,937	68,337	68,546

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Property - Other

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31.12.23		EXPENDITURE PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
	1. City Deal							
Grouped	Barrhead South Access - Balgraystone Road & Railway Station	1,572	1,322	389	Balgraystone Road works complete. Railway station at design stage with full business case to City Deal Board for approval during June 2024.	4,964	22,348	22,348
804000009	Country Park Visitor Centre & Infrastructure	75	75	0	Enabling works and design only. Main works to follow completion of the Aurs Road project (Levern Valley Access project)	303	2,800	2,800
804000006	Greenlaw Business Incubator And Innovation Centre & Employment Support Linked To Barrhead Foundry	46	46	0	Complete - payment outstanding	5,676	5,722	5,722
	2. Environment Other Projects							
800200018	Crookfur Pavilion Changing Upgrade	0	0	0	Complete	700	700	700
800420016	Overlee House Extension	50	50	22	Tender returned - over budget	42	630	630
	3. Council Wide Property							
Grouped	Retentions - All Services	60	60	32	Retentions on other projects	0	60	60

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Property - Other

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31.12.23		EXPENDITURE PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
Grouped	Property Maintenance	2,901	2,571	1,384	See Annex 2	1,466	5,487	5,487
800420013	Eastwood Park Campus Improvements	10	10	0	At design stage	310	522	522
800404017	Office Accommodation	910	750	141	Work in progress	305	2,140	2,140
800050044	Overlee Pavilion Changing	0	0	0	Complete	689	689	689
800420020	Capelrig House Upgrade	1,170	600	66	Work in progress	30	1,200	1,200
	Eastwood House New Roof & Preservation Works	115	115	0	Work in progress	0	325	325
		6,909	5,599	2,034		14,485	42,623	42,623

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31.12.23		EXPENDITURE PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
	1. Regeneration							
80200008	Country Park - Tourism Infrastructure And Economic Activity Projects	50	50	0	Work to follow completion of main Aurs Road works (Levern Valley Access project)	69	235	235
80200015	White Cart Tributaries Environmental Improvements	469	340	199	Work in progress	2,745	3,214	3,214
80200032	Regeneration Projects - Provisional Sums	130	130	50	Staff fees only	0	413	413
	2. Environment - Other Projects							
802200010	Environment Task Force	0	0	0	Work to be programmed	0	70	70
80200018	Town Centre Action	0	0	0		0	50	50
802200007	Parks, Cemeteries & Pitch Improvements	249	249	136	Work in progress	1,010	1,659	1,659
802200020	Renewal of Playparks	305	305	106	Work in progress	0	305	305
802200021	Nature Restoration	50	26	6	Work programmed	43	205	205
Grouped	Artificial Pitch Replacements	0	0	0	Deferred to 2024/25	0	633	633

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31.12.23		EXPENDITURE PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
802200030/31	Place Based Investment Programme II	470	470	454	Work in progress - met in full by grant income	970	1,575	1,575
Grouped	Town Centre Regeneration	0	0	0	Work to take place after 2023/24 and dependent on Local Action Plan	1,312	1,334	1,334
802000005	Public Realm/Town Centre Resilience	0	0	0		218	224	224
802000028	Giffnock Town Centre Improvements	0	0	0		0	10	10
802000007	Other Public Realm	0	0	0		3	20	20
802000002	Clarkston Town Centre Action And Traffic Management Improvements	0	0	0		192	217	217
	Braidbar Quarries	0	0	0	Work deferred to 2024/25	0	20	20
Grouped	UK Shared Prosperity Fund	521	407	213	Fully grant funded - work in progress	0	1,028	1,028
802200041	Cowan Park Tennis Courts	118	118	118	Work in progress	0	118	118
		2,362	2,095	1,281		6,562	11,330	11,330

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Roads

		ANNUAL COSTS £'000				TOTAL COST £'000		
COST CODE	PROJECT NAME	CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31.12.23	COMMENT	EXPENDITURE PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
	1. City Deal							
804000001	Levern Valley Accessibility Project (Aurs Road)	4,358	4,358	530	Work in progress	2,642	19,995	19,995
	2. ERC Roads							
803000004	Lighting - Core Cable & Equipment Replacement	160	160	160	Complete	0	160	160
803000012	Bridges Refurbishment & Pointing Work	53	64	64	Complete	0	53	64
803000015	Principal Inspection Group 1-6	21	21	31	Complete	0	21	21
803000025	4. Traffic Calming Studies	70	70	58	Work in progress	0	75	70
803000016	5. Road Safety Measures/Equipment at Schools	35	35	9	Work in progress	0	35	35
803000018	6. Safe Routes to School	20	20	5	Work in progress	0	20	20
803000267	A77 Ayr Road Reconstruction	0	0	0	Work to be programmed 2024/25	0	175	0

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Roads

		ANNUAL COSTS £'000				TOTAL COST £'000		
COST CODE	PROJECT NAME	CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31.12.23	COMMENT	EXPENDITURE PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
803000265	A736 Main Street/Levern Road Barrhead	155	155	155	Complete	0	155	155
803000247/003 13	B759 Carmunnock Road	155	135	0	Work in progress	0	155	135
803000106285	C1 Mearns Road, Carriageway	100	65	2	Work in progress	0	100	65
803000024	Cycling, Walking & Safer Routes	890	890	339	Work in progress	0	890	890
803000267	B764 Eaglesham Moor Road	135	127	127	Complete	0	135	127
	B771 Paisley Road, Barrhead	70	68	68	Complete	0	70	68
	B769 Stewarton Road	120	118	118	Complete	0	120	118
	A736 Lochlibo Road, Neilston	70	70	70	Complete	0	70	70
	C3 Uplawmoor Road	186	205	205	Complete	0	186	205
Grouped	Roads Capital Works	3,169	3,220	2,588	Work in progress	12,260	15,260	15,480

GENERAL FUND CAPITAL PROGRAMME

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2023/2024

Roads

		ANNUAL COSTS £'000				TOTAL COST £'000		
COST CODE	PROJECT NAME	CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31.12.23	COMMENT	<i>EXPENDITURE PRIOR TO 31.03.23</i>	<i>PREVIOUS TOTAL COST</i>	<i>REVISED TOTAL COST</i>
	Street Lighting Column Replacement & Luminaries	860	960	808	Work in progress	0	860	960
803000328	A77 Active Corridor Phase 2	950	950	499	Work in progress - further schemes to be identified/appoved with Transport Scotland	0	950	950
	Road Safety Improvement Funds	121	121	3	Work to be programmed		121	121
		11,698	11,812	5,841		14,902	39,606	39,709

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EAST RENFREWSHIRE COUNCIL
GENERAL FUND CAPITAL PROGRAMME

Appendix A

PROGRESS REPORT

2023/2024

Council Wide - ICT

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31.12.23		EXPENDITURE PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
805000002	ICT Infrastructure Projects	725	725	436	Work in progress	0	725	725
805000025	IT General Provision	1,300	1,000	385	Work in progress	0	1,300	1,300
805000023	GDPR Requirements	0	0	0	Work to be programmed	70	250	250
805000003	Education Network	100	100	34	Work in progress	0	100	100
805000017	PCI DSS Data Security Standard	45	25	19	Work in progress	47	135	135
805000031	Public Wifi Network	180	179	179	Complete	3	244	179
805400002	Corporate GIS	34	35	35	Complete	166	200	201
805100002	Electronic Document Records Management	0	0	0	Deferred to future years	241	353	353
805000020	Myaccount Signing In To On-Line Services	0	0	0	Complete	150	150	150

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EAST RENFREWSHIRE COUNCIL
GENERAL FUND CAPITAL PROGRAMME

Appendix A

PROGRESS REPORT

2023/2024

Council Wide - ICT

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31.12.23		EXPENDITURE PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
805000028	HSCP - Responder Service Modernisation & Safety Net Technology	58	58	27	Work in progress	80	180	180
805000022	The Digital Workplace	75	75	0	Work in progress	289	600	464
805000032	Flexi Time Application Replacement	15	10	0	Work in progress	40	80	50
805000001	Core Corporate Finance, Payroll & HR	70	50	9	Work to be programmed	3,449	3,750	3,750
800050004	Education - Computer Equipment	200	200	195	Work in progress	0	200	200
805600001	ERCLT People's Network	10	10	-26	Work in progress	0	10	10
805000029	ERCLT Digital Platform	248	271	155	Work in progress	132	410	410
805000009	School Servers Storage	56	56	0	Complete	294	350	350
805500004	Social Work Case Management System	75	75	0	Work programmed	0	110	110

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EAST RENFREWSHIRE COUNCIL
GENERAL FUND CAPITAL PROGRAMME

Appendix A

PROGRESS REPORT

2023/2024

Council Wide - ICT

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31.12.23		EXPENDITURE PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
805300003	Education CCTV	100	25	23	Work in progress	0	626	626
805000027	Telecare Service and Peripherals	602	602	297	Work in progress	429	1,150	1,150
805000034	Full Fibre Digital Transformation	1,110	655	7	Work in progress	1,308	2,700	2,700
		5,003	4,151	1,775		6,698	13,623	13,393

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31.12.23		EXPENDITURE PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
806000001	Education - Vehicles	100	0	0	Work in progress	0	293	293
806000002	Environment - Vehicles	1,394	1,534	708	Work in progress	0	2,207	2,207
806000005	Environment - GPRS System	96	0	0	Work to be programmed in 2024/25	9	105	105
		1,590	1,534	708		9	2,605	2,605

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Annex 1 - Schools Major Maintenance Analysis

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31 DECEMBER 2023		EXPENDITURE PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
Grouped	Window Renewal	280	280	220	Complete - payments outstanding	0	280	280
Grouped	Roof Improvements	550	575	533	Work in progress	0	850	875
	Kirkhill PS Toilet Improvements	255	230	217	Complete - payments outstanding	0	255	230
		1,085	1,085	969		0	1,385	1,385

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Annex 2 - Property Maintenance Analysis

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31.12.23		EXPENDITURE PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
800401001	Disability Discrimination Act	0	4	4	Complete	0	0	4
800404001	HardWire Testing	0	85	47	Work in progress	0	0	85
800404003	COSHH Upgrade	116	138	90	Work in progress	0	116	138
Grouped	Asset Management	125	150	75	Work in progress	0	125	150
800404009	Fire Risk Assessment Adaptations	400	110	44	Work in progress	0	400	365
800404012	Structural Surveys & Improvements	40	40	13	Work in progress	0	40	40
800600001	CEEF/Salix Energy Efficiency	75	0	0	No schemes identified for current year	0	75	75
800404005-6	Boiler & Roof Replacement	249	489	165	Work in progress	0	249	489
800404014	Legionella Remedial Improvements	155	145	132	Work in progress	0	155	145
800420017	Ventilation Works (including CO2 Monitors)	1,245	1,245	791	Work in progress	1,466	3,831	3,831
800420018	Provisional Sum	496	165	21	To be allocated to above projects on priority basis	0	496	165
		2,901	2,571	1,384		1,466	5,487	5,487

GENERAL FUND CAPITAL PROGRAMME 2023/2024

PROGRESS REPORT

2023/2024

RESOURCES

	£'000
Grants	
General Capital Grant	5,679
Gaelic Medium Primary Schools	618
Inspring Schoolchildren Childspaces, Hillview/Cross Arthurlie/Carlibar	0
Active Travel Transformation Fund	950
Cycling, Walking & Safer Routes	890
Low Carbon Fund	214
Road Safety Improvement Fund	121
Town Centre Fund	21
City Deal	2,000
Sustrans - Levern Valley Accessibility/Aurs Road	2,900
Place Based Investment Programme	470
Shared Prosperity Fund	407
White Cart Tributaries	126
Lawn Tennis Association	118
Salix/Central Energy Efficiency	0
	14,514
Developers Contributions	1,159
Capital Receipts	70
Capital Contribution from Current Revenue - St Ninian's Wellbeing Hub	206
Borrowing	29,040
	44,989

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EAST RENFREWSHIRE COUNCILCabinet7th March 2024Report by the Chief Financial Officer and Director of EnvironmentHOUSING CAPITAL PROGRAMME**PURPOSE OF REPORT**

1. The purpose of this report is to monitor both income and expenditure as at 31 December 2023 against the approved Housing Capital Programme and to recommend adjustments where required.

RECOMMENDATIONS

2. The Cabinet is asked to recommend that Council:-
 - note and approve the movements within the programme; and
 - note the shortfall of £0.100m and that this will be managed and reported within the final accounts for the year.

BACKGROUND

3. The Housing Capital Programme for 2023-2033 was approved by Council on 1 March 2023.
4. Movements on the 2023/24 programme were approved by Council on 28 June 2023 and Cabinet on 5 October 2023 and 14 December 2023, including a number of changes resulting from the finalisation of the outturn position for the previous financial year.
5. This report updates project costs and phasings based on progress to date and anticipated to 31 March 2024.
6. As highlighted in previous reports, in general, construction costs are rising faster than general inflation due to shortages of materials and labour and also due to bidders factoring in additional risk in their pricing.
7. Consequently, we are constantly monitoring project expenditure so that additional cost pressures on key projects can be covered by deferring or reducing other projects to compensate.

CURRENT POSITION

- | | | |
|----|--|-----------------|
| 8. | Total anticipated expenditure (Appendix A) | £ 5.609m |
| | Total anticipated resources (Appendix B) | £ <u>5.509m</u> |
| | Deficit | £ <u>0.100m</u> |

EXPENDITURE

9. The estimated expenditure has reduced by £0.181m below the level reported to Council on 14 December 2023. The main expenditure movements are as follows:-

Communal Doors

Expenditure on this project has reduced by £0.049m. This reflects the reduced number of owners agreeing to participate in the project.

IT Systems

Phase 1 of the new Housing Management system was launched during April 2023. The system required a period of time to become fully established and effective. The next phase of the project was not due to commence until 2024/25 and as such the forecast spend was previously reporting as £0.019m for the current year. However, following a review of the project milestones, the next phases are progressing and this forecast spend for has been revised to £0.076m, an increase of £0.057m. A separate report was submitted to Cabinet 22nd February, 2024 detailing these works.

New Build Phase 1

Anticipated 2023/24 expenditure has been reduced by £0.090m. This represents a saving on the project following completion of the works.

New Build Phase 2

Work on all the approved sites is continuing and further additions to the socially rented housing stock will be delivered in future years. However, further expenditure during the current year will be limited to initial fees such as design and site investigation. As a result, it is anticipated that costs in the current financial year will reduce by £0.089m.

INCOME

10. Resources to support the programme have been adjusted as follows:-

Commuted sums

Additional commuted sums will be used to fund the initial works on approved new build sites and the contribution during the current year has been increased by £0.211m.

Recharges to Owner Occupiers

In light of the revised expenditure on the Communal Door Entry project and the levels of owner participation the estimated income from owners has been reduced by £0.020m.

Capital Receipts

Following the transfer of land from the Housing Revenue Account to the Council's General Fund as part of a major road improvement project, a capital receipt of £0.350m has been added to the programme.

Borrowing

In response to the expenditure and income movements outlined above the planned use of borrowing during the year has been reduced by £0.725m.

COMMENT

11. The projected shortfall of £0.100m represents 1.8% of the resources available and is within manageable limits.

PARTNERSHIP WORKING

12. This report has been prepared following consultation with appropriate staff from Housing Services.

RECOMMENDATIONS

13. The Cabinet is asked to recommend that Council:-
 - note and approve the movements within the programme; and
 - note the shortfall of £0.100m and that this will be managed and reported within the final accounts for the year.

Further information is available from Paul Parsons, Principal Accountant – Capital, telephone 07741 701 451.

Margaret McCrossan
Head of Accountancy Services (Chief Financial Officer)
MMcC/PP
17 April, 2024

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EAST RENFREWSHIRE COUNCIL**HOUSING CAPITAL PROGRAMME****PROGRESS REPORT****2023/24**

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31.12.23		EXPENDITURE PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
835000002	Renewal of Heating Systems	350	350	197	Work in progress	0	1,010	1,010
832000001	Rewiring (including smoke/carbon monoxide detectors)	385	385	144	Work in progress	0	602	602
831000002	External Structural Works	852	852	287	Phase 1 - work in progress. Phase 2 work programmed, revised procurement arrangements in place.	0	2,602	2,602
835000008	Estate Works	100	100	5	Work in progress	0	123	123
835000006	Energy Efficiency (Including Cavity Wall Insulation)	75	75	0	Work in progress	0	575	575
835000010	Aids and Adaptations	300	300	25	Work in progress	0	300	300
831500001	Internal Element Renewals (including kitchens, bathrooms and doors)	972	972	639	Work in progress	0	972	972
835000005	Communal Door Entry Systems	250	201	137	Work in progress	0	250	201
835000012	Sheltered Housing	352	352	139	Work in progress	0	1,702	1,702
830500003	Purchase of Property (Mortgage to Rent Acquisition)	155	155	0	Complete - payments outstanding	0	155	155
835000003	IT Systems	19	76	0	Work in progress	297	456	456
Grouped	Capital New Build Phase 1	220	130	6	Complete - payments outstanding	14,550	14,770	14,680

EAST RENFREWSHIRE COUNCILHOUSING CAPITAL PROGRAMMEPROGRESS REPORT2023/24

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 14.12.23	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE TO 31.12.23		EXPENDITURE PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
Grouped	Capital New Build Phase 2	1,750	1,661	1,494	Work in progress	11,629	45,321	45,321
N/A	Retentions	10	0	0		0	10	10
		5,790	5,609	3,073		26,476	68,848	68,709

EAST RENFREWSHIRE COUNCIL
HOUSING CAPITAL PROGRAMME 2023/24

PROGRESS REPORT

RESOURCES

	£'000
Borrowing	3,707
Commuted Sums - New Build	281
Grant - New Build Phase 2	751
Grant - Scottish Housing Net Zero Fund	218
Recharges to Owner Occupiers (including HEEPS grant)	100
Capital Receipts	350
Purchase of Property (Mortgage to Rent Acquisition)	102
	5,509
Total	5,509

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EAST RENFREWSHIRE COUNCIL24 April 2024Report by Director of Business Operations and PartnershipsPROVOST'S ENGAGEMENTS**PURPOSE OF REPORT**

1. To advise the Council of the civic engagements carried out by Provost Montague since the meeting of the Council on 28 February 2024.

RECOMMENDATION

2. That the Council notes the report.

REPORT

3. Since the Council meeting on 28 February 2024, Provost Montague, has carried out the following civic engagements:-

4 March	Attended the Scottish Youth Parliament Elections, Eastwood House
5 March	Attended Friendship Group International Women's Day Event, Eastwood House.
7 March	Attended All About Barrhead Event, Barrhead
9 March	Attended a Tree Planting Event, Rouken Glen Park
9 March	Attended a resident's 100 th Birthday celebration, Barrhead
10 March	Attended the RNLI 200th Anniversary, Glasgow Cathedral
11 March	Attended Commonwealth Flag Raising, Headquarters
13 March	Hosted various Primary 7 School Debates, Council Chamber
14 March	Hosted various Primary 7 School Debates, Council Chamber
18 March	Attended a Visit to Men's Shed, Barrhead
19 March	Hosted various Primary 7 School Debates, Council Chamber
19 March	Attended a resident's 100 th Birthday celebration, Busby
20 March	Attended a resident's funeral
20 March	Attended East Ren Instrumental Music Service Spring Showcase Concert, Paisley

21 March	Hosted various Primary 7 School Debates, Council Chamber
25 March	Attended Giffnock Primary School Church Service
27 March	Attended the Education Convener's Awards, Clarkston Halls
6 April	Attended Clarkston & Christian Aid Art Exhibition, Clarkston Halls
6 April	Attended the Opening of the Green, Stamperland Bowling Club
12 April	Attended a PAD Photoshoot, Dalmeny Park House Hotel, Barrhead
13 April	Attended the Opening of the Green, Giffnock Bowling Club
13 April	Attended the Opening of the Green, Busby Bowling Club
14 April	Attended the Arthurlie FC Scottish Junior Cup Semi Final First Leg, Dunterlie Park, Barrhead
17 April	Attended a visit to Garnethill Synagogue, Glasgow
18 April	Attended Eid and Vaishakhi Celebrations, Fairweather Hall
20 April	Attended the Ship Ahoy Event, Scottish Maritime Museum, Irvine
20 April	Attended a Spring Cultural Event, Eastwood Theatre
21 April	Attended the Busby Lawn Tennis Club Centenary Gala Day, Busby

RECOMMENDATION

4. That the Council notes the report.

Louise Pringle
Director of Business Operations and Partnerships

Report Author

Barry Tudhope, Democratic Services Manager. Tel 0141 577 3023

barry.tudhope@eastrenfrewshire.gov.uk

Background papers - None

EAST RENFREWSHIRE COUNCIL24 April 2024Report by Chief ExecutiveDRAFT OUTCOME DELIVERY PLAN AND FAIRER EAST REN PLAN FOR 2024-2025**PURPOSE OF REPORT**

1. The purpose is to consider our one-year Draft Outcome Delivery Plan and Fairer East Ren Plan 2024-2025. These plans include key planned activities for meeting our outcomes and indicators to measure success. The plans include contributions from the Health and Social Care Partnership (HSCP) and East Renfrewshire Culture and Leisure Trust (ERCLT).

RECOMMENDATIONS

2. It is recommended that Council:
- (a) Considers and approves the content of the Outcome Delivery Plan 2024-2025 (Annex 1) and Fairer East Ren Plan 2024-2025 (Annex 2) and;
 - (b) Notes that these are both one-year operational plans while the Council undertakes a focused period of longer-term strategic planning.

BACKGROUND AND CONTEXT

3. The Community Plan sets out the Community Planning Partnership's (CPP) vision for all of East Renfrewshire's communities.

4. The Community Plan incorporates Fairer East Ren (our Local Outcome Improvement Plan) required under the Community Empowerment Act. Fairer East Ren (FER) is focused on tackling inequalities and closing the gap between communities in East Renfrewshire.

5. The Outcome Delivery Plan (ODP) is the Council's contribution in partnership with HSCP and ERCLT to the shared outcomes in the Community Plan with the additional organisational outcomes of Customer, Efficiency and People.

6. Since 2020 there have been one-year updates to both the ODP and FER plans, initially due to the reprioritisation of our work in response to the pandemic. The Council is currently refreshing the "Vision for the Future" strategy which will sit at the top of our strategic planning framework, becoming the over-arching long term strategic vision and plan for the Council and Community Planning Partnership. The plans continue to be for one year as this transition takes place. The 2024/2025 period will see a cementing of the 15-year Vision for the Future and will inform associated plans including the Council's Outcome Delivery Plan and Local Outcome Improvement Plan going forward.

7. The Vision for the Future strategy will be presented to Council on the 26 June this year.

PROPOSED UPDATES TO PLANS

8. The shared outcomes across both ODP and FER plans reflect our strategic priority areas to improve outcomes for:

1. Early years and vulnerable young people
2. Learning, life and work
3. Economy and the environment
4. Safe, supportive communities
5. Older people and people with long term conditions

9. These outcomes and associated intermediate outcomes remain unchanged. However, there are some proposed changes to the critical activities required to achieve these outcomes, mainly in the ODP. There has also been a small number of changes to the indicators in outcome 1, 2, 4 and the People outcome. The details of these are noted below.

Outcome 1

Under 1.1 of the Fairer East Ren outcome (Annex 2) that focuses on reducing child poverty, a new contribution and associated activities have been added to reflect a key focus to better understanding the profile and needs of families in poverty. In addition, the activities associated with the existing contribution have been streamlined to ensure a more targeted approach to tackling child poverty. The critical indicators for 1.1 are currently being developed and these will be shared as part of the annual Local Child Poverty Action Report to Council in June.

Under 1.3 of the ODP (Annex 1), (Children and young people are cared for, protected and their well-being safeguarded) several activities have been removed as completed including scoping the needs of ASN children and implementation of the recommendations of Review of Children's Services. An activity that focuses on the Promise, and aligns to the Children's plan has been added:

- Delivering on our Corporate Parenting responsibilities to our looked after and care experienced children and young people by fully implementing The Promise

A critical indicator has also been removed from 1.3 which measures the percentage of children under a child protection order that are offered advocacy. This is a due to the reliability of the data.

Outcome 2

There have been two additional indicators added to 2.2 (Children and Young People are included) in the ODP (Annex 1) to measure attendance levels. Although overall levels of attendance are high, and favourable against nation figures, there is an aim to return to pre-pandemic levels of attendance. This is also an area to consistently monitor as there is a system-wide concern about reduced levels of attendance, particularly since the pandemic and national statistics provide evidence that there is a poverty-related gap in attendance. These performance measures allow us to monitor overall attendance levels.

Outcome 3

No significant changes have been made under outcome 3 in the ODP, however the indicator target for additional affordable housing units may be updated once the Local Housing Strategy has been approved. In FER (Annex 2), updates have been made to reflect progress with the Local Transport Plan.

Outcome 4

Within the ODP, under the intermediate outcome 4.3 (Protecting residents from harm) a new activity has been added on increasing the effective use of structured deferred sentence, bail supervision and electronic monitoring. Additionally, for 4.5 a critical indicator has been updated to better demonstrate access to drug and alcohol treatment through a measure of waiting times.

In FER updates have been made to the activities to better reflect the revised priorities of the East Renfrewshire Digital Inclusion Partnership. The partnership is working together to enable all residents to be digitally capable and included by awareness raising, creating pathways and removing barriers

Outcome 5

Under the outcome 5.4 (ODP) to further support carers, a new activity has been added to publish a short breaks statement outlining the process and availability of short breaks.

Council Organisational Outcomes – Customer, Efficiency and People (Annex 1)

For the Customer outcome some activities have been updated to achieve improved customer experience and better online services. A new activity has been added to promote a 'One Council' approach to complaints including joined-up, one-time customer focused responses.

For the Efficiency outcome there have been some small changes to clarify the activities around: digital transformation, project prioritisation and management, and supporting new ways of working through efficient use of the existing Council estate.

Under the People outcome in the ODP there has been considerable change proposed in the contributions and activities to integrate and better align this section of the plan with the Council's People strategy.

Two new contributions have been identified to achieve:

- An organisation that promotes and values equality, diversity, inclusion and belonging
- Inspirational and effective leaders at all levels.

New activities to further engage, empower and develop employees and managers across the organisation include:

- Providing a modern fit for purpose working environment
- Evolving our working styles and practices over time to suit the needs of our customers and services
- Becoming a learning organisation where we prioritise personal and professional growth and support employee training and development to deliver the skillsets required
- Ensuring our leaders and managers at all levels engage, listen and respond to our employees.

Within the People driver diagram, an indicator on employee satisfaction has been added, drawing on data from the annual employee health and wellbeing survey. A number of

indicators have no targets set as they are for monitoring purposes only. The absence targets are still to be set by departments, and we continue to aim to minimise.

PERFORMANCE MONITORING

10. Performance against the targets in the ODP will be recorded and monitored and data will be scrutinised as part of the Council's mid and end year performance reporting arrangements and discussed at Directors' review meetings with the Chief Executive. Performance for FER plans will be recorded and monitored, and data will be scrutinised at the Community Planning Partnership Board in autumn 2024.

FINANCE AND EFFICIENCY

11. There are no budget requirements associated with this report.

IMPLICATIONS OF THE PROPOSALS

12. The current Equality, Fairness and Rights Impact Assessment for the ODP and FER plans will be reviewed and updated as required to cover the 2024-2025 period.

CONCLUSION

13. The Council continues to face ongoing challenges and is experiencing unprecedented budgetary challenges. Nonetheless, it is vital that we commit to a long-term strategy with ambitious aims for East Renfrewshire communities and the area, and this will be shaped through Vision for the Future. The one-year operational ODP and FER plans will ensure we continue to drive forward the critical work of the Council and Community Planning Partnership.

RECOMMENDATIONS

14. It is recommended that Council:

- a) Considers and approves the content of the Outcome Delivery Plan 2024-2025 (Annex 1) and Fairer East Ren Plan 2024-2025 (Annex 2) and;
- b) Notes that these are both one-year operational plans while the Council undertakes a focused period of longer-term strategic planning.

Steven Quinn
Chief Executive

REPORT AUTHOR

Julie Breslin, Strategy and Partnership Manager, Business Operations and Partnership Department.

BACKGROUND REPORTS

[Draft ODP and FER plan 2023/2024, Council, 26 April 2023](#)

[Vision for the Future, Council, 28 June 2023](#)

[Vision for the Future, Council, 13 December 2023](#)

Annex 1

East Renfrewshire Council

Outcome Delivery Plan

2024–2025

Contents

Introduction	2
Our Strategic and Intermediate Outcomes:	
This section includes driver diagrams detailing our intermediate outcomes, contributions, activities, indicators and targets.	
1 All children in East Renfrewshire experience a stable and secure childhood and succeed	9
2 East Renfrewshire residents are healthy and active and have the skills for learning, life and work	16
3 East Renfrewshire is a thriving, attractive and sustainable place for residents and businesses	26
4 East Renfrewshire residents are safe and live in supportive communities	36
5 Older people and people with long term conditions in East Renfrewshire are valued; their voices are heard and they enjoy full and positive lives	45
Customer, Efficiency and People	53
This section includes diagrams detailing our organisational outcomes on Customers, Efficiency and People contributions, activities, indicators and targets.	
Our Finances	63
This section sets out approved revenue budgets for departments for 2023/24 and 2024/25 and indicative budgets for 2025/26.	
Annexes and data notes	66
Outcomes on a page	
Integrating National, Community Planning Partnership and Council outcomes	
Our Vision	

Introduction

East Renfrewshire Council is committed to improving the lives of all local people including children, young people, families and older adults, promoting equality and fairness, and enhancing the area in which we live, now and for the future. Our one year operational Outcome Delivery Plan (ODP) for 2024-2025 sets out how services across the Council are contributing to the delivery of our outcomes, and our vision to be:

“A modern, ambitious council, creating a fairer future with all”

Our focus is on delivering better outcomes for all our customers and residents across East Renfrewshire, while managing the significant challenge of increasingly complex local service demands against a backdrop of decreasing public sector funding. We work together to deliver on national priorities including the Promise to ensure all children and young people in East Renfrewshire grow up loved, safe and respected. A key priority is also to reduce inequalities through early intervention and preventative approaches. We build these approaches across all areas of service delivery so that we can make a difference to the lives of our residents and communities. Working towards a more sustainable future, we are embracing technology to improve the capability of our organisation, our employees and our services. By putting our values of ***ambition, kindness and trust*** at the heart of everything we do we strive to be the best Council we can be.

East Renfrewshire’s Community Planning Partnership articulates our shared vision for East Renfrewshire, our five strategic outcomes and the priorities of our partnerships. The **East Renfrewshire Community Plan** is a long-term high level plan which sets out our vision for our communities. **Fairer East Ren** is the name of the Local Outcomes Improvement Plan (LOIP) as required under the Community Empowerment (Scotland) Act 2015. The strategic outcomes describe what life will be like for our children, young people, adults and older people when we achieve our ambitions. There are currently five priority areas that are consistent throughout our strategic planning:

- Early years and vulnerable children and young people
- Learning, life and work
- Economy and environment
- Safe, supportive communities
- Older people and people with long term conditions

Working with our Community Planning Partners we aim to reduce the inequality gap in East Renfrewshire and deliver on action plans for each of the Fairer East Ren themes: reducing child poverty; learning and work, accessible transport; improving health and well-being and safe. Activities across these themes are also referenced in the plan. Alongside community organisations and groups in Auchenback, the Arthurlie/Dunterlie/Dovecothall area of Barrhead, Neilston, and Thornliebank we identify specific needs, priorities, aspirations and goals for each area, as required by the Community Empowerment Act. This is because parts of these communities experience poorer outcomes compared to East Renfrewshire as a whole.

This Outcome Delivery Plan is a one-year plan. The Council is currently refreshing the “Vision for the Future” strategy which will sit at the top of our strategic planning framework becoming the over-arching long term strategic vision and plan for the Council and Community Planning Partnership. The 2024/2025 period will see a cementing of the 15-year Vision for the Future and will inform the update of associated plans including the Council’s Outcome Delivery Plan and Local Outcome Improvement Plan, alongside a review of the current CPP governance structures. As part of this visioning process, the Council has also reviewed its five capabilities to three in recognition that our transformation programme combines the themes of data, modernisation of how we work and digital under one heading of digital change. The three capabilities of Empowering Communities, Prevention and Digital Change will help drive the activities and outcomes that come through Vision for the Future.

Our Outcome Delivery Plan

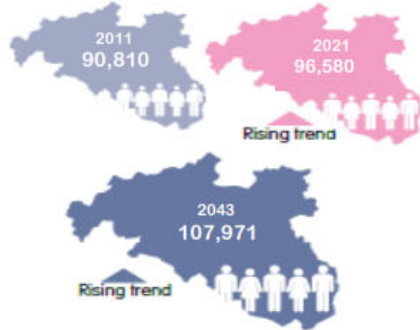
The Council's Outcome Delivery Plan outlines the key contributions that Council departments will make to the delivery of the Community Plan and Fairer East Ren. It presents the planned key activities to be carried out by Council departments in partnership with the Health and Social Care Partnership (HSCP), East Renfrewshire Culture and Leisure Trust (ERCLT) and local partners including Voluntary Action East Renfrewshire, to help deliver our strategic outcomes. We are a high performing council with a reputation for excellence and continuously improving services and have identified key areas where we need to excel as an effective organisation if we are to continue being successful. Monitoring progress on the plan takes place on a six-monthly basis looking at targets and director of travel for each indicator.

The cross-cutting themes of equalities and sustainability are woven through the plan, and we work to reduce all forms of inequality so that no one is disadvantaged or left behind in East Renfrewshire. In 2021, in partnership with our stakeholders, we set our equality outcomes for 2021-25 to enable the Council to fulfill its equality duties in the [Equality Mainstreaming Report](#) and reported in April 2023 on the [progress of these outcomes](#).

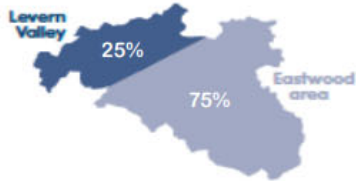
Working closely with all our partners we use a joint and transparent approach to resource, implement, monitor, and evaluate our key activities. This strong partnership working in place across East Renfrewshire was enhanced through the pandemic and has provided a strong foundation as we continue to work with our partners to respond to the cost-of-living challenges and significant budgetary pressures.

EAST RENFREWSHIRE FAST FACTS

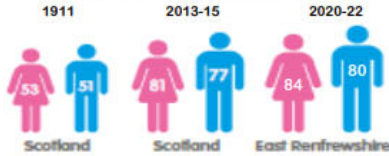
Population



Where people live



Life expectancy



New homes planned up to 2031



Economically active 77%

Economically inactive 23%



Extra moving into East Renfrewshire 2021



Early learning



92% full



Primary



87% full

1224 P1 pupils



Secondary



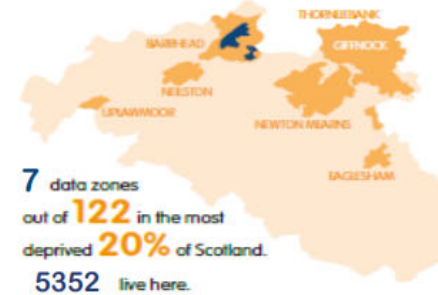
92% full



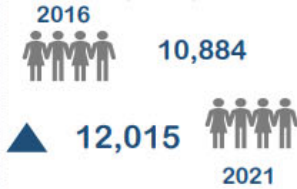
ASN School



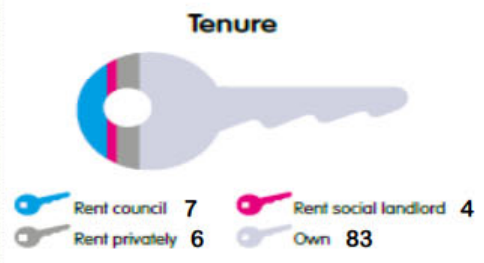
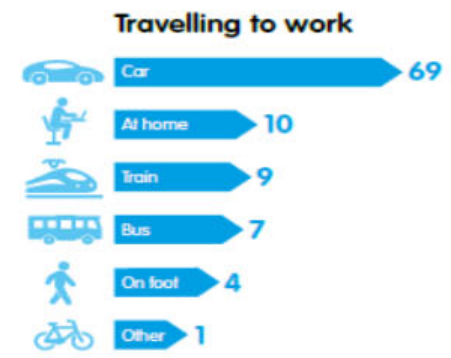
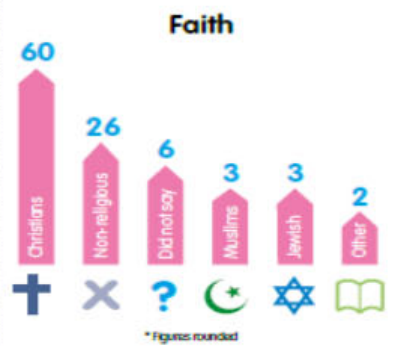
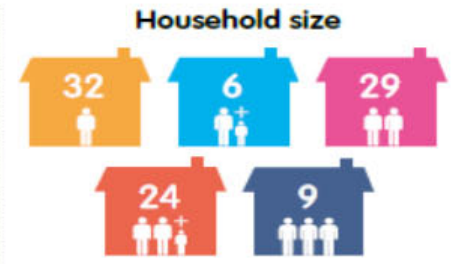
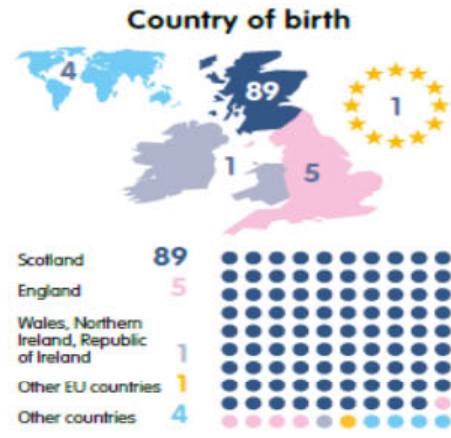
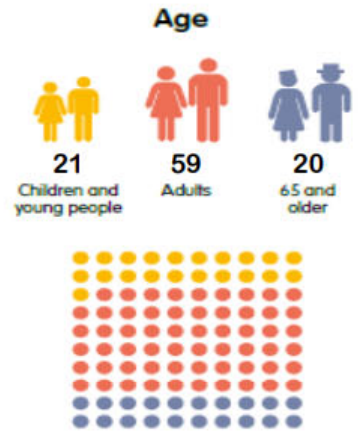
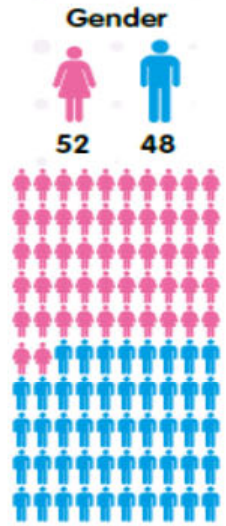
153 children



Young People in East Renfrewshire (10-18)



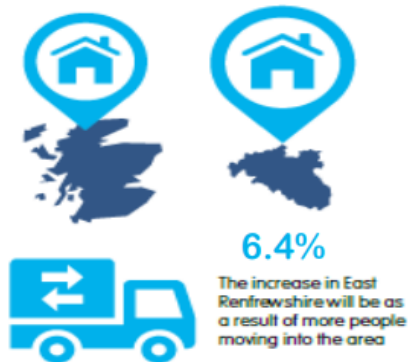
IF EAST RENFREWSHIRE HAD 100 PEOPLE



EAST RENFREWSHIRE'S POPULATION – WHAT TO EXPECT



The number of people living in east Renfrewshire is projected to increase by 6.4% by the year 2028. This is higher than the Scottish rate of 1.8%



The two age groups that will grow the most



More houses are being built for three reasons

- More families are moving in
- Fewer people live in the average house
- People are living longer

Demand will increase for services

For older people, as well as general public services (such as health and care, leisure and environmental services)

More places will be needed in early years, primary and secondary education establishments

East Renfrewshire currently has the highest average household size in Scotland, but this is projected to shrink as more people live alone



East Renfrewshire has the second highest life expectancy at birth for females and the fourth highest for males



Demographic Context

The Outcome Delivery Plan takes into account the demographics and needs of the local area and sets out how the Council is going to work to improve outcomes for local people over the period 2024-2025. The first results of Scotland's Census 2022 show the rounded population of East Renfrewshire is estimated at 96,800, and the overall population of the area is expected to rise. This has implications for many services that cater for a broad section of the public, including waste management and roads maintenance, education, housing, transport and social care services. East Renfrewshire has amongst the highest life expectancy rates in Scotland for both men (79.9) and women (84.0) and is also one of Scotland's most ethnically and culturally diverse areas with significant Muslim and Jewish communities, and the upcoming Census data will provide a further profile of our diverse communities.

Local Area

East Renfrewshire is situated to the south of the city of Glasgow. It covers an area of 67 square miles; 85% of which is rural land with the remaining area comprising mainly residential suburbs. The towns of Barrhead and Neilston and the village of Uplawmoor lie to the west of the authority. Newton Mearns, Giffnock, Thornliebank, Clarkston, Netherlee and Stamperland are located to the east, together with the smaller villages of Busby, Eaglesham and Waterfoot.

Deprivation

The Scottish Index of Multiple Deprivation is an accessible tool for understanding deprivation. East Renfrewshire has the highest percentage of data zones of all the Scottish Local Authorities classed as being in the 20% least deprived in Scotland. Seven of the 122 data zones (population units) in East Renfrewshire are classed as being within the 20% most deprived in Scotland, this represents 7% of data zones in East Renfrewshire. They are located within Barrhead, Auchenback and Dunterlie, East Arthurlie and Dovecotehall. Two of the data zones are classed as being within the 10% most deprived in Scotland and one of these is classed as being within the 5% most deprived. Reducing inequalities arising from socioeconomic disadvantage is a corporate priority. The Council, along with partners across sectors, uses a 'locality' approach in these areas of East Renfrewshire. This means all those responsible for providing services and looking after assets there are thinking about the unique challenges; are taking a whole neighbourhood view; and are planning together, and with the people who live there to support inclusive growth and thriving places.

S1**SECTION 1****All children in East Renfrewshire experience a stable and secure childhood and succeed****Strategic Outcome**

1. All children in East Renfrewshire experience a stable and secure childhood and succeed

Intermediate Outcomes

1.1 Child poverty in East Renfrewshire is reduced (**Fairer East Ren outcome**)

1.2 Parents provide a safe, healthy and nurturing environment for their families

1.3 Our children are healthy, active and included

Community Plan Indicators

Children and young people dependency ratio

Male life expectancy at birth

Female life expectancy at birth

% of babies with a healthy birthweight



STRATEGIC OUTCOME 1

Early years and vulnerable young people

East Renfrewshire has an ambitious Early Years plan which focuses on prevention and early intervention. The earliest stages of life are crucial to a child's development and life chances. Attainment, health and wellbeing, and resilience are all strongly influenced by this. Action taken later is likely to be more costly and less effective. This is why our Education services, the Health and Social Care Partnership (HSCP) and other key Council services including Youth Services, Housing, and Employability are collaborating with our most deprived communities to improve pre-birth support, support confident parenting and build resilient communities for children to grow up in. One priority is to continue to develop community networks and assets that support children's play and develop parental skills. This community asset approach will continue to be a focus as we support children and families in a post-pandemic environment and through cost-of-living pressures to connect and engage with their community and services.

Through a partnership approach and the delivery and monitoring of the local Children and [Young People's Services Plan "At Our Heart – The Next Steps"](#), we are committed to delivering the necessary changes to meet the requirements of The Promise, and the aspiration that all children and young people in East Renfrewshire grow up loved, safe and respected so that they can realise their full potential aligns well with this outcome. Our approach is underpinned by the refreshed Getting It Right for Every Child policy framework and informed by the United Nations Convention on the Rights of the Child. The Promise requires everyone to make the best use of our well-established partnership working, using a wide variety of internal networks and forums to raise awareness throughout the workforce and support staff to build relationships across services and directorates.

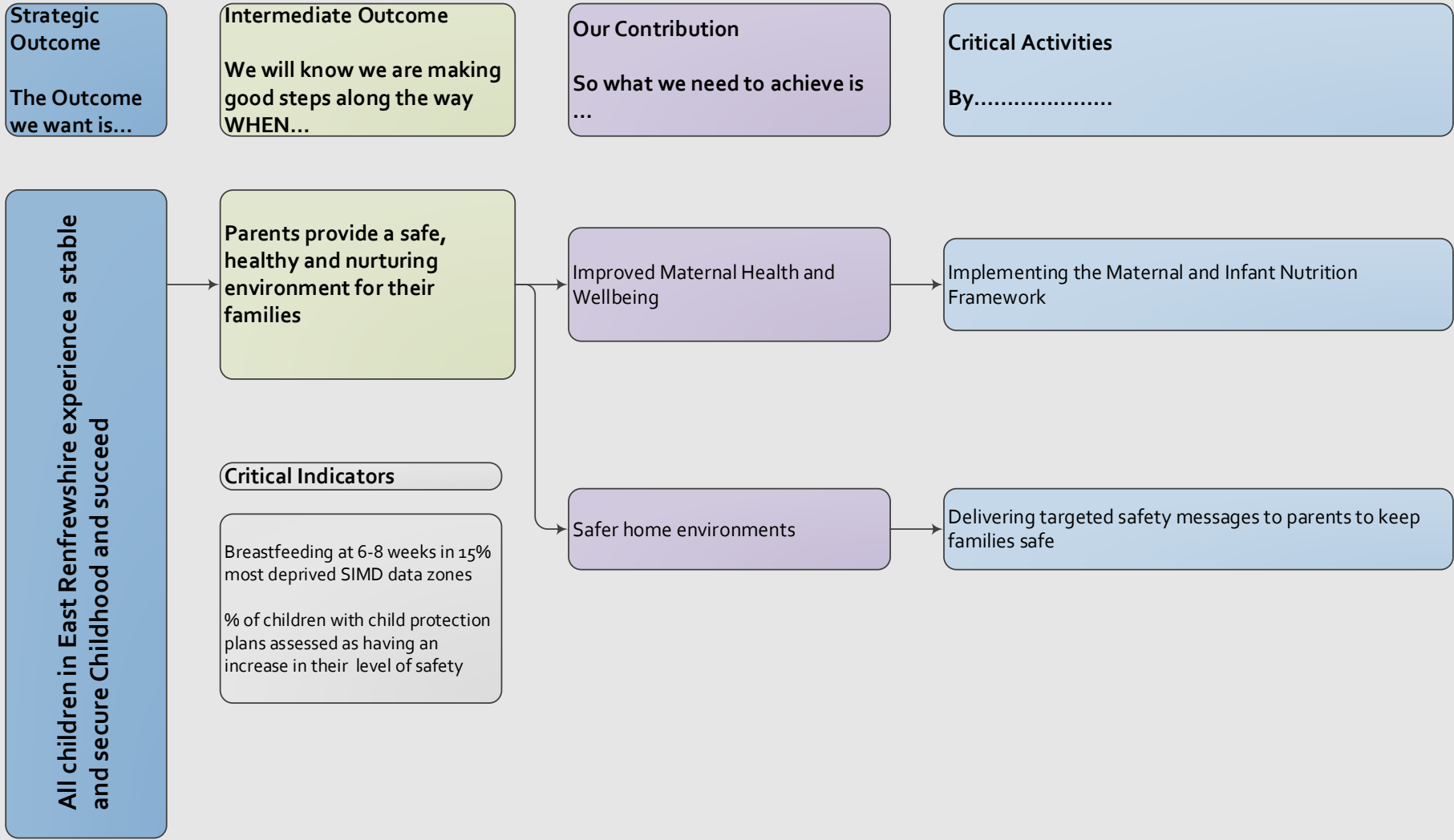
We want to strengthen awareness of the barriers that looked after children and young people face whilst offering opportunities to develop policy and practice to overcome these and aim to reduce stigma and ensure that our looked after young people flourish and become all that they can be so that they move into adulthood and beyond, achieving their aspirations.

Ensuring that all children have the best start in education is a key commitment, with a strong focus on early learning and childcare and working with our partners to support intervention at the earliest stage. All eligible children are able to access 1,140 hours of funded provision in the provider of their choice, with a range of different settings and models available to access across East Renfrewshire to meet the needs of individual families. The provision of early learning and childcare continues to be reviewed to best meet the needs of families and we will be consulting in autumn 2024 to inform our future approach.

In addition, through the introduction of the new, specialist Early Years Outreach Service, work continues to build the capacity of staff across nurseries and family centres to ensure they can best support children with their language and communication development, enhancing and complementing the work already in place for our youngest children.

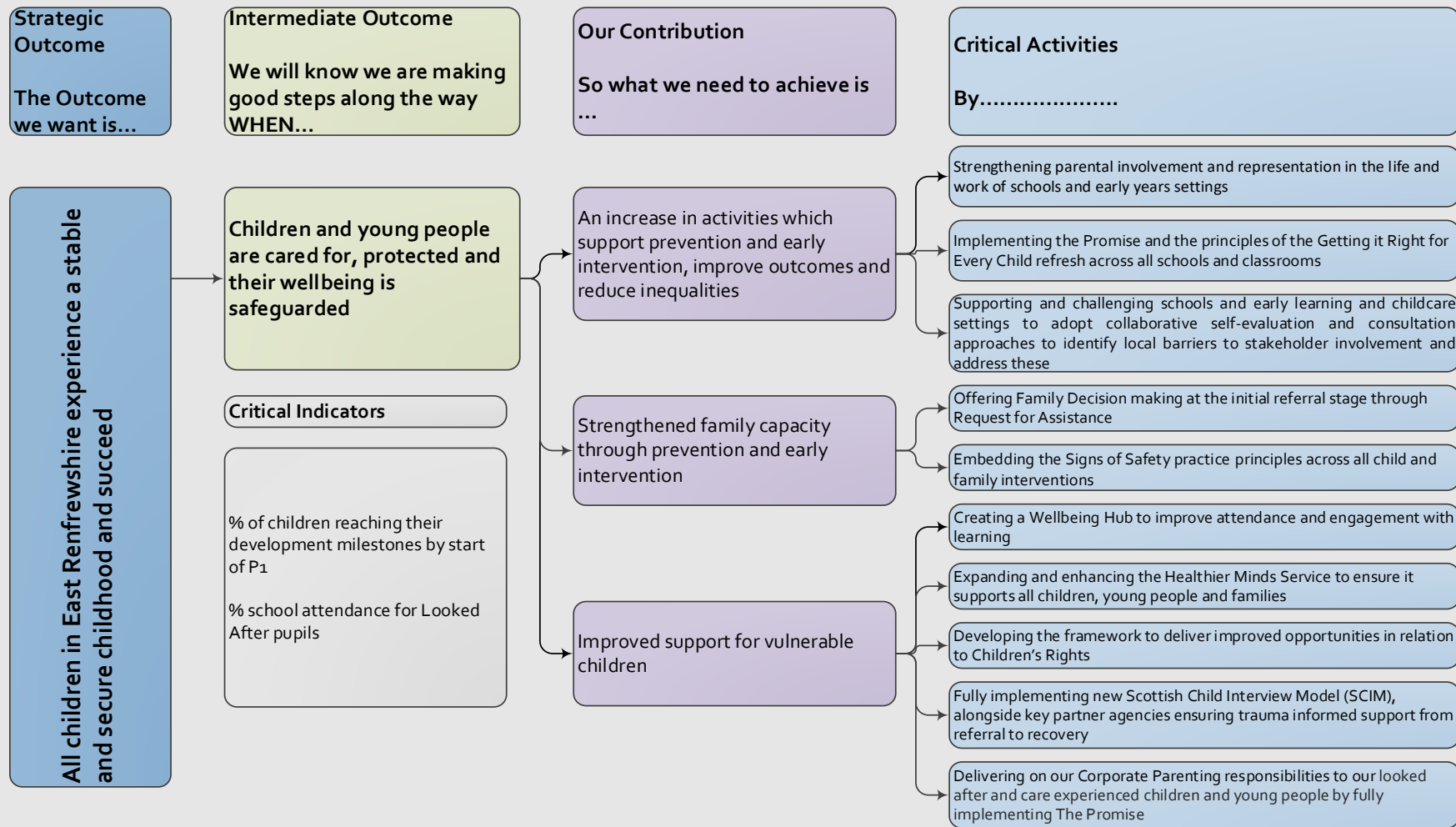
1.2

Parents provide a safe, healthy and nurturing environment for their families

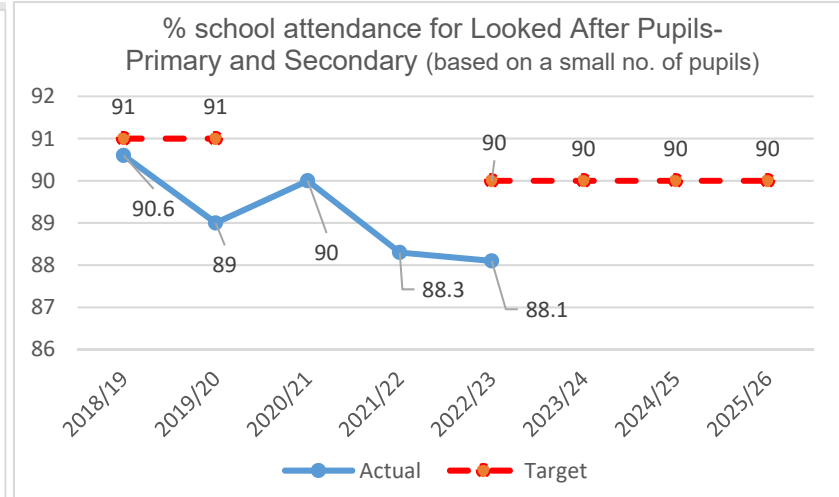
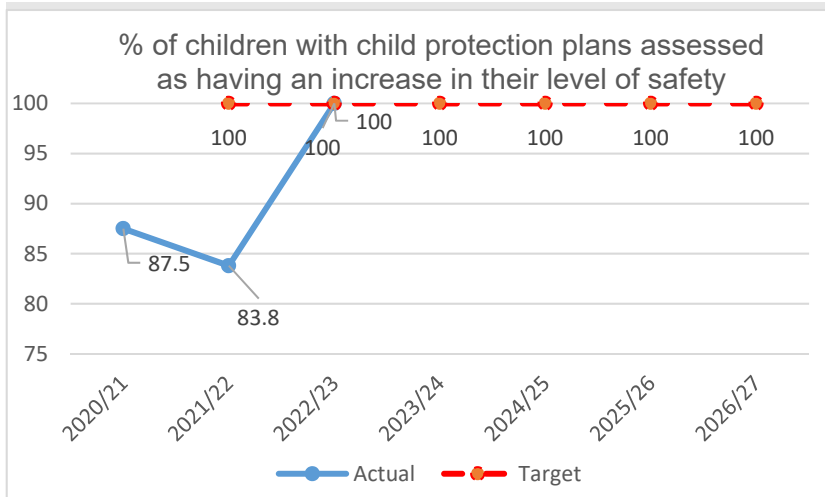
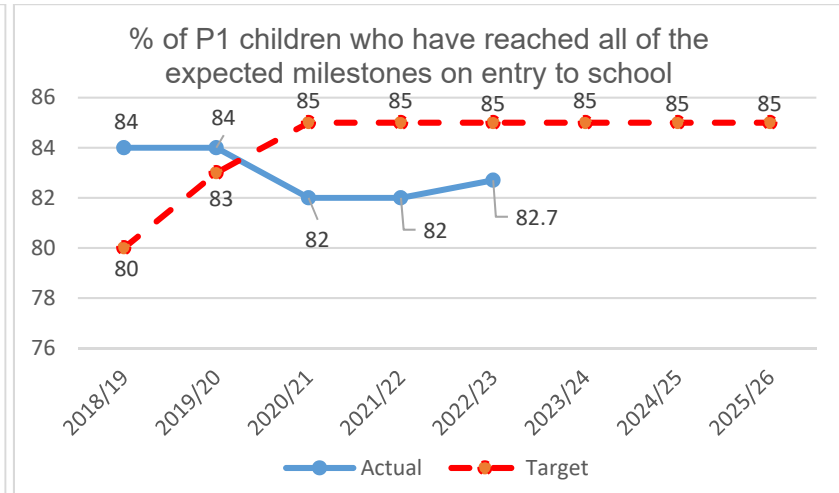
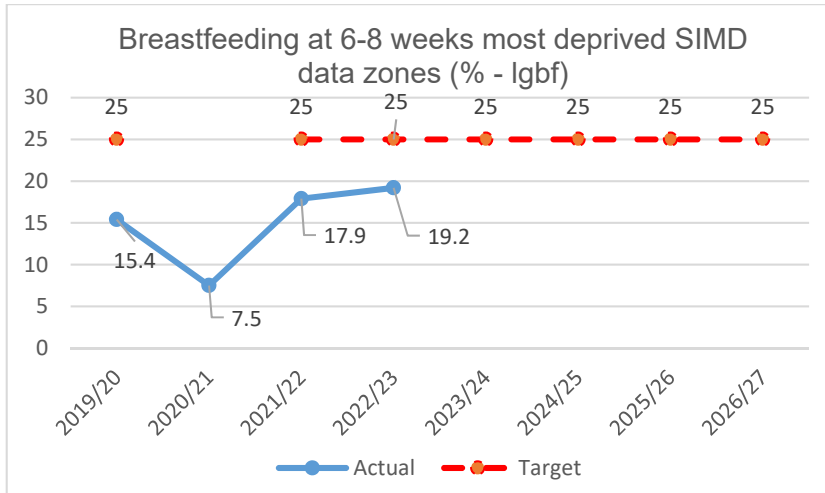


1.3

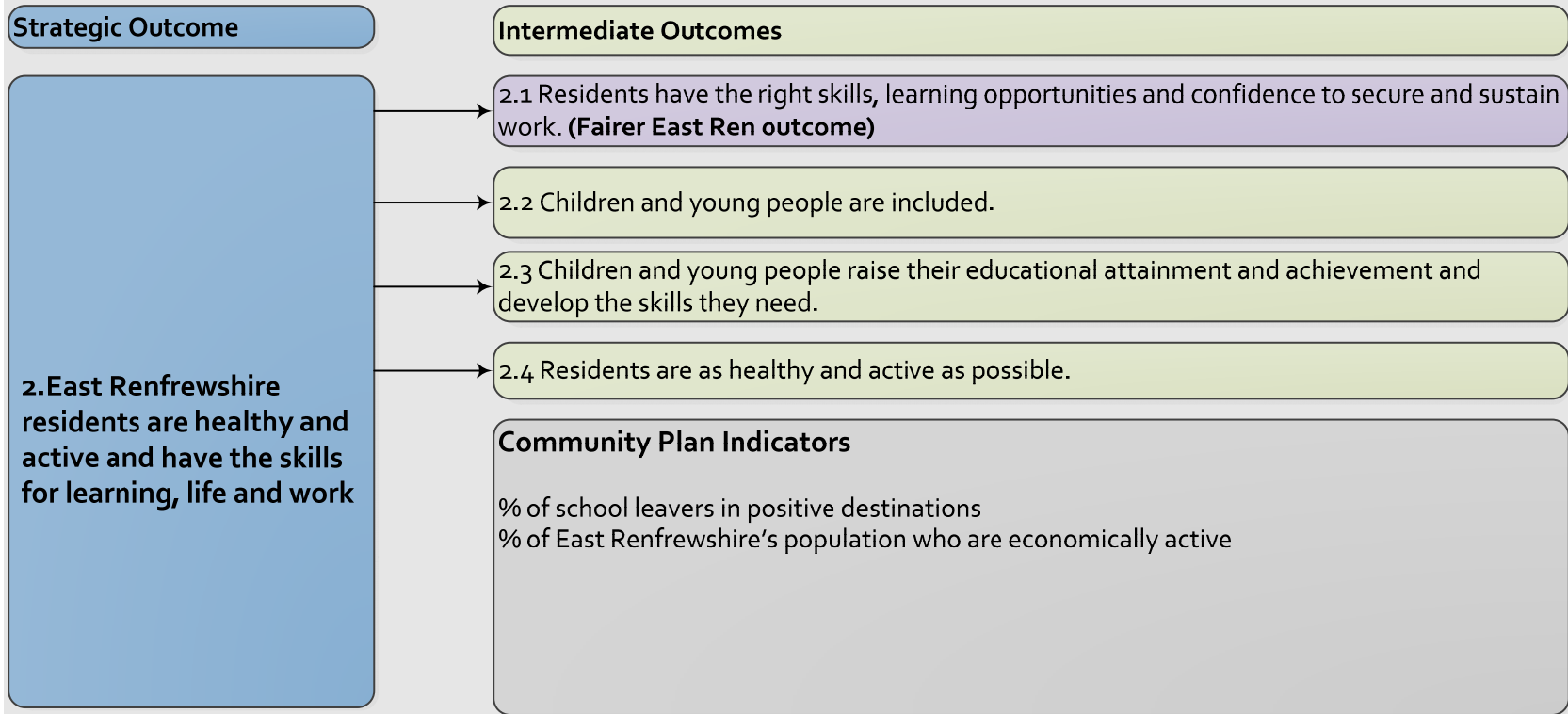
Children and young people are cared for, protected and their wellbeing is safeguarded



Outcome 1 indicators



S2 SECTION 2
East Renfrewshire residents are healthy and active and have the skills for learning, life and work





STRATEGIC OUTCOME 2

Learning, life and work

East Renfrewshire's vision for education is Everyone Attaining, Everyone Achieving through Excellent Experiences. Underpinning our vision is a clear focus on raising the bar for all groups of learners whilst closing the attainment gap between our most disadvantaged and most affluent young people. East Renfrewshire remains the highest attaining council area across almost all Local Government Benchmarking Framework (LGBF) indicators. Our schools continually support and develop children and young people's skills, capabilities, and drive, to be successful learners who contribute economically and socially to their communities.

In delivering excellence and equity for all, we will be continuing to focus on the needs of specific groups of learners, with a strong focus on early intervention approaches and reducing the attainment gap. Through the effective use of Pupil Equity Funding and Strategic Equity Funding, schools will be able to take a specific focus on reducing the inequality gap, with our schools and nurseries supported by the Education Department and services across the Council. In addition, through the continued implementation of our Social Justice Strategy and ongoing work to develop our curriculum, we will ensure we provide the best experiences for all learners.

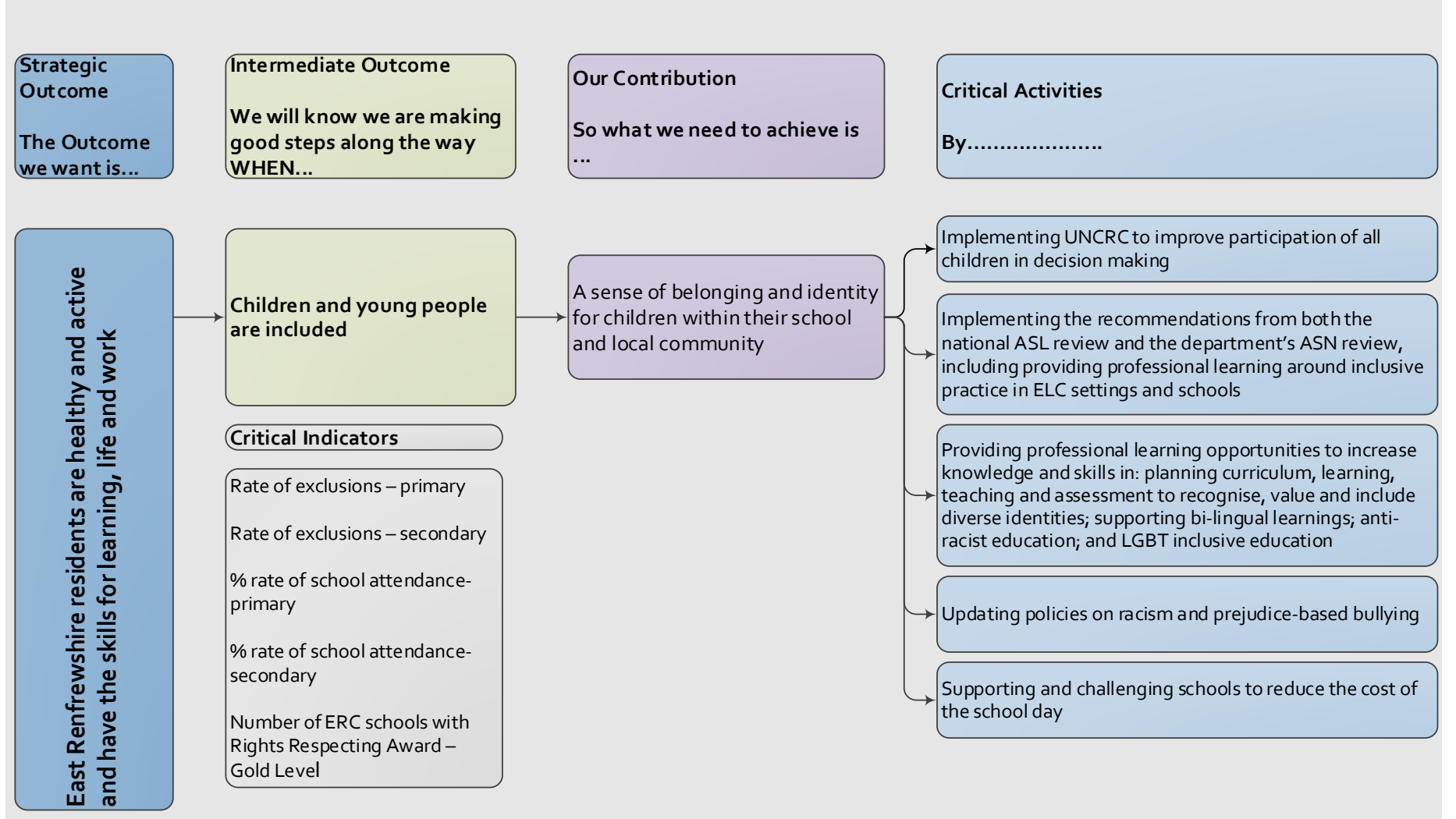
Decisions about the most appropriate interventions and approaches will continue to be based on evidence from research, effective self-evaluation, including analysis of data, and robust measures of impact and progress. We offer a range of awards through our youth work programmes, in the community and in schools, to recognise young people's participation and achievements; evidenced in recently having achieved the strongest ever school leaver figures, with 98.7% of pupils reported as being in a positive destination. We continue to build on this to ensure we are able to support young people as they transition through key life stages.

Work East Ren, the Council's employability service, along with the East Renfrewshire Local Employability Partnership, helps residents to secure and sustain meaningful employment, training or education. It is the vision of the service partnership to have full employment and opportunities for all residents of East Renfrewshire. We prepare our local residents to take advantage of upcoming employment opportunities coming from the Glasgow City Region programme and other local development opportunities. The team have achieved significant progress in getting our local people into sustainable employment opportunities. The team helps people prepare for employment, training, education and/or volunteering. We work closely with a range of priority groups including parents, care experienced young people, people with health conditions, the resettled community, people with disabilities and other groups who face significant barriers to the labour market. Our employability support for parents, both unemployed and in-work, aims to tackle in-work poverty, and enhance links between all partners within the locality working with parents. All clients receive a dedicated key worker who will support the client through the employability pipeline. The pipeline is made up of 5 stages, whereby the needs of the individual are considered in relation to existing soft skills, employability skills and skills requiring development. In addition, clients can receive support towards funding for training and upskilling. We also use Community Benefits as an effective tool to assist our local residents into training and employment.

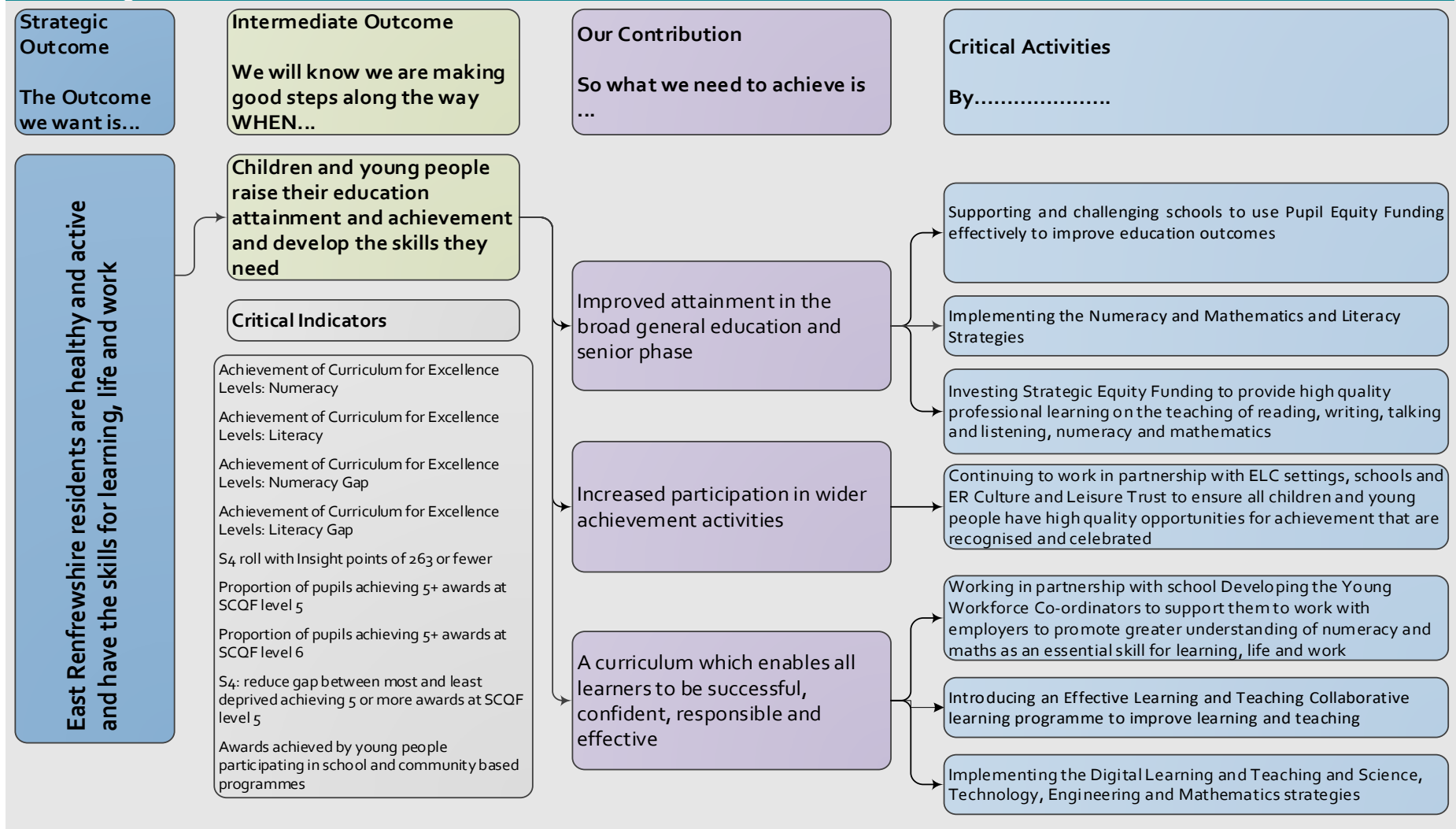
Our partners, East Renfrewshire Culture and Leisure, manage East Renfrewshire's libraries, leisure centres, community facilities, sports fields and pitches, along with the associated services and programmes. Together these deliver a range of benefits to the local community including learning, literacy, IT skills, creativity, health, fitness, access to local information and social wellbeing. Increasingly, we recognise the synergies generated by the co-location of services based on the Barrhead Foundry experience, where increased local engagement across fitness and wellbeing is enhanced by library, learning and local partner services, all of which makes the offer a destination for customers who then increase their dwell-time as they cross use services.

We are continuing to progress plans to transform education and leisure facilities in Neilston with support from the Scottish Government. This ambitious project has created a new school for pupils in Neilston and St. Thomas' Primaries and a new Madras Family Centre. In addition to the new campus on the Neilston/Madras site there are also plans for a redeveloped offer for Leisure and Libraries which aims to provide a Community and Wellbeing Hub in this locale. We are also looking to include a library alongside an improved theatre provision within the new Eastwood Leisure Centre with the aim of increasing both usage and levels of engagement.

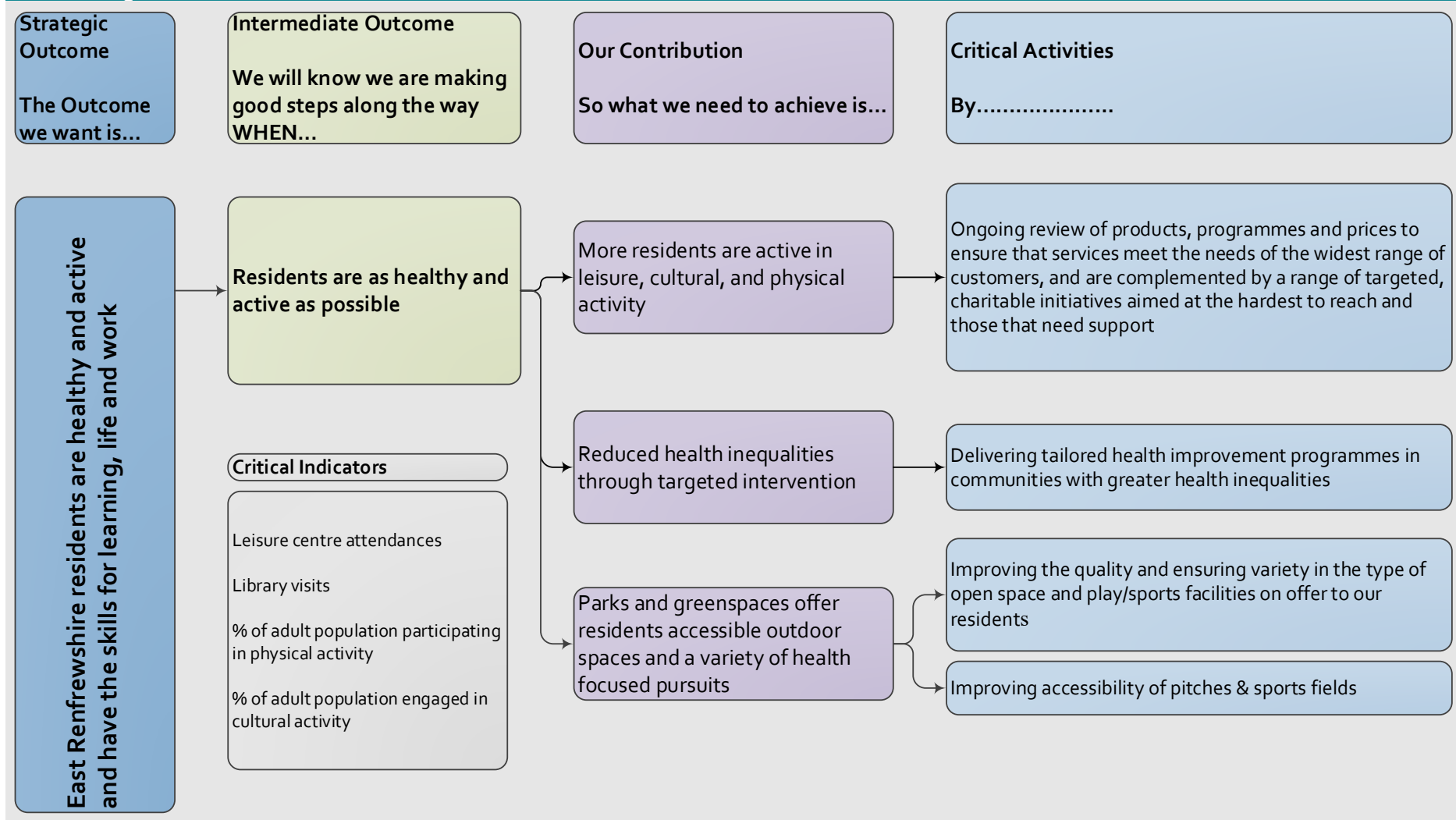
2.2 Children and young people are included



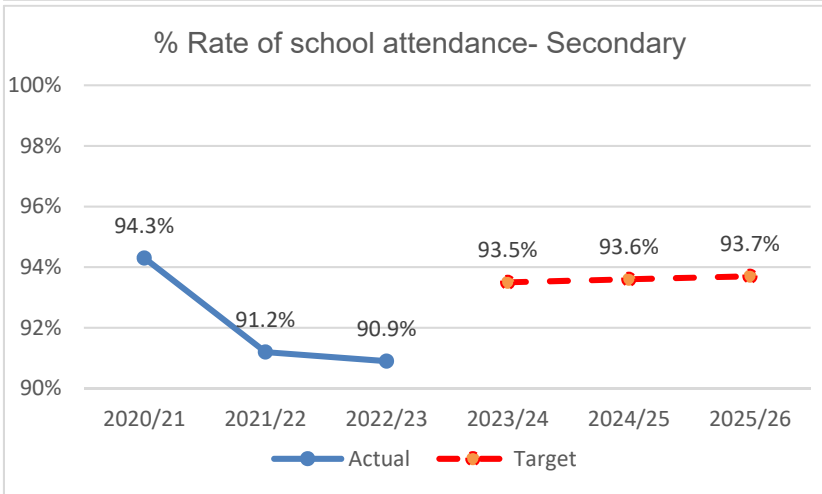
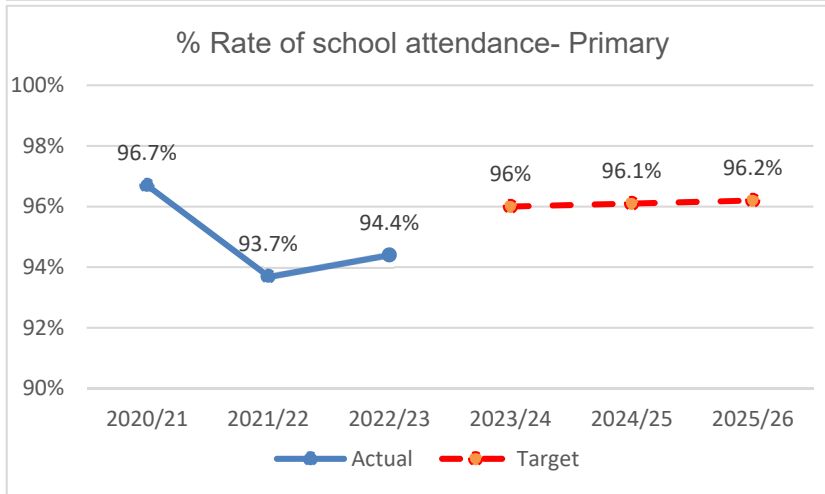
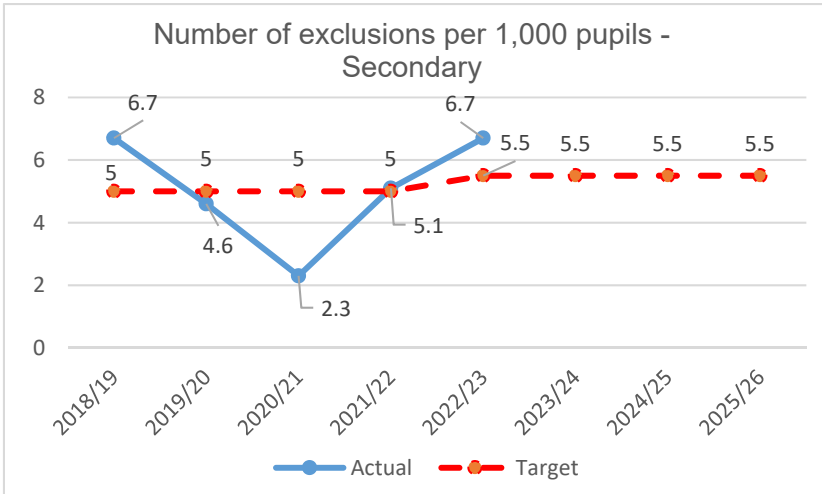
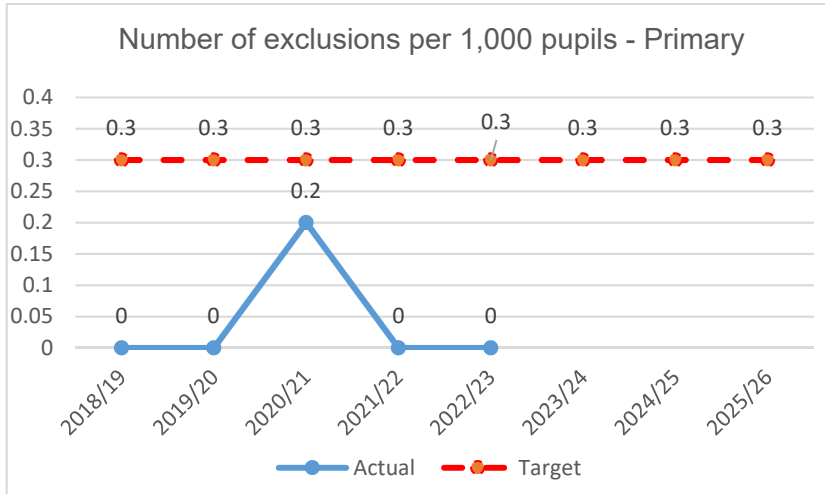
2.3 Children and young people raise their education attainment and achievement and develop the skills they need

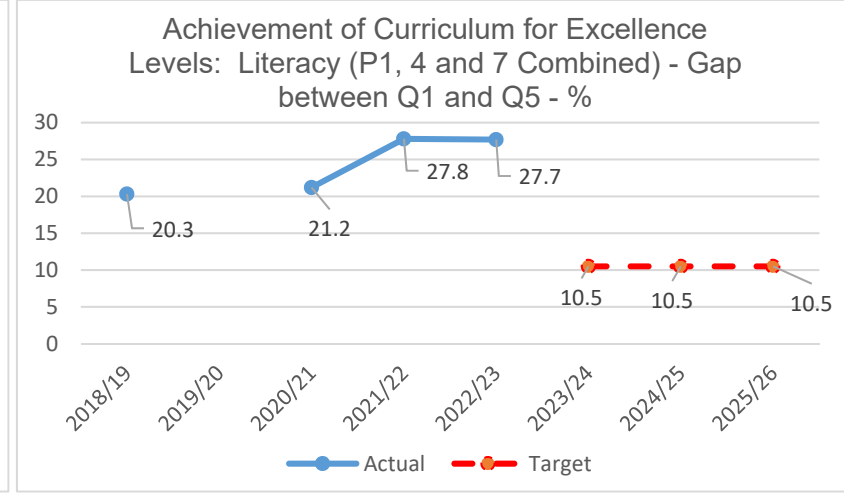
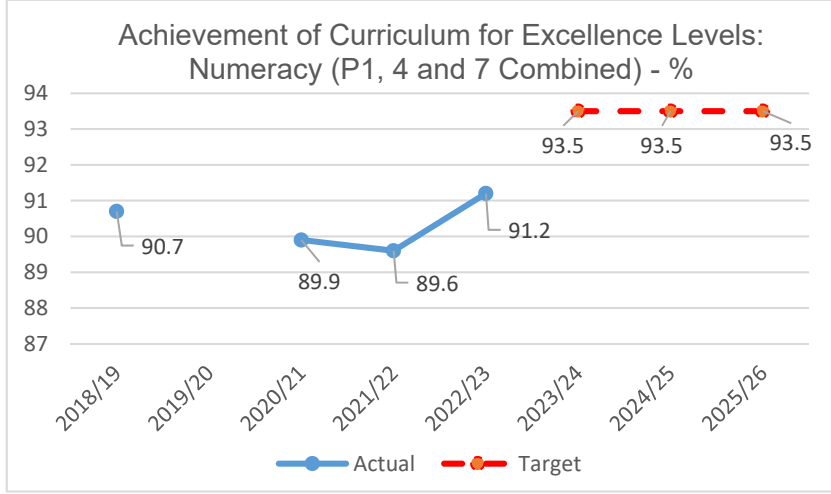
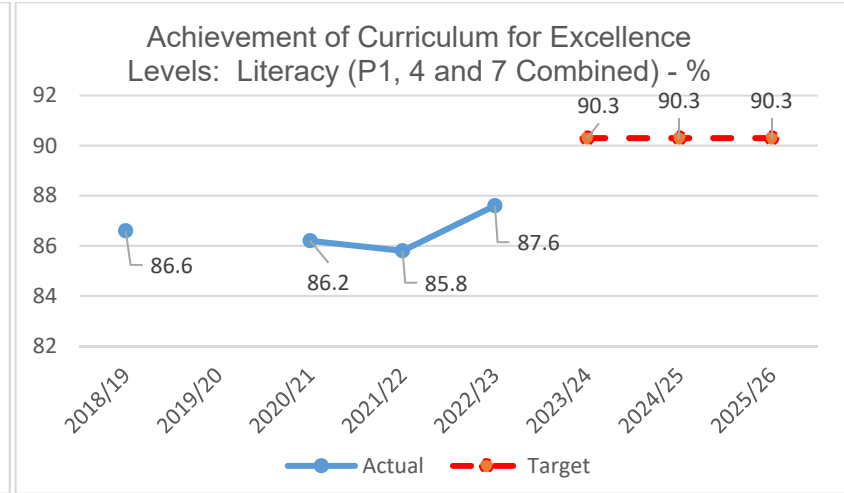
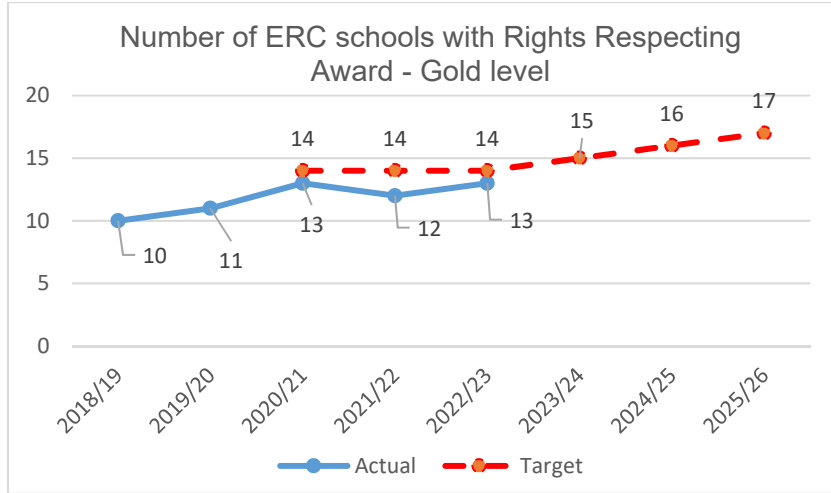


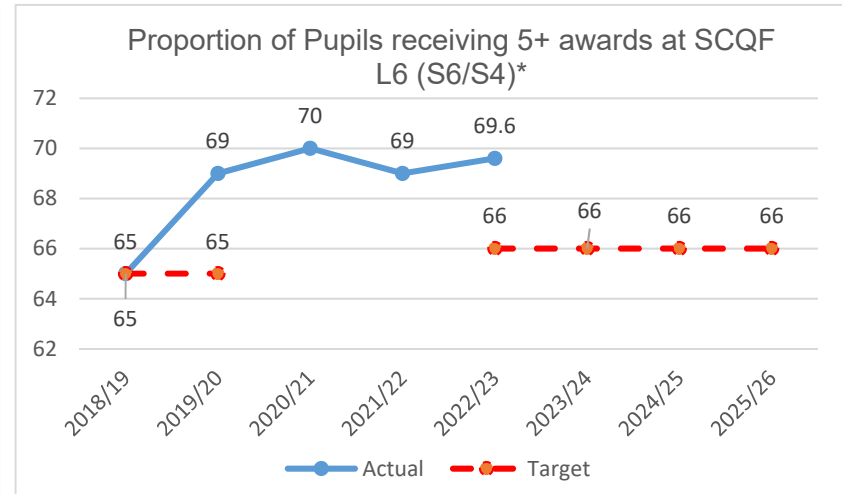
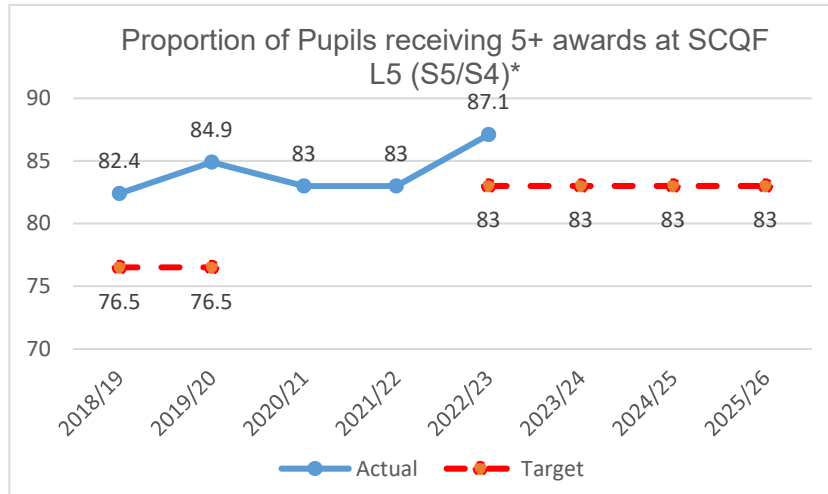
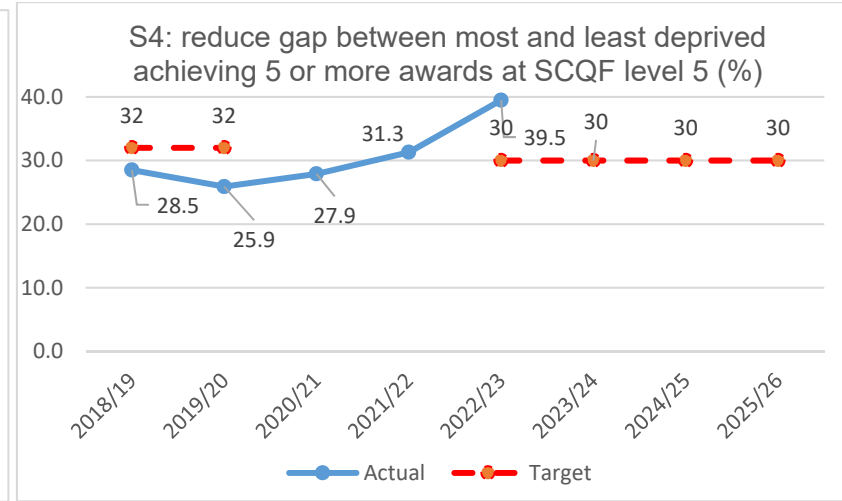
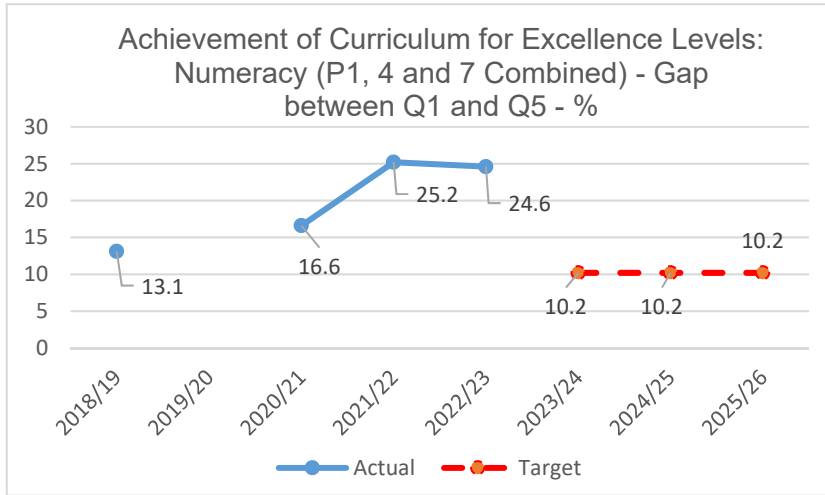
2.4 Residents are as healthy and active as possible



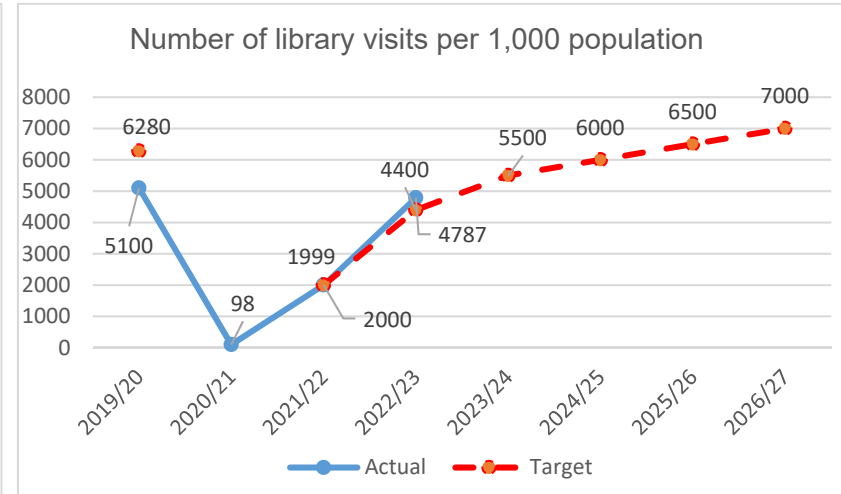
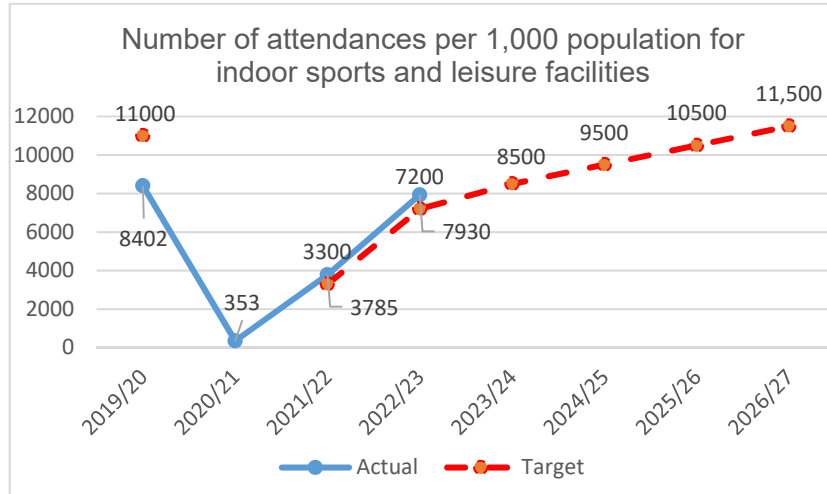
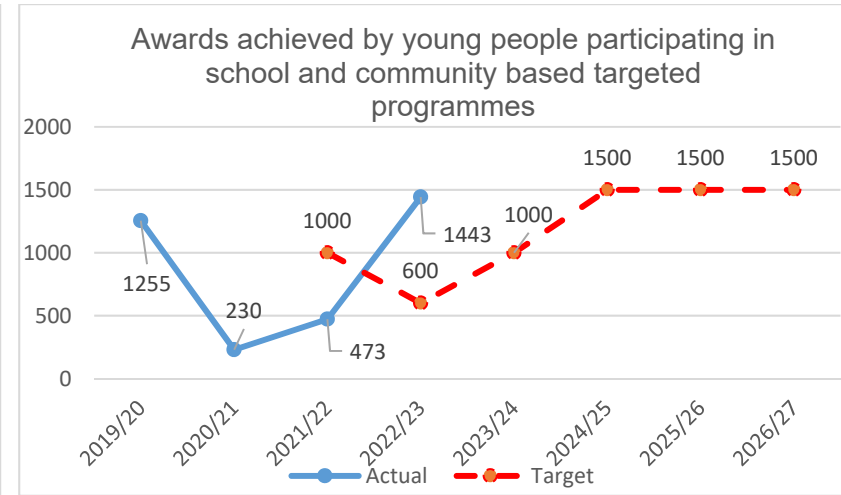
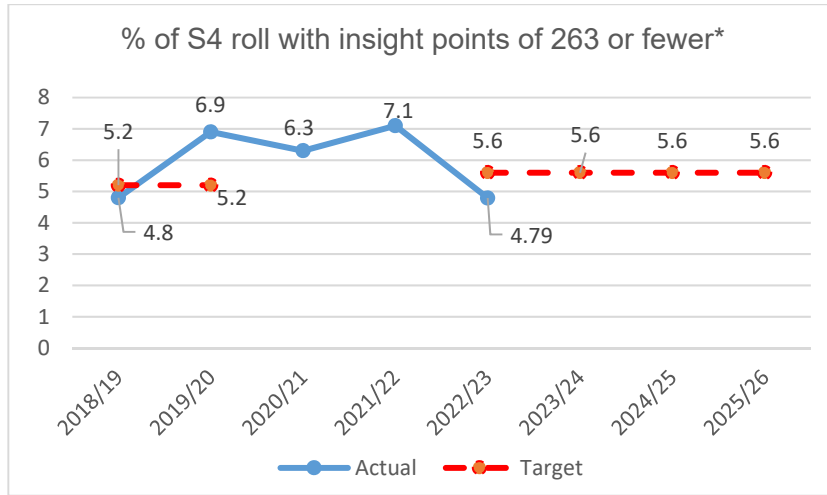
Outcome 2 indicators



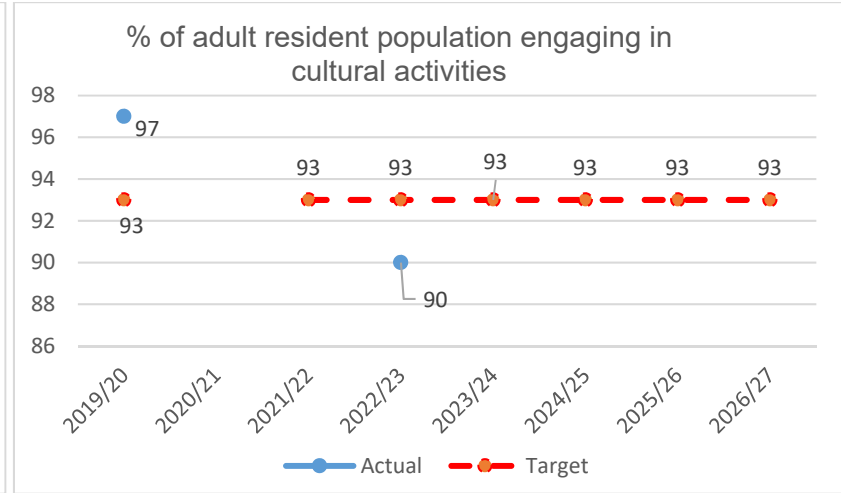
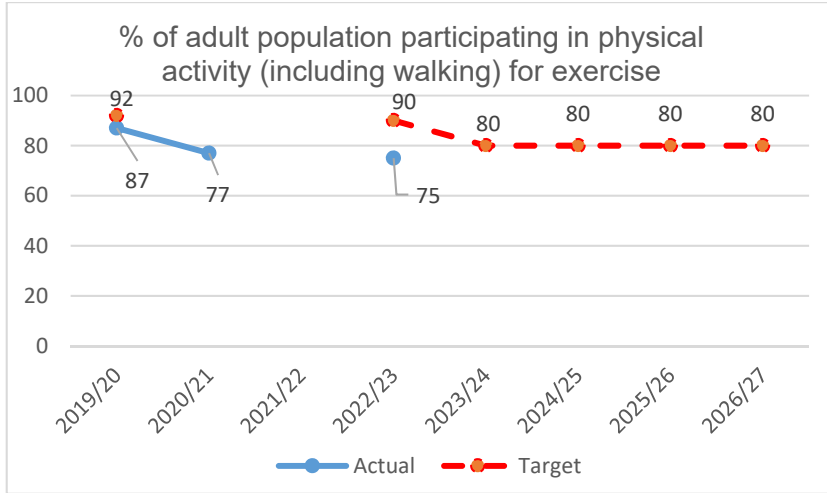




* Due to changes in the assessment methodology over recent years, all comparisons at the senior phase should be treated with some caution. Given the changes to assessment methodologies from 2019/20 to 2021/22, targets set across senior phase indicators should be compared with those in place prior to 2020/21 for consistency.



* The Tariff Scale is a key feature of the Scottish Government's online benchmarking tool - Insight. It allows a score to be calculated that summarises a wide range of achievement and awards from a range of providers. Insight points of 263 represents an ambition for S4 learners to achieve the equivalent of 8 National 4 awards or better.



S3

SECTION 3

East Renfrewshire is a thriving, attractive and sustainable place for businesses and residents

Strategic Outcome

3. East Renfrewshire is a thriving, attractive and sustainable place for businesses and residents

Intermediate Outcomes

3.1 East Renfrewshire’s transport links are accessible, attractive and seamless (**Fairer East Ren outcome**)

3.2 East Renfrewshire is a thriving place to invest and for businesses to grow.

3.3 East Renfrewshire is an attractive place to live with a good physical environment.

3.4 East Renfrewshire is a great place to visit.

3.5 East Renfrewshire is environmentally sustainable.

Community Plan Indicators

- % of adult population with qualifications at NVQ level 4 (HND/Degree) and above
- Working age population (% of population aged 16-64)
- % of residents who are satisfied/very satisfied with East Renfrewshire as a place to live
- Gross Value Added per head (all sectors)
- Median earnings for residents living in East Renfrewshire who are employed
- Carbon Dioxide (CO2) emissions per resident



STRATEGIC OUTCOME 3 Economy and environment

Supporting our economy to grow and taking the necessary steps to tackle climate change and its impacts are key priorities. Our [Local Development Plan 2 \(LDP2\)](#) provides the Council with a development strategy that will guide the future sustainable growth of East Renfrewshire up to 2031 and beyond. Delivering a sufficient supply of high quality housing across all tenures is a key component of the Plan. Robust planning policies are in place to promote sustainable design and support the move towards a net zero carbon place and economy; and to safeguard and promote the provision of greenspaces, green networks, biodiversity and habitat networks.

The refreshed 5-year Local Housing Strategy (LHS) will drive ongoing critical investment in delivery of new high quality, affordable homes to meet significant local housing need. The Local Housing Strategy will also continue to drive local progress towards significant national targets linked to the improvement in the quality and energy efficiency of existing homes, across all housing tenures. Affordable housing supply targets will be included in the 5-year Local Housing Strategy and linked to the emerging ten year Local Development Plan 3 and updated in this ODP accordingly. These are still being discussed given delivery and funding challenges, which are changing considerably at the moment. Our commitment to tackling climate change extends to our council house building programme which will see tenants move into more environmentally friendly, lower carbon homes over the course of the build programme. The importance of having a home which can be maintained, as well as run and heated affordably, is in sharper focus through the current cost-of-living challenges. This focus on supporting households at most risk from financial exclusion and social harm will continue.

There is ongoing capital investment in improving roads and facilitating a shift towards more sustainable transport is also a priority for our residents. Appropriate transport connectivity for our localities and ensuring residents have good access to the 28,000 jobs to be created across the City Region is a key focus. Through our own City Deal ambitions, we will deliver £44m worth of major infrastructure projects driving innovation and growth through the support of key sectors, with the objective of addressing challenges in the local labour market and increasing employment opportunities.

Local businesses play a critical role in East Renfrewshire's economy. With over 3,000 businesses in the area they are not only key wealth generators but are also an important part of their local communities. The Council work with a wide range of partners such as East Renfrewshire Chamber of Commerce and the three Business Improvement Districts in Barrhead, Clarkston and Giffnock to support businesses to access good quality business support, affordable workspace, business finance and public sector procurement contracts.

We are also working to promote increased footfall in our town centres. Stakeholder engagement informs Local Action Plans which will identify transformational capital projects in our town centres and neighbourhoods to make them more vibrant, creative, enterprising and accessible, and another phase of the "Love Local" marketing campaign was delivered. We continue to provide a wide range of support to our local businesses via our Business Growth and Business Gateway East Renfrewshire teams to help them grow and prosper, including helping them achieve their

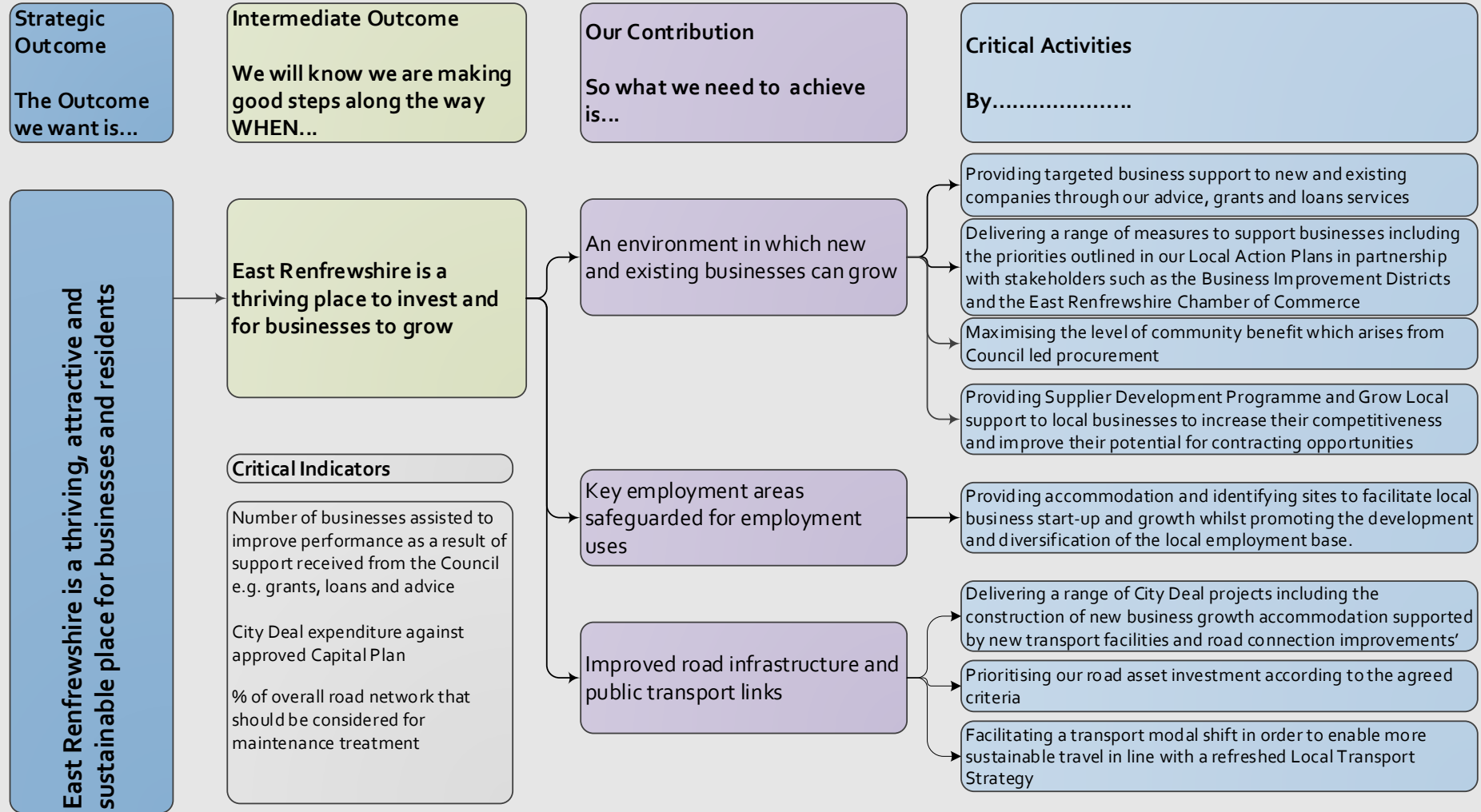
net zero targets through a range of grants and specialist advice. We will continue to promote business support and employability services to help ensure our targets are achieved and contribute to the delivery and promotion of national employability and business growth agendas.

Residents in East Renfrewshire have continued to support the Council's recycling efforts, ensuring our recycling rates are amongst the best in Scotland. Post pandemic recycling rates have seen East Renfrewshire return to amongst the top performing councils in Scotland following the period where waste composition changed across the country. The Council has, through the Clyde Valley Partnership, positioned itself to meet the 2025 ban on residual waste going to landfill. Waste that would previously been sent to landfill is now being transformed into low carbon electricity.

Our ambitions around our planned activities over the period 2024-25 remain the same. We will continue to reassess our activities with renewed emphasis on rising to the challenge of a green economic recovery and climate change, through implementing the Council's ten year Get to Zero Action Plan. We will continue to review and monitor the methodology behind our measurement of carbon emissions as it currently evolves and as data availability and accuracy develops. The Council reports annually to Scottish Government setting out its emissions for the previous year which allows year on year progress reporting. However, due to inconsistencies in scope and reporting methodologies benchmarking against other local authorities has limited application.

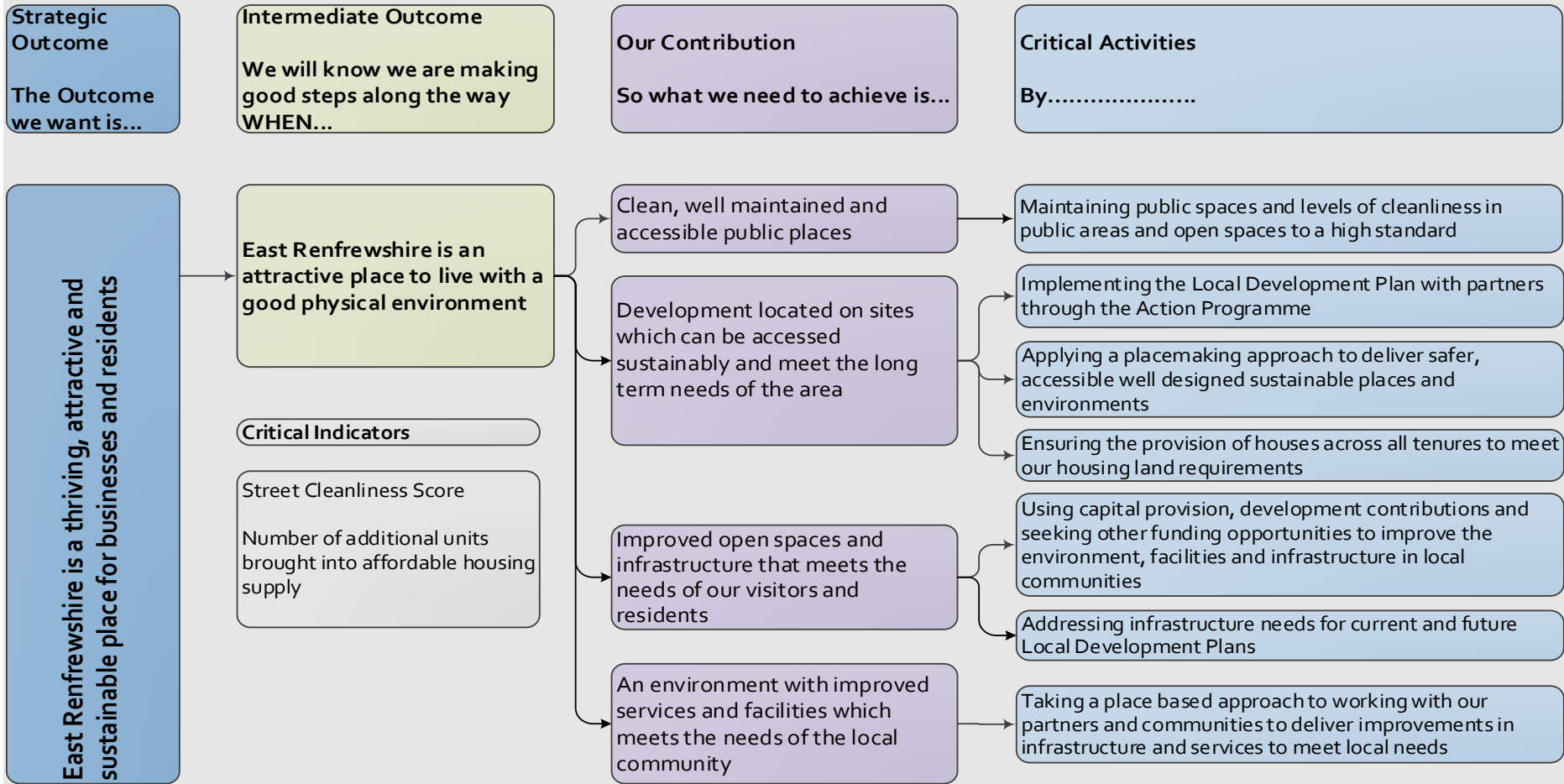
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East Renfrewshire is a thriving place to invest and for businesses to grow

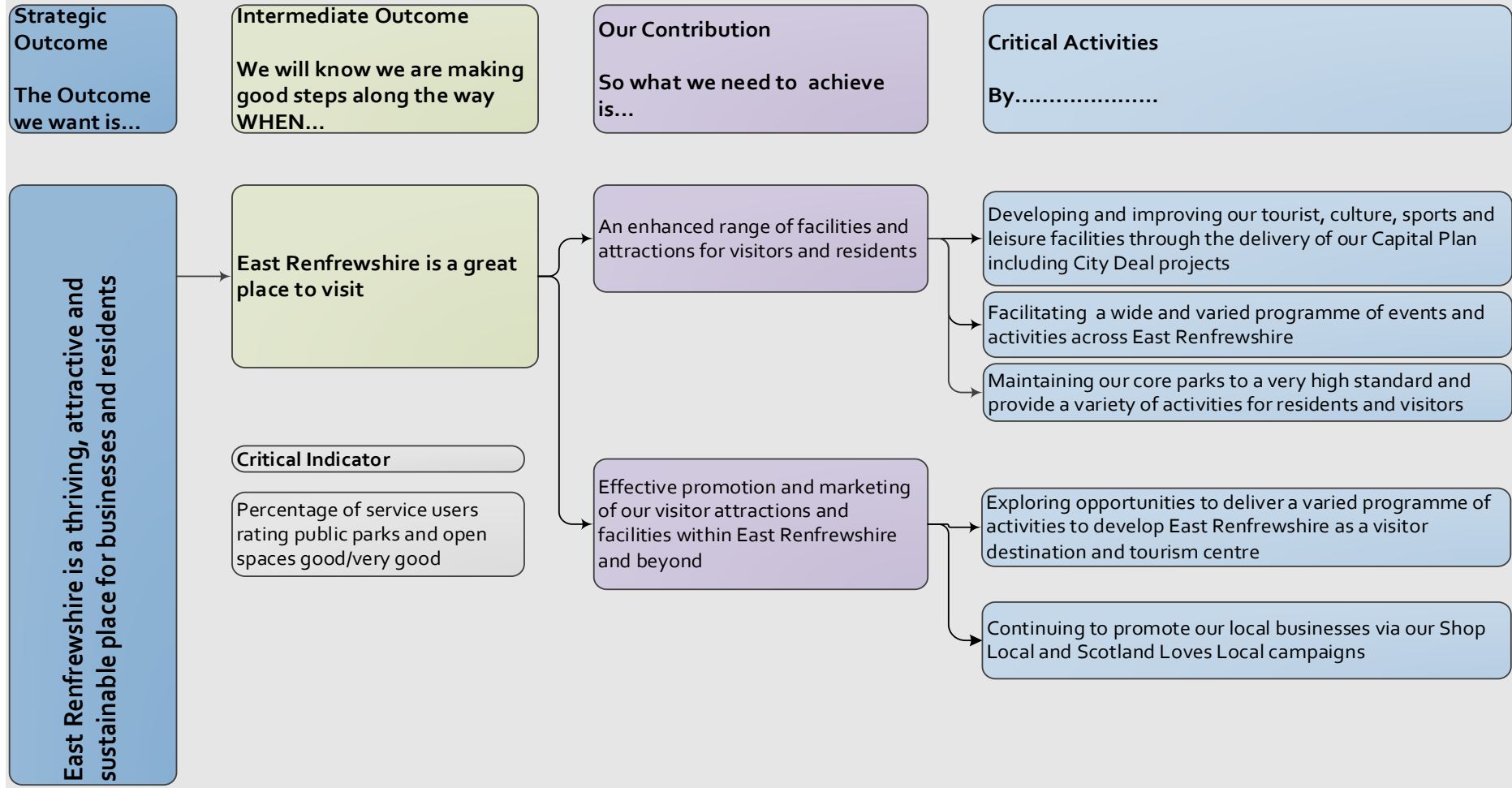


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East Renfrewshire is an attractive place to live with a good physical environment

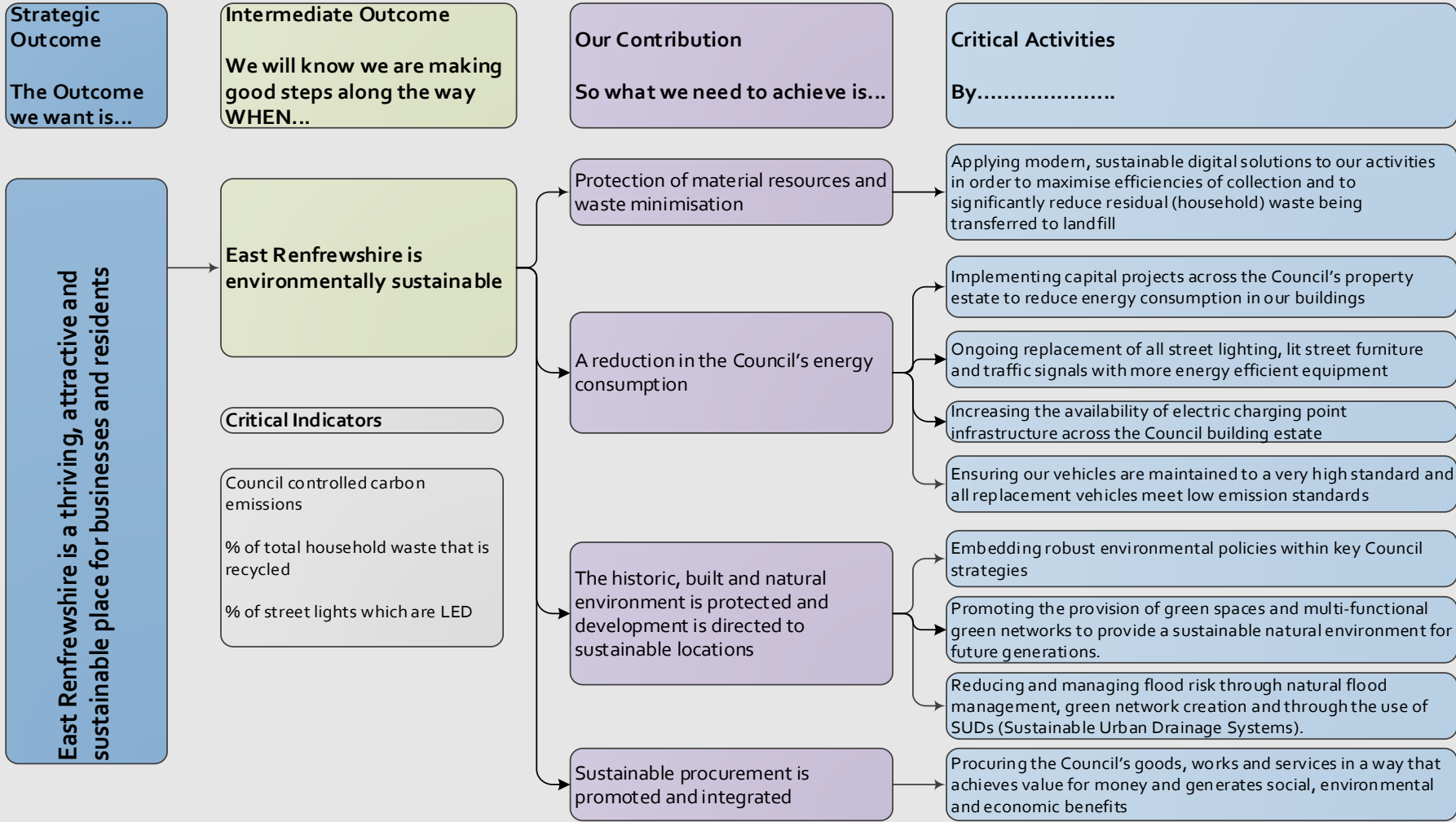


3.4 East Renfrewshire is a great place to visit

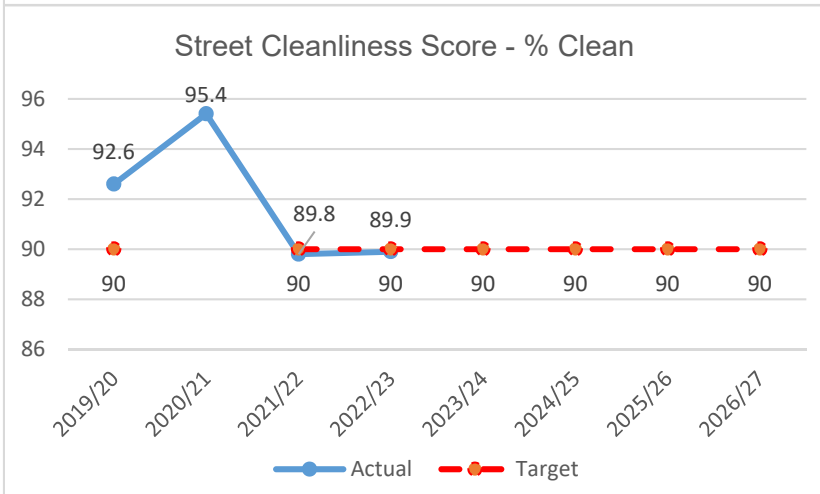
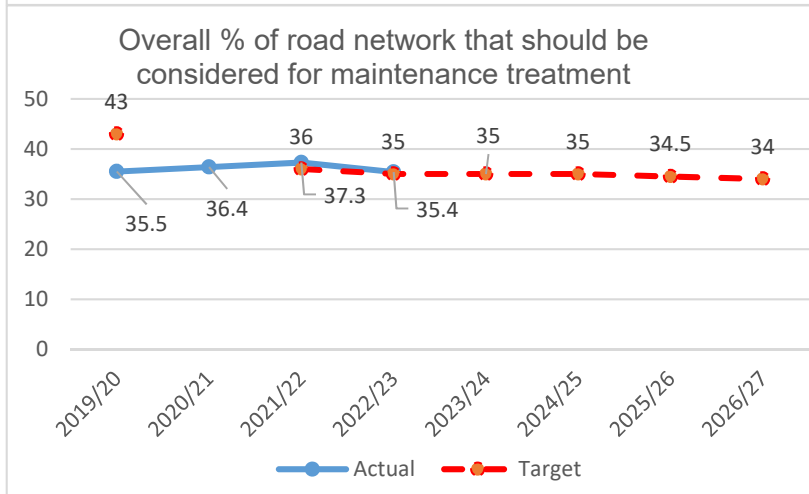
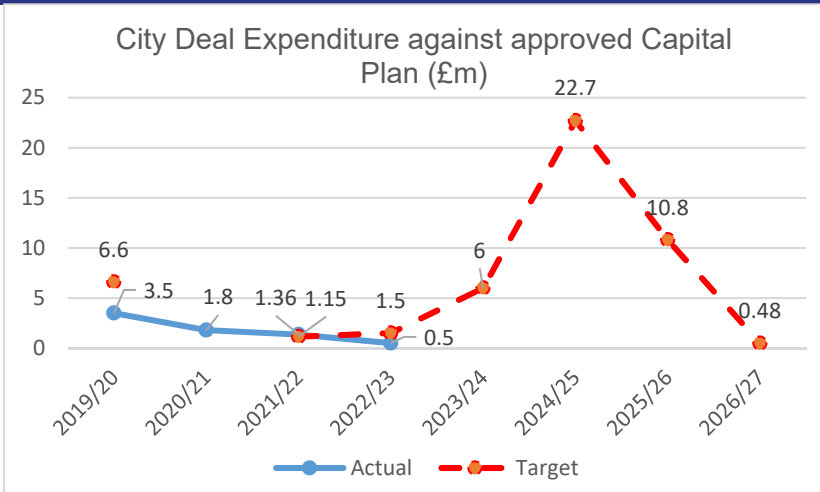
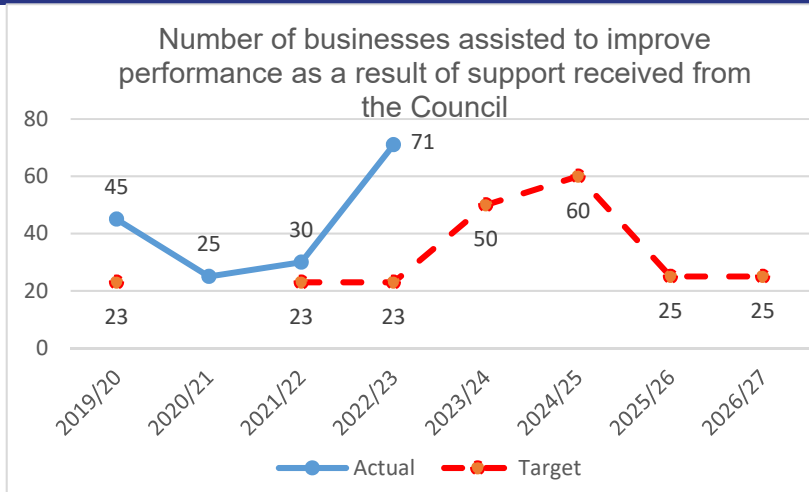


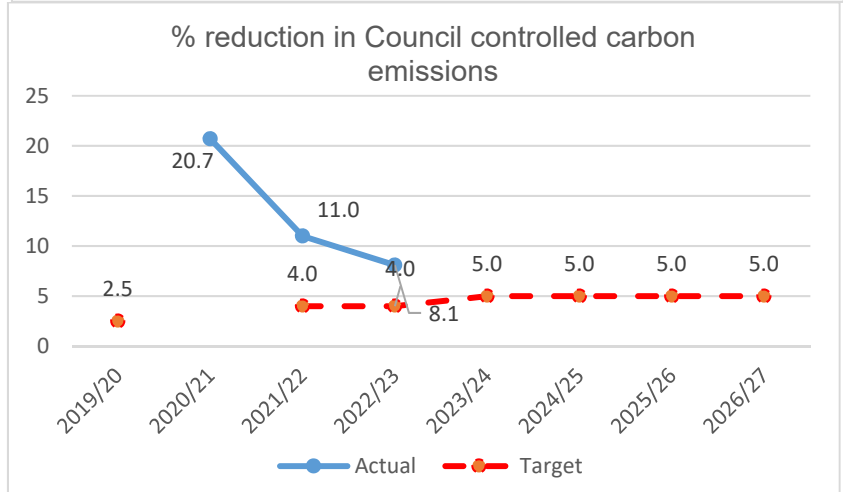
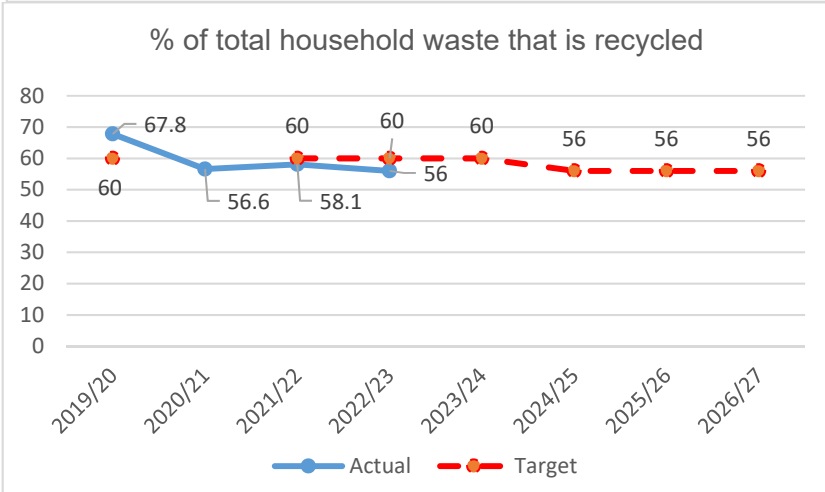
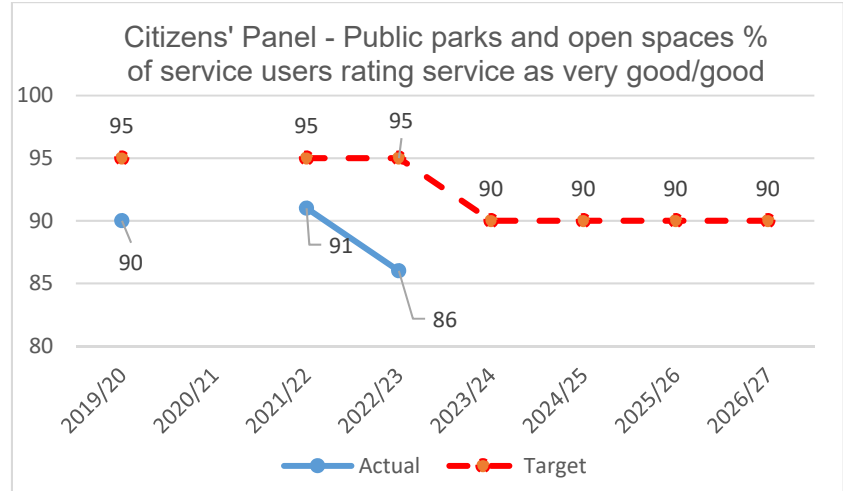
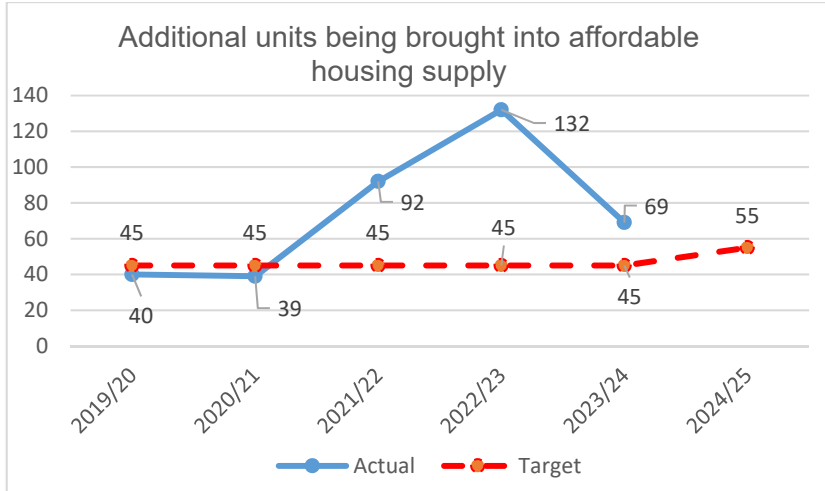
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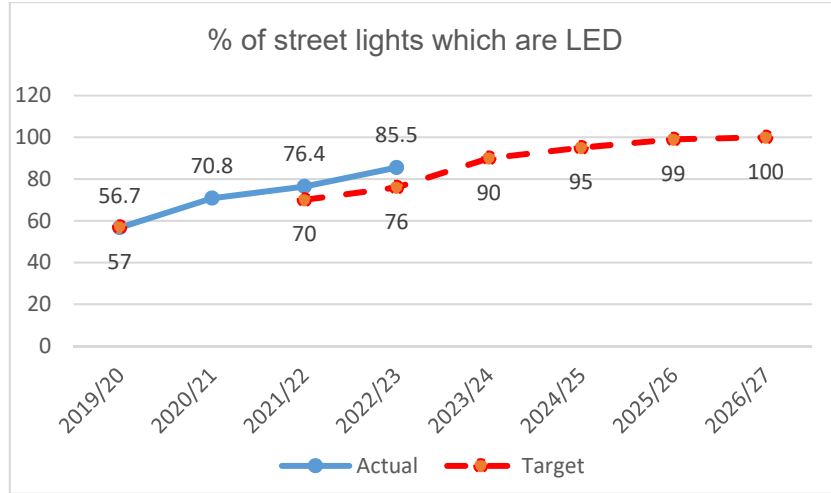
East Renfrewshire is environmentally sustainable



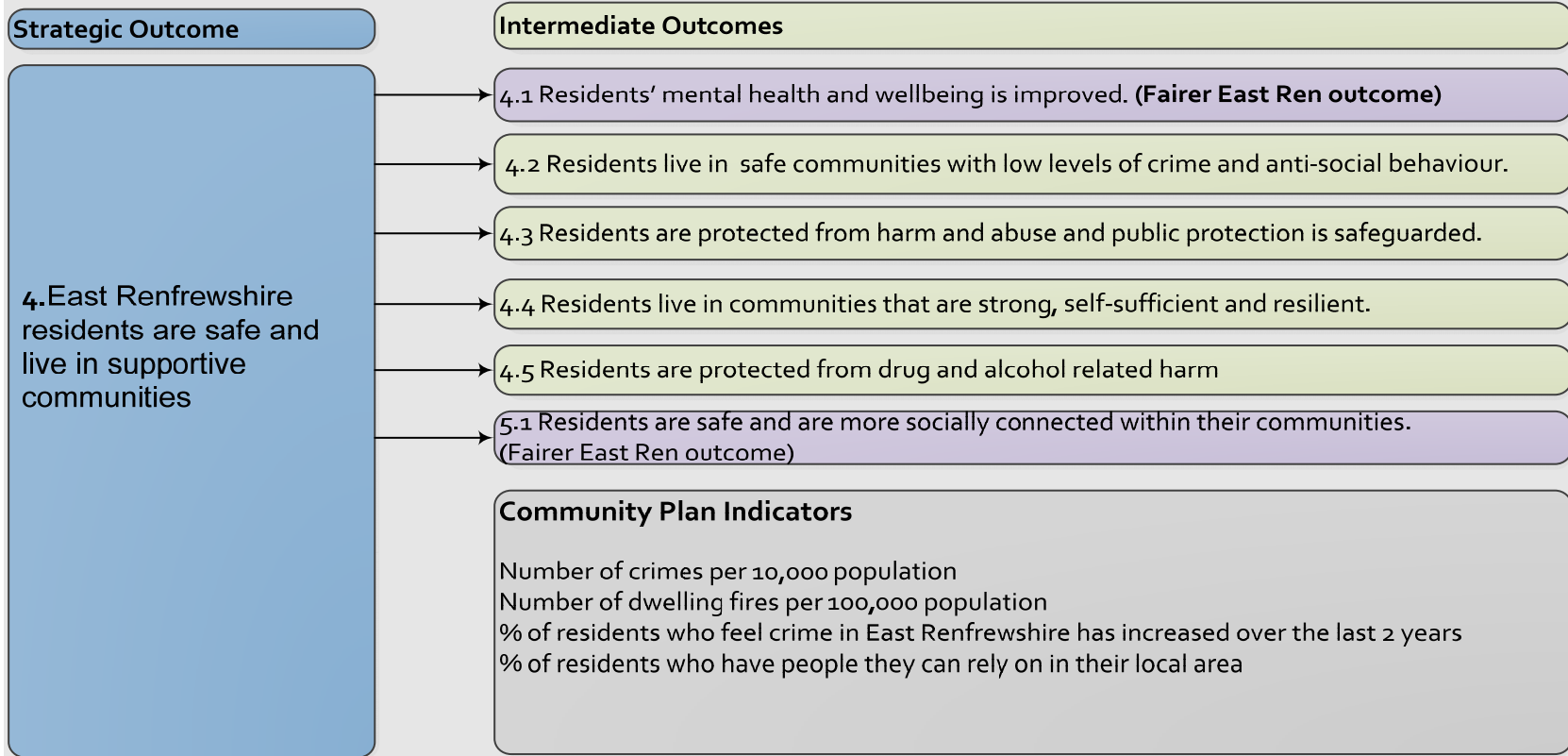
Outcome 3 indicators







S4 SECTION 4
East Renfrewshire residents are safe and live in supportive communities





STRATEGIC OUTCOME 4

Safe, supportive communities

In safe, supportive communities, people's health and wellbeing outcomes can be improved. We recognise the valuable contribution that community organisations, groups and individuals make in their local areas and understand that we must involve people in the decisions that affect them and empower our employees and local residents to design and improve Council services fit for a stronger future.

Online platforms such as Commonplace are used for digital consultation with residents, however, our engagement offline and in communities is vital too. Through our partnership with the voluntary sector, we want to further support the rise of people volunteering and taking a more active role in their communities.

The Community Learning and Development (CLD) team provides young people aged 12-25 and adults (aged 16+) with skills for life, learning and work including addressing personal, social and educational development, active citizenship, and individual health and well-being issues. CLD supports the growth and development of new and existing community groups supporting them to be well-run, sustainable and independent. The team provides support to community members to develop the confidence, understanding and skills required to influence decision making and service delivery. CLD programmes and activities are developed in dialogue with communities and participants, working particularly with those excluded from participation in the decisions and processes that shape their lives.

Over 2024/2025 and beyond, our aspiration is to create more opportunities for community influence in how we make Council decisions. Using a Participatory Democracy approach, we will meaningfully engage our communities and residents to help shape our services and plan for our future. One avenue for this is participatory budgeting (PB). We will continue to identify available budgets and opportunities to work with our residents to deliver quality Participatory Budgeting projects. Using one-off resources, we expanded our grant making PB activities to cover Barrhead, Neilston, Thornliebank, Busby, Eaglesham and Mearns Village. The Council's capacity and financial position will be challenged for some time, and it is more important than ever that we work with our communities to build capacity so that together we can address some of the complex problems that we are facing.

Strong relationships remain in place with our partners to continue to reduce levels of crime and anti-social behaviour in East Renfrewshire. We help our residents feel safer in their neighbourhoods and homes through our community warden team, who deter incidences of crime and anti-social behaviour by their high visibility across the area. Our Community Safety Unit operates 24/7, 365 days per year providing Telecare alarm-receiving centre services, monitoring our CCTV network and out-of-hours call handling for homelessness, housing repairs and the Anti-Social Behaviour 'Ring and Report' Line. The Community Safety service also has responsibility for parking enforcement within East Renfrewshire to help make our roads safer.

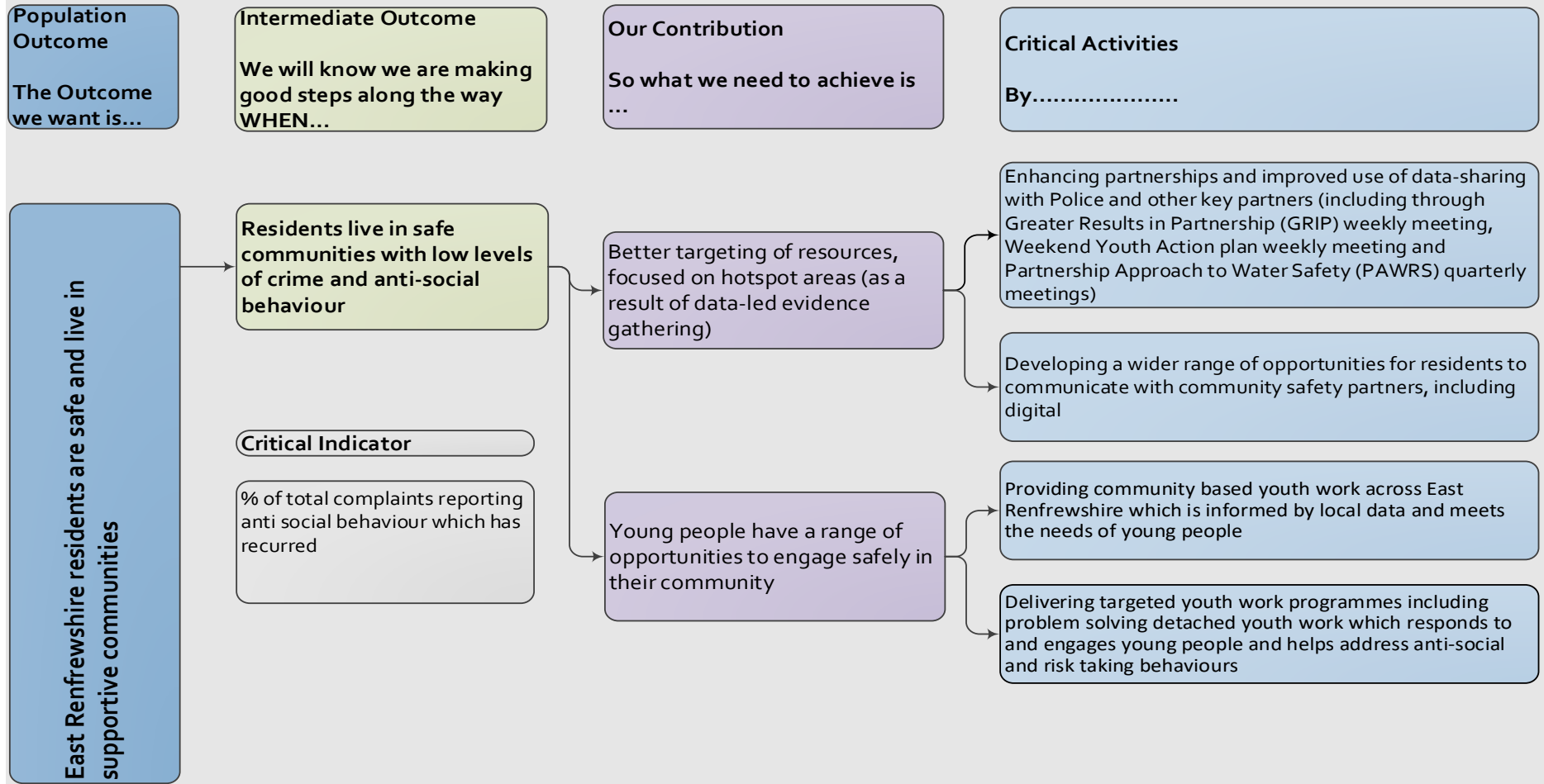
We are focused on prevention and share data to drive intelligence led strategic planning with our partners through the Safe East Ren partnership group, aiming to enhance the visibility of community safety and community justice services and building back our strong links with local groups and networks. Our youth support and activities that aim to reduce and prevent anti-social behaviour is being focused on the most vulnerable children and young people and our CLD Team continues to work with schools to design new ways of working with all young people. The CLD Team also delivers targeted street work to engage with and divert young people towards more positive activities.

Our Trading Standards team protect our residents from financial harm (scams). Our Financial Harm Prevention Toolkit offers practical advice on avoiding scams and bespoke “Confidence at Home” packages protect our most vulnerable residents from predatory scammers. Over 1300 packages have been put in place for residents, many of whom are living with dementia. A limited supply of doorstep cameras and nuisance/scam telephone call blockers are available to residents in vulnerable situations.

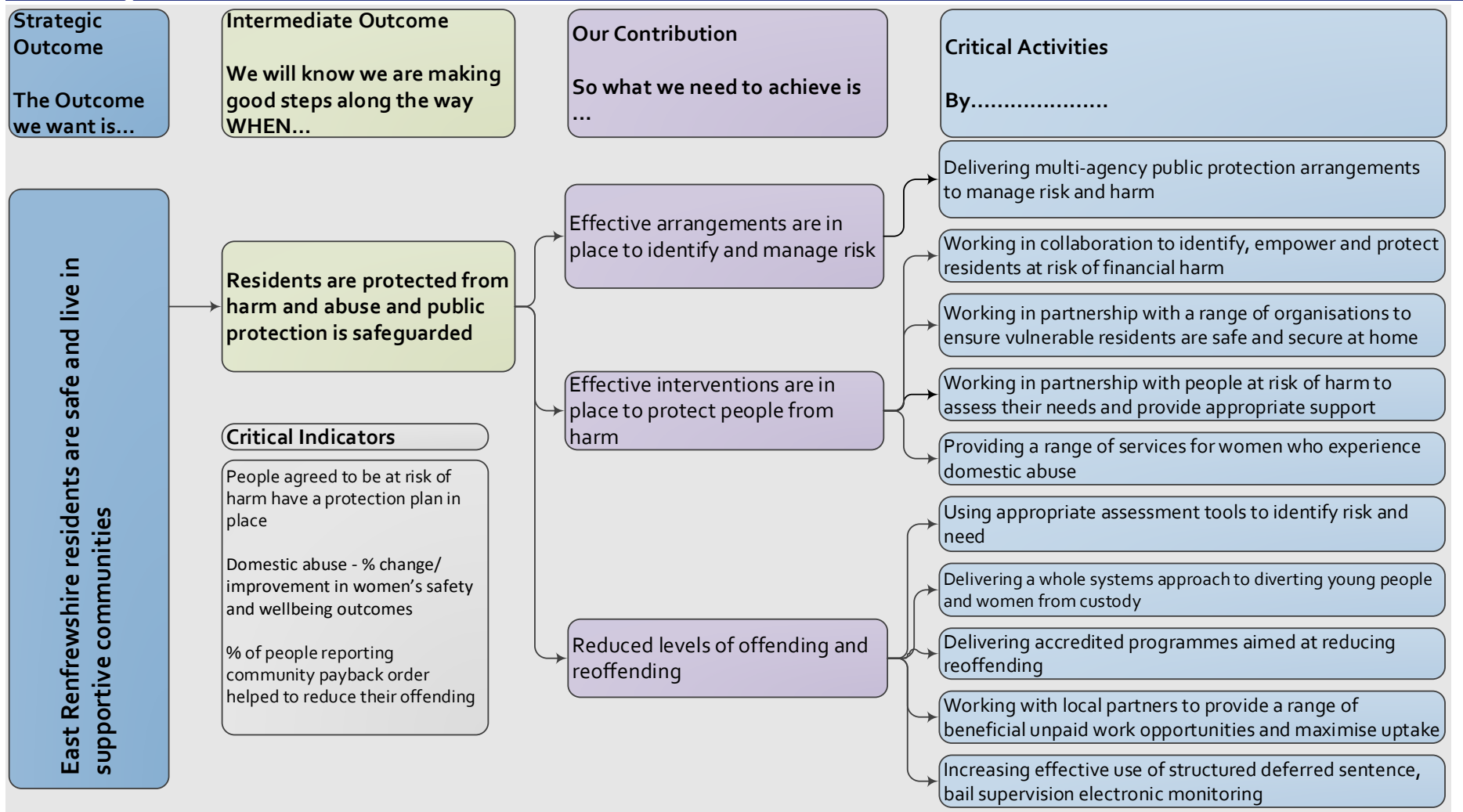
Our aim is to further improve community safety and public protection through targeting our resources to reduce the risk of offending and harm in local communities. Protecting women, children and young people affected by domestic abuse and all forms of gender-based violence is a significant priority for East Renfrewshire Council. Evidence overwhelmingly indicates that domestic abuse is a widespread, chronic and damaging social problem. We will continue to ensure robust processes and pathways are in place to identify, protect and respond effectively to women, children and young people affected by domestic abuse and all forms of gender-based violence, and our services are designed to address the long-term effects of trauma and abuse.

The East Renfrewshire Alcohol and Drugs Partnership brings together a wide range of partners to enhance services to reduce and prevent drug-related harms and deaths with the aim of improving overall wellbeing for individuals and their families. Identifying priorities for investing new funding from the national Drugs Mission is a key focus. The Community Addictions Service, working together with key partners, is implementing the Medication Assisted Treatment standards to ensure accessible and person-centred service provision. Services are working with people with lived experience of alcohol and drug harms in a range of ways including a Lived Experience Panel and a peer research programme. This is enabling a greater understanding of local needs and priorities and creating opportunities to work in partnership with communities to enhance community-based recovery supports and ensure services can support individuals with more complex needs.

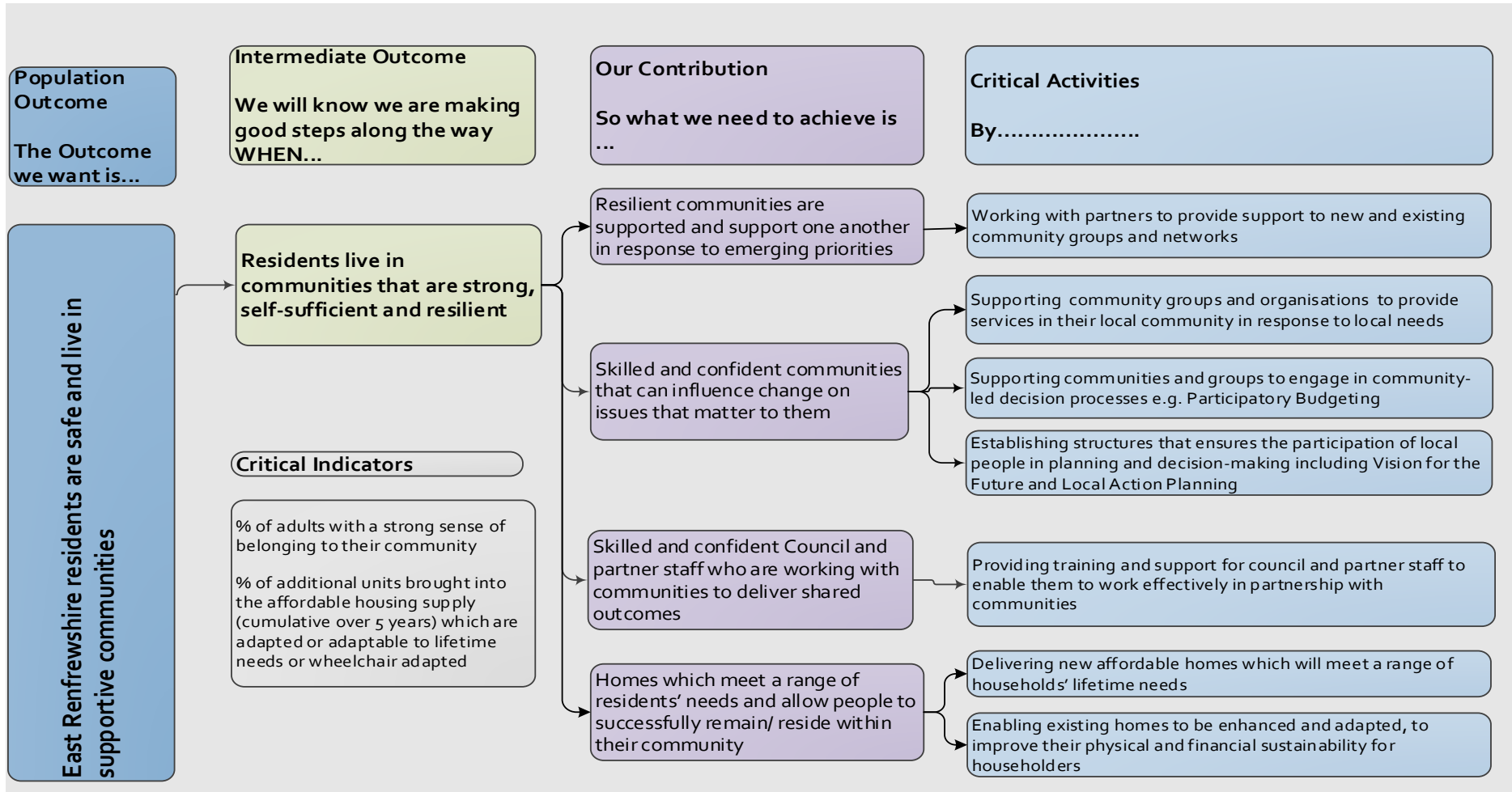
4.2 Residents live in safe communities with low levels of crime and anti-social behaviour



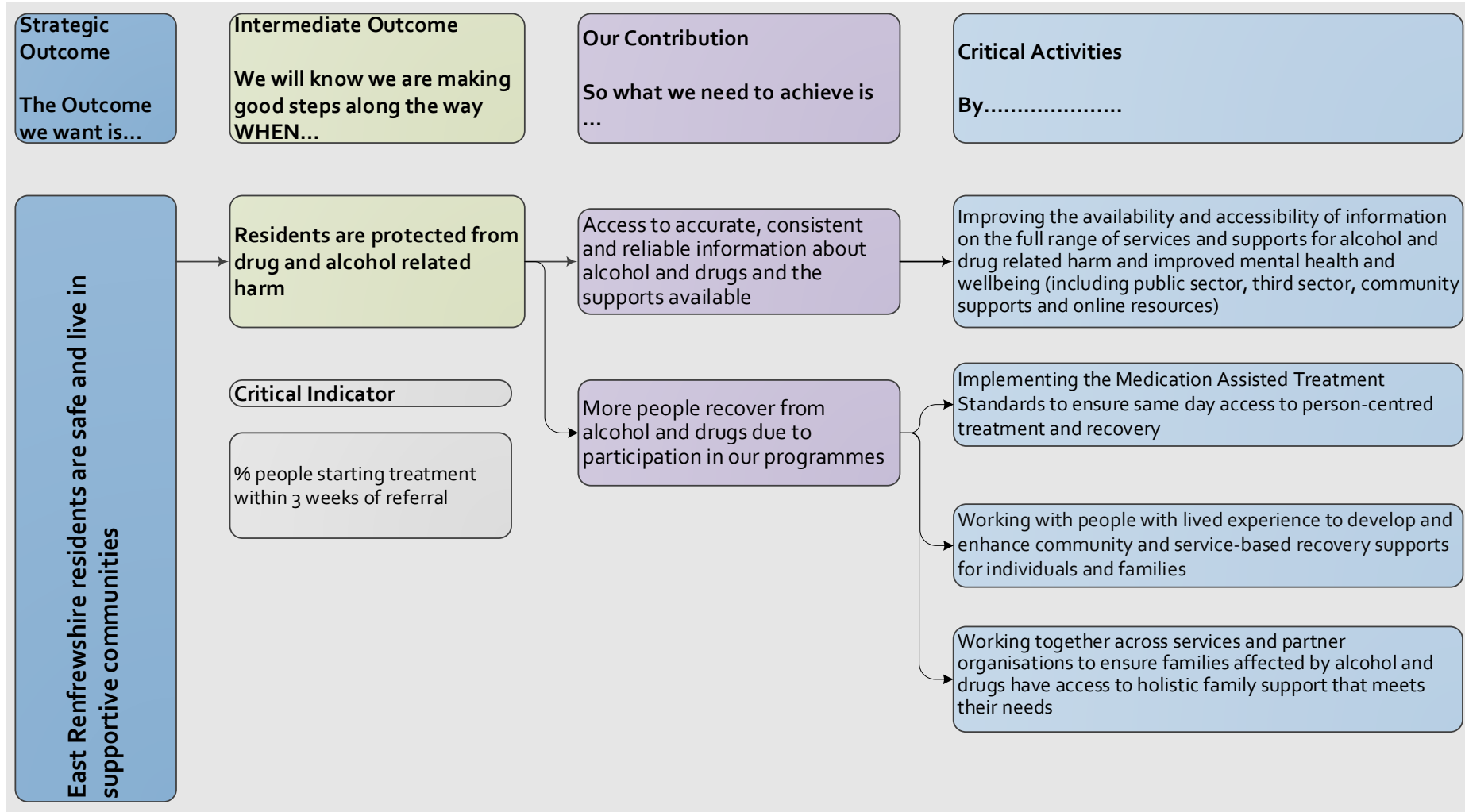
4.3 Residents are protected from harm and abuse and public protection is safeguarded



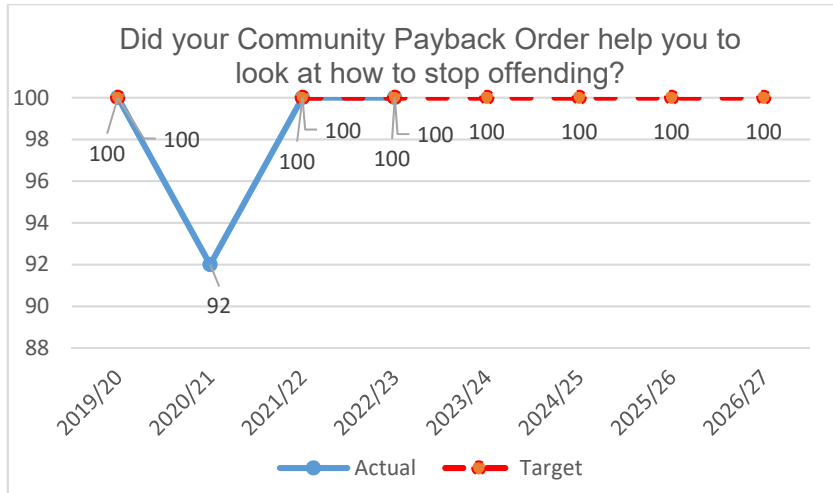
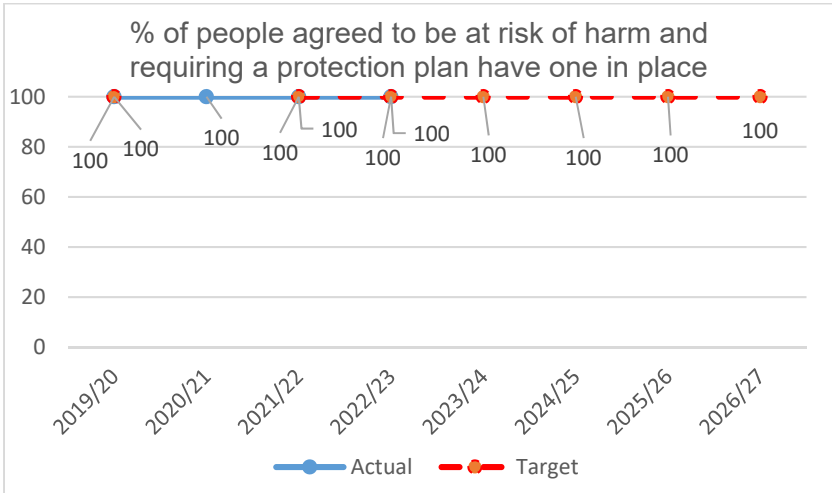
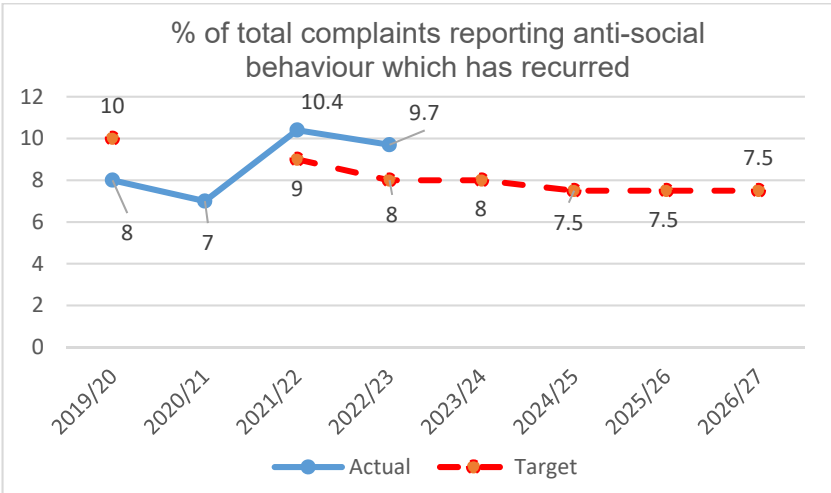
4.4 Residents live in communities that are strong, self-sufficient and resilient

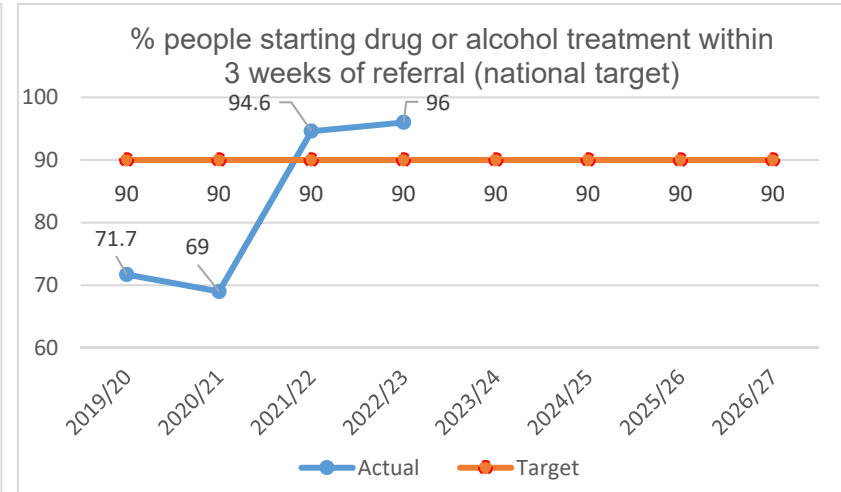
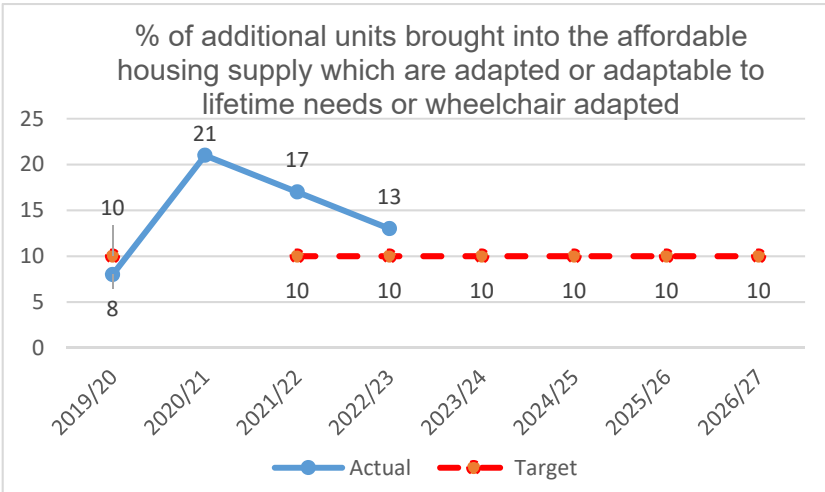
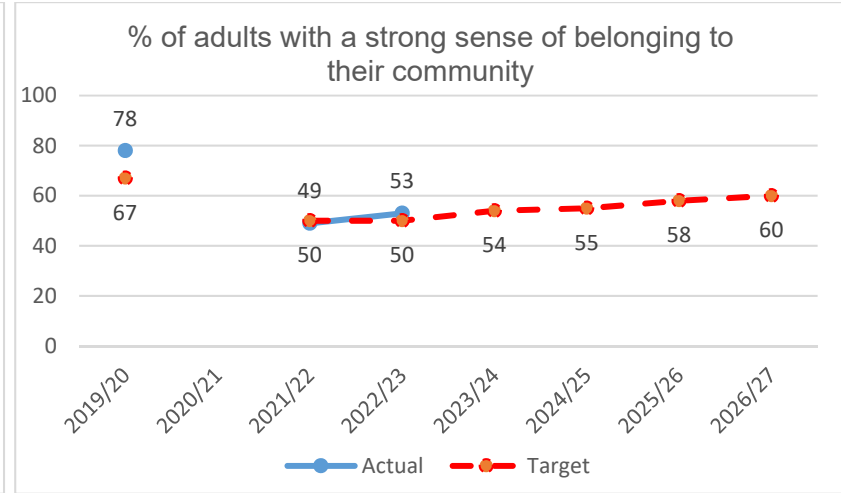
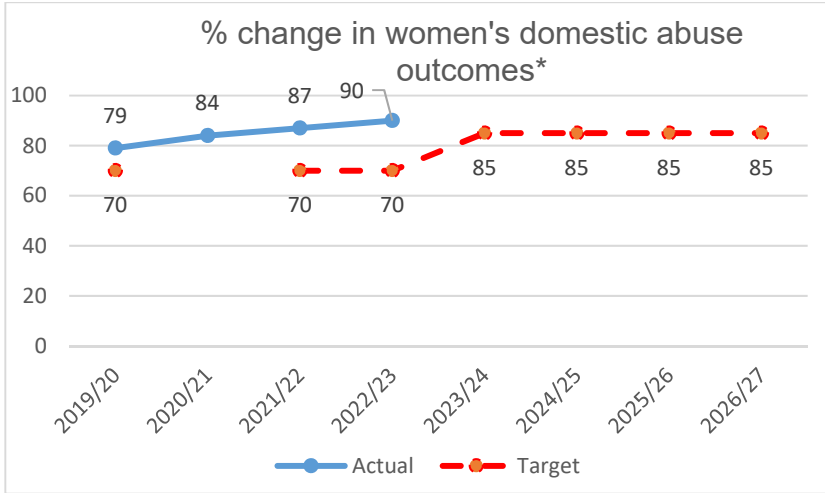


4.5 Residents are protected from drug and alcohol related harm



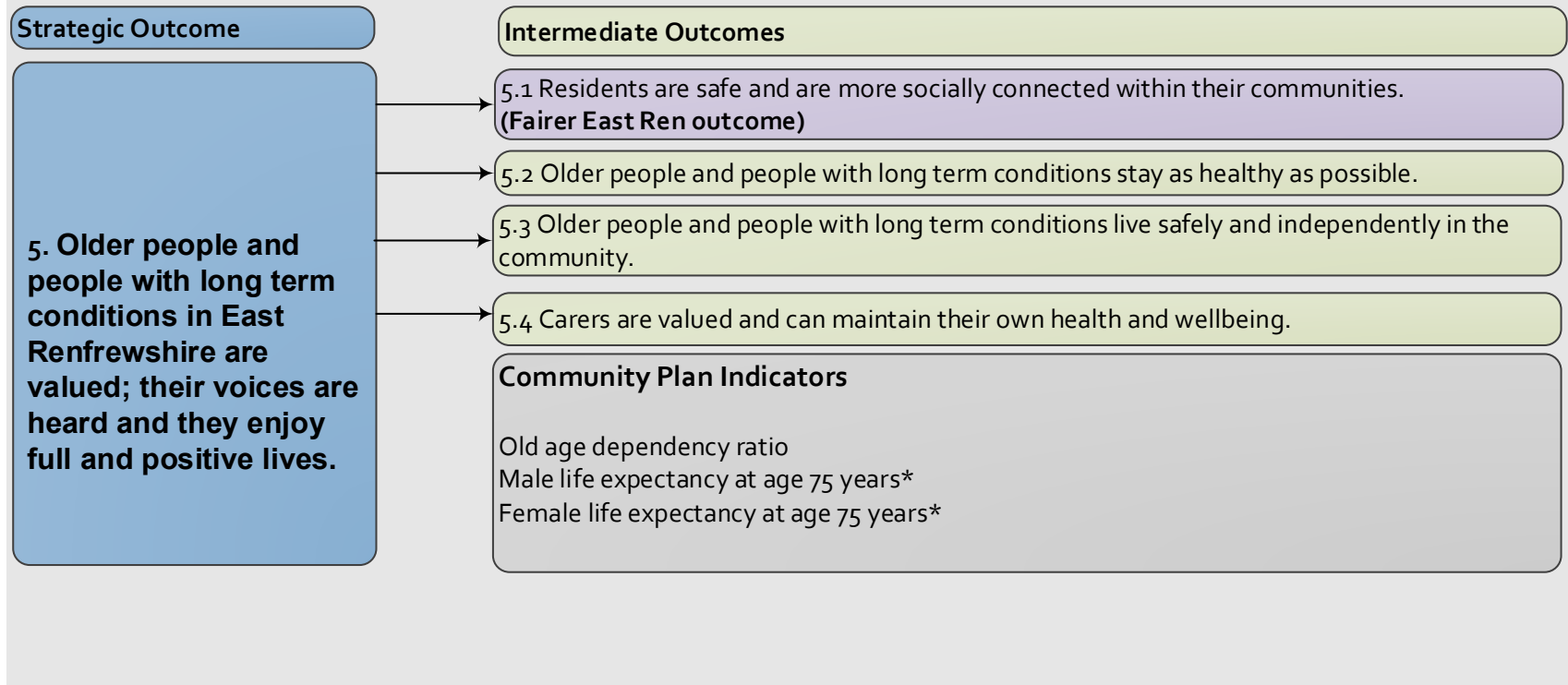
Outcome 4 indicators





* The outcome areas measured are safety, accommodation, support networks, legal issues, health and wellbeing, money, children, work and learning, empowerment and self- esteem. These targets are set by the 3rd sector delivery partner- Women’s Aid in collaboration with HSCP.

S5 SECTION 5
Older people and people with long term conditions in East Renfrewshire are valued; their voices are heard and they enjoy full and positive lives



*The average number of additional years a man or woman aged 75 can be expected to live if they continue to live in the same place and the death rates in the area remain the same for the rest of their life.



STRATEGIC OUTCOME 5

Older people and people with long term conditions

The Health and Social Care Partnership (HSCP) Strategic Plan 2022-25 outlines the key strategic priorities that we are delivering including: supporting older people and people with long-term conditions to maintain their independence at home and in their local community; ensuring people's healthcare needs are met; ensuring carers are able to exercise choice and control; supporting mental health and wellbeing; and supporting individuals and communities to tackle health inequalities and improve life chances.

There is a proportionally high number of people living in East Renfrewshire with disabilities and long-term conditions. Our oldest residents are most likely to experience ill-health and disability; as a result of this they are the greatest users of health and social care services. Following the Covid-19 pandemic we have continued to see higher levels of demand for support, with increased levels of frailty and complexity among the population we work with. Individuals are presenting with higher levels of emotional distress, complex needs and limited informal support networks. To prioritise finite social care resources and ensure that we support the people with the most significant needs, we have recently put in place a new Supporting People Framework. The framework sets out how the HSCP will target resources towards those with higher levels of need and take an assets-based approach to supporting those with less significant needs, drawing on personal/family strengths and assets, and community resources. To facilitate our approach and support those with lower levels of need, we are working to strengthen local community assets and access to local supports. In partnership with Voluntary Action East Renfrewshire, via the Community Hub, we continue to work to develop preventative supports, minimise isolation and engage with those in need through approaches such as befriending, peer support and the work of our Kindness Collaborative and Talking Points, linking people to local supports. By building on this collaborative work we hope to increase the community support and opportunities available. We will also make best use of technology and health monitoring systems to support independence and self-management as demonstrated by our Telecare system.

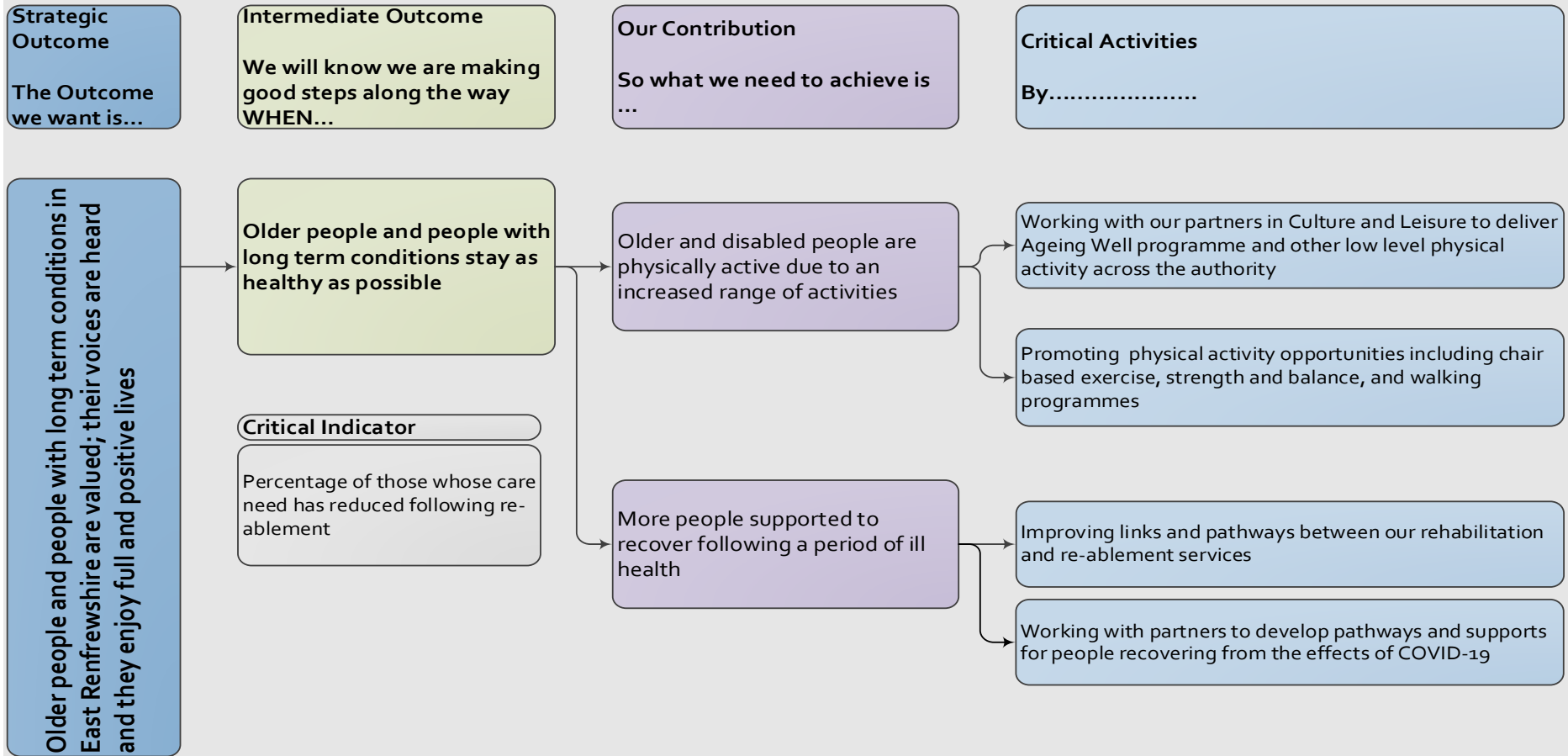
We continue to focus on promoting good mental health and wellbeing, and on ensuring that the right help and support is available whenever it is needed. Recognising that different types of mental health needs will continue to emerge as time passes, we will need to continually adapt our approach to reflect this, and are focused on close collaboration with primary care, and further enhancing the mental health and wellbeing supports within primary care settings. By working with GPs, third sector partners and people with lived experience we will develop our approach to ensure people get the right service, in the right place at the right time.

Despite demand pressures on our Care at Home service, we continue to support people to live independently and well in their communities, and continue to develop our intermediate care options, minimising unplanned hospital stays, and providing proactive support in the community. We are committed to increasing choice and control for people who require support and delivering the full potential of Self-Directed Support. By working

collaboratively, we will ensure that we have an effective delivery framework in relation to supporting individuals and enabling innovative approaches, and can support our partner providers and in-house services to develop their business/service plans to adapt to these new approaches.

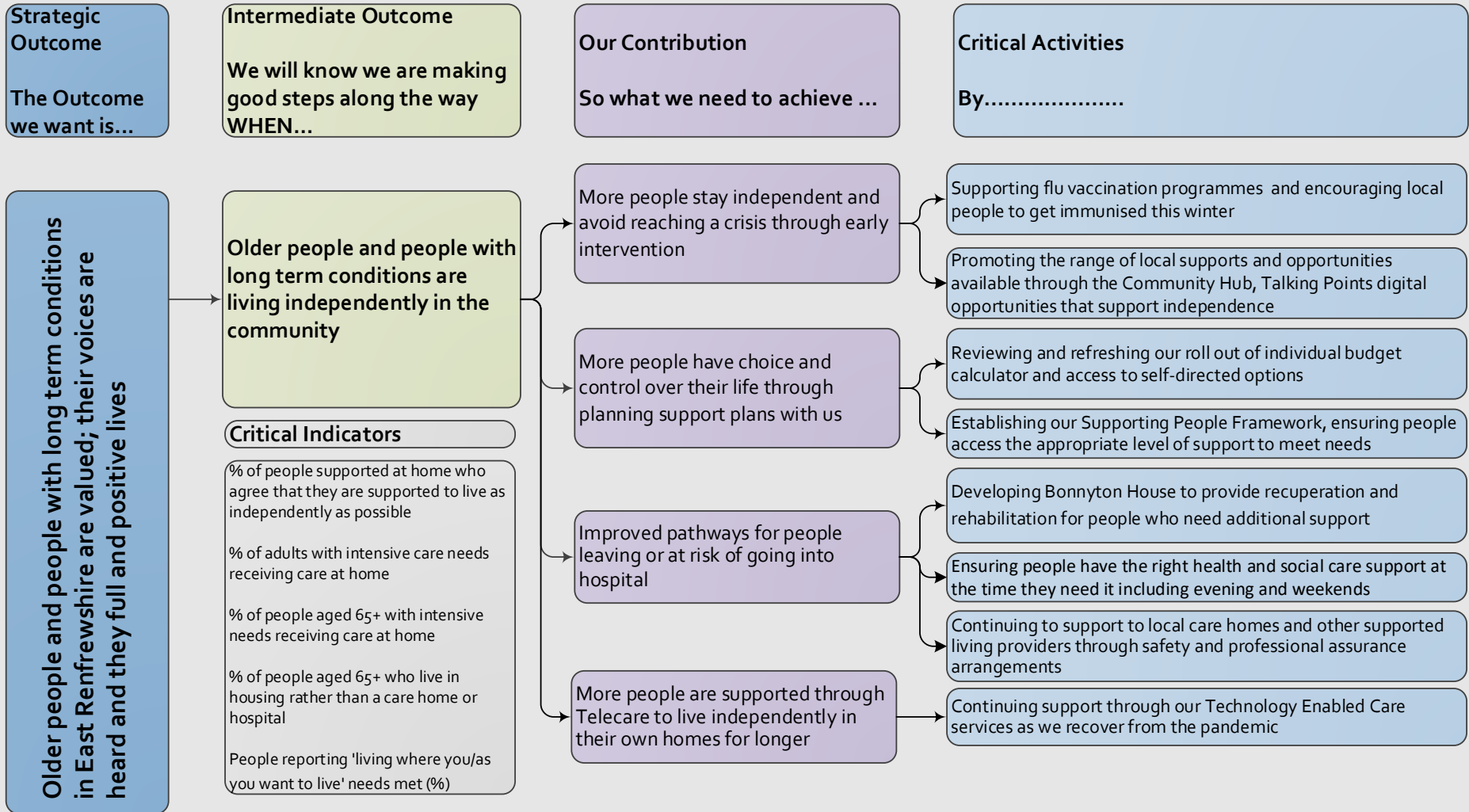
We recognise the enormous contribution carers make to health and social care across East Renfrewshire and will further develop information and support provided to carers, East Renfrewshire Carers' Centre and other stakeholders. In addition to timeous advice and information, there will be a particular focus on increasing the scope and variety of short breaks for carers ensuring that they are able to get a break from their caring role, maintain their own health and wellbeing and have a life beyond their caring responsibilities. The Young Carers' Education worker continues to work across schools in East Renfrewshire to promote Young Carer Statements and build the capacity of teaching staff to complete these alongside young carers.

5.2 Older people and people with long term conditions stay as healthy as possible



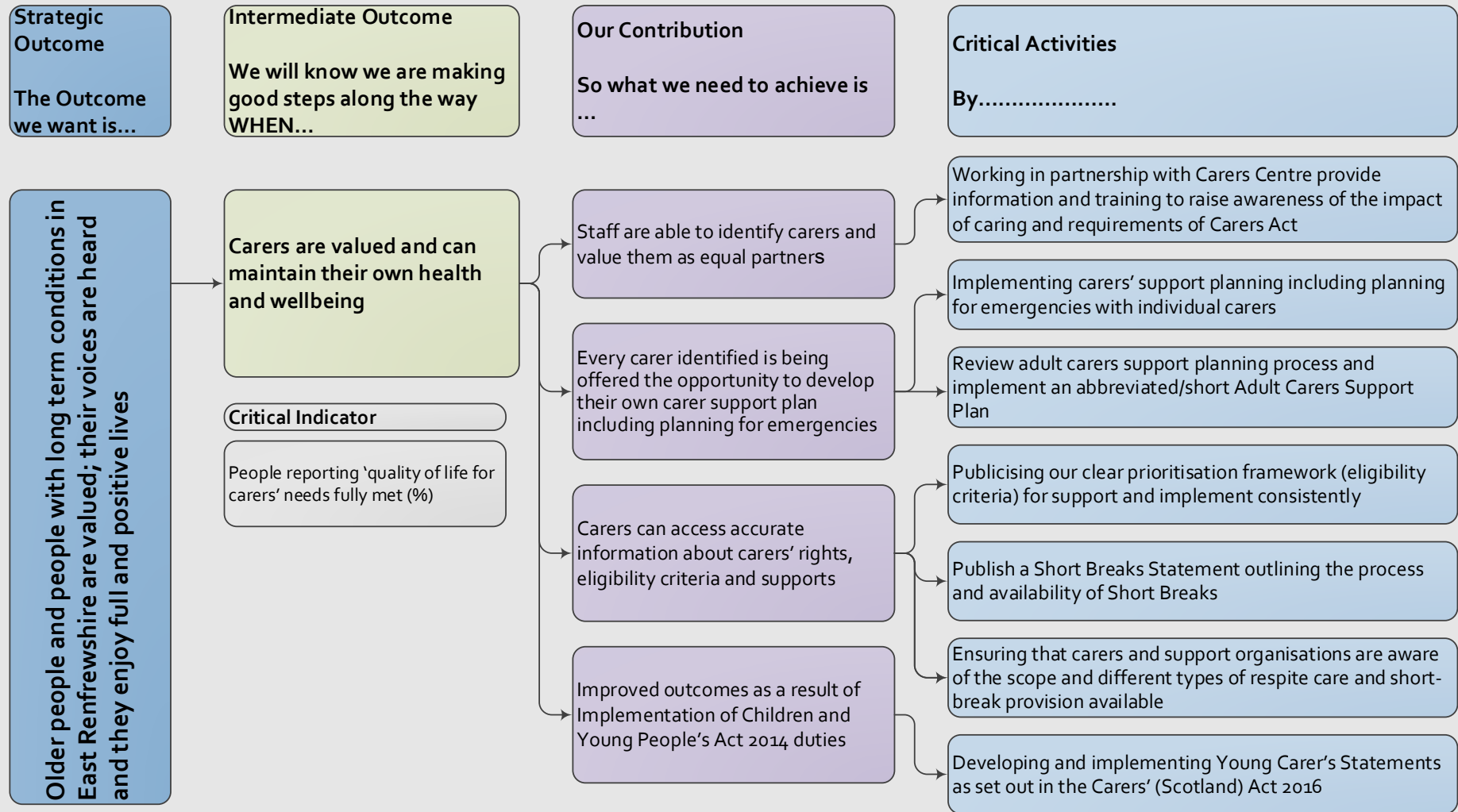
5.3

Older people and people with long term conditions live safely and independently in the community

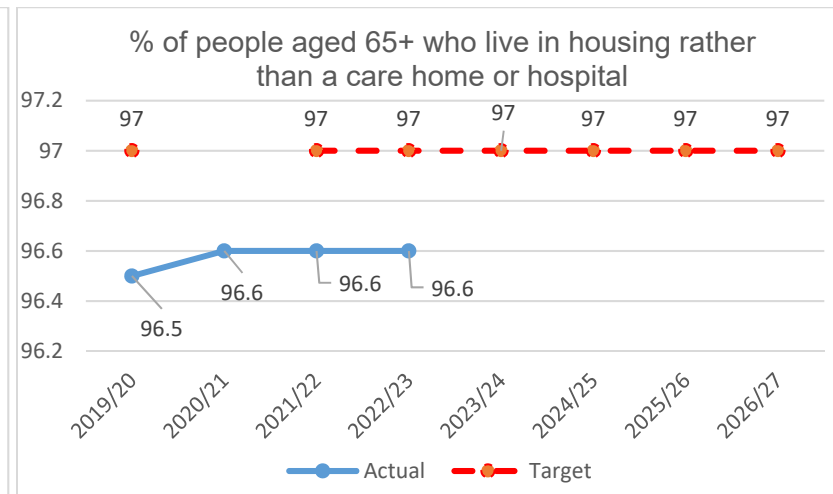
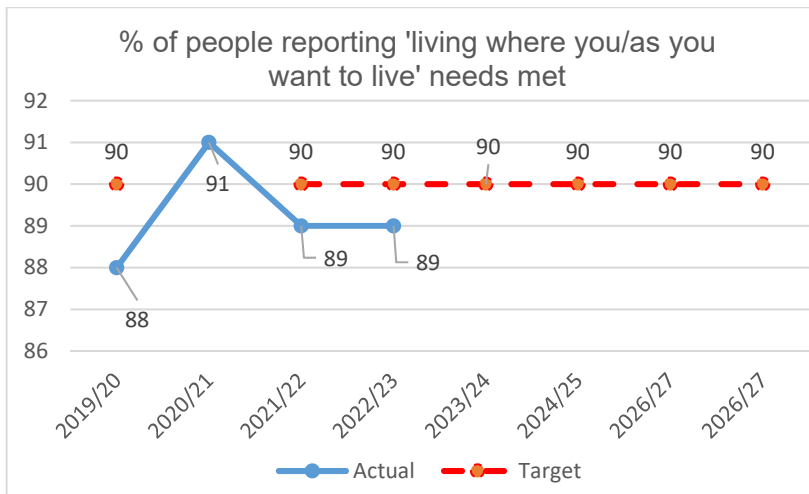
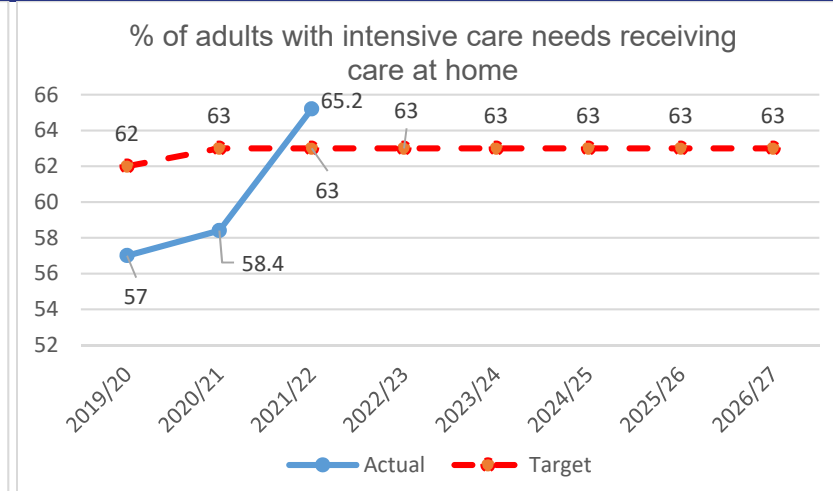
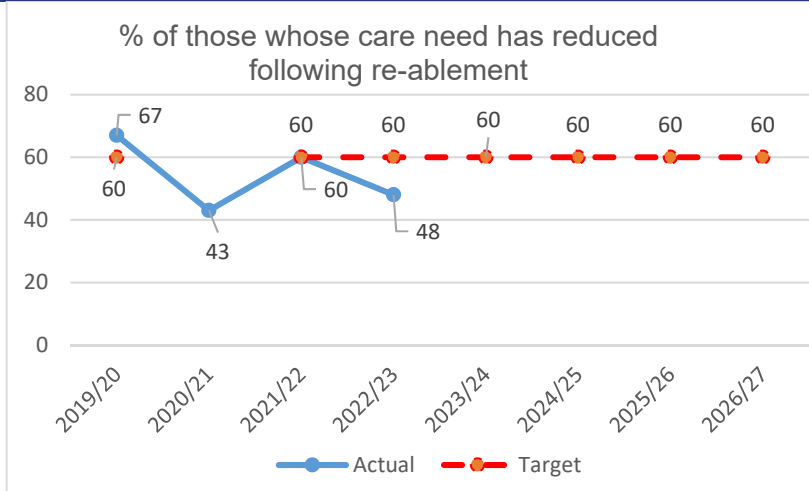


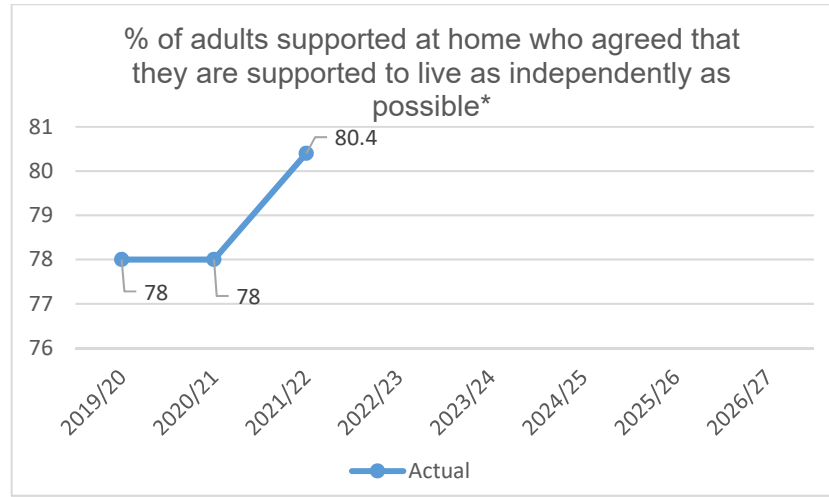
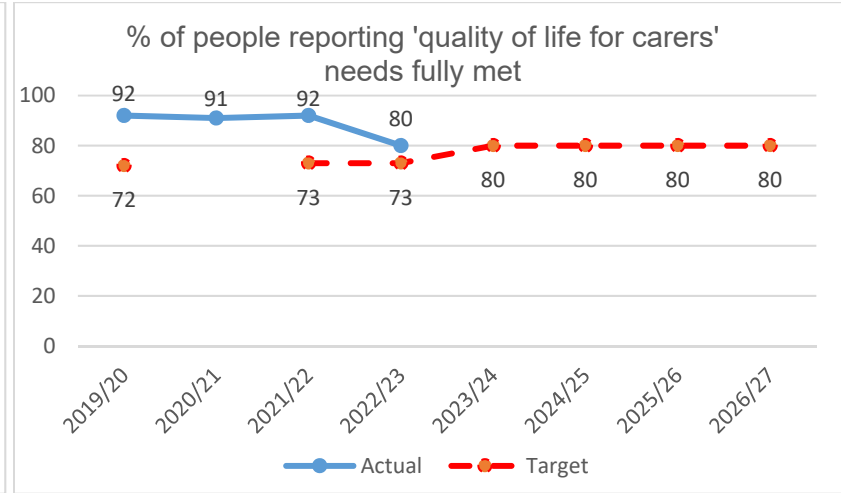
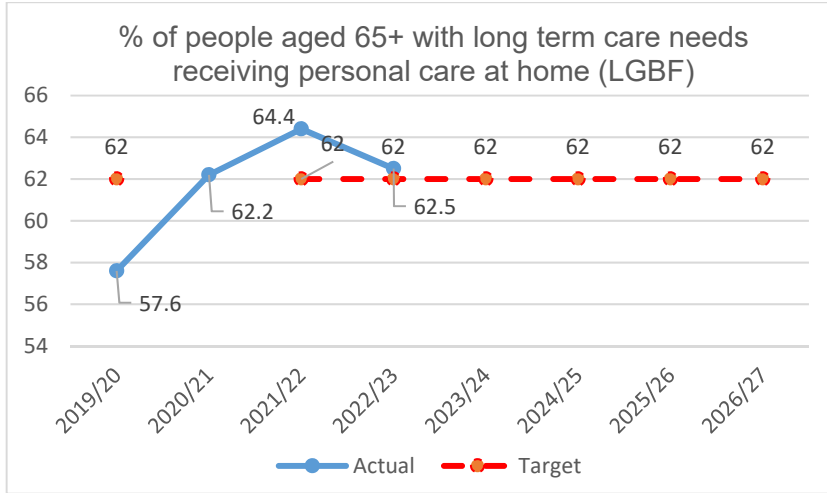
5.4

Carers are valued and can maintain their own health and wellbeing



Outcome 5 indicators





*Targets have not been set because the data for this indicator is for monitoring purposes only.

STRATEGIC OUTCOMES
Customer, Efficiency and People

Strategic Outcome

Our Council is forward thinking and high performing

Intermediate Outcomes

Customer: Satisfied customers access services that meet their needs

Efficiency: Our physical, information and financial assets are efficiently managed

People: We have engaged employees who are motivated to deliver our outcomes



CUSTOMER

Satisfied customers access services that meet their needs

As a Council our vision is to provide a consistent, efficient end to end customer experience designed with the user at the heart. We continue to develop our approach and our key principles are to have:

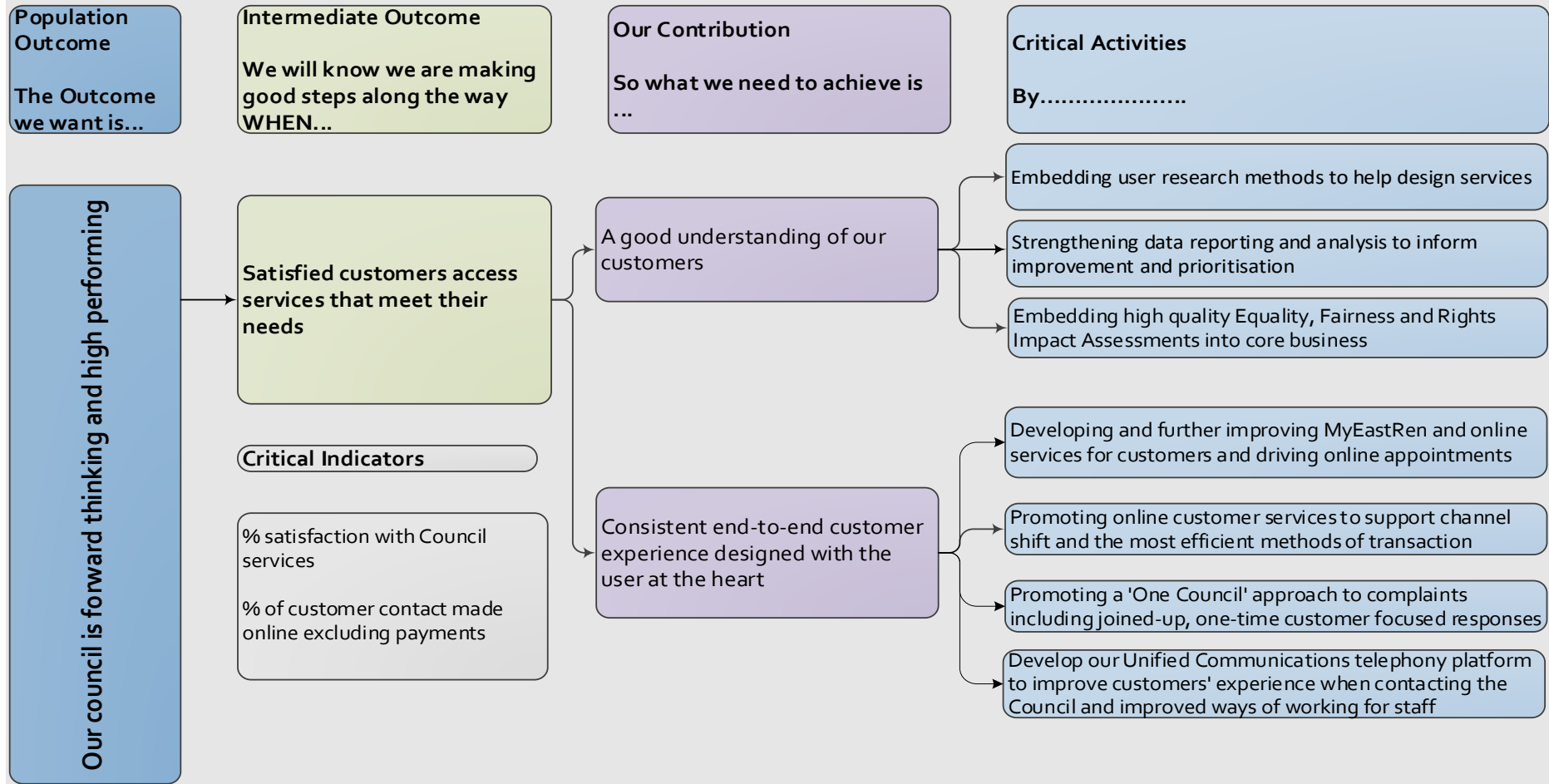
- Well designed, customer focused, end-to-end digital processes
- Streamlined digital processes including booking, scheduling and payments
- Customer insight at the core of any action
- Customer expectations managed with provision of regular updates on progress
- Processes designed in an inclusive way, providing support for those who need it
- Embedded the Scottish Approach to Service Design
- A One Council approach

Our commitment to local residents has never been more important and our services continue to experience rising demand as a result of the cost of living crisis. At the same time, we are also operating in a climate of budgetary cuts and fewer resources so want to ensure that residents continue to access and receive services that meet their needs. A high standard of customer experience will drive digital adoption, channel shift and improve perception. This will be achieved through user research and engagement with customers through various channels.

Digital transformation is a huge part of our drive to provide a better customer experience. As part of this focus to have more customer focused services and streamlined digital processes we continue to develop our online offer. Since its launch in 2022, around 20,000 residents have signed up to My EastRen, an online account where residents can access local services from their computers or smart phone. This enables residents to see the status of a service request, book registration appointments or access other portals that some services use such as Council Tax online and Parents Portal. A unified communications platform has also been implemented which gives better insight into customer contact information. Our focus is now to increase the number of services which utilise appointment bookings, improve the resilience of the customer contact centre and target improvements in our higher volume processes. This move to digital services allows staff to focus their time on vulnerable customers or those with more complex needs.

We are committed to listening to the views of our residents and carry out a regular Citizens' Panel survey, which includes a range of questions about satisfaction with our services and current topical issues. The results of the survey are communicated to residents to ensure they are kept up to date with the changes that have been made in response to their views. Our latest results found 85% of respondents reported they were satisfied with East Renfrewshire as a place to live. Ensuring complaints are responded to efficiently and effectively is also important to us we aim to ensure a One Council approach and we use this feedback to improve our services. Our priority is on improving the experience of our customers by simplifying our processes and making more services available online and we aim to be digital by default wherever we can.

CUSTOMER
Satisfied customers access services that meet their needs



**EFFICIENCY****Our physical, information and financial assets are efficiently managed**

We are continually developing the way we work and have in place a digital transformation portfolio to ensure our resources are managed effectively and our services meet the needs of our customers and local residents efficiently. This particularly concentrates on the modernising, digital, and data capability of our vision. Our continuous aim is to drive up efficiencies wherever possible, by streamlining, integrating and automating processes. This has helped us meet ambitious savings targets and significantly lessened the impact on frontline services, however this is becoming harder to achieve year on year.

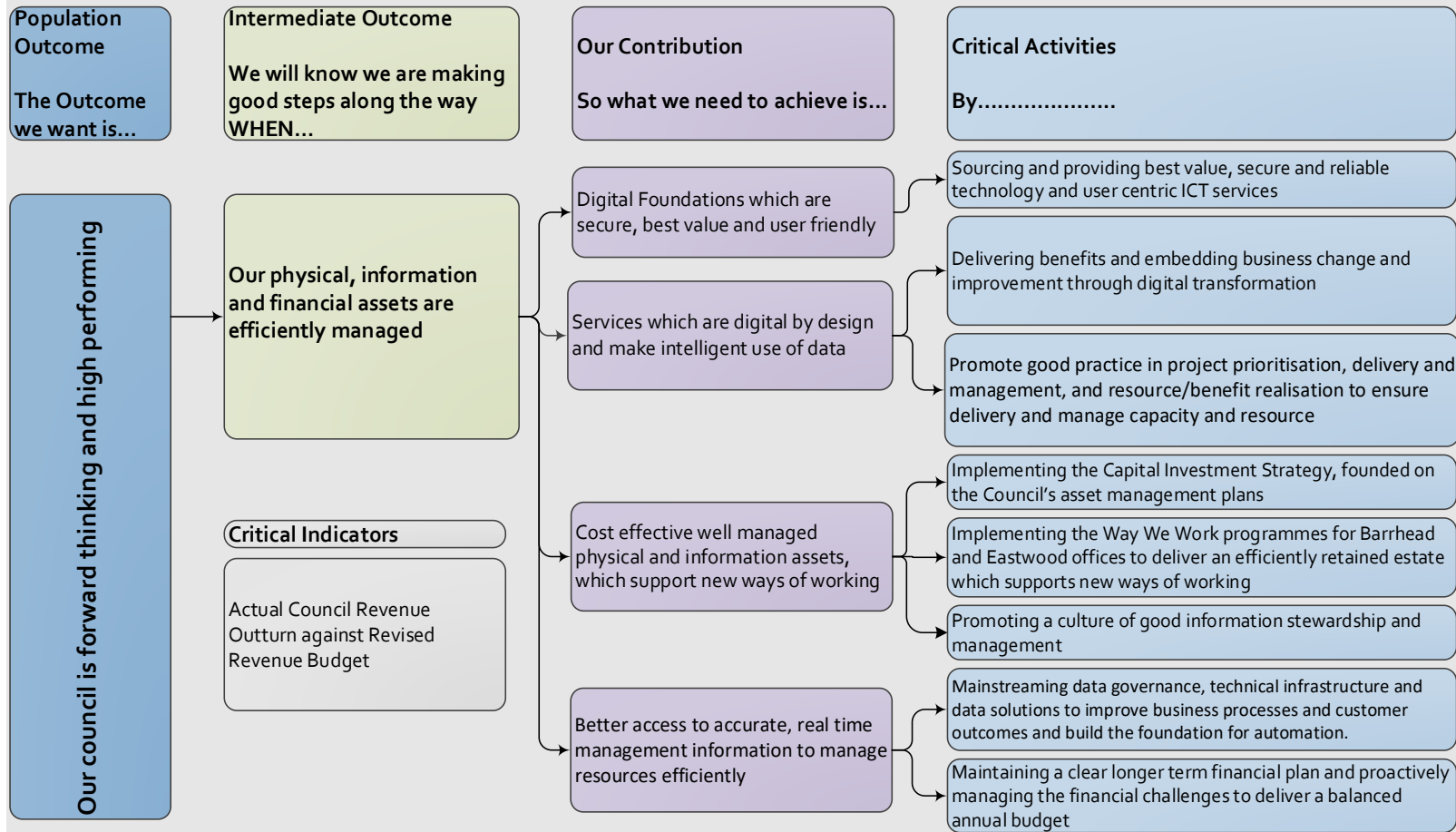
The Digital Transformation Programme plays a crucial role in meeting targets and has made huge progress in: managing the volume of projects and resources required; establishing new collaborative governance structures and introducing a new focus on benefit realisation. Continual improvements are made to business processes and customer response through better use of data. Digital developments including Parents Portal, Telecare provision and Pitch Bookings are reducing staffing hours and providing self-serving and automated systems for customers. Workforce productivity has been improved through the roll out of digital tools including M365 which has enhanced hybrid working. The pace and scale of change across the Council and HSCP remains significant. This is driven by pressures on budgets; statutory and contractual obligations and our own ambitions for digital modernisation and improved user experience

In these challenging times when budgets are strained it is essential that all our assets - physical, information and financial, are efficiently managed. We maintain our robust approach to financial planning and have effective monitoring in place. By continuing to develop our financial systems we aim to make the most of our resources by automating processes as far as possible and providing online access to key reports. Financial performance is monitored throughout the year and the publication of the Scottish Resource Spending Review will assist us in our medium- and longer-term budget planning.

The way we work has changed as a consequence of the pandemic. A key focus is to ensure that existing accommodation is both effective and efficient such as ensuring the internal layouts facilitate new ways of working through the creation of meeting rooms, team areas, and collaboration zones. We will work to design spaces to enable smarter working to future proof buildings and to maximise flexibility. In addition, given financial pressures, rising energy costs and carbon reduction targets, the overall portfolio of main accommodation properties is under review.

EFFICIENCY

Our physical, information, and financial assets, are efficiently managed





PEOPLE

We have engaged employees who are motivated to deliver our outcomes

Our people are our greatest asset and we recognise the need to invest in our people, seek their feedback, and ensure they are able to work efficiently and effectively. By supporting and developing our employees we want to continue to live our values, ambition, kindness and trust, and develop progressive, people-orientated policies and practices.

Our aspiration is to be a learning organisation; an organisation that continuously transforms itself through the learning and development of our staff. Learning has a clear link to growth, innovation and motivation. Becoming a learning organisation means we can respond faster to change through effective problem solving and the introduction of talent strategies to develop and keep the best people. This will lead to improvements in performance, sustainability and customer satisfaction.

We want inspirational and effective leaders who ensure staff are supported and developed to build the necessary knowledge, skills and understanding required for their roles. This includes supporting all newly appointed leaders, managers and staff to develop into their roles. Learning and development opportunities are promoted via our training calendar and e-learning and we also encourage staff to seek out high quality learning experiences within and beyond local government by engaging individually and collaboratively relevant to their role.

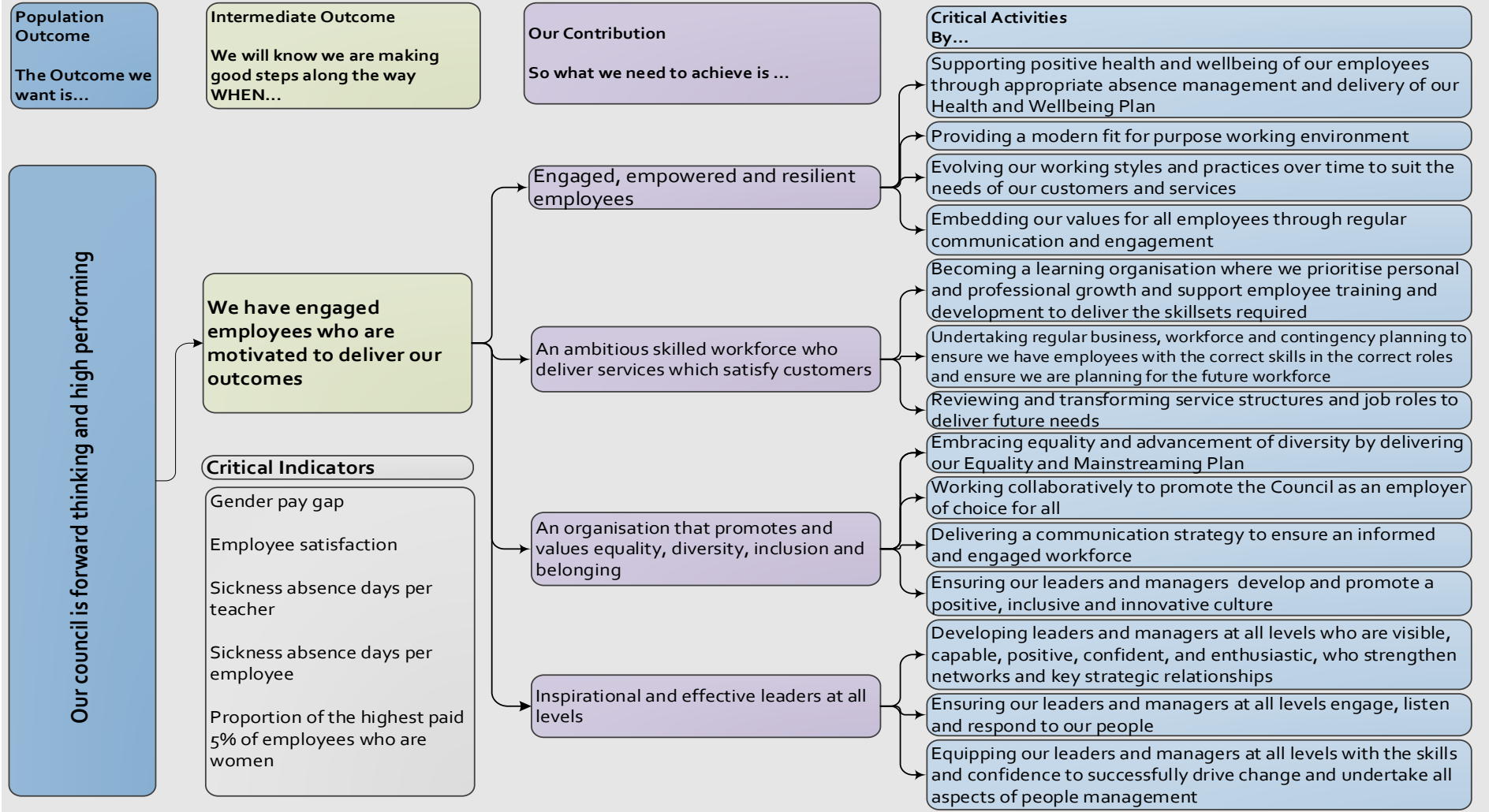
Our leaders will recognise the importance of employee engagement and will ensure employees are clear on work priorities, have the information and skills they need to excel in their job, support them to communicate their views on key issues affecting them and also set clear expectations on their contributions. We will utilise the experience and skills of our employees and engage with them to inform improvements in the way we work and the services we provide.

We are focused on developing our workforce, supporting our employees' health and wellbeing, valuing equality and the advancement of diversity, recruiting, retaining and developing employees with the correct skills and making the best use of technology to support our customer and the way we work. Workforce planning arrangements are a key focus, in particular our plans to make the most of technology to further enable us to best meet the needs of employees and customers. We are committed to supporting employees' health and well-being, and listening to and acting on their views. By continuing to engage with employees we will ensure that they are able to communicate their views on key issues affecting them. It is important that we find new and innovative ways to communicate with and engage all our employees, ensuring they are supported to work effectively and to maximise the benefits of new technologies to assist them.

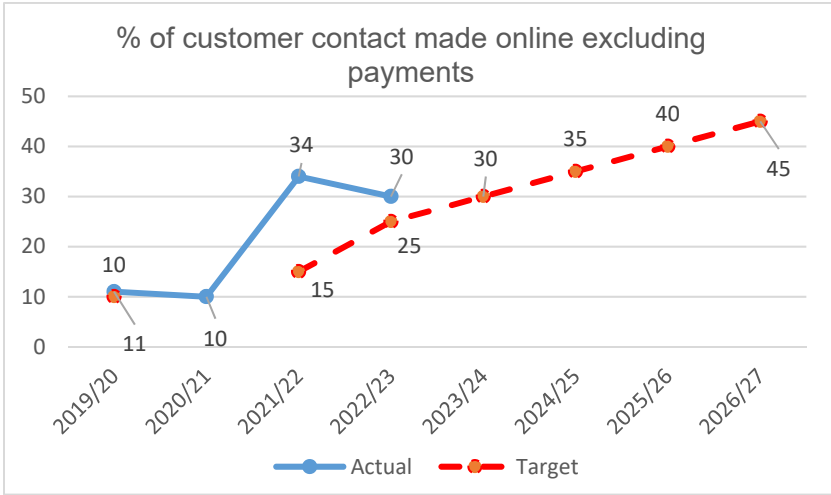
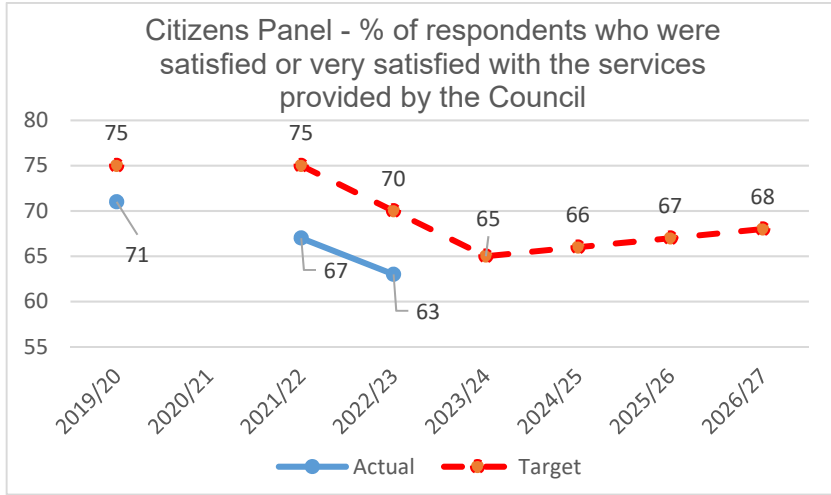
We remain committed to supporting employee development, career progression and modern working practices and we will work proactively to implement workforce planning arrangements to address for the changing demands and constraints of our services.

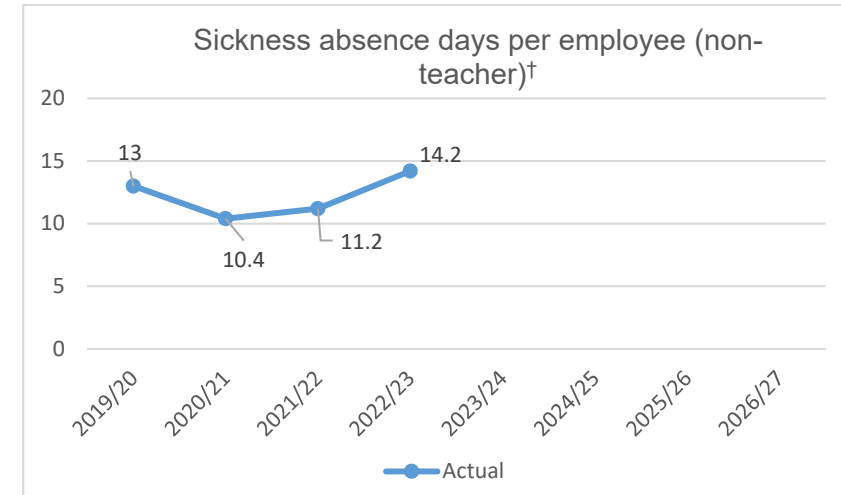
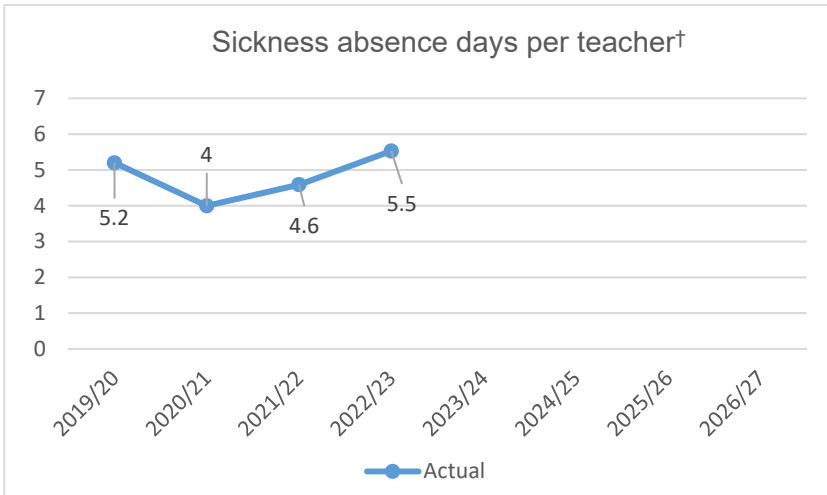
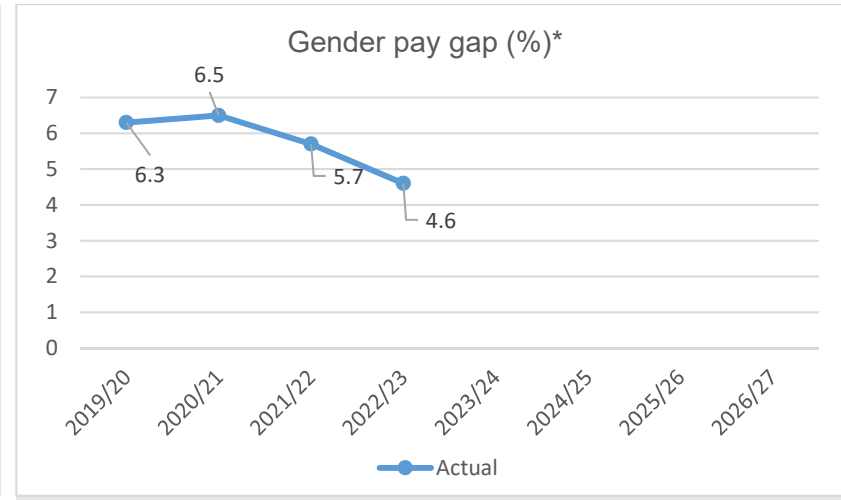
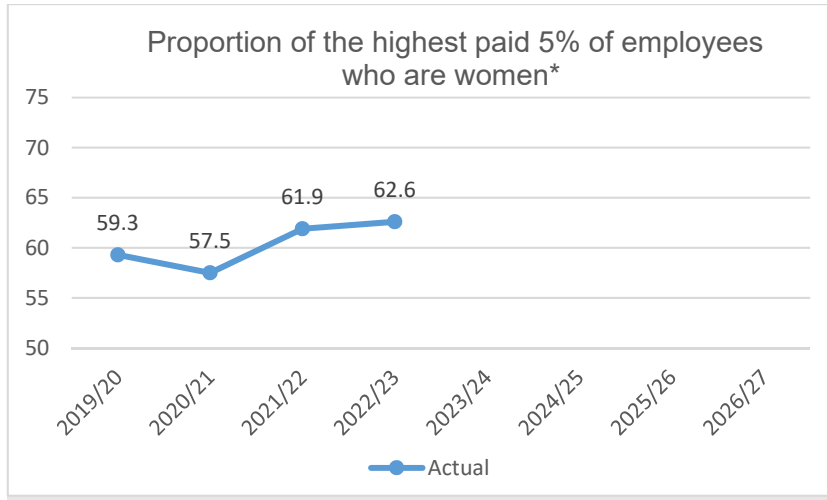
PEOPLE

We have engaged employees who are motivated to deliver our outcomes



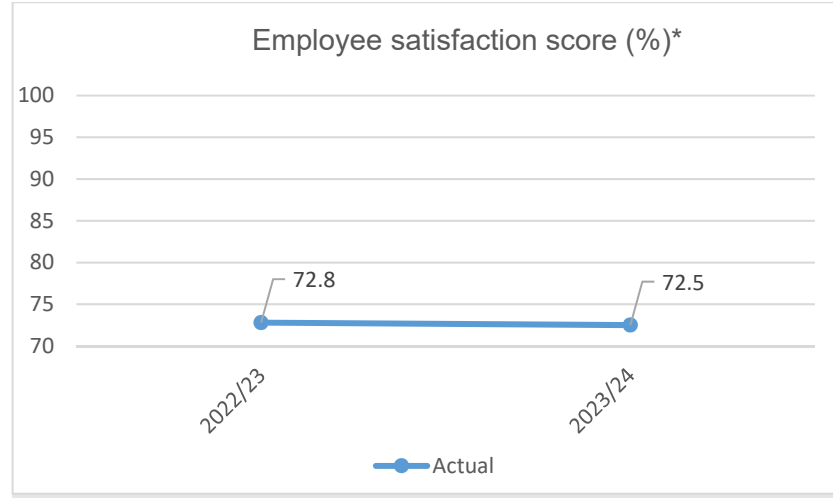
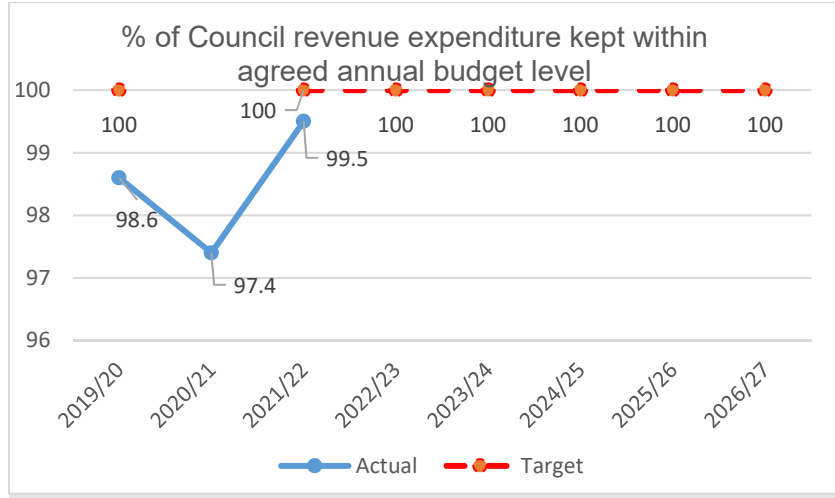
Customer, Efficiency and People indicators





* Targets have not been set because the data for this indicator is for monitoring purposes only.

† Targets to be agreed by departments.



* Targets have not been set because the data for this indicator is for monitoring purposes only.

Our finances

Department	2023/24	2024/25	2025/26
	APPROVED	APPROVED	INDICATIVE
	BUDGET*	BUDGET*	BUDGET
	£'000	£'000	£'000
Education	181,532	189,004	187,637
Contribution to Integration Joint Board	67,656	69,480	69,480
Environment	28,298	28,892	28,798
Business Operations & Partnerships	11,740	12,445	11,891
Chief Executive's Office	771	288	471
Joint Board	2,379	2,430	2,430
Miscellaneous Services	2,320	7,813	7,811
Capital Financing Costs	8,466	9,525	11,824
Total	303,162	319,877	320,342
Chief Executive - Central Support	3,225	2,912	2,739
Business Operations & Partnerships- Central Support	9,199	10,942	10,526

Environment - Central Support	1,563	1,516	1,549
	13,987	15,370	14,814
Capital - General Services	72,073	58,273	57,454
Capital - Housing Revenue Account	9,094	17,467	17,533

Finances

Budgets are constrained by available funding, comprising Scottish Government grants and Council Tax income. The Council's grant has only been confirmed for the period up to and including 2024/25. A Budget is also listed for 2025/26 reflecting spending pressures and service demands that could be faced and Exchequer commentary and economist forecasts on public sector funding levels. However It is purely indicative and are reflective of the Scottish Spending Review and the likely level of future years funding available.

Education

The budgets listed above in respect of the Education Department include the management fee along with further support costs for the East Renfrewshire Culture & Leisure Trust.

Joint Boards

The Council contributes, along with other local authorities, to the funding of joint boards providing public transport (including a concessionary travel scheme) and valuation and electoral services in the west of Scotland. The joint arrangements to which East Renfrewshire Council contributes are as follows:

Strathclyde Partnership for Transport

This joint body is responsible for the provision of public transport services in the west of Scotland.

Strathclyde Concessionary Travel Scheme Joint Committee

This body is responsible for determining the concessionary travel scheme for the west of Scotland. Strathclyde Partnership for Transport administers the scheme.

Renfrewshire Valuation Joint Board

This joint board is responsible for the provision of valuation and electoral registration services for East Renfrewshire, Renfrewshire and Inverclyde.

Miscellaneous Services

In addition to the services and spending plans allocated to each department, there are a number of miscellaneous services where spending is not allocated to service departments. Currently for 2024/25 and 2025/26 these figures also include just over £6m in respect of a short term reduction in employers pension contributions. However, it has been approved that a new reserve is established to hold these funds, with officers working with the Budget Strategy Group to develop proposals as to how they can be best utilised to invest for the future. Proposals can then be brought to Cabinet for approval. The balance of miscellaneous services accounts for less than 1% of the Council's total budget and funds the restructuring costs of the Council.

Annexes and data notes

ODP

Our ODP is a high level plan and cannot capture in detail the range of service strategies and operational plans which underpin the delivery of our outcomes. Further extensive detail can also be found in other departmental and service plans and HSCP strategic plans. The diagrams that follow illustrate the linkages between national and local outcomes. The 'Outcomes on a Page' diagram also illustrates the golden thread and how our plans link up.

Data notes:

Education Data – use of academic years. Following the national approach school attainment, exclusion and school leaver data in the plan refers to the relevant academic year rather than the financial year. As a result targets set for 25/26 will not be reported on until later autumn 2026.

Graphs

The latest available data for indicators is used in the graphs. Where applicable five years of data and three years of targets are presented. Targets are not set for some indicators, however they have been included for monitoring the direction of travel.

Community Plan					
	1- Childhood	2 - Learning, life and Work	3 - Economy and Environment	4 - Safe, supportive communities	5 - Older People and people with long term conditions
Community Plan Strategic Outcomes	All children in East Renfrewshire experience a stable and secure childhood and succeed.	East Renfrewshire residents are healthy and active and have the skills for learning, life and work.	East Renfrewshire is a thriving, attractive and sustainable place for residents and businesses	East Renfrewshire residents are safe and live in supportive communities	Older people and people with long term conditions in East Renfrewshire are valued; their voices are heard and they enjoy full and positive lives.

Intermediate Outcomes	1.1- Child poverty in East Renfrewshire is reduced.	2.1- Residents have the right skills, learning opportunities and confidence to secure and sustain work.	3.1 East Renfrewshire's transport links are accessible, attractive and seamless	4.1- Residents' mental health and wellbeing is improved.	5.1- Residents are safe and are more socially connected within their communities.
	1.2- Parents provide a safe, healthy and nurturing environment for their families. 1.3- Children and young people are cared for, protected and their wellbeing is safeguarded	2.2- Children and young people are healthy, active and included. 2.3- Children and young people raise their educational attainment and develop the skills they need. 2.4- Residents are as healthy and active as possible	3.2- East Renfrewshire is a thriving place to invest and for businesses to grow 3.3- East Renfrewshire is an attractive place to live with a good physical environment 3.4- East Renfrewshire is a great place to visit 3.5- East Renfrewshire is environmentally sustainable	4.2- Residents live in safe communities with low levels of crime and anti-social behaviour 4.3- Residents are protected from harm and abuse and public protection is safeguarded. 4.4- Residents live in communities that are strong, self-sufficient and resilient 4.5- Residents are protected from drug and alcohol related harm	5.2- Older people and people with long terms conditions stay as healthy as possible 5.3- Older people and people with long terms conditions live safely and independently in the community 5.4- Carers are valued and can maintain their own health and wellbeing

Outcome Delivery Plan Customer, Efficiency , People
Our council is forward thinking and high performing
Customer: Satisfied customers access services that meet their needs
Efficiency: Our physical, information and financial assets are efficiently managed
People: We have engaged employees who are motivated to deliver our outcomes

Integrating National, Community Planning Partnership and Council Outcomes
East Renfrewshire Council's Vision: A modern, ambitious council creating a fairer future with all.

National Outcome

Strategic Outcome

Outcome Delivery Plan (and Fairer East Ren) - Intermediate Outcomes

<p>5. We grow up loved, safe and respected so that we realise our full potential.</p>	<p>→ 1. All children in East Renfrewshire experience a stable and secure childhood and succeed.</p>	<p>→ - Child poverty in East Renfrewshire is reduced. <i>(Fairer East Ren)</i> - Parents provide a safe, healthy and nurturing environment for their families. - Children and young people are cared for, protected and their wellbeing is safeguarded.</p>
<p>6. We are well educated, skilled and able to contribute to society. 8. We are healthy and active.</p>	<p>→ 2. East Renfrewshire residents are fit and healthy and have the skills for learning, life and work.</p>	<p>→ - Residents have the right skills, learning opportunities and confidence to secure and sustain work. <i>(Fairer East Ren)</i> - Children and young people are healthy, active and included. - Children and young people raise their educational attainment and achievement and develop the skills they need. - Residents are as healthy and active as possible.</p>
<p>3. We tackle poverty by sharing opportunities, wealth and power more equally.</p>		
<p>1. We have a globally competitive, entrepreneurial, inclusive and sustainable economy. 7. We have thriving and innovative businesses, with quality jobs and fair work for everyone. 9. We value, enjoy, protect and enhance our environment. 10. We are creative and our vibrant and diverse cultures are expressed and enjoyed widely.</p>	<p>→ 3. East Renfrewshire is a thriving, attractive and sustainable place for businesses and residents.</p>	<p>→ CROSS CUTTING OUTCOME INTEGRATED WITHIN ALL OUR LOCAL OUTCOMES</p> <p>- East Renfrewshire's transport links are accessible, attractive and seamless. <i>(Fairer East Ren)</i> - East Renfrewshire is a thriving place to invest and for businesses to grow. - East Renfrewshire is an attractive place to live with a good physical environment. - East Renfrewshire is a great place to visit. - East Renfrewshire is environmentally sustainable.</p>
<p>4. We live in communities that are inclusive, empowered, resilient and safe. 11. We respect, protect and fulfill human rights and live free from discrimination.</p>	<p>→ 4. East Renfrewshire residents are safe and live in supportive communities.</p>	<p>→ - Residents' mental health and wellbeing is improved. <i>(Fairer East Ren)</i> - Residents are safe and are more socially connected within their communities. <i>(Fairer East Ren)</i> - Residents live in safe communities with low levels of crime and anti-social behavior. - Residents are protected from harm and abuse and public protection is safeguarded. - Residents live in communities that are strong, self-sufficient and resilient. - Residents are protected from drug and alcohol related harm.</p>
<p>8. We are healthy and active.</p>	<p>→ 5. Older people and people with long term conditions in East Renfrewshire are valued; their voices are heard and they are supported to enjoy full and positive lives</p>	<p>→ - Residents are safe and are more socially connected within their communities. <i>(Fairer East Ren)</i> - Older people and people with long terms conditions stay as healthy as possible. - Older people and people with long terms conditions live safely and independently in the community. - Carers are valued and can maintain their own health and wellbeing.</p>
<p>2. We are open, connected and make a positive contribution (internationally).</p>	<p>→ Strategic outcomes- Customer, Efficiency and People</p>	

Vision for the future

Our vision is to be a modern, ambitious council creating a fairer future with all and our ultimate aim is to make people's lives better

We are working across East Renfrewshire to achieve best Outcomes for



EARLY YEARS AND VULNERABLE YOUNG PEOPLE



LEARNING, LIFE AND WORK



ENVIRONMENT AND ECONOMY



SAFE, SUPPORTIVE COMMUNITIES



OLDER PEOPLE AND PEOPLE WITH LONG-TERM CONDITIONS

We will achieve this by excelling in our three Capabilities



PREVENTION

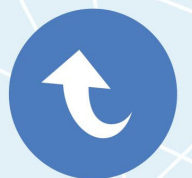


EMPOWERING COMMUNITIES



DIGITAL CHANGE

And along this journey, in everything we do, we must live our Values



Ambition



Kindness



Trust



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Annex 2

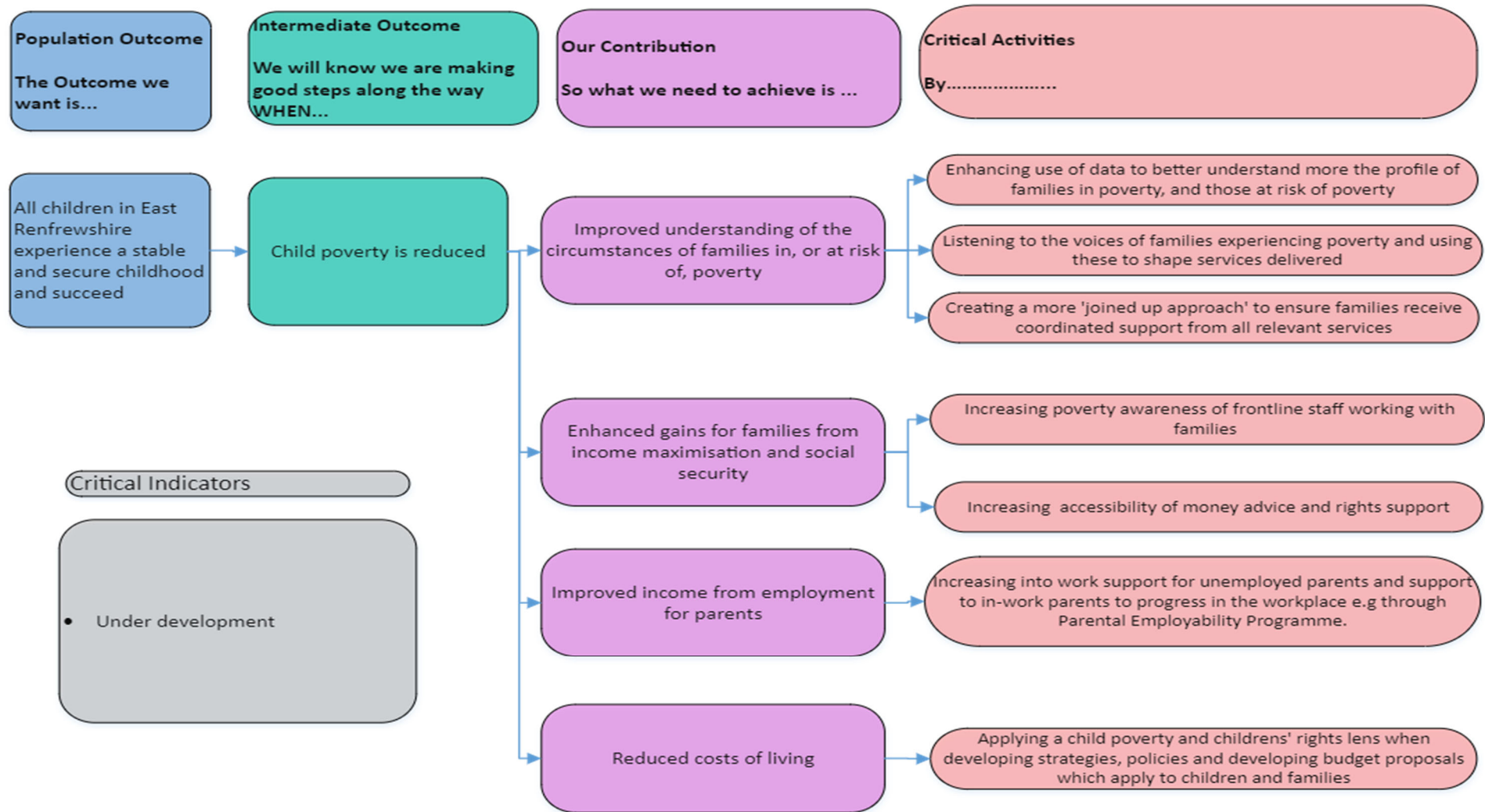
Fairer East Ren: Delivery Plans 2024/2025

Delivering the outcomes of the East
Renfrewshire Community Plan

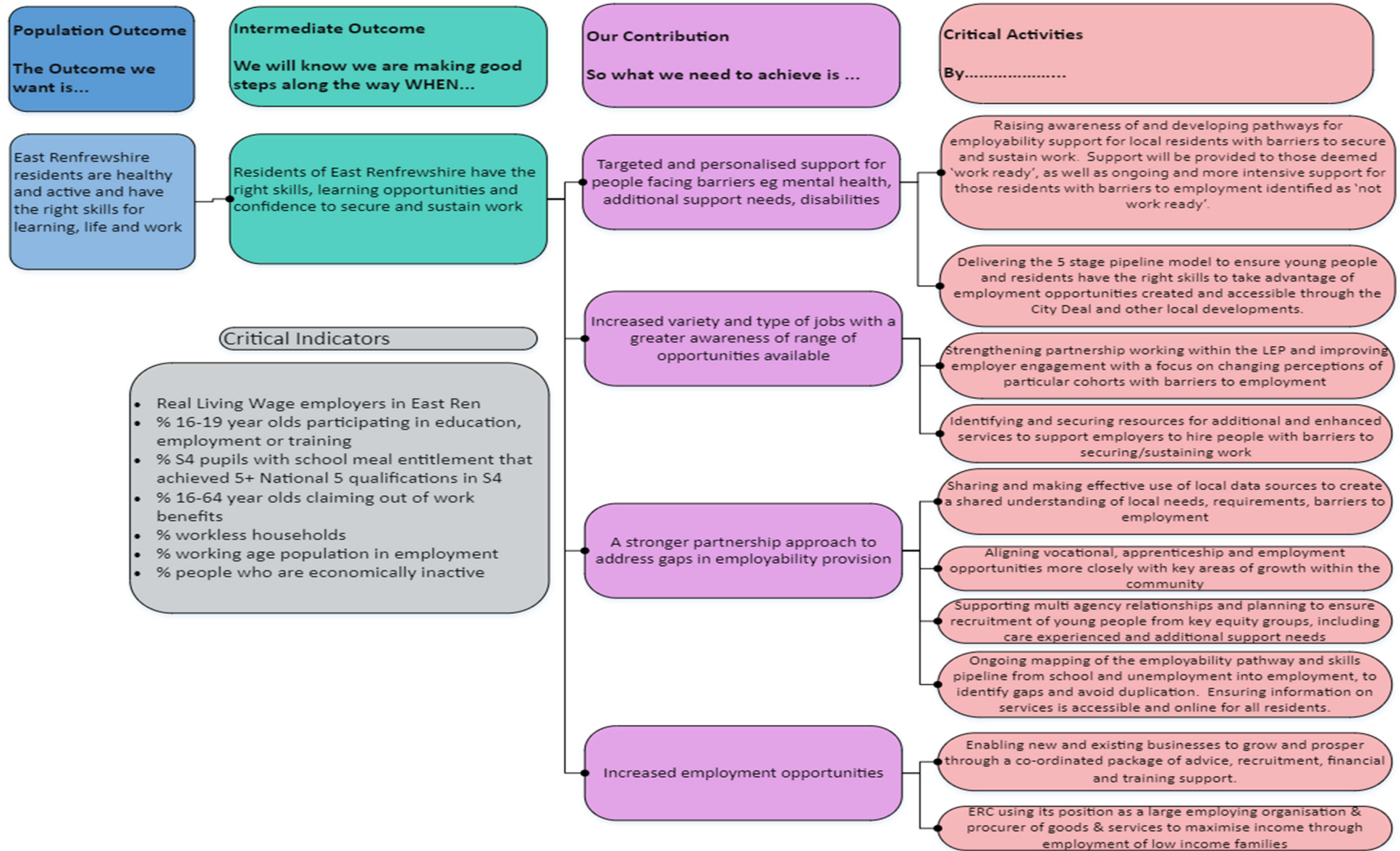
Background

- Fairer East Ren is the Local Outcome Improvement Plan for East Renfrewshire Community Planning Partnership.
- A requirement of the Community Empowerment (Scotland) Act 2015, is that a Local Outcomes Improvement Plan (LOIP) is produced to outline how community planning partners will work with communities to improve outcomes for individuals, families and communities and reduce socio-economic inequality.
- Fairer East Ren is set out in a number of themed delivery plans:
 - 1.1 Child poverty in East Renfrewshire is reduced (Local Child Poverty Action Report)
 - 2.1 Residents have the right skills, learning opportunities and confidence to secure and sustain work
 - 3.1 East Renfrewshire’s transport links are accessible, attractive and seamless
 - 4.1 Residents’ mental health and wellbeing is improved
 - 5.1 Residents are safe and socially connected within their communities
- Work continues to develop our Local Transport Strategy and priority is being given to help meet the needs of our most vulnerable residents to move around. This includes re-connecting with Community Transport stakeholders about the role of Community Transport and the opportunities for future development and delivery. This work will contribute to achieving the activities laid out in outcome 3.1.
- This Fairer East Ren is a one-year plan. The Council is currently refreshing the “Vision for the Future” strategy which will sit at the top of our strategic planning framework becoming the over-arching long term strategic vision and plan for the Council and Community Planning Partnership. The 2024/2025 period will see a cementing of the 15-year Vision for the Future and will inform the update of associate plans including the Council’s Outcome Delivery Plan and Local Outcome Improvement Plan, alongside a review of the current CPP governance structures. As part of this visioning process, the Council has also reviewed its five capabilities to three in recognition that our transformation programme combines the themes of data, modernisation of how we work and digital under one heading of digital change. The three capabilities of Empowering Communities, Prevention and Digital Change will help drive the activities and outcomes that come through Vision for the Future.
- These updated plans allow us to work together in partnership to ensure that critical activities to reduce socio-economic inequality remain a key focus for the Community Planning Partnership.

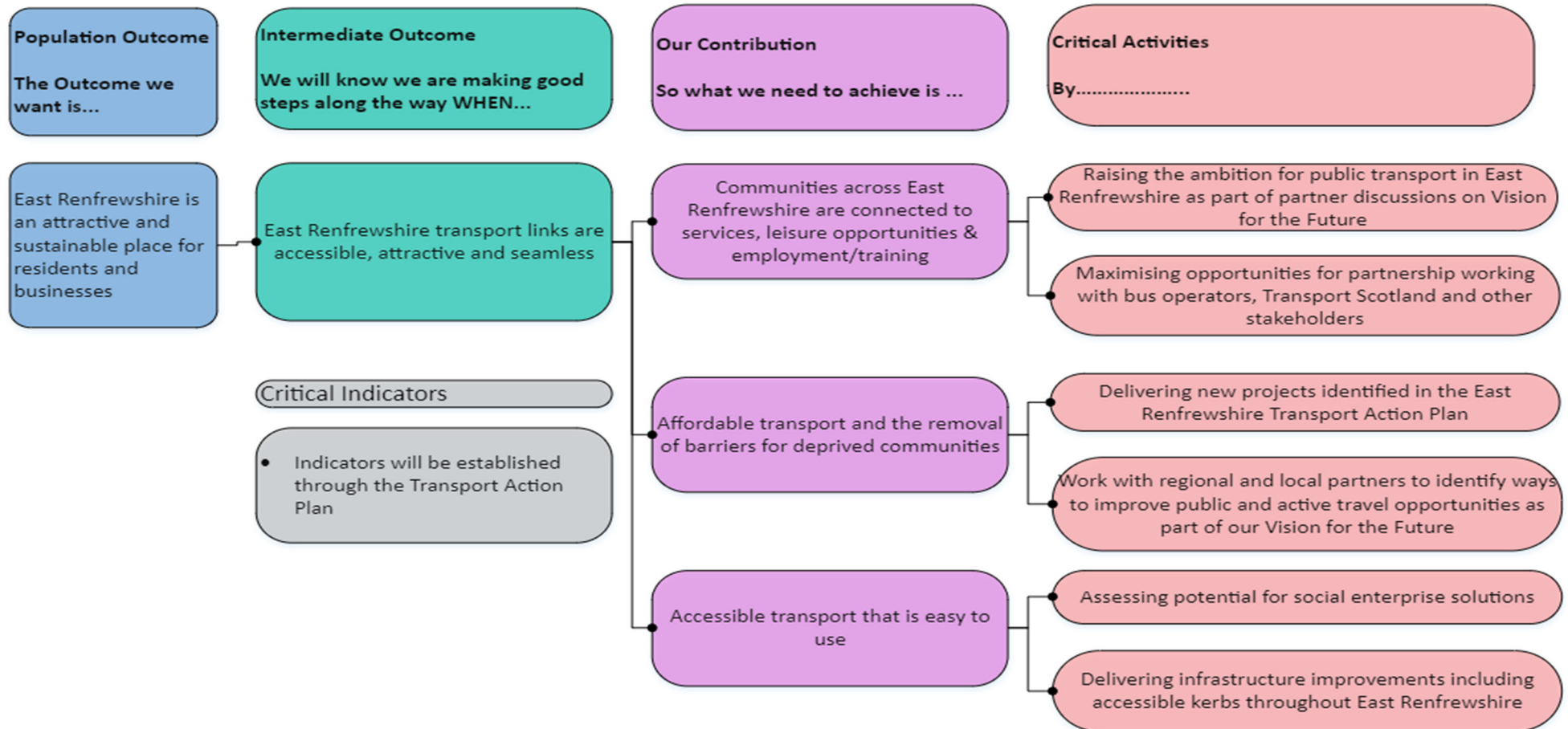
1.1 Child Poverty in East Renfrewshire is reduced



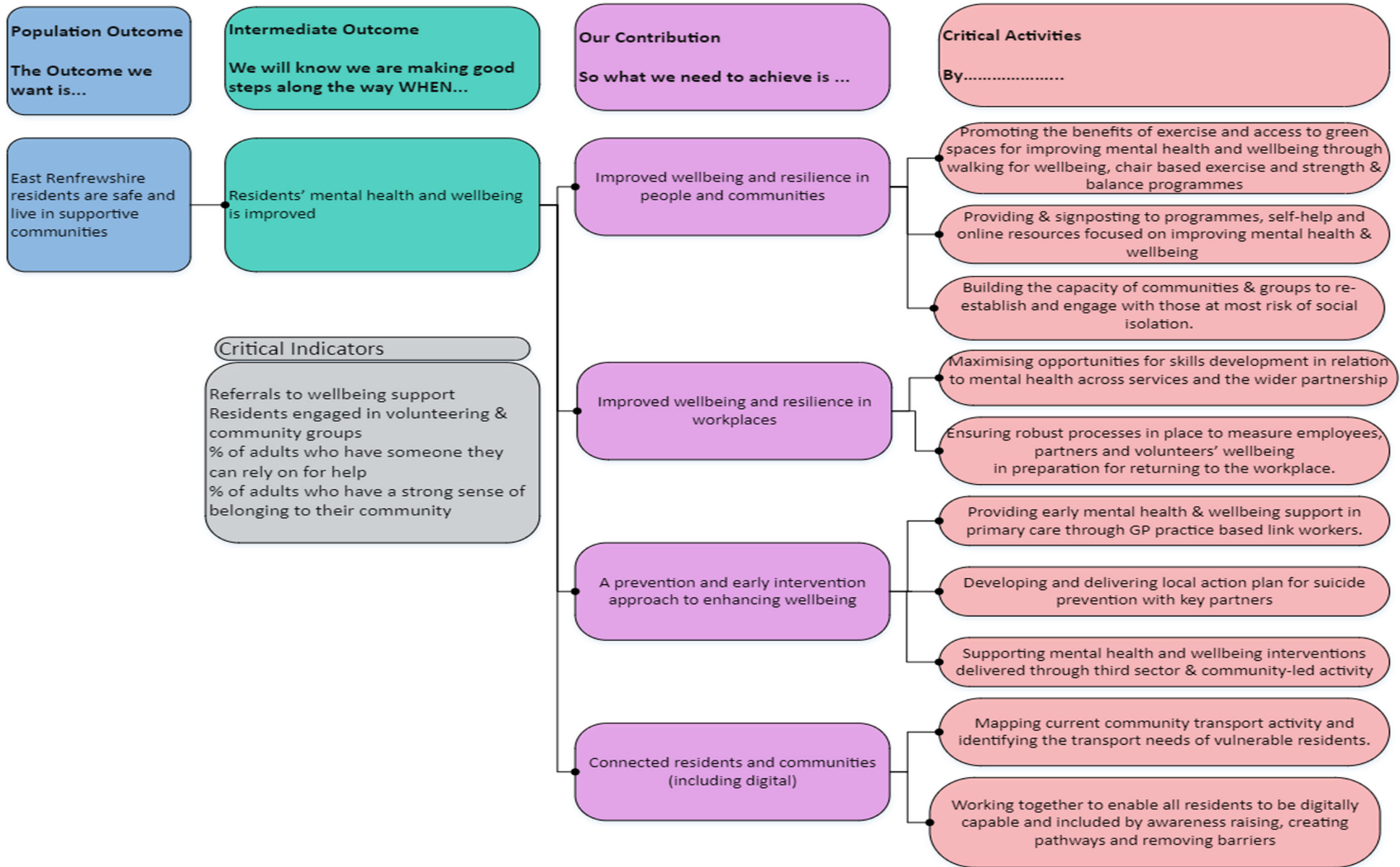
2.1 East Renfrewshire residents are healthy and active and have the right skills for learning, life and work



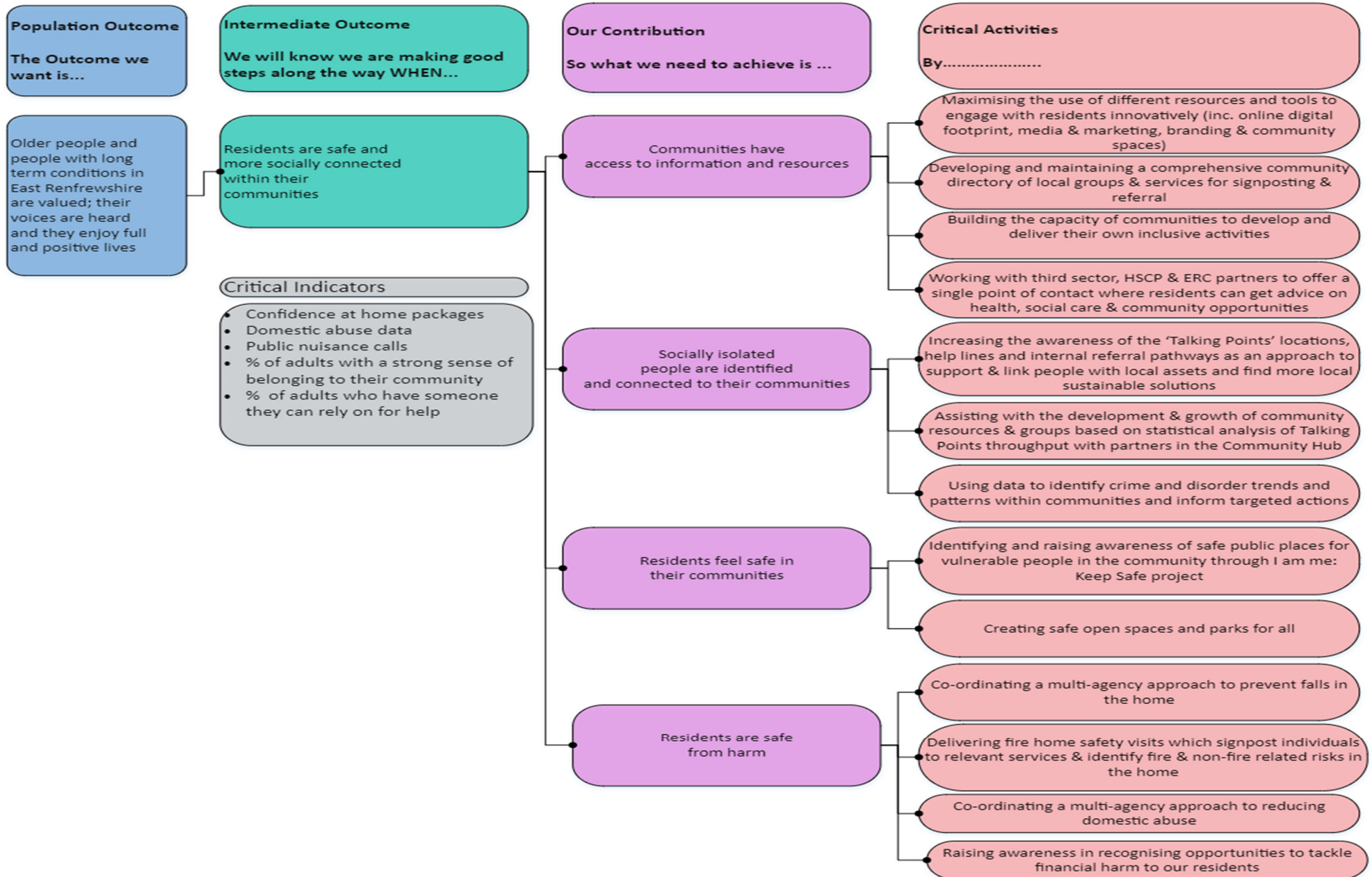
3.1 East Renfrewshire’s transport links are accessible, attractive and seamless



4.1 Resident’s mental health and wellbeing is improved



5.1 Residents are safe and more socially connected within their communities



The Community Planning Partners will oversee the progress towards a Fairer East Ren and will publish updates on our webpages at <https://eastrenfrewshire.gov.uk/community-planning-partnership>

As we continue to deliver a Fairer East Ren we will create opportunities for working together with local people to ensure the plans meet their needs.

EAST RENFREWSHIRE COUNCIL24th April 2024Report by Director of EnvironmentClydeplan and Regional Spatial Planning Governance Arrangements**PURPOSE OF REPORT**

1. The purpose of this report is to seek the approval of Council to formally withdraw from the Clydeplan Joint Committee and agree to transfer the responsibility for the development of a Regional Spatial Strategy to the Glasgow City Region Cabinet.

RECOMMENDATIONS

2. The Council is asked to:
- a) Note the recommendation of the Clydeplan Joint Committee to transfer responsibility for the development of a Regional Spatial Strategy to the Glasgow City Region Cabinet;
 - b) Note Glasgow City Region Cabinet's approval of the establishment of a new Regional Spatial Planning Sub-Committee to oversee the development of a Regional Spatial Strategy and agree to the Council's participation;
 - c) Note that approval of participation in any future Regional Spatial Strategy will remain a decision for East Renfrewshire Council;
 - d) Agree to formally withdraw from the Clydeplan Joint Committee;
 - e) Agree to transfer requisition funding to Glasgow City Council as lead authority for the Glasgow City Region; and
 - f) Nominate two members as the Council's representatives on the new Regional Spatial Planning Sub-Committee.

BACKGROUND

3. The National Planning Framework 4 (NPF4) approved by the Scottish Parliament in 2023 removed the statutory requirement to produce a Strategic Development Plan and replaced it with a duty to prepare a non-statutory Regional Spatial Strategy (RSS).

4. Since 1996 the 8 Glasgow City Region local authorities have worked together to develop a series of regional spatial plans, the most recent being the Clydeplan Strategic Development Plan (SDP), which was approved by Scottish Ministers in July 2017.

5. The previous SDP set out a Vision and Spatial Development Strategy from now until 2036, suggesting where new development should be located together with a policy framework that helped deliver sustainable economic growth through the creation of high quality development, which sought to reduce inequalities and enhance the quality of life in Glasgow City Region. The SDP also set the strategy and policy context for the individual local authority Local Development Plans.

6. This is no longer an up-to-date expression of policy since the approval of NPF4, and will be replaced by an RSS.

REPORT

Governance

7. Clydeplan has been governed by a Joint Committee for the purpose of representing them in carrying out the functions conferred upon them under Sections 4 to 14 of the Town and Country Planning (Scotland) Act 1997, as amended by the Planning etc. (Scotland) Act 2006 and have each passed the necessary resolution for giving effect to this Agreement.

8. Renfrewshire Council provides Financial, Governance and HR support functions for the Joint Committee on behalf of the member authorities. Currently all Councils have two appointed elected member representatives on the Clydeplan Joint Committee and are supported by officers who participate in the Clydeplan Steering Group and various other sub-groups.

9. The Clydeplan Joint Committee has previously agreed that work should be undertaken to explore the future governance arrangements for the performance of the functions undertaken by the Joint Committee, particularly in relation to the new duty on local authorities for strategic planning, as part of the Planning (Scotland) Act 2019, to prepare an RSS.

10. Unlike the current Strategic Development Plan, the RSS will not form part of the statutory Development Plan, which will now comprise the National Planning Framework and the Local Development Plan.

11. Given these changes it was acknowledged that the role and remit for which the Glasgow and Clyde Valley Strategic Development Planning Authority Joint Committee was originally established, will significantly change and therefore the future role of the Committee required to be reviewed.

12. The Joint Committee itself has recommended to its members that the functions transfer to the Glasgow City Region (GCR), with its Cabinet overseeing the development of the RSS. At its meeting on 12th February 2024, the GCR Cabinet agreed to establish a Regional Planning Sub-Committee to discharge this function, subject to approval by the 8 Local Authorities through their own local democratic structures. To date, South Lanarkshire, North Lanarkshire, East Dunbartonshire, West Dunbartonshire and Inverclyde Councils have taken the decision at their relevant Boards to move to the new governance arrangements. Glasgow City Council and Renfrewshire Council will seek authority over the coming weeks.

13. The recommendations of this report (Appendix 1) also reflect the recommendation of Clydeplan Joint Committee that member authorities nominate two members to join the new Sub-Committee, which reflects the current Joint Committee numbers.

Proposals

14. This approval by the GCR Cabinet set out the proposed approach to future collaboration, based on three fundamental principles, namely:

- A collaborative approach to regional spatial planning with all members being equal;
- Integration with wider regional activity to maximise impact; and, fundamentally
- The need for local democratic accountability with no local authority being bound by any decision they cannot support.

15. To achieve this, the new Sub-Committee will not have decision-making powers and will oversee the development of an RSS for the region. This will then be presented to the 8 Local Authorities for consideration first, with Cabinet simply noting the approved document. This ensures that approval sits with local democratic structures whilst collaboration is facilitated through regional ones.

16. Under the new arrangements, East Renfrewshire Council will remain accountable and responsible for all planning decisions within the area.

FINANCE AND EFFICIENCY

17. The Council has previously paid an annual requisition of £68,000 to Clydeplan to support staff and associated costs however, a reduced budget of £43,271 has been agreed for 2024/25. It is proposed that this reduced funding, as well as the agreed Green Network Partnership contribution of £4,951, is transferred along with the Clydeplan and Green Network Partnership staff to Glasgow City Council as lead authority for the Glasgow City Region.

18. While it is anticipated that there should be efficiencies in the budgets to deliver the RSS as a result of a review of its management, structure and operational costs, this will be managed through regional structures with the Finance Strategy Group consisting of the 8 Finance Directors overseeing the budget and reporting to the 8 Chief Executives. The final budget will be approved by Cabinet on an annual basis.

19. Appropriate due diligence will be carried out by Glasgow City Council and Renfrewshire Council to ensure the transfer of assets. Any reserves will be returned to the constituent authorities following conclusion of the process.

CONSULTATION

20. The 8 Local Authorities have been consulted regarding the proposed changes to the governance arrangements for Clydeplan and future governance arrangements for the RSS.

PARTNERSHIP WORKING

21. It is recognised that future arrangements are required which can satisfy the desire for democratically accountable governance, generate efficiencies and which will enable the development of a mutually agreed RSS.

IMPLICATIONS OF THE PROPOSALS

22. The proposed arrangements will have no impact on East Renfrewshire Council employees. Clydeplan currently has a Core Team of Officers who are employed by Renfrewshire Council as Administering Authority and it is proposed that the staff will transfer to Glasgow City Council who administer the City Region functions. This process will be carried out under Transfer of Undertakings (Protection of Employment) (TUPE) regulations. There are no other property, IT, sustainability or equalities implications for this Council arising from this report.

CONCLUSION

23. Regional spatial planning is an important tool to ensure cross boundary co-operation and the preparation of an RSS is a duty under the 2019 Planning (Scotland) Act. The proposed arrangements set out within this report will enable the continuation of a well-established and successful collaborative approach to regional spatial planning across the City Region.

RECOMMENDATIONS

24. Council is asked to:

- a) Note the recommendation of the Clydeplan Joint Committee to transfer responsibility for the development of a Regional Spatial Strategy to the GCR Cabinet;
- b) Note GCR Cabinet's approval of the establishment of a new Regional Spatial Planning Sub-Committee to oversee the development of a Regional Spatial Strategy and agree to the Council's participation;
- c) Note that approval of participation in any future Regional Spatial Strategy will remain a decision for Council;
- d) Agree to formally withdraw from the Clydeplan Joint Committee;
- e) Agree to transfer requisition funding to Glasgow City Council as lead authority for the Glasgow City Region; and
- f) Nominate two members as the Council's representatives on the new Regional Spatial Planning Sub-Committee.

Caitriona McAuley
Director of Environment

For further information contact:
Michaela Sullivan, Head of Place
Michaela.Sullivan@eastrenfrewshire.gov.uk

April 2024

Appendix 1



Glasgow City Region – City Deal

Cabinet

Report by Director of Regional Economic Growth

Contact: Kevin Rush (0141 287 4613)

Regional Spatial Planning Arrangements

Purpose of Report:

The purpose of this paper is to propose a revised governance structure for the oversight of the development of a Regional Spatial Strategy (RSS) for the Glasgow City Region (GCR) following the recommendation of the Clydeplan Joint Committee in June 2023 to transfer responsibility to the GCR Cabinet.

Recommendations:

Cabinet is asked to:

- Note the report;
- Agree to the establishment of a new Planning Sub-Committee with **approval** of a Regional Spatial Strategy resting with the individual Member Authorities; and
- Agree this approach through their own democratic structures at the earliest opportunity.

Introduction

1. The purpose of this paper is to propose a revised governance structure for the oversight of the development of a Regional Spatial Strategy (RSS) for the Glasgow City Region (GCR) following the recommendation of the Clydeplan Joint Committee in June 2023 to transfer responsibility to the GCR Cabinet.
2. The proposal requires endorsement from the GCR Cabinet and the 8 constituent Member Authorities prior to implementation.

Background and the growth of City Regions

3. Increasingly the role of city regions, through the establishment of City Deals and Regional Economic Partnerships, are emerging as the key mechanism for the delivery on a number of important agendas including: economic development, City Deals, climate change, environmental improvement and strategic planning.
4. In this context the new duty to prepare a Regional Spatial Strategy is key in planning for the future development of the Glasgow City Region.
5. Since 1996 the eight Glasgow City Region local authorities have worked together to develop a series of regional spatial plans, the most recent being the Clydeplan Strategic Development Plan (“SDP”), which was approved by Scottish Ministers in July 2017.
6. The previous SDP set out a Vision and Spatial Development Strategy from now until 2036, suggesting where new development should be located and a policy framework that helps deliver sustainable economic growth through the creation of high quality development which seeks to reduce inequalities and enhances the quality of life in Glasgow City Region. The SDP also set the strategy and policy context for the individual local authority Local Development Plans.
7. This is no longer extant since the introduction of NPF4, and has been replaced by the requirement to prepare an RSS.
8. Since 2022, the City Region has seen a very significant increase in responsibility and budget devolved to it from both UK and Scottish Governments. This includes a number of programmes which have clear spatial planning elements to them. New programmes now managed through the GCR PMO and overseen by Cabinet include:

Date of Award	Programme	Amount
February 2022	Innovation Accelerator	£33m
August 2022	UK Shared Prosperity Fund	£74m
June 2023	Clyde Mission	£26.5m
June 2023	Investment Zone	£160m
November 2023	5G Innovation Region	£3.2m

9. Given this, a new Head of Place has been appointed to oversee the spatial planning elements of the GCR Programme, including Clyde Mission, the development of a Clyde Masterplan and the Investment Zone. Ross Nimmo, currently Head of Planning and Development at Glasgow Airport, will take up this post on 4th March 2024.

10. There are clear synergies between this exciting new body of work and the development of a Regional Spatial Strategy, and the opportunity to merge teams and governance could generate significant opportunities and efficiencies for the Region.

Governance Review

11. The Clydeplan Joint Committee has previously agreed that work should be undertaken to explore the future governance arrangements for the performance of the functions undertaken by the Joint Committee particularly in relation to the new duty on local authorities in relation to strategic planning as part of the Planning (Scotland) Act 2019, namely to prepare a Regional Spatial Strategy.
12. Unlike the current Strategic Development Plan the Regional Spatial Strategy will not form part of the statutory Development Plan which will now comprise the National Planning Framework and the Local Development Plan.
13. Given these changes it was acknowledged that the role and remit for which the Glasgow and Clyde Valley Strategic Development Planning Authority Joint Committee was originally established will significantly change and therefore the future role of the Committee required to be reviewed.
14. Following the vote at its June 2023 meeting on a report on future arrangements, the Joint Committee agreed to recommend the following option:
 - (a) That the contents of the report be noted;***
 - (b) That the cessation of strategic development plans be noted; and***
 - (c) That the preferred option for considering regional spatial strategy planning issues going forward be that existing Clydeplan staff resource be reviewed in light of the new requirements for RSS preparation. Staff would be consulted on a possible TUPE transfer to Glasgow City Council. If transferred, the team would be integrated into the existing city region structures (overseen by the Regional Director) who would take responsibility for preparing an RSS and reporting this through to the GCR Cabinet for approval. This would move the duty to prepare an RSS directly into the city region governance structures.***
15. It should be noted that the individual Member Authorities need to take their own decisions on how they wish to proceed with the development of Regional Spatial Strategies and the Joint Committee's recommendation.
16. Since the June 2023 recommendation, two Councils have expressed views on the future arrangements:
 - In September 2023, Renfrewshire Council approved the following motion:

"This Council notes the decision of the GCVSDPA (Clydeplan) Joint Committee to recommend passing responsibility for the new Regional Spatial Strategy to the Glasgow City Region Cabinet, however this Council considers it premature to do so

at this juncture as no guidance has been issued to date as to the development of the RSS or the governance agreed between the constituent authorities.

The staff of the GCVSDPA (who are Renfrewshire Council employees) are greatly valued for their skills and knowledge in this rapidly changing planning environment and should be fully supported and involved in any proposed changes.

The Joint Committee has successfully operated as a directly accountable governance structure to all 8 local authorities regarding regional planning. This council believes that the same principle should apply regarding the development of the new Regional Spatial Strategies (RSS). For it to be equally successful it must be founded in democratically accountable governance structures which encourages neighbouring authorities to collaborate and agree on any strategies that may have an influence on their own local planning policies.

Council therefore agrees that the Joint Committee should continue until alternative suitable democratically accountable governance structures are identified, agreed and approved by all constituent authorities for its replacement with responsibility for delivering the new Regional Spatial Strategy”

- In December 2023, North Lanarkshire Council voted to formally withdraw from the existing Joint Committee and will serve its two year notice from 31st March 2024.
17. It is therefore clear that a sustainable future arrangement needs to be found which satisfies the desire for democratically accountable governance, generates efficiencies, develops a mutually agreed Regional Spatial Strategy and delivers on the new programmes devolved to regional level.

Proposed way forward

18. Recognising that consensus will always be sought, the proposal is based on three fundamental principles:
- A collaborative approach to regional spatial planning with all members being equal;
 - Integration with wider regional activity to maximise impact; and, fundamentally
 - The need for local democratic accountability with no local authority being bound by any decision they cannot support

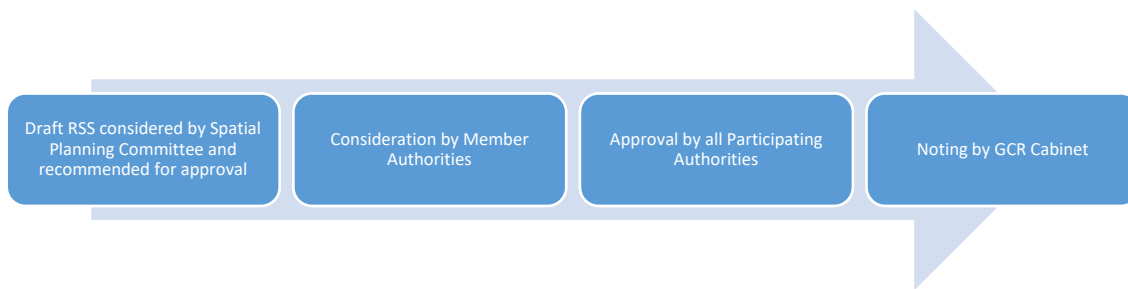
Ensuring local democratic accountability for the new Regional Spatial Strategy

19. To secure local democratic accountability for the new Regional Spatial Strategy it is proposed that a Glasgow City Region Spatial Planning Committee is established as a sub-committee of the Glasgow City Region Cabinet, which is a Joint Committee established under the Local Government (Scotland) Act 1973. Membership will consist of Planning Conveners or equivalent

from each of the local authorities. The Chair will be decided by its membership. This Committee will oversee the development of a Regional Spatial Strategy for the Glasgow City Region for approval by the 8 Member Authorities. The Directors /Heads of Service with responsibility for Planning of each council will attend meetings in support of members.

20. This is the model used for the Education Collaborative which has been in operation since 2017.
21. The Spatial Planning Committee would not have decision making powers and would only make recommendations on the Regional Spatial Strategy for consideration by the 8 Member Authorities to ensure local democratic accountability.
22. Ideally, all 8 Member Authorities would participate in an agreed Regional Spatial Strategy, but this would be a matter for each Council to decide and it is within the gift of any of the members to choose not to support the final strategy.
23. The Cabinet would receive and note the Regional Spatial Strategy but only after **approval** by all participating Member Authorities through their local democratic structures. This is similar to the approach undertaken for recent regional initiatives such as the Shared Prosperity Fund Investment Plan and no RSS could be presented to Cabinet without prior approval from its constituent members.
24. All efforts will be managed to agree consensus amongst the 8 members but a Regional Spatial Strategy is not a statutory document and therefore, no local authority could be bound to adopt an RSS without approval through their own democratic structures. The individual authorities retain the right not to support or be bound by anything contained within the RSS.
25. This approach was discussed at the Clydeplan Joint Committee meeting on 22nd January 2024 and there was widespread support for the approach, subject to necessary approvals being sought.

Process for agreeing new RSS



Staffing

26. The Spatial Planning Committee would replace the existing Clydeplan Joint Committee and it is anticipated that staff and budgets would transfer into the existing City Region structures, ensuring a more streamlined approach to audit, finance etc. with no requirement for separate arrangements. Following appropriate consultation, the current Clydeplan and Green Network Partnership team would transfer to Glasgow City Council under TUPE regulations (Transfer of Undertakings (Protection of Employment) Regulations 2006) and be based within the City Region PMO section where appropriate management arrangements will be put in place and

resilience and support will be available. The new Head of Place would oversee the transfer and be responsible for developing the Regional Spatial Strategy for consideration by members.

27. If this approach was agreed, a paper would need to be taken through all 8 Member Authorities agreeing to the windup of Clydeplan, the establishment of a new Spatial Planning Committee and formalising the requirement for the agreement of all members before an RSS could be presented to Cabinet.
28. This process would run over the next few months subject to all authorities reaching agreement and due trade union/staff consultation. It is likely that revised governance arrangements may take longer to embed but staffing transfers could progress more quickly.

Budget

29. The transfer of responsibility and staff to the GCR PMO is likely to generate efficiencies for the Member Authorities, with no requirement for separate office accommodation or IT costs. In addition, the GCR PMO has been effective in generating external funding from both Scottish and UK Governments in recent years for spatial planning related activity, including Clyde Mission and Investment Zone, and it is expected that this will reduce the burden on Member Authorities in future years.

Recommendation

30. Cabinet is asked to:
 - Note the report;
 - Agree to the establishment of a new Planning Sub-Committee with **approval** of a Regional Spatial Strategy resting with the individual Member Authorities; and
 - Agree this approach through their own democratic structures at the earliest opportunity.

EAST RENFREWSHIRE COUNCIL24 April 2024Report by Director of EnvironmentLOCAL DEVELOPMENT PLAN 3 (DEVELOPMENT PLAN SCHEME)**PURPOSE OF REPORT**

1. The purpose of this report is seek approval to publish and submit the revised Development Plan Scheme to Scottish Ministers.

RECOMMENDATIONS

2. The Council is asked to:
- a) Approve the revised Development Plan Scheme for publication and submission to Scottish Ministers; and
 - b) Delegate to the Director of Environment to approve any minor inconsequential changes to the documents, in line with Council policy, prior to submission to Scottish Ministers.

BACKGROUND

3. The Planning (Scotland) Act 2019 requires Planning Authorities to prepare and maintain a Development Plan Scheme (DPS) at least annually. The purpose of the DPS is to set out the Authority's proposals for preparing and reviewing their Local Development Plan (LDP), and what is likely to be involved at each stage. The DPS must include a Participation Statement stating when, how and with whom consultation on the plan will take place and the Authority's proposals for public involvement in the plan preparation process.

4. Further requirements are that the DPS must contain a timetable, specifying proposed timings by quarter and year for publication of the Evidence Report, publication of the Proposed Plan, submission of the Proposed Plan to the Scottish Ministers and expected adoption of the LDP.

5. After adopting the DPS, the Local Authority is required to publish it (including electronically), send two copies to Scottish Ministers and make copies available to the public in local libraries.

REPORT

6. The Planning Act requires the Planning Authority to prepare an annual review of the DPS to allow timescales to be updated if required. The revised DPS is contained in Appendix 1 to this report. The DPS is an important communication and project management tool and sets out our programme for preparing our third Local Development Plan (LDP3).

7. The first key stage in the preparation of LDP3, the publication of the Evidence Report, is programmed for August 2024, with publication of the Proposed Plan by February 2026, submission of the Proposed Plan to the Scottish Ministers for Examination by December 2026 and that the Plan will be adopted by October 2027.

8. Over the past 12 months the Strategic Planning team have been working collaboratively with a range of internal and external stakeholders to prepare the Evidence Report, such as SEPA, Nature Scot, Transport Scotland, Scottish Water and the Council's Education, Transport, Economic and HSCP teams amongst others.

9. The Evidence Report is structured upon the policy topics set out in the adopted National Planning Framework 4 (2023), including but not limited to: the characteristics of the land use and population of the plan area; plan outcomes; infrastructure and services; housing land; employment land; education; and climate and environment. A number of Topic Papers have been prepared which interpret the data and evidence and set out implications to be considered at the Proposed Plan stage. The Topic Papers broadly follow the structure of NPF4 with some policies grouped for convenience and ease of reporting. The evidence base is essential for assessing the requirements and priorities of all stakeholders and to make sure the LDP is based on a proper understanding of the area.

10. It is expected that the finalised Evidence Report will be reported to Members for approval at the 26th June 2024 Council meeting. Thereafter it will be submitted to the Scottish Government and the Directorate of Planning and Environmental Appeals for independent examination of the Council's analysis and recommendations.

11. The Participation Statement is an important component of the DPS as it sets out how the Council, in preparing the LDP, intends to engage and consult with stakeholders, and particularly local residents and communities. It contains proposals indicating when public participation will take place and how the Council will facilitate this.

12. There is no requirement to undertake a formal consultation on the content of the Evidence Report. However, we will undertake engagement with stakeholders, to ensure collaborative and transparent evidence gathering, to assess the sufficiency of the evidence and to aim to resolve any issues raised by stakeholders, prior to reporting the Finalised Report to Members in June.

13. A Member Officer Working Group will also be set up to keep Members abreast of progress and enable input at key stages of the Local Development Plan preparation. This Group will be cross party and work is currently underway to establish this.

14. Once approved, the revised DPS will, in accordance with the statutory requirements, be published, including electronically on the Council's web site, and copies will be submitted to the Scottish Ministers.

FINANCE AND EFFICIENCY

15. There will be costs associated with the printing of the DPS and these will be met from within existing budgets.

CONSULTATION

16. The Planning (Scotland) Act 2019 sets out specific requirements for the preparation of the DPS. The proposed DPS has been prepared in accordance with these requirements.

PARTNERSHIP WORKING

17. The DPS emphasises the importance of consultation, engagement and partnership working with a wide range of stakeholders including Council Services, key agencies, neighbouring planning authorities, national and regional agencies, the development industry and housing providers, the people of East Renfrewshire and other interested parties. This is outlined in the Participation Statement. The value of working collaboratively to prepare the Evidence Report will help to address key spatial policy challenges over the 20-year LDP period and help to better shape future policy making.

IMPLICATIONS OF THE PROPOSALS

18. There are no other staffing, property, IT, sustainability or equalities implications arising from this report. A number of impact assessments are required by law to be undertaken as part of the plan making process. The Council must therefore carry these out to support the preparation of the LDP. The timetable for preparing these is set out in the proposed DPS.

CONCLUSIONS

19. The Development Plan Scheme forms an important and statutory part of the Local Development Plan 3 process by setting a timetable for the preparation of the new plan and detailing how the community and other stakeholders can get involved in the process.

RECOMMENDATIONS

20. The Council is asked to:

- a) Approve the Revised Development Plan Scheme for publication and submission to Scottish Ministers; and
- b) Delegate to the Director of Environment to approve any minor inconsequential changes to the documents, in line with Council policy, prior to submission to Scottish Ministers.

Caitriona McAuley
Director of Environment

For further information contact: Michaela Sullivan, Head of Place
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April 2024

APPENDICES:

Appendix 1: Revised Development Plan Scheme and Participation Statement April 2024

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Introduction

A key component of the Development Planning system is for Planning Authorities to prepare and maintain a Development Plan Scheme (DPS). The Development Plan Scheme is an important communication and project management tool and sets out our programme for preparing our third Local Development Plan (LDP3). In addition, it also sets out how the Council will engage local people and other stakeholders in the Development Plan process, outlining when and how this will take place and to keep them informed of progress.

The DPS will be updated and amended annually, however, if there are any significant changes to the timetable then the Council may prepare an earlier revision. The first DPS was published in June 2023 and this document represents the first revision. The timescales for submission of the Evidence Report to Scottish Ministers for Gate Check has been pushed back to Quarter 2 2024 to allow for a longer lead in time for collection and analysis of data and evidence.

Purpose

This DPS illustrates in detail how East Renfrewshire Council intends to prepare its Local Development Plan in line with the adopted National Planning Framework 4 (NPF4).

Its principal purposes are to:

- Set out a timetable for producing the East Renfrewshire Local Development Plan;
- Outline what is involved at each stage of preparing the Local Development Plan; and
- Explain when and how stakeholders can engage in the process and influence the content of the Local Development Plan.

We will use our Development Plan webpages www.eastrenfrewshire.gov.uk/ldp3 and our LDP hub at: <https://erldp.commonplace.is/> as the central location for engaging on our Local Development Plan.

Anyone who has registered through the LDP hub portal or through our LDP database will receive updates and announcements at key stages of development plan preparation. This is a live list that will be continually updated throughout the process. The Council's social media channels will also be used to notify people of opportunities to engage with the plan throughout the process.

The Development Plan Scheme will also be available to view in Council Offices and local libraries.

Planning (Scotland) Act 2019

The Planning System in Scotland is undergoing a substantial transformation with the twin global crises of climate change and biodiversity loss at the centre of the planning system. Every decision on our future development must contribute to making Scotland a more sustainable place. This means ensuring the right development happens in the right place, in other words promotion of a plan led approach.

The planning system has the potential to shape communities and the environment of East Renfrewshire's towns and villages. The policies and proposals contained within the Local Development Plan will therefore affect everyone in the area in some way, whether that be for housing, employment or leisure reasons.

LDP3 will now be prepared under the Planning (Scotland) Act 2019 which has introduced a new statutory process for Local Authorities in preparing local development plans together with enhanced status for the National Planning Framework and revised procedures for assessing planning applications.

The Scottish Government published Local Development Planning Regulations and Guidance in May 2023. The Scottish Government expects that every planning authority in Scotland will have a new style LDP in place within around 5 years of the new development plan regulations and guidance coming into force – and thereafter to review them at least every ten years.

It is expected that plan preparation should take around 4 years, allowing time for a focus on the continuous delivery and implementation of the plan and subsequent review and monitoring of the impact of policies and proposals contained in the LDP. If required, earlier reviews of the Plan can be brought forward. There is also the expectation that during this period the Local Authority will continue to gather evidence and data to inform the next plan review.

Development Plan

The Development Plan is a set of documents that guide where and how new building and development can take place across the East Renfrewshire Council area.

The statutory ‘development plan’ for East Renfrewshire comprises two documents:

- The adopted National Planning Framework 4 (February 2023) (prepared by Scottish Government); and
- The Adopted East Renfrewshire Local Development Plan 2 (March 2022).

These are set out in Figure 1 together with key supporting non-statutory documents and explained further in Table 1.

It will be a number of years before all of the reforms to the planning system take full effect. In the meantime, the current adopted LDP2 will continue to form part of the East Renfrewshire Development Plan alongside the new policies set out in NPF4 until LDP3 has been adopted.

Together these documents will form the basis on which all Planning decisions relating to East Renfrewshire will be made so it is important that our communities and stakeholders know how and when they can input to them.



Scotland 2045

Scotland's Fourth National
Planning Framework



EAST RENFREWSHIRE Local Development Plan 2

Figure 1 – Statutory development plan and related plans

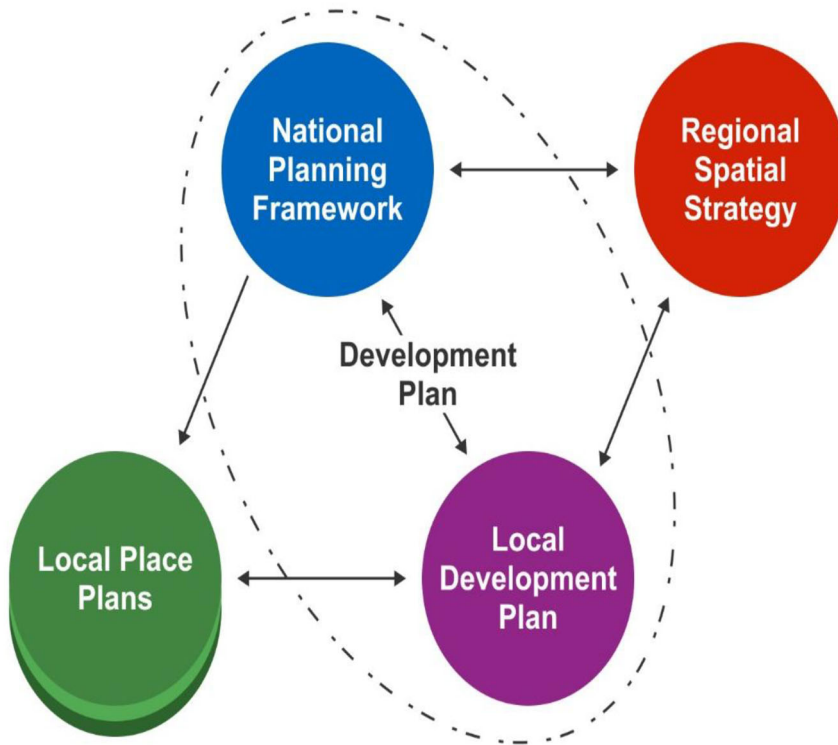


Table 1: Statutory development plan and related plans

<p>National Planning Framework 4 (NPF4)</p>	<p>The Fourth National Planning Framework (NPF) sets out the national spatial strategy for Scotland (up to 2045) and sets out where development and infrastructure is needed. It will guide spatial development, set out national planning policies, designate national developments and highlight regional spatial priorities that will guide the preparation of Regional Spatial Strategies (RSSs).</p> <p>The Strategy is based around ‘sustainable places’, ‘liveable places’, and ‘productive places’ and sets out spatial principles and Regional Spatial Priorities for Scotland. These three key themes run throughout NPF4, guiding much of the framework’s priorities and policies.</p> <p>The National Spatial Strategy is underpinned by six spatial principles: Just transition; Conserving and recycling assets; Local living; Compact urban growth; Rebalanced development; and Rural revitalisation.</p> <p>NPF4 will be one of the key documents that will inform the next LDP, in particular setting our future housing requirements, and with an increased focus upon climate change, improving health and well-being, and securing positive effects for biodiversity and nature recovery.</p> <p>The policies in NPF4 are intended particularly for use in the determination of planning applications through the Development Management process and the requirements of those policies will have direct implications for the preparation, submission and assessment of applications. Additionally, under each policy topic NPF4 also describes</p>
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	<p>Policy Intent, Policy Outcomes and sets out requirements for Local Development Plans.</p> <p>NPF4 is part of the statutory development plan.</p>
Local Development Plans (LDPs)	<p>The Local Development Plan is the Council's key strategic land use planning document. The key purpose of the LDP is to set out a long-term strategy and a policy framework to guide future development, sustainable and inclusive economic growth and regeneration.</p> <p>Planning authorities must have regard to the National Planning Framework, any adopted Regional Spatial Strategy (RSS), any registered local place plan/s (LPPs) for the area, and any local outcomes improvement plan (LOIP). Plans should explain how the LOIP vision relates to development and land use so that their alignment is strong.</p> <p>The LDP has corporate status in the Council to help reinforce its delivery with a direct link to the Council's Capital Programme.</p> <p>LDPs are part of the statutory development plan.</p>
Regional Spatial Strategies (RSS)	<p>Reforms to the planning system also include the introduction of a new duty for the Council to jointly participate with the other Local Authorities in the Glasgow and Clyde Valley Region with the preparation of a Regional Spatial Strategy. Regional Spatial Strategies will provide clear place-based spatial strategy that guides future development.</p> <p>RSS are not part of the statutory development plan, but have an important role to play in informing future versions of the NPF and LDPs.</p> <p>The current 8 Clydeplan local authorities have continued to work together to prepare the first indicative RSS. East Renfrewshire Council will continue to play an active role in the preparation and alignment of a future RSS and Regional Economic Strategy for the Glasgow City region. Once Scottish Government has produced guidance for the preparation of formal RSS, the Council will set about the process of transitioning the IRSS into an RSS.</p>
<u>Local Place Plans (LPPs)</u>	<p>Local Place Plans (LPPs) are community-led plans setting out proposals for the development and use of land. Communities will have opportunity to prepare Local Place Plans and submit them to the Council, to be taken into account when LDP3 is prepared. Once registered, we have a legal responsibility to take Local Place Plans into account while preparing our Local Development Plan. Planning Aid Scotland has prepared advice for communities interested in preparing Local Place Plans.</p> <p>Local Place Plans are not part of the statutory development plan, but have an important role to play in informing LDPs.</p>

Our Current Local Development Plan (LDP2 March 2022)



The Local Development Plan 2 (LDP2) was adopted on 31 March 2022 and replaced the LDP1 (2015). The LDP2 sets out the development strategy, key policies and proposals that provide the land use planning framework to guide development in East Renfrewshire up to 2031 and beyond. Figure 2 illustrates the area covered by the Local Development Plan and its main settlements.

The Plan aims to enhance and regenerate existing places and protect green space and is supported by 3 spatial objectives:

- Creating Sustainable Places and Communities;
- Promoting Sustainable and Inclusive Economic Growth; and
- Promoting a Net Zero Carbon Place.

Supplementary Guidance

The statutory Development Plan also consists of a suite Supplementary Guidance adopted as part of the current LDP2. The purpose of Supplementary Guidance is to provide detailed guidance in respect of specific policies or proposals set out in the adopted LDP2. Supplementary Guidance is an important tool in the Development Management process.

A review of the existing Supplementary Guidance adopted alongside LDP1 has commenced, however, until the Supplementary Guidance for LDP2 have been adopted, the existing documents will be used as non-statutory guidance and continue to provide more detailed guidance on the planning policies contained in LDP2.

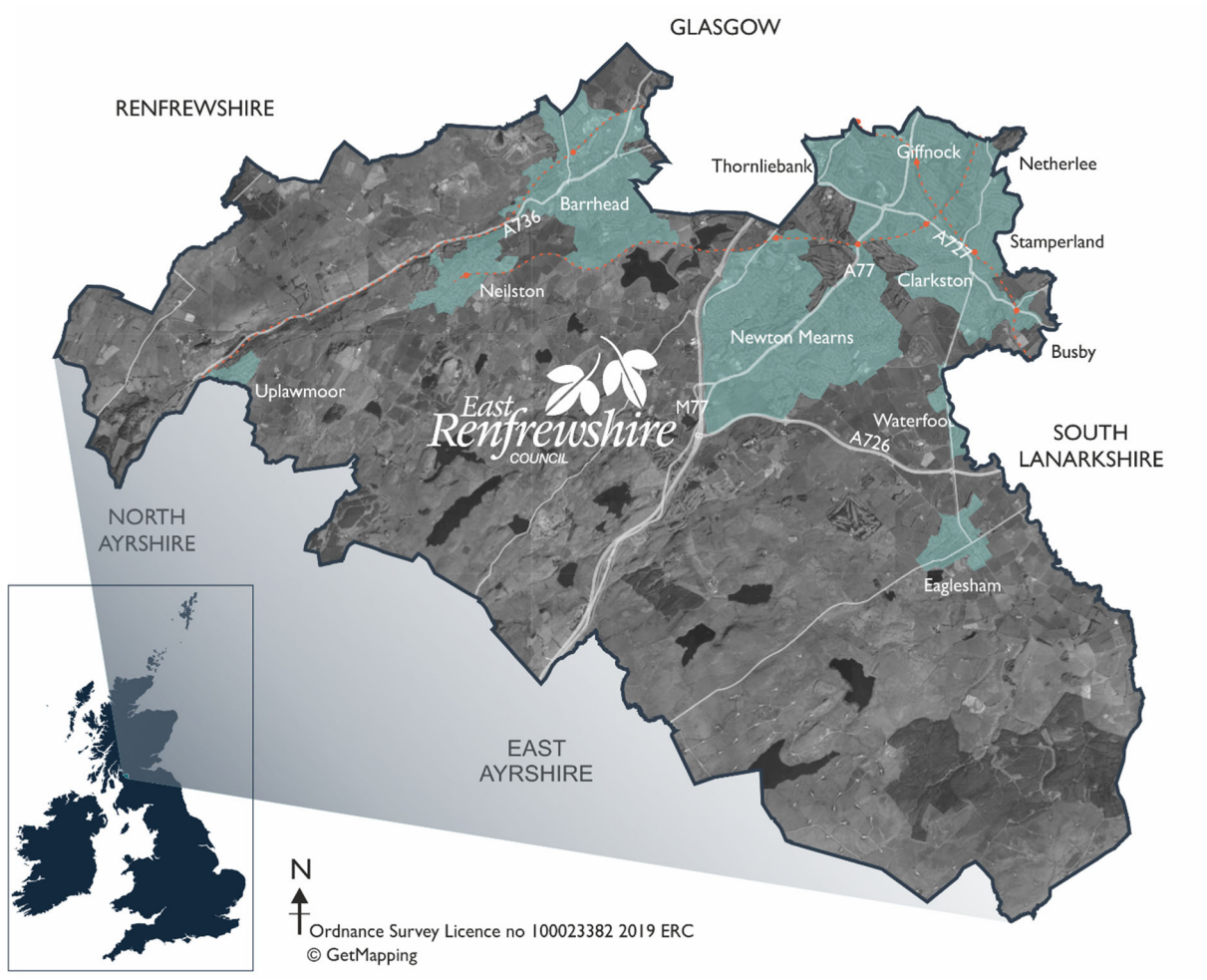
Three statutory Supplementary Guidance documents have so far been adopted alongside LDP2. These are:

- Green Networks (June 2023);
- Affordable Housing (June 2023); and
- Development Contributions (June 2023).

Details and progress with Supplementary Guidance can be viewed on our website at <https://www.eastrenfrewshire.gov.uk/spg>

Alongside the preparation of LDP3 the Council will continue with the implementation and delivery of the policies and proposals contained within LDP2. Over the next 12 months this will include consultation on the 'Placemaking and Design' Supplementary Guidance.

Figure 2: Boundaries and Geographical Extent of East Renfrewshire



Future Local Development Plan (LDP3)

LDP3 will establish a new long-term vision and strategy for East Renfrewshire, looking 20 years ahead, alongside the delivery of new infrastructure. The LDP will be place based, people centred and delivery focused as outlined in Figure 3. National policies included in NPF4 will not be required to be repeated in the LDP but will include local policies that reflect local issues and context. The LDP will be developed in collaboration with a wide range of stakeholders.

The Plan will have an emphasis on maps, site briefs and masterplans, with minimal policy wording and will be supported by a delivery programme. Sites specifically identified for new development will have to be confirmed as being free from constraints as far as possible.

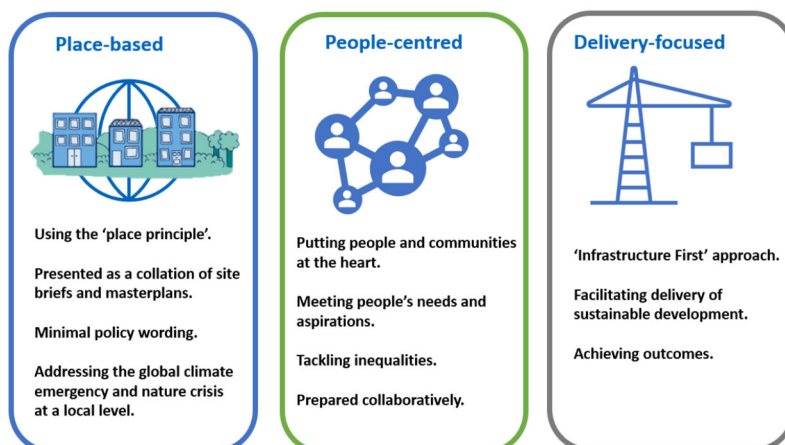
The LDP will be based upon an infrastructure first approach, supported by a robust evidence base to inform the plan, its spatial strategy and site selection. The LDP will place infrastructure considerations at the heart of place making.

The new LDP may include some content from our current suite of Supplementary Guidance, with updating and review as necessary. Any content from the Supplementary Guidance not included in the LDP will either become non-statutory planning guidance (for use as a material consideration in planning decisions), again with any updating and review as necessary, or will not be carried forward.

The programme for the preparation of the Local Development Plan is set out in Figure 4 which outlines the main plan preparation stages. Progress updates will be added to each annual review of the development plan scheme.

A number of different assessments must be undertaken to support the preparation of the LDP. These assessments are an integral part of the plan making process and should inform and be informed by the plan as it is prepared. These are summarised in Appendix 2 together with other supporting documents.

Figure 3 – Key expectations of plans



Participation Statement - How you can get Involved

Effective community engagement is an essential part of local development plan preparation. The Council is committed to encouraging participation from everyone with an interest in the preparation of the Local Development Plan 3. Participation is important as it will help us prepare a plan that addresses the needs, aspirations and concerns of those who live, work, visit and invest in the area.

This Participation Statement outlines how our communities and stakeholders will be engaged and have the opportunity to shape and inform the production of the LDP and associated documents, in line with National Standards for Community Engagement and the draft Scottish Government 'Effective Community Engagement in Local Development Planning Guidance' May 2023. These are good-practice principles designed to improve and guide the process of community engagement to build and sustain relationships between the Council and community groups.

The participation statement sets out some general aims which will guide engagement on LDP3 and indicates when we will consult (based on the plan preparation stages), how we will consult, and who we will consult.

The Council aims to ensure that:

- Barriers to participation are identified and overcome;
- Information that is important to the engagement process is accessible and shared in time for all participants to properly read and understand it allowing for full consideration of its implications;
- Communication will be provided through a range of formats and platforms;
- All engagement events are inclusive, open and transparent, this will be reflected in the venues we use, the documents we produce and our methods of engagement, ensuring this meets the needs of all participants;
- We take the extra steps necessary to engage with as wide and representative an audience as possible, reflecting the diverse nature of our community; and
- Representations are fully considered and help to shape our approach and that feedback is provided to all representations received.

Anyone who wishes to be involved in the process will be added to the consultation list.

We will monitor feedback on our engagement methods and respond to requests to carry out other forms of engagement and/or extend periods of consultation taking into account the availability of staff and financial resources.

Who will be involved?

Participation in the plan-making process is open to everyone, it is important that everyone gets involved with the process particularly at the early stages when ideas and options are being considered and evidence and data gathered. This will enable the Local Development Plan to be more responsive to the needs, concerns and aspirations of all stakeholders and be based upon a robust evidence base.

We will continue to liaise with statutory agencies and community groups at key stages and use targeted methods to reach under-represented groups, to help make public participation inclusive for all.

The Council aims to continually increase the range and number of stakeholders to capture different views, opinions and ideas. The Council has built up an extensive consultation database over many years. This comprehensive list of groups and organisations is set out in Appendix 1 and includes.

Scottish Government	Landowners and Land Managers	Business Groups
Key Agencies (Nature Scot, SEPA, Scottish Water, Scottish Enterprise, Historic Environment Scotland, SPT, Scottish Forestry, Health Boards, and Transport Scotland)	Members of the Public	Private Sector Organisations
Neighbouring Planning Authorities	Community Councils	East Renfrewshire Council Elected Members, MPs and MSPs
National and Regional Agencies	Community Groups and Organisations	Voluntary Organisations
Development Industry	Community Planning Partners	Infrastructure and Service Providers
Housing Providers	Religious Groups and Organisations	ERC Council Departments
Planning Consultants	Disability and Elderly Groups and Organisations	Schools and Youth Organisations and Clubs

How can I get involved?

The Planning (Scotland) Act 2019 puts particular emphasis on empowering and engaging with local communities in the preparation of local development plans, and the council is committed to adhering to these principles. The Council is mindful of its responsibilities to be as inclusive as possible and will make particular effort to reach out to previously 'hard to reach' groups and overcome barriers to their participation.

You can get involved during various stages in the production of the Local Development Plan however engagement is at its most effective at the early stages of plan preparation. Within the framework of the new planning system, the Council will seek to maintain open channels of communication so that a wide range of ideas on policy can be exchanged in advance of publication of the Proposed Plan. A variety of methods will be used to gather views, as set out in Diagram 4. We will also aim to produce interactive online documents that are easy to read and comment upon, and which include clear maps and graphics.

Significant use will be made of the East Renfrewshire Local Development Plan Hub <https://erldp.commonplace.is/> to both share information and seek stakeholders view upon it. This hub is a tool that allows us to manage multiple projects at any one time. Those that have registered through the portal will receive updates and announcements at key stages of the development plan preparation.

Pre-Engagement Surveys

In May 2023 we carried out Pre-engagement surveys on how people and organisations wished to be involved in the plan and to help inform the Participation Statement set out in this DPS. This highlighted a number of potential barriers to involvement and some

suggestions on how these barriers could be overcome. It also gave an idea on people's preferences in terms of publicity and engagement methods.

The results of these two surveys have helped to shape our consultation plans for LDP3, and target areas for improvement. New opportunities to engage more widely and effectively are being opened up by the greater use of digital technology, as was demonstrated during the Covid-19 pandemic, and social media.

Engaging with Children and Younger People

We think it is critical that young people are part of the development plan making process and believe that the insights they provide are invaluable as we will be discussing ideas and proposals that will have long term impacts for future generations as reflected in the [UN Convention on the Rights of the Child \(UNCRC\)](#). We intend to utilise existing contacts within our local authority education system, engage with members of the Youth Parliament and parents groups, sports groups, Scout and Girl Guiding organisations, church groups and the Boys Brigade, amongst others. We will tailor engagement to the needs of these groups and use the 'Decision Making: Children's and Young Peoples Participation Guidance' and other suitable guidance to help develop our engagement activities.

How will we publicise the LDP3 and engagement opportunities?

The council may use various consultation techniques to publicise LDP3:

- Mailing - we will use our mailing list to share opportunities.
- Adverts - we will advertise opportunities to get involved through the Council website, local newspapers, council offices, libraries, supermarkets and community buildings.
- Leaflets/ posters/ display – we will advertise events and display information at council offices, libraries, supermarkets and community buildings.
- Website - we will share information and engagement opportunities on LDP3 on the Council website.
- Social Media - we will advertise opportunities to get involved and regularly share information on the councils Twitter and Facebook.
- Online Local Development Plan Hub - Using the Commonplace platform you will be able to keep up-to-date with the latest news and engagement opportunities.
- Newsletters - a 'Development Plan Update' would be issued at key points in the plan process.
- Representative Groups/Organisations - we will work alongside colleagues and external organisations to engage with underrepresented groups.

What engagement are we likely to use?

The council may use various consultation techniques as part of LDP3:

- In Person – an in person interactive workshop covering a range of topics.
- Online workshops – an online interactive workshop covering a range of topics.
- In person exhibitions – local drop in events in communities to publicise the Proposed Plan.
- Online exhibitions – material hosted on our website to publicise the Proposed Plan.
- Tailored or targeted Resources – specific resources tailored or targeted to particular groups which will make it easier for them to participate. For example, as part of our engagement with children and young people, we could develop materials to allow them to explore their places and how these places may develop in the future.

- Online Resources – this would include using Commonplace features such as a map based tool where participants can provide comments linked to a location on a map.
- ESRI – GIS story-maps to visually display data, proposal and areas.

These lists are not exhaustive and other forms of engagement and publication may be used.

What are the stages in the preparation of the new local development plan?

The following diagram outlines each stage of the preparation of the Local Development Plan 3 and details who, how and when anyone can become involved. The consultation requirements detailed in the Local Development Planning Guidance (May 2023) and the draft Scottish Government 'Effective Community Engagement in Local Development Planning Guidance' May 2022 are set out together with the further consultation methods we will aim to use.

A summary of progress for each stage will also be set out following completion and reported to Full Council through the annual review of the DPS together with any changes to the timetable if required.

Preparation of a new-style LDP will include the following three key stages:

1. **Evidence Gathering** – gathering of data and information to inform the production of the new LDP.

This involves:

- a. Early engagement and data collection;
- b. Publication of Development Plan Scheme and Participation Statement;
- c. Preparation and publication of Evidence Report and SEA Scoping Report;
and
- d. Gate Check of Evidence Report.

2. **Plan preparation to produce the new LDP for adoption.**

This involves:

- a. Preparation and publication of Proposed Plan, Proposed Delivery Programme and Environmental Report; and
- b. Modifying the Proposed Local Development Plan and Examination.

3. **Delivery of the adopted LDP.**

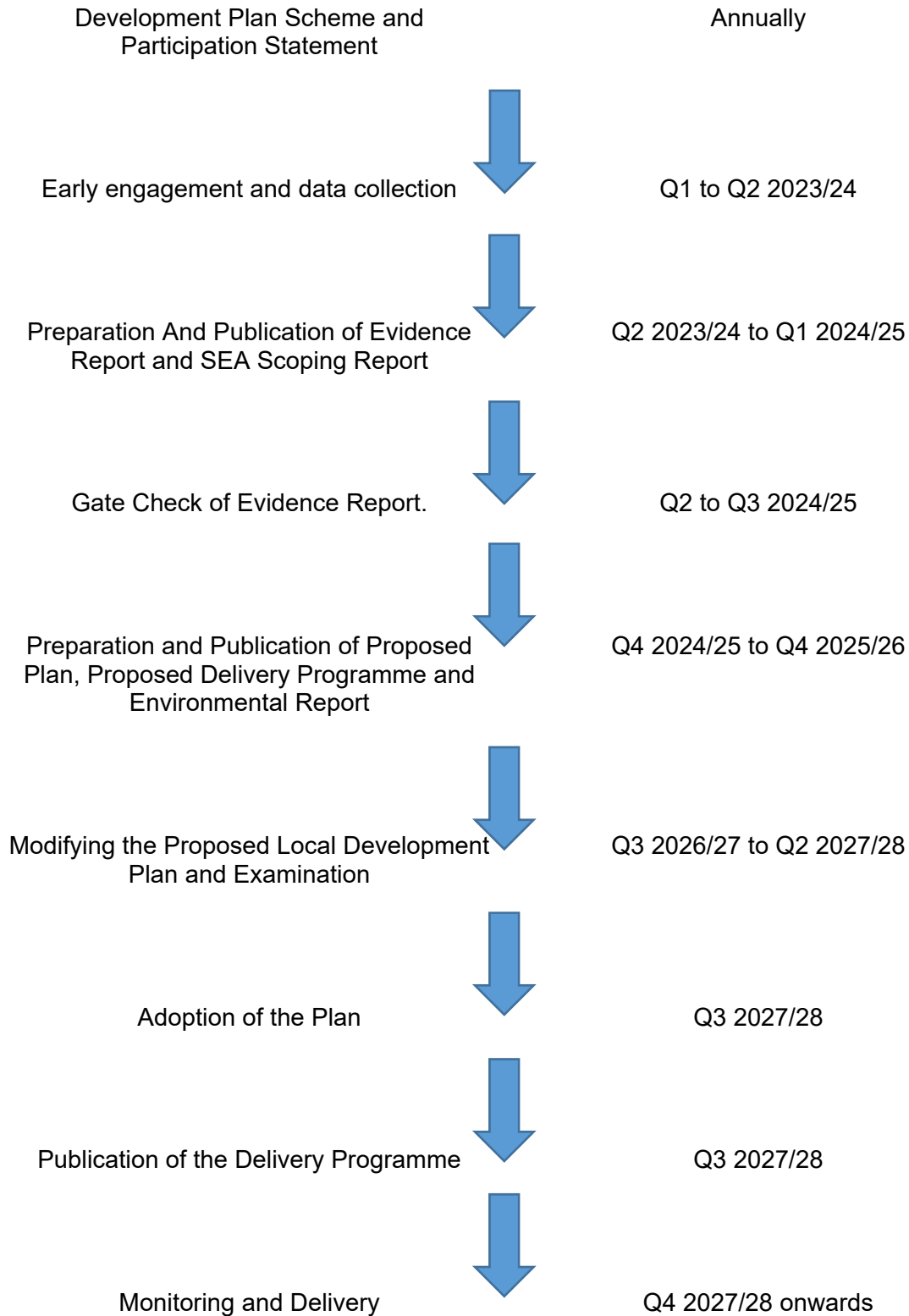
This involves:

- a. Adoption of the Plan;
- b. Publication of the Delivery Programme; and
- c. Monitoring and Delivery.

The 'Local Development Planning Guidance' requires that the DPS specifies proposed timings by quarter and year for publication of the Evidence Report, publication of the Proposed Plan, submission of the Proposed Plan to the Scottish Ministers and expected adoption of the LDP. The required use of quarters, in the DPS for timetabling are as follows and reflected in Figure 4:

- Quarter 1: April-June
- Quarter 2: July-Sept
- Quarter 3 Oct-Dec
- Quarter 4 Jan-March

Figure 4 - Main Public Stages and Timetable for producing the Local Development Plan



Stage 1: Evidence Gathering

Stage 1a	<p><u>Early engagement and data collection</u></p> <p><u>East Renfrewshire Council Member Engagement</u> - Workshops will be held with Members of the Council at the outset of the process and followed up with regular briefings.</p> <p><u>Pre-Engagement Surveys</u> - The first stage is finding out how communities and other stakeholders want to engage on LDP3 preparation and receive updates. The results will inform the Participation Statement in the DPS. This exercise will also assist with promotion and awareness raising of LDP3.</p> <p><u>LDP Monitoring</u> – Annual Housing, Business and Industrial and Vacant and Derelict Land audits and monitoring.</p> <p><u>Local Place Plans (LPPs)</u> - Invitation to community-led groups to create their own Local Place Plans, so that communities can express their aspirations for development or the use of land in their local area. Scottish Government Circular 1/2022: Local Place Plans provides guidance to assist community bodies and planning authorities on the legislative requirements for the preparation, submission and registration of Local Place Plans. Guidance and forms will be uploaded to the LDP3 website.</p> <p><u>Self-Build Housing Register</u> - Prepare Self Build Housing Register Guidance & Forms. Section 16E requires the Planning Authority to "prepare and maintain" a list of anyone interested in acquiring land for self-build across the authority area.</p>
When	<p><u>East Renfrewshire Council Member Engagement</u> – Briefings Q1:19th May 2023</p> <p><u>Pre-Engagement Surveys</u> - Q1: 3rd -31st May 2023/24 (4 week consultation period)</p> <p><u>LDP Monitoring</u>– Q1 to Q2 2023/24</p> <p><u>LPPs Invitation</u> – Q1 June 2023/24 with a deadline for submission of March 2024</p> <p><u>Self-Build Housing Register</u> - Q2 2023/24</p>
Who	<p>East Renfrewshire Council Members Scottish Government Community Councils Community Groups and Organisations Homes for Scotland – Collaboration with Housing Land Audit All Stakeholders on Local Development Plan Database All Commonplace LDP Hub Subscribers</p>
How	<p>Promotion via Councils Facebook and Twitter pages and LDP3 webpage. Email sent to all stakeholders on LDP database. Surveys uploaded onto Commonplace LDP Hub. Notifications to all Commonplace LDP Hub subscribers.</p>

<p>Progress</p>	<p><u>East Renfrewshire Council Member Briefing:</u></p> <ul style="list-style-type: none"> • 18th May 2023– Overview of the new planning system; overview of NPF4 and implications for LDP3; overview of LDP3 process and issues. Awareness raising of LDP3. <p><u>LDP Monitoring:</u></p> <ul style="list-style-type: none"> • All audits complete. <p><u>Pre-Engagement Surveys:</u></p> <ul style="list-style-type: none"> • Consultation closed 31st May. • 221 responses received to the Participation Survey. • 14 responses received to Youth Engagement Survey. • 311 News subscribers via Commonplace LDP Hub. • Summary of results uploaded to Commonplace LDP Hub with all subscribers notified. Separate notification issued to all stakeholders on LDP database. <p><u>LPPs:</u></p> <ul style="list-style-type: none"> • Guidance and forms uploaded to LDP3 webpage. • News item added to Commonplace LDP Hub. • Invitation issued to all stakeholders on LDP database. • News item added to the Commonplace LDP Hub with all subscribers notified. • Invitation issued to community community-led groups to create their own Local Place Plans - June 2023. Submissions are required by March 2024. No responses have been received to date; • Update invitation email issued February 2024. <p>Self-Build Housing Register:</p> <ul style="list-style-type: none"> • Guidance and forms prepared and available on website. • 3 notes of interest received to date.
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<p>Stage 1b</p>	<p><u>Publication of Development Plan Scheme and Participation Statement (required annually)</u></p> <p>The DPS sets out the programme for the production and review of the Local Development Plan and highlights who, how and when anyone can get involved.</p>
<p>When</p>	<p>Approval by Full Council Q1:24th April 2024 Publication Q1: May 2024</p>
<p>Who</p>	<p>East Renfrewshire Council Member Scottish Government Key Agencies All stakeholders on Local Development Plan database All Commonplace LDP Hub subscribers</p>
<p>How</p>	<p>Submit 2 copies of the DPS to Scottish Ministers.</p>

	<p>Copies of DPS will be made available in Council Offices, local libraries, as well as on the Council's website.</p> <p>Notify stakeholders on LDP database.</p> <p>News item will be added to the Commonplace LDP Hub with all subscribers notified.</p>
Progress	<ul style="list-style-type: none"> • 2023 Development Plan Scheme submitted to Scottish Ministers in July 2023.

Stage 1c	<p><u>Preparation And Publication of Evidence Report and SEA Scoping Report</u></p> <p>Before preparing a local development plan, we will have to prepare an Evidence Report. The Evidence Report will set out the council's view on a wide range of matters related to the development and use of land in the East Renfrewshire area. It will cover the characteristics of the land use and population of the plan area as well as housing, education and infrastructure matters, amongst others. The evidence gathering stage is about informing people about the process and involving them.</p> <p>Developing a proportionate evidence base and a collaborative place-based approach to both planning, infrastructure and service delivery is a critical stage in the preparation of LDP3. The Evidence Report aims to clearly inform what to plan for before the Proposed Plan looks at where development should take place. The Evidence Report therefore will not consider specific sites.</p> <p>We will undertake a 'Call for Evidence' consultation based upon the Place Standard Tool to gather information about the area. The survey will allow communities and other stakeholders to tell us about places and how they function, what is good about them, and what could be improved?</p> <p>We will prepare a Site Appraisal Framework methodology that will be used to assess sites at the Proposed Plan stage.</p> <p>SEA: We will prepare a Scoping Report and Environmental Baseline Data to inform the Evidence Report and Proposed Plan.</p> <p>We will prepare a Play Sufficiency Assessment, Open Space Strategy and Forestry and Woodland Strategy.</p> <p>We will prepare a summary of the action taken to meet the accommodation needs of Gypsy/Travellers in the area.</p> <p>We will prepare a statement on how communities have been invited to prepare local place plans and the assistance provided.</p>
When	<p>Call for Evidence consultation – Q2 to Q4 2023/24</p> <p>Preparation of Evidence Report – Q1 2023/24 to Q1 2024/25 (estimated completion by June 2024).</p> <ul style="list-style-type: none"> • Preparation of draft Evidence Report - gather and collate appropriate evidence and consultation on the scope and content to clarify areas of

	<p>agreement/ dispute on evidence for the purposes of the ‘Gate Check’ Examination.</p> <ul style="list-style-type: none"> • Preparation of Play Sufficiency Assessment, Open Space Strategy and Forestry and Woodland Strategy. • Finalise Evidence Report (estimated June 2024). • Approval of Evidence Report by Full Council – Q1 2024/25 (estimated June 2024). <p>Publication of Evidence Report and submission to Scottish Ministers – Q2 2024/25 (estimated August 2024).</p> <p>Submit SEA Scoping Report to Consultation Authorities – Q1 2024/25.</p>
<p>Who</p>	<p>East Renfrewshire Council Members Scottish Government</p> <p>Seek views of the following groups in the preparation of the Evidence Report. Prepare statement on how these views are taken into account in the report.</p> <ul style="list-style-type: none"> • Key Agencies; • The people of East Renfrewshire; • Children and young people; • Disabled people; • Gypsies and Travellers; and • Community Councils. <p>Infrastructure providers, environmental organisations and development industry SEA Gateway All stakeholders on Local Development Plan database All Commonplace LDP Hub subscribers</p>
<p>How</p>	<p>There is no requirement to undertake a formal consultation on the content of the Evidence Report. However, we will undertake early engagement with stakeholders, to ensure collaborative and transparent evidence gathering, to assess the sufficiency of the evidence and to aim to resolve any issues raised by stakeholders:</p> <ul style="list-style-type: none"> • East Renfrewshire Council Member Engagement - Members workshops and regular briefings. • Internal Engagement – Workshops/meetings with Council Departments. • External Engagement - Targeted engagement with groups and organisations listed above and including older people, infrastructure providers, community groups, development industry, housing providers and their representative organisations. • Call for Evidence consultation - Surveys uploaded onto Commonplace LDP Hub. • Use ESRI story-maps to display and publicise data and evidence. • Press releases. • Publicise preparation and publication of Evidence Report via the Council’s social media sites - Facebook/Twitter. • Notify stakeholders on LDP database. • News item will be added to the Commonplace LDP Hub with all subscribers notified.

<p>Progress</p>	<ul style="list-style-type: none"> • 11th May 2023 Meeting with DPEA - Joint meeting between ERC & Renfrewshire Council to discuss DPEA requirements at Gate check stage • ‘Call for Evidence’ consultation - Your Place Surveys: <ul style="list-style-type: none"> ○ 4 week Consultation period: 18th September to 16th October - closed; ○ Promotion via commonplace and Council’s social media platforms; ○ 3 Surveys: <ul style="list-style-type: none"> ▪ Your Place Survey (215 responses) ▪ Your Place Young People Survey (for ages 13 – 25) (10 responses) ▪ Your Place Children’s Survey (for ages 5 – 12) in partnership with Education Services (32 responses). • Preparation of a series of Topic Papers. The Topic papers broadly follow the structure of NPF4 with some policies grouped for convenience and ease of reporting and includes the Site Assessment, Play Sufficiency and Forestry Strategies. The Topic Papers provide a detailed explanation of the evidence, set out current key policies, plans and strategies that will form the framework for the development of the LDP and highlight key issues, problems and challenges that the LDP should ultimately seek to address.
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<p>Stage 1d</p>	<p><u>Gate Check of Evidence Report</u></p> <p>An independent assessment of the Evidence Report will be undertaken to determine whether we have sufficient information to progress and prepare a Proposed Plan. Where disputes over the sufficiency of the evidence remain, the Gate Check provides an opportunity for the reporter to consider the different viewpoints. This may be informed either by requesting further written information or by convening a hearing. If the Gate Check concludes that insufficient evidence has been provided the planning authority may not be able to proceed with the Plan until that is addressed.</p>
<p>When</p>	<p>Q2 2024/25 to Q3 2024/25 (Estimated Aug-Dec 2024)</p>
<p>Who</p>	<p>Independent assessment will be carried out by a Reporter appointed by the Scottish Ministers</p>
<p>How</p>	<p>The Reporter will issue either:</p> <ul style="list-style-type: none"> • A letter confirming the conclusion that the evidence is sufficient to enable the LDP preparation process to proceed. Or; • A letter confirming return of the Evidence Report to the planning authority and associated Assessment Report setting out the reasons why the reporter found the evidence was insufficient along with any recommendations as to how that deficiency should be addressed. <p>Notify stakeholders on LDP database of the outcome of the Gate Check process.</p>

	News item will be added to the Commonplace LDP Hub with all subscribers notified of the outcome of the Gate Check process.
Progress	

Stage 2 - Plan preparation to produce the new LDP for adoption

Stage 2a	<p><u>Preparation and Publication of Proposed Plan, Proposed Delivery Programme and Environmental Report</u></p> <p>We will prepare a Proposed Plan, Proposed Delivery Programme and Environmental Report having regard to the Evidence Report, any adopted RSS, current National Planning framework (NPF), any Local Outcome Improvement Plans (LOIPs) for the area, and any registered Local Place Plans. The Proposed Plan will identify where new development should and should not take place. We will use the Evidence Report to develop a spatial strategy incorporating an infrastructure first approach and considering the spatial principles in NPF4.</p> <p>This is a key consultation stage where representations from stakeholders and the public can be submitted to the content of the plan. The plan preparation stage is about involving and collaborating with participants in preparing the spatial strategy and policy approach.</p> <p>We will undertake a 'Call for Sites and a Call for Ideas' Consultation Exercise. A site appraisal will be undertaken so that all sites are assessed using the site appraisal methodology agreed in the Evidence Report. This includes LDP allocated sites, sites promoted through the Call for Sites consultation and any additional land identified which may have potential for development. The appraisal will be linked to SEA requirements.</p> <p>We will prepare a Transport Appraisal to inform and assess impacts on the strategic transport network and to inform the Proposed Plan spatial strategy.</p> <p>We will prepare an Equalities Impact Assessment (EQIA), Fairer Scotland Duty Assessment, Public Sector Equality Duty Assessment and Habitats Regulations Appraisal (HRA).</p>
When	<p>Preparation of Proposed Plan, Proposed Delivery Programme, Environmental Report and Impact assessments - Q4 2024/25 (Jan 25) to Q1 2026/27. Call for Sites/Ideas consultation – Q4: 2024/25 (6 weeks) (Feb 25)</p> <p>Proposed Plan, Proposed Delivery Programme and supporting documents approved by Full Council – Q4 2025/26 (estimated Jan 2026).</p> <p>Publish Proposed Plan, Proposed Delivery Programme and supporting documents approved for consultation – Q4 2025/26 (min 12 weeks) (estimated Feb 2026).</p>
Who	<p>East Renfrewshire Council Members Scottish Government Central Scotland Green Network</p>

	<p>Key Agencies The Public Children and Young People Disabled People Gypsies and Travellers Community Councils Infrastructure Providers, Environmental Organisations and Development Industry SEA Gateway All stakeholders on Local Development Plan Database All Commonplace LDP Hub Subscribers Occupiers/Neighbours of Sites Proposed in Plan (Proposed Plan stage only)</p>
<p>How</p>	<p><u>Call for Sites and Call for Ideas consultation:</u></p> <ul style="list-style-type: none"> • The findings of the Evidence Report will be presented to Communities and other stakeholders with a request for proposals and “ideas”. We will evaluate and consider the ideas presented and use this to inform the Proposed Plan. • Copies of documents and forms will be made available in Council Offices, local libraries, as well as on the Council’s website and on the LDP Hub. • Notify stakeholders on LDP database. • News item will be added to the Commonplace LDP Hub with all subscribers notified. <p><u>Proposed Plan:</u></p> <ul style="list-style-type: none"> • Place a public notice in a local newspaper and on the Councils website outlining where, how and when to respond to documents and how they can be viewed and allow minimum 12 weeks for responses. • Send a copy of Proposed Plan, Evidence Report, Proposed Delivery Programme and Environmental Report to Scottish Government and Key Agencies. • Notify Scottish Ministers, Key Agencies, Neighbouring Planning Authorities, Planning Authorities within the same RSS Area and Community Councils of publication of the Proposed Plan and Environmental Report. • Deposit documents at Council Offices and in local libraries, and on the Council’s website. • Notify owner, lessee or occupiers of sites and neighbouring land that may be significantly affected by development proposals (with or within 20 metres of the boundary of a specific site). • Internal Engagement – Workshops/meetings with Council Departments. • External Engagement - Targeted engagement with groups and organisations listed above and including older people, infrastructure providers, community groups, development industry, housing providers and their representative organisations. • Hold a series of community and stakeholder events/meetings to publicise and present the Proposed Plan online and in person. • Use ESRI GIS story-maps to display the Proposed Plan. • Press releases. • Publicise Proposed Plan and events/meetings etc. via the Council’s social networking sites - Facebook/Twitter.

	<ul style="list-style-type: none"> • Publicise Proposed Plan and events/meetings etc. via leaflets/ posters/ displays. • East Renfrewshire Council Member Engagement - Members workshops and regular briefings. • Notify stakeholders on LDP database. • News item will be added to the Commonplace LDP Hub with all subscribers notified.
Progress	

Stage 2b	<p><u>Modifying the Proposed Local Development Plan and Examination</u></p> <p>Objections to the Proposed Development plan will be assessed and negotiation will take place with objectors (and other affected parties) to make modifications to the Proposed Local Development Plan (if required). If we make modifications to a Proposed Plan following consultation, a Modification Report will be required that sets out the modifications made and explains the reasons for making them. There is no opportunity to comment on the Modification Report - it should only reflect changes made in response to the earlier consultation on the Proposed Plan. Full Council will be asked to approve the modification report (if required).</p> <p>Following the preparation of any modifications, we will submit the Proposed Plan and associated documents and all unresolved objections to Scottish Ministers for examination. The Examination is the opportunity for independent consideration of any issues raised during the formal consultation on the Proposed Plan that have not been resolved through modifications.</p>
When	<p>Modifications: Q3 2026/27. Submission of Proposed Plan and supporting documents to Scottish Ministers for Examination Q3 2026/27 (estimated Dec 2026). Examination: Q3 2026/27 to Q1 2027/28 subject to DPEA timescales. Following receipt of Examination Report submit Proposed Plan (as modified if appropriate) to Scottish Ministers for adoption: Q2 2027/28.</p>
Who	<p>Scottish Ministers Anybody who made representations on the Proposed Plan</p>
How	<p><u>Modification:</u></p> <ul style="list-style-type: none"> • Negotiations with representees to resolve or agree representations to the Proposed Plan. <p><u>Examination:</u></p> <ul style="list-style-type: none"> • Council will request Scottish Ministers to appoint a Reporter to examine the Proposed Plan. • Advert in local papers stating that the Proposed Plan has been submitted to Scottish Ministers for Examination and that a Reporter has been appointed. • Submit Proposed Plan, Environmental Report, Proposed Delivery Programme, a summary of unresolved issues (Schedule 3), copies of unresolved representations, Conformity with Participation Statement to Scottish Ministers. All supporting documents will also be submitted at this stage.

	<ul style="list-style-type: none"> • Copies of all documents will be made available to inspect at Council Offices, local libraries and on the Councils website. • Notification to representees that Proposed Plan has been submitted for Examination with link to DPEA website. • Notify stakeholders on LDP database. • News item will be added to the Commonplace LDP Hub with all subscribers notified. • Reporter will consider all unresolved representations. • Department for Planning and Environmental Appeals (DPEA) website will provide updates on Examination. • Council’s website will be updated to reflect Examination progress. <p><u>Receipt of Examination Report:</u></p> <ul style="list-style-type: none"> • DPEA will submit the Examination Report and a report of modifications to the Council. • DPEA will notify representees that Examination Report is available and will publish on their website. • Copies of Examination Report and report of modifications will be made available to inspect at Council Offices, local libraries and on the Council’s website. • News item will be added to the Commonplace LDP Hub with all subscribers notified. <p><u>Modification of Proposed Plan:</u></p> <ul style="list-style-type: none"> • The Council will amend the Plan to accord with the Reporters binding recommendations (if appropriate). Within 3 months of receiving the Examination Report the Council will send Scottish Ministers the Proposed Plan (as modified). • Submit Proposed Plan (as modified if appropriate) to Scottish Ministers. • Publish Intention to Adopt Advert in local papers; • Notify representees that Proposed Plan has been submitted to Scottish Ministers for Adoption. • Copies of proposed plan (as modified if appropriate) and the modifications (if any) will be made available to inspect at Council Offices, local libraries and on the Councils website.
Progress	

Stage 3 - Delivery of the adopted LDP

Stage 3a	<p><u>Adoption of the Plan</u></p> <p>The plan once adopted constitutes part of the Development Plan which, alongside NPF4 will be the basis against which to make decisions on planning applications.</p> <p>28 days after Scottish Ministers have received the Proposed Plan (as modified) and unless directed otherwise the Council will adopt the Plan and Environmental Report. The Council will publish the Post Adoption SEA statement alongside the Adopted Plan explaining how environmental considerations have been integrated into the Local Development Plan.</p>
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	We will prepare a Post Adoption SEA Statement
When	Adoption of the Plan: <ul style="list-style-type: none"> Q3 2027/28 (Estimated Oct 2027). Post Adoption SEA Statement <ul style="list-style-type: none"> Q3 2027/28.
Who	Scottish Government Key Agencies All stakeholders on Local Development Plan database
How	Submit 2 copies of Adopted Plan to Scottish Ministers. Adoption advert will be placed in a local paper. Adopted Plan, 'modification report' and 'recommended modifications statement' will be made available to inspect at Council Offices, local libraries and on the Council's website. Notification to anybody who made representations on the Proposed Plan that the Plan has been adopted. Notify stakeholders on LDP database. News item will be added to the Commonplace LDP Hub with all subscribers notified.
Progress	

Stage 3b	<u>Publication of Delivery Programme</u> The Delivery Programme sets out how we propose to implement the LDP. We will publish the Delivery Programme within three months of adoption of the Local Development Plan. It will be kept under review and updated at least every 2 years. The delivery stage is about informing people about the local development plan approach and collaborating with people to take forward identified actions in the delivery programme.
When	Q3 2027/28.
Who	All stakeholders on Local Development Plan database. All Commonplace LDP Hub subscribers.
How	Submit 2 copies of Adopted Delivery Programme to Scottish Ministers. Adopted Delivery Programme will be made available to inspect at Council Offices, local libraries and on the Councils website. Notify stakeholders on LDP database. News item will be added to the Commonplace LDP Hub with all subscribers notified.
Progress	

Stage 3c	<p><u>Monitoring and Delivery</u></p> <p>Ongoing monitoring is essential to review the effectiveness and outcomes of the LDP as a whole. It can also help to identify barriers to delivery. Monitoring can support maintenance of the development planning evidence base.</p> <p>We will monitor changes in the characteristics of the area and the impact of the policies and proposals in the LDP.</p>
When	Q4 2027/28 onwards.
Who	All stakeholders on Local Development Plan database. All Commonplace LDP Hub subscribers.
How	Review of existing data and evidence set out in the Evidence report and SEA. Review impact of policies and effectiveness of proposals. Liaise with all relevant stakeholders. Annual monitoring tasks will continue to be undertaken as set out in Stage 1a.
Progress	

Resources

The Strategy Team will lead on the preparation and consultation on the Local Development Plan. In certain circumstances external consultants will be used to supplement internal resources. Due to the front loading of evidence gathering it means greater resource intensity at the beginning of the process. However, the extent of consultation and engagement undertaken will also be dependent on staff and financial resources.

Review of the DPS

The DPS will be reviewed on an annual basis in order that it remains relevant and fit for purpose. In particular, the publicity and consultation in the Participation Statement will be reviewed in the light of experience and the Plan preparation programme reviewed. The success and effectiveness of the Local Development Plan will be reviewed through the Delivery Programme.

Appendix 1: List of Consultees

The following is a list of groups/ organisations/ individuals that the Council proposes to consult and engage with in preparing the Local Development Plan. This list is not exhaustive and the Council will add to it as more people and organisations get interested and involved in the Local Development Plan and local planning issues. Anyone, whether they are an individual, community group or organisation, not on this list but who wishes to be consulted should contact the Council.

It is important that you keep us up to date with your email and other contact details.

East Renfrewshire Council	East Renfrewshire Council Members, Directors and Heads of Service and to be cascaded down to all relevant staff
Schools and Education	Contacts in all Secondary, Primary, Nursery, Family Centres and Parent Councils
Scottish Government	Various
MSPs/MPs	Various
Key Agencies	Nature Scot SEPA Scottish Water Scottish Enterprise Historic Environment Scotland SPT Scottish Forestry Health Boards Transport Scotland
Community Councils	Barrhead Community Council Broom, Kirkhill & Mearnskirk Community Council Busby Community Council Clarkston Community Council Crookfur, Greenfarm Mearns Village and Westacres Community Council Eglesham and Waterfoot Community Council Giffnock Community Council Neilston Community Council Netherlee and Stamperland Community Council Newton Mearns Community Council Thornliebank Community Council Uplawmoor Community Council
Neighbouring Planning Authorities/ Authorities within RSS area	East Dunbartonshire Glasgow City West Dunbartonshire Inverclyde Renfrewshire North Lanarkshire South Lanarkshire East Ayrshire RSS Team

Other Organisations	Dunterlie Centre Users Group
Abellio Scotrail Ltd	Dunterlie Centre Users Group
ACUMEN	Eaglesham and Waterfoot Community Larder
Age Concern Eastwood & Age Concern Eastwood Dementia	Eaglesham Bowling Club
Anchor Boys	Eaglesham Parish Church
Andrew McCafferty Associates	East Renfrewshire Additional Support Needs Parents Action Group
ARDALZIER Properties Ltd	East Renfrewshire Carers
Arthurlie Bowling Club	East Renfrewshire Chamber of Commerce
Arthurlie FC	East Renfrewshire Citizens Advice Bureau
Auchenback Active	East Renfrewshire Cycle Forum
Avant Homes	East Renfrewshire Disability Action (ERDA)
Avison Young	East Renfrewshire Local Area Co-ordination Team
Baby Sensory	Eastwood Juvenile Football team
Balfour Beatty Homes	Eastwood Photography Society
Barratt Homes West Scotland	Eastwood Writers
Barrhead and Neilston Historical Ass.	EE
Barrhead Artists	ENABLE Scotland
Barrhead Bourrock Parish Church	Enable Scotland
Barrhead Bowling Club	Energy Saving Scotland Advice Centre
Barrhead Boys Brigade	Energy Saving Trust
Barrhead Foodbank	EPYC
Barrhead youth Football	ER Chamber of Commerce
Barton Willmore	ERDA (East Renfrewshire Disability Action)
Beautiful busby	Fairhurst
Barrhead Housing Association	Families First
Bid Manager	ECC Environment
Bidwells	Federation of Small Businesses
Bikeability	Fereneze Golf Club
Brownies	fields in trust Scotland
Burns Grove Dance Group	First Scottish Group Ltd
Busby AFC	Flair Gymnastics
Busby lawn tennis club	Flockhart Architects
Business Gateway	Food Train – Phone Friends
Butterfly Nursery	Forestry Commission Scotland
CALA Homes (West) Ltd	Forward Scotland
Campaign Group	FPMS Ltd
Care & Repair	Friends of the Earth (Scotland)
Cathcart Golf Club	Galbraith Group
CBRE	gcvgreennetwork
Clarkston Baptist Church	GD Lodge Architects
Clarkston Community Garden	Geddes Consulting
Colliers CRE	GGCNHS
Community activist	Giffnock Badminton Club
Concept Consulting	Giffnock BIDs
Corra Foundation	Giffnock Community Hub
Cosgrove Care	Giffnock Curling West
Crofthead Bowling Club	Giffnock South Parish Church
CRUDEN ESTATES LTD	Giffnock South Parish Church Tuesday Club
Dates-n-mates	Giffnock tennis and hockey Club
DAWN HOMES	GL Hearn Limited
Derek Scott Planning	Gladman Developments Ltd
Disability Action East Renfrewshire	Glasgow Airport
DM Hall	Glasgow Centre for Inclusive Living
Drivers Jonas	Glasgow Clyde College
Dunterlie Allotments	

Glasgow Disability Alliance	NDTi (National Development Team for Inclusion)
Glasgow Jewish Representative Council	Neighbourhood Networks
Go Bike	Neilston Bowling Club
Graham + Sibbald	Neilston Development Trust
Gray Planning & Development Limited	Neilston FC
Greater Glasgow and Clyde NHS Board	Neilston Parish Church
Green Guardians	Neilston Show
Greenbank Parish Church	Netherlee and Stamperland Church
Historic Environment Scotland	Network Rail
Historical Adventures	Newton Mearns Baptist Church
Holder Planning Ltd.	Newton Mearns Hebrew Congregation
Homes for Scotland	Newton Mearns Boys Brigade
ICENI	Newton Mearns Parish Church
Improvement Service	Newton Mearns Parish Church Guild
In Cahootz Arts Network	Newton Mearns Rock Choir
Includeme2	NHS Greater Glasgow and Clyde
Inclusion Scotland	North Planning & Development
Indian Community	Ogilvie Construction Ltd
Jigsaw Planning	Outdoor parent and child groups
JMP Consultants Ltd	Outside the Box
John Handley Associates Ltd	Park Church
John West Ltd	Park Systems Furniture
Keir & Co	Paths for All
Keppie Planning Ltd	Persimmon Homes Ltd
keppiedesign	Peter Brett Associates (Stantec)
Lanarkshire Health Board	planinfo
Linking Communities	Planware Ltd
Lynch Homes	Police
Mabbett	Police Scotland - Chief Superintendent
MacArthur Denton Asset Management Limited	PPCA Ltd
Mackay Planning	Pro-Soccer Skills School
Mactaggart & Mickel	Public Health Scotland
Maxwell Mearns Castle Parish Church	Rail Freight Group
McCarthy & Stone Retirement Lifestyles Ltd	Ramblers Association Scotland
Mcinally Associates Ltd	RAMH (Recovery Across Mental Health)
Mearns Kirk Helping Hands	Resource Efficient Scotland (RES)/Zero Waste Scotland
Mearns Kirk Badminton	Richmond Fellowship
Mearns Kirk Church	Road Safety Casual Coordinator
Mearns Kirk Helping Hands	RSPB Scotland
Mearns Kirk Keep Fit	Rural Wisdom
Mearns Kirk owners association	Ryden
Members of the Public	Ryden
MECOPP	Ryden LLP
MILLER HOMES	Saint Aidan's Church Clarkston
Montagu Evans	Scotland Rural Network
Mother Earth Hindu Temple	Scotplan
Mungo Foundation	Scottish Agricultural College
National Air Traffic Services Ltd.	Scottish Association for Public Transport
National Autism Society	Scottish Civic Trust
National Farmers Union of Scotland	Scottish Council for Development and Industry
National Grid	Scottish Development International
National Grid Property Ltd	Scottish Enterprise
National Trust for Scotland	Scottish Enterprise - Regional Partnership Place Directorate
natural power	
Nature Scot	Scottish Environment Protection Agency
	Scottish Fire and Rescue Service

Scottish Forestry	The Advocacy Project
Scottish Industrial Heritage Society	The Association for the Protection of Rural Scotland
Scottish Land and Estates	The Carswell Centre
Scottish Lullaby Society	The Coal Authority
Scottish Power/Iberdrola	The Food Train
Scottish Renewables Forum	The Garden History Society
Scottish Rights of Way and Access Society	The magic of Showbiz
Scottish Section of The Showmens Guild	The Michael Tracey Project
Scottish Urban Regeneration Forum	The Theatres Trust
Scottish Water	The Woodland Trust Scotland
Scottish Wildlife Trust	Thornliebank Parent and toddler Group
Scottish Women's Aid	Thornliebank Together
Scottish Youth Parliament	Three
Scottish Power Renewables	Threesixty Architecture
Self-Directed Support Forum East Renfrewshire	TNEI Group
SGN	Transform Scotland (SAPT)
Shanks Bowling Club	Transport Planning Ltd
Sight Scotland Veterans	Transport Scotland
Skills Development Scotland	Tuesday Friendship Club
Slimming World Eastwood	Turley Associates
Sniffer	Tweenies
Social Security Scotland	U3A
SoundWaves	Union and Crown Lodge
Sport Scotland	Visit Scotland
Springfield Group	Vodafone and O2
St Andrews Church Barrhead	Voluntary Action East Renfrewshire
St Bridget's RC Church	WALLACE LAND INVESTMENTS
St Joseph's RC Church	Waterworks action Group
Stamperland Bowling Club	West College Scotland
Stewart Milne Homes	West of Scotland Archaeology Service
Strathclyde Fire and Rescue	WESTPOINT HOMES
Strathclyde Geoconservation Group	Whitecraigs Tennis and Squash club
Strathclyde Partnership for Transport	Whitecraigs Golf Club
Strathclyde Police	Whitelaw Baikie Figes
Strathclyde Police	Williamwood Parish Church
Stroke Association	Woodfarm Education Centre
Strutt & Parker	Woodfarm parents
SupERkids	Work EastRen
SUSTRANS	Yesterday once more
Talking Points	youth project
Taylor Wimpey, West Scotland	Youth Voice
TCV	

Appendix 2: Impact Assessments

A number of impact assessments are required by law to be undertaken as part of the plan making process. The Council must therefore carry these out to support the preparation of the LDP.

Strategic Environmental Assessment (SEA)	SEA is a statutory requirement that aims to ensure the environment is a primary consideration in the preparation of qualifying public plans, programmes and strategies. The main purpose of SEA is to identify the significant environmental effects of the Plan from the outset of the preparation process thereby reducing any negative or unforeseen policy impacts and improving the transparency of decision making. The SEA process provides opportunities for engagement with all stakeholders. A SEA of the Local Development Plan is undertaken in parallel with the Plan preparation process to allow such considerations to influence the Plan.
Equalities Impact Assessment (EQIA)	Planning authorities are required to respect, protect and fulfil human rights in accordance with the Human Rights Act 1998. The UN Convention of the Rights of the Child also means that young people must be encouraged to play an active role in planning.
Fairer Scotland Duty Assessment	Requirement to consider how the Council can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions. The aim of the duty is to help make better policy decisions and deliver fairer outcomes.
Public Sector Equality Duty Assessment	The Equality Act 2010 places a duty (known as the Public Sector Equality Duty (PSED)) on public authorities to eliminate discrimination, harassment and victimisation, advance equality of opportunity and to foster good relations between all persons.
Habitats Regulations Appraisal (HRA)	A Habitats Regulations Appraisal (HRA) determines whether a plan or project should be subject to appraisal. The screening stage of the HRA screens the plan for likely significant effects on European Sites.

Other Supporting documents include:

Delivery Programme	The Delivery Programme will be considered all the way through the plan preparation process. The Delivery Programme sets out how an authority proposes to implement its LDP. The Delivery Programme is prepared in parallel with the preparation of the Local Development Plan and is reviewed and updated at least every 2 years. The Delivery Programme must set out: <ul style="list-style-type: none"> • A list of actions required to deliver policies and proposals contained in the LDP; • An explanation as to how those actions are to be undertaken; • The timescale for the conclusion of each action; and • The expected sequencing of, and timescales for, delivery of housing on sites allocated by the LDP
Supplementary Guidance	Section 22 of the Planning etc. (Scotland) Act 2006 made provision for the preparation of statutory Supplementary Guidance in connection with a Local Development Plan. This part of the 2006 Act has now been repealed and the status of Supplementary Guidance

	<p>changed under the Planning (Scotland) Act 2019. The transitional arrangements set out in the Chief Planner’s Letter published on 8th February 2023, however, allow for Local Authorities to continue to prepare and adopt statutory supplementary guidance associated with LDPs until 31 March 2025. Supplementary Guidance adopted under those provisions is to be treated as forming part of the development plan for the area to which the LDP relates.</p>
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EAST RENFREWSHIRE COUNCIL24 April 2024Report by the Chief ExecutiveSECOND REVIEW OF SCOTTISH PARLIAMENTARY BOUNDARIES**PURPOSE OF REPORT**

1. This report provides an update on the ongoing review of Scottish Parliamentary Constituency Boundaries, highlights the current consultation, which will close on 15 May 2024, and seeks approval from Council to submit a response to Boundaries Scotland supporting the revised proposals for East Renfrewshire.

RECOMMENDATION

2. That the Council agree to submit a response to Boundaries Scotland supporting the revised proposals for East Renfrewshire for the reasons set out in paragraphs 14 and 15.

BACKGROUND

3. Boundaries Scotland is an independent, non-political body, legally responsible for carrying out reviews of Scottish Parliament boundaries. Its first review took place in 2010. Since then, there has been significant change to the electorate nationally, including the extension of the franchise for Scottish Parliamentary elections to those aged 16 and over.
4. The Second Review of Scottish Parliament Boundaries commenced in September 2022. Provisional proposals for constituencies were published and consulted on between 17 May to 17 June 2023. The review will be complete by May 2025.
5. The average electorate of each Scottish Parliament constituency is 59,902 – the electoral quota, and is calculated by dividing the total electorate of Scotland by 70 constituencies (73 less the three protected islands constituencies), as follows:

Electorate (1 September 2022)	4,250,563
Less electorate of protected constituencies	57,430
Balance	4,193,133
Divided by total non-protected constituencies	70
Quota	<u>59,902</u>

6. The Scotland Act 1998 states that the electorate of constituencies must be as close to the electoral quota as practicable. In addition, Boundaries Scotland takes into account other factors set out in the Act, namely: local authority areas, special geographical circumstances, maintenance of local ties and any inconveniences caused by the alteration of the existing boundaries.
7. Boundaries Scotland's previous (2023) proposals for the East Renfrewshire area are set out below:

Constituency Name	Area size (in sq. km)	Designation	Electorate
Glasgow Priesthill and Giffnock	29	Burgh	63,882
Renfrewshire South	267	County	61,966

8. The initial proposals, as they related to East Renfrewshire would have resulted in:
 - the dissolution of the current Eastwood seat
 - a new seat called Glasgow Priesthill and Giffnock and
 - a change in the boundaries of the current Renfrewshire South seat.

9. On 28 June 2023 the Council agreed a consultation response that expressed concerns about the proposals and requested a local enquiry.

10. East Renfrewshire’s local enquiry took place on 14 December 2023. The Council made the case that the proposals appear to be driven purely by quota numbers and that the proposed constituencies:
 - were not convenient, practical, or efficient to administer;
 - followed boundaries that were not easily identifiable; and
 - failed to have sufficient regard for established and historical local ties: social, familial or cultural.

11. The Council acknowledged, in line with the existing position for Scottish Parliament constituencies, that East Renfrewshire has too many electors to be one constituency and too few to be two. ERC presented its evidence to the Sheriff at the Local Enquiry meeting in December 2023, setting out the rationale for maintaining Eastwood Constituency and including Levern Valley, or part of it, in a revised Renfrewshire South. This included a preferred option of retaining the existing Eastwood Boundary but also included an alternative which followed the ward boundaries and could see Neilston being included, as part of Ward 2, within Eastwood Constituency.

REVISED PROPOSALS & CONSULTATION

12. Following the previous consultation exercise and associated public enquiries, Boundaries Scotland published revised constituency proposals on 16 April 2024. These are subject to a one month consultation which closes on 15 May 2024.

IMPLICATIONS FOR EAST RENFREWSHIRE

13. The revised proposals for East Renfrewshire are:

Constituency Name	Area size (in sq. km)	Designation	Electorate
Eastwood	135	County	60,536
Renfrewshire West	238	County	65,751

14. The revised proposals for East Renfrewshire have taken account of the Council’s submissions. As a result:
 - The proposal for Glasgow Priesthill and Giffnock Constituency has been withdrawn.
 - A revised Eastwood Constituency has been reinstated, encompassing Wards 2, 3, 4 & 5. As a result Neilston would now be part of the revised Eastwood Constituency.
 - Renfrewshire South has been revised and renamed Renfrewshire West. This constituency would contain Barrhead and Uplawmoor and be administered by Renfrewshire Council, which would have the majority of electors.

15. These proposals largely respond to the concerns expressed by the Council in its submissions to the 2023 consultation and local enquiry. The revised proposals, with the exceptions of Neilston moving into Eastwood Constituency and Renfrewshire South being renamed Renfrewshire West, largely mirror the existing East Renfrewshire position. Based on this, it is proposed that the Council responds to the current consultation, supporting the revised proposals.

FINANCE AND EFFICIENCY

16. There are no finance or efficiency implications arising from this report.

RECOMMENDATION

17. That the Council agree to submit a response to Boundaries Scotland supporting the revised proposals for East Renfrewshire for the reasons set out in paragraphs 14 and 15.

Steven Quinn
Chief Executive

Legislation

Local Government (Access to Information) Act 1985
The Scotland Act 1998

Report Author

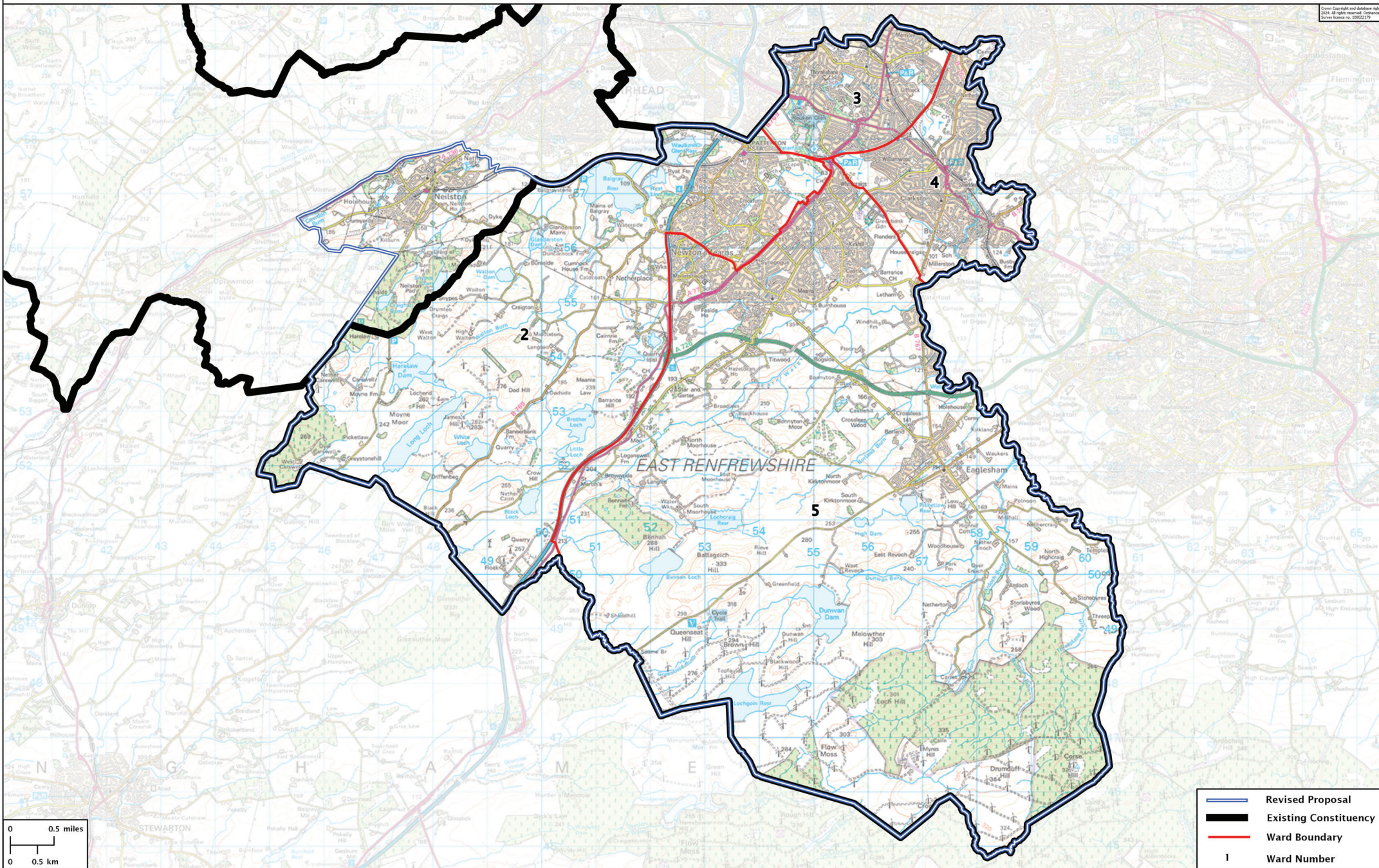
Jamie Reid, Head of Communities and
Transformation
Email: jamie.reid@eastrenfrewshire.gov.uk
Telephone: 0141 577 8557

Annexes for information:

A – Revised Eastwood Constituency Map
B – Revised Renfrewshire West Constituency Map

205 Second Review of Scottish Parliament Boundaries - Revised Proposals

Eastwood County Constituency - Electorate 60,536

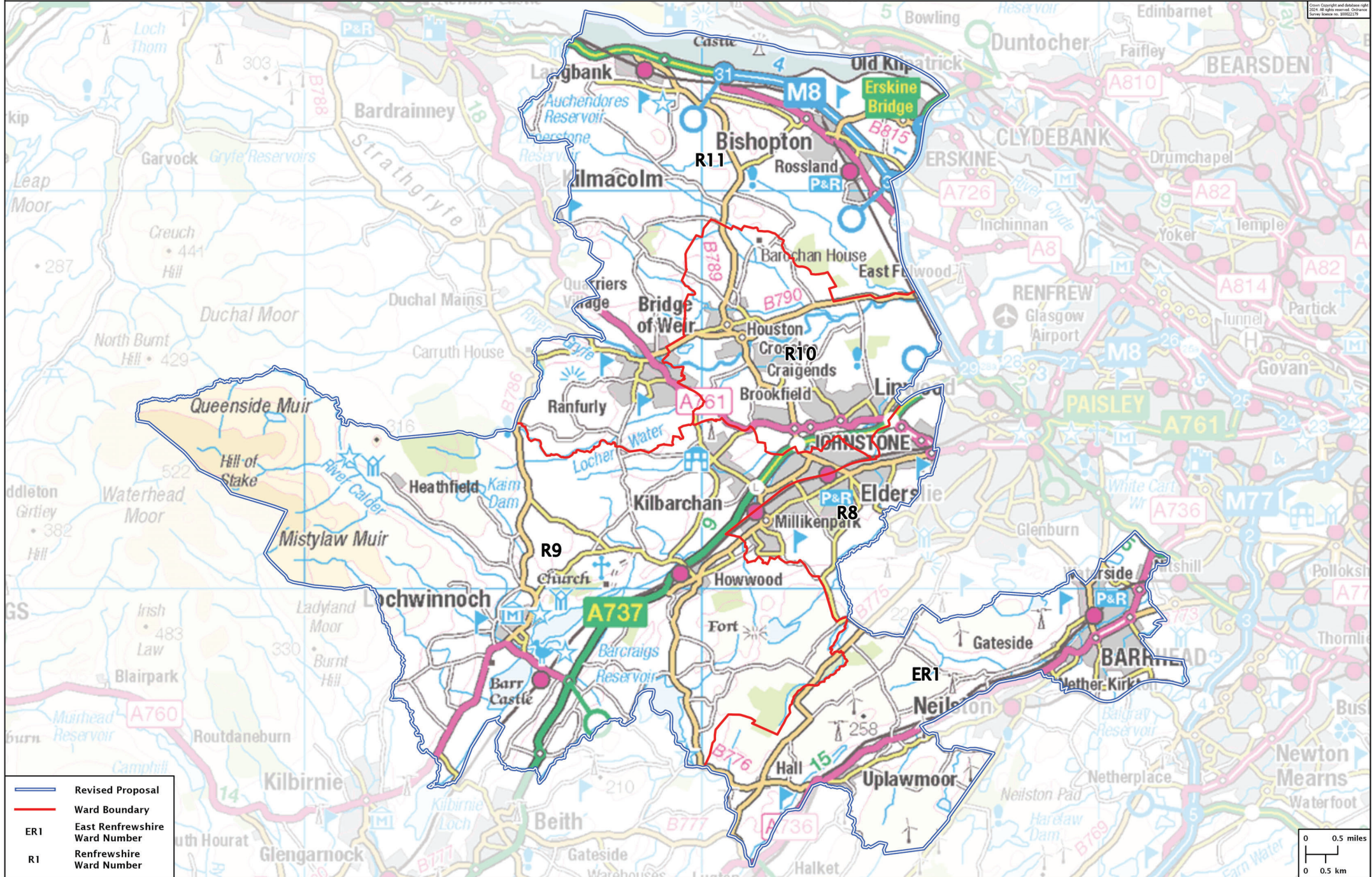


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Second Review of Scottish Parliament Boundaries - Revised Proposals

Renfrewshire West County Constituency - Electorate 65,751



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EAST RENFREWSHIRE COUNCIL24 April 2024Report by Director of Business Operations and Partnerships.Crookfur, Greenfarm, Mearns Village and Westacres Community Council – Proposed
Change of Name**PURPOSE OF REPORT**

1. The purpose of this report is to seek the Council's approval for Crookfur, Greenfarm, Mearns Village and Westacres Community Council to change the name of the Community Council to "Mearns West Community Council".

RECOMMENDATION

2. It is recommended that Council approve the decision of Crookfur, Greenfarm, Mearns Village and Westacres Community Council to change its name to 'Mearns West Community Council'.

BACKGROUND

3. The East Renfrewshire Council Scheme for the Establishment of Community Councils states that the name of the Community Council shall be Crookfur, Greenfarm, Mearns Village and Westacres Community Council. The Community Council (following procedures) voted unanimously in favour of changing the name of the Community Council to 'Mearns West Community Council'.
4. Any proposal to change the Constitution must be approved by East Renfrewshire Council. It is the view of the Director of Business Operations and Partnerships that this change of name does not affect the efficacy of the Scheme for the Establishment for Community Councils or its related documents (Constitution, Standing Orders and Code of Conduct).
5. At the Crookfur, Greenfarm, Mearns Village and Westacres Community Council Ordinary Meeting, held on the 13th February 2024, the Chairperson proposed the motion that the Community Council change its name to "Mearns West Community Council." All members of the Community Council present supported this resolution and the vote in support of the change of name was unanimous. A copy of the approved meeting minutes confirming this is attached at **Appendix 1**.

RECOMMENDATION

6. It is recommended that Council approve the decision of Crookfur, Greenfarm Mearns Village and Westacres Community Council to change its name to 'Mearns West Community Council'.

Louise Pringle
Director of Business Operations and Partnerships

Report Author:

Andrew Reid, Community Councils' Liaison Officer

Legislation/Background Papers:

Local Government (Scotland) Act 1973

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Crookfur, Greenfarm, Mearns Village & Westacres Community Council
Meeting of Tuesday 13 February Albertslund Hall at 7.00 p.m.

MINUTES

Action

1. Welcome & apologies

Present: M Whyte, K Mirza, M Asif & B McNeil Cllr O O'Donnell, Cllr P Edlin

Also Laurence Mannion (member of public)

Apologies: J Kerrigan Iltaf Dean Cllr A Morrison Cllr T Buchanan Cllr J McLean

2. Police Report - received by email. Nothing significant.

3. Previous Minutes were approved for December by M Asif Seconded by K Mirza

4. Matters arising from minutes

A Outstanding issues as A Reid been unable to attend.

AReid

AReid

1) arranging Paths Officer visit

2) Report still to be received as promised at NTMZ meeting

B Concerns raised re management of all Greenspace in Westacres and owners not fulfilling their contractual responsibilities. Councillors were asked for support in identifying and prompting developers to fulfil their responsibilities . Also to identify any useful ER contacts.

OODonne

P Edlin

5. Treasurers report accepted.

6. Sub committee reports

a. Planning - no issues from J Kerrigan

b. Green spaces - see discussion above 3 A&B

c. Public concern - not present

7 Proposed name change to Mearns West, in line with Mearns East (previously Broom CC etc). All CC Members present and contacted by email had no objections. Councillors informed and ER to be contacted for ratification.

OODonne

P Edlin

8 . Correspondence

Ayr Road speed limit reduction was welcomed by members with condition that there is much clearer signage of change to Road users.

9. AOCB

10 . DATE/VENUE FOR NEXT MEETING: Tuesday 12 March @ 7pm Albertslund Hall

CIRCULATION: Community Council Members; Police Scotland; ERC Councillors (Wards 2 & 5); MP / MSPs Andrew Reid (ER Liaison Officer) William Maxwell (BKM CC)

EAST RENFREWSHIRE COUNCIL24 April 2024Report by Director of Business Operations & PartnershipsCHIEF OFFICER RECRUITMENT**PURPOSE OF REPORT**

1. The purpose of this report is to put arrangements in place to ensure continuity and stability within the Environment department and seek Council approval for an Appointments Committee for the Head of Environment Operations post.

RECOMMENDATION

2. It is recommended that the Council:
- notes the notice of retirement of the Head of Environment Operations by 18 October 2024;
 - provide nominations to the Appointments Committee;
 - delegate to the Head of HR & Corporate Services, in consultation with the Director of Environment to make the necessary arrangements for this recruitment; and
 - authorises the Director of Environment to put in place appropriate interim management arrangements for the Department.

BACKGROUND

3. In the Environment department the Head of Environment Operations has intimated his intention to retire by 18 October 2024. Andrew Corry started his career in local government and was with East Renfrewshire Council at its inauguration in 1996. Leaving for a period in private sector he returned to East Renfrewshire Council in 2005 and has worked here since making significant contributions to a number of areas. Andrew is highly regarded and well known within the Council and also by colleagues across Local Government and Government; having been at the forefront of setting up the Clyde Valley Project (a collaboration across five local authorities that was the first of its type in Scotland in diverting non-recyclable waste from landfill to generating low carbon energy). He initiated plans for recycling of waste leading the way to East Renfrewshire becoming the top Council at recycling, a title which was held for many years, with many other council's following his approach.

4. There is a requirement to proceed with the recruitment for this post and setting up of the Appointments Committee ahead of summer recess to minimise the impact to the services.

5. Over the coming months there will be many opportunities to thank the Head of Service for their commitment to East Renfrewshire. The purpose of this paper is to agree the process for recruitment.

RECRUITMENT

6. The three Heads of Service remits in Environment are:

- Head of Environment Operations
- Head of Housing and Property
- Head of Place

The Head of Environment Operations is responsible for a portfolio of services which currently include: Roads, Waste and street/road Cleansing, Parks, Fleet and Prevention Services including Environmental Health and Trading Standards.

7. Approval is sought for the recruitment of the Head of Environment Operations post. The recruitment timetable is as follows:

Post advertised:	26 April 2024
Closing date:	19 May 2024
Shortlisting by Interview Committee:	30 May 2024
Shortlist by Assessment Centre:	7 June 2024
Interview date:	18 June 2024

8. The Appointments Committee, comprising 5 Elected Members, should be established to shortlist and interview candidates, and to make an appointment to the post. If for any reason a member of the Appointments Committee is unable to attend then the appointment of a substitute can be made.

9. The assessment centre will focus on ensuring the candidates have the correct skills mix to be considered for appointment by the Committee.

10. If for any reason a successor is not in place by the time the Head of Service retires the Director of Environment will put in place interim management arrangements to ensure stability and continuity within the service and council until such time as a suitable replacement can be recruited.

FINANCIAL IMPLICATIONS

11. There are no additional financial implications as one Head of Service is retiring. All costs associated with the recruitment processes will be found from within existing budgets.

CONSULTATION AND PARTNERSHIP WORKING

12. The Trade Union have been made aware of this proposed recruitment process.

RECOMMENDATION

13. It is recommended that the Council:

- notes the notice of retirement of the Head of Environment Operations by 18 October 2024;
- provide nominations to the Appointments Committee;
- delegate to the Head of HR & Corporate Services, in consultation with the Director of Environment to make the necessary arrangements for this recruitment; and
- authorises the Director of Environment to put in place appropriate interim management arrangements for the Department.

Louise Pringle
Director of Business Operations and Partnerships

REPORT AUTHOR:

Sharon Dick, Head of HR and Corporate Services, Tel 0141 577 4079

CONVENER:

Councillor Owen O'Donnell, Tel 0141 577 3107

BACKGROUND PAPERS:

None

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EAST RENFREWSHIRE COUNCIL24 APRIL 2024Report by Director of Business Operations and PartnershipsSCHEME FOR MEMBERS' REMUNERATION AND EXPENSES 2024/25**PURPOSE OF REPORT**

1. To ask that Council notes that the Scheme for Members' Remuneration and Expenses has been updated for 2024/25 in accordance with The Local Governance (Scotland) Act 2004 (Remuneration) Amendment Regulations 2024.

RECOMMENDATION

2. That Council notes that the Scheme for Members' Remuneration and Expenses has been updated for 2024/25 in terms of councillor pay.

BACKGROUND

3. In accordance with the relevant legislation, the Council has in place a scheme for Members' Remuneration and Expenses.

4. The Scheme provides details of the levels of basic salary payable to all councillors, and the increased salaries payable to the Leader of the Council and the Civic Head (Provost), these amounts being prescribed in legislation. The Scheme also provides details of those positions in the Council identified as being "Senior Councillor" positions for the purposes of the Regulations, and the levels of salary to be paid to each postholder.

5. In addition, the Scheme provides details of those other categories in respect of which Elected Members are entitled to claim expenses, such as the performance of approved duties, travelling expenses, and subsistence allowances. The amounts claimed in these circumstances have a legislative basis and have remained unchanged for some time. It has also been updated to reflect the current position in relation to the provision of smartphones and laptops to Elected Members.

REPORT

6. The Local Governance (Scotland) Act 2004 (Remuneration) Amendment Regulations 2024 were made on 25 January 2024 and laid before the Scottish Parliament on 29 January 2024 and take effect from 1 April 2024.

7. The new Regulations see an increase in the basic councillor remuneration from £20,099 to £21,345; the remuneration paid to the Leader of the Council increases from £33,503, to £35,580, and the remuneration paid to the Civic Head (Provost) increases from £25,128. to £26,686. The remuneration paid to senior councillors will also increase from £25,128 to £26,686. These increases take effect from 1 April 2024.

8. The Scheme for Members' Remuneration and Expenses attached at Appendix 1 has been updated to reflect the increases in councillor remuneration as set out in paragraphs 6 and 7 above.

RECOMMENDATION

9. That Council notes that the Scheme for Members' Remuneration and Expenses has been updated for 2024/25 in terms of councillor pay.

Louise Pringle
Director of Business Operations & Partnerships

Local Government (Access to Information) Act 1985

Background Papers - [The Local Governance \(Scotland\) Act 2004 \(Remuneration\) Amendment Regulations 2024](#)

Report Author: Barry Tudhope, Democratic Services Manager. Tel: 0141 577 3023
e-mail:- barry.tudhope@eastrenfrewshire.gov.uk



**SCHEME FOR MEMBERS'
REMUNERATION AND EXPENSES
2024/25**

SCHEME FOR MEMBERS' REMUNERATION AND EXPENSES 2024/25

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CONFERENCE CLAIM FORM	Appendix B

GUIDANCE NOTES

1. Members are responsible for completing their own expenses claim forms and for signing the declaration on each form that the expenses have been necessarily incurred for the performance of eligible approved duties. **Members should, as far as possible, also ensure that cost implications are considered in decisions regarding expenses to be incurred and should where possible adopt the most cost effective mode of transport.**
2. All travel, subsistence and telephone call claim forms must be submitted to the Members Services Section who will be responsible for checking that they have been properly completed. Members Services will sign the form in the box provided as evidence that the check has been carried out.
3. Travel and subsistence claims must include the following:
 - Date for which expense is claimed
 - Time of departure /arrival.
 - Detailed description of approved duty (including category).
 - Expense items / Journey details (including journey start and finish details).
 - Receipts for expenditure incurred.
4. Claims for travelling and subsistence in respect of conferences must be claimed on the conferences claim form which should then be submitted to Members Services.
5. Advances for conferences etc. can only be made up to seven days before departure and must be signed by the Member and an authorised signatory in Members Services.
6. When an advance has been made in respect of a conference a final claim form should be submitted as soon as possible thereafter. Advances will be recovered from the earlier occurring of next salary payment due or any subsequent payment in anticipation of which the advance was given.
7. Sample claim forms are appended to this Scheme for information. Actual forms are available from Members Services.
8. **Expense Claims Timetable/...**

To be submitted to Members services by	Pay Date (Friday)
05.04.24	19.04.24
03.05.24	17.05.24
07.06.24	21.06.24
05.07.24	19.07.24
02.08.24	16.08.24
06.09.24	20.09.24
04.10.24	18.10.24
01.11.24	15.11.24
06.12.24	20.12.24
03.01.25	17.01.25
07.02.25	21.02.25
07.03.25	21.03.25
04.04.25	18.04.25

Expenses forms should be submitted to Members Services by the dates shown above in order for any expenses being claimed to be included in salary payments made on the corresponding Pay Date Friday. Claims must be fully completed, signed and dated. Incomplete/inaccurate forms will be returned to Elected Members which may result in a delay in expenses being reimbursed. It is important that expenses claim forms are returned timeously so that expenses can be recorded in the correct period.

PAYMENT OF MEMBERS' SALARIES

Basic Salary

Each Member of the Council will receive a basic salary of £21,345.00 per annum. Payment of salary will be made on the third Friday of each month by a monthly payment of £1,778.75 subject to normal Income Tax, National Insurance and Pension Contribution deductions.

Senior Councillors

In terms of the Local Governance (Scotland) Act 2004 (Remuneration) Amendment Regulations 2024, the Council will pay Senior Councillor Salaries to Members with special responsibilities. These Salaries will be paid under the same arrangements as basic salaries.

Role	ANNUAL SALARY (£)	MONTHLY PAYMENT (£)
Leader of the Council	35,508	2,959.00
Provost	26,686	2,223.83
Deputy Provost	26,686	2,223.83
Convener for Education, Equalities, Culture and Leisure	26,686	2,223.83
Convener for Environment and Housing	26,686	2,223.83
Chair of Audit and Scrutiny Committee	26,686	2,223.83
Chair of Planning Applications Committee/LRB	26,686	2,223.83
Vice Chair of Planning Applications Committee/LRB	26,686	2,223.83
Chair of Licensing Committee	26,686	2,223.83

Payment of Salaries

Payment of salaries will be made automatically monthly into each Member's bank account on the third Friday of each month.

If a Member leaves office as a Councillor or ceases to be entitled to a Senior Councillor Salary, the payment due will be calculated on a daily basis from date of appointment to the date of demitting office. In such circumstances any overpayment will require to be repaid by the Member.

Prior to election, salaries will be calculated on a daily basis up to the appointed date.

APPROVED DUTIES

Travel and subsistence expenses may be claimed for approved duties. The list below provides details of all duties in respect of which claims can be submitted. When completing a claim form Members should include the category of the approved duty as listed below (A, B, C etc.) as well as providing full details of the approved duty.

Attending or Undertaking:-

- A. Meetings of Council, Cabinet and Committees.
- B. Conference meetings or seminars etc. as approved representative of Council.
- C. Meetings organised to inform members of any development or to assist members with personal development wherever held.
- D. Political group meetings of the Council held within the East Renfrewshire area.
- E. Meetings with officers of the Council.
- F. Members' surgeries.
- G. Community Councils and Parent Councils.
- H. Duties as officer of political group.
- I. Duties as Convener, or Committee Chair/Vice-Chair.
- J. Functions required as Leader or Deputy Leader of Administration.
- K. Attendance at meetings of partner bodies as approved representative of Council.
- L. Attendance at meeting of partner bodies to which the Councillor has been appointed by virtue of their position as councillor.
- M. Duties undertaken as a ward representative.

TRAVELLING EXPENSES

Where it is reasonable to do so, Members should use public transport in the conduct of their duties. However where public transport is not reasonably available, alternative forms of transport (e.g. private vehicle) can be used. **In cases where alternative transport is used which is more expensive than the cost of travelling by public transport, the cost of travelling by public transport can be reclaimed although as no receipts or tickets can be provided this will be subject to tax. In the event that travelling by alternative transport is cheaper than the cost of travelling by public transport, the lower rate can be reclaimed.**

Public Transport – Reimbursement of Costs

Members may travel standard class by public transport, the cost of which will be reimbursed on production of a ticket except in the case of travel by air, where not more than the cost of the economy fare or any available cheap fare for travel by regular air service will be reimbursed, on production of a ticket. In cases of urgency where no such air service is available then the actual fare paid by the Member will be reimbursed on production of a ticket.

The production of tickets is required for all modes of public transport in order that appropriate supporting documentation can be produced to HMRC which may be demanded under current legislation. In the event Members are unable to produce tickets or receipts for any journey made on public transport, any amounts claimed will be subject to tax.

ZoneCard

Members who do not claim car mileage allowance, may at the Council's cost apply for a ZoneCard, details of which may be obtained from Members Services. The ZoneCard will cover journeys from their house or place of work to the Council's Headquarters by public transport and will as far as possible cover journeys within their wards.

Any Member in receipt of a ZoneCard from the Council will have details of this benefit submitted to HMRC at the end of each tax year. Tax may be levied on this benefit by HMRC.

Rail Cards

Members will be able to claim the cost of rail cards purchased by them to allow them to obtain reduced fares when on Council business. Details of the card and the business details should be sent to Members Services to allow discounts to be obtained when tickets are booked.

Any member in receipt of a rail card reclaimed from the Council will have the details of this benefit submitted to HMRC at the end of the tax year. Tax may be levied on this benefit by HMRC.

Mileage Allowances

For the purposes of calculating claims, **a councillor's normal place of residence is regarded as their normal place of work**, so expenses associated with travel from home to the Council HQ, and other locations to conduct council business, may be claimed back. Where a councillor travels on council business from their place of employment or business (which is not Council related) they may be reimbursed for the cost of the journey. However, if the cost of making this journey would have been lower had it started from the councillor's home, then that lower cost is the maximum amount that will be reimbursed.

For example if the distance from a councillor's home to council offices is 5 miles and from a councillor's business to council offices is 10 miles, a maximum of 5 miles may be claimed and reimbursed.

In the event a Member attends a meeting which requires them to **travel from and return to** their place of employment or business, and their place of employment or business is further away than their home, the actual mileage travelled can be claimed. If a councillor does not return to work after the meeting only the mileage from home to the council office can be claimed.

For example if the distance from a councillor's home to council offices is 5 miles and from a councillor's business to council offices is 10 miles, and the councillor leaves from their business to attend a meeting and returns there after the meeting, they are able to claim the total mileage (20 miles – 2 x 10 miles). If the councillor does not return to their work after the meeting but instead goes home then the lower mileage can be claimed (10 miles – 2 x 5 miles).

Under the Regulations, the following mileage rates apply.

car	-	45 pence per mile
passenger (approved duty)	-	5 pence per mile
motorcycle	-	24 pence per mile
bicycle	-	20 pence per mile.

When claiming mileage expenses the claim should be based on the shortest route between the start and end points of the journey regardless of the actual route taken.

Other Travelling Expenditure

The rates specified for car mileage may be increased by the amount of any expenditure incurred by tolls, ferries or parking fees.

No reimbursement will be made for the above costs unless receipts are produced.

The Council will not be responsible for any parking fines incurred.

Travel by Taxi or Private Hire Car

Taxis or private hire cars should only be used in exceptional circumstances when no other public transport is reasonably available.

Taxi or private hire car journeys should be booked through Members Services who will make the booking on behalf of the Member. When making a taxi booking request, Members will need to complete a Taxi Request Form. This form requires the member to provide details of the journey, its purpose and to confirm that there was no other reasonable travel option available,

When taxis or private hire cars are pre-booked they will be paid on account and there will be no need for the Member making the journey to include the journey details and costs on any expenses claims form. However the details will be included in the annual summary of Members' Expenses.

In the event that a taxi or private hire car journey is required which cannot be booked through Members Services, the journey cannot be made on account and the cost of the journey will need to be paid for by the Member making the journey. In claiming for the cost of the journey, the Member concerned will be required to confirm that the reason for the journey was either due to urgency or that public transport was not reasonably available. If these conditions are not met, the Member concerned will be required to repay the excess over the public transport cost.

The rate for travel by taxi or private hire car shall not exceed:-

In the case of urgency or where no public transport is reasonably available the amount of actual receipted fare.

In any other case the amount of fare for travel by appropriate public transport.

Travel by Other Hired Motor Vehicle

The rate for travel by a hired motor vehicle other than a taxi or private hire car shall not exceed the lower of:-

The car mileage rate as stated above being the rate which would have been applicable had the vehicle belonged to the Member who hired it.

The cost of hiring a vehicle of less than 1200cc

In order to reclaim reimbursement the Member must provide an appropriate VAT receipt.

Travel by Council Car

Members should be aware that the Council is required to record and publish as part of the annual members' expenses exercise costs relating to the use of chauffer driven cars. This will include costs incurred on such journeys by Provost, Deputy Provost and other Councillors being conveyed in the Council car.

SUBSISTENCE

Entitlement

Any Member is entitled to payment of subsistence claims where expenses are *necessarily incurred* and for which appropriate receipts are produced in carrying out approved duties which require continuous time involvements shown below.

Rates

These payments may not exceed maximum rates prescribed by Scottish Ministers.

MAXIMUM ALLOWANCE	AMOUNT	HOURS AWAY FROM HOME	PERIOD THAT MUST BE INCLUDED
	£		
Breakfast	8.00	3	No overnight subsistence.
Lunch	12.00	4	12 Noon to 2p.m.
Dinner	25.00	4	
Overnight stay with friends or family	25.00	24	Continuous absence which includes overnight stay.
Overnight Stay	110.00	24	Continuous absence which includes overnight stay.
Overnight stay London	131.00	24	Continuous absence which includes overnight stay.

Exclusions

- (i) In the case of breakfast, lunch and dinner no reimbursement can be claimed when a meal has been provided free of charge.
- (ii) In the case of an overnight stay the sum reimbursed shall be reduced in respect of any meal or accommodation provided free of charge.
- (iii) Where the Council books a conference which includes accommodation and subsistence no additional sums may be claimed by Members.

Smartphones and laptops

Members can be supplied with a smartphone and laptop by the Council. **The use of these devices is controlled by the Council's [Acceptable Use Policy and Framework](#).** This policy permits personal use of a Council supplied mobile device within usage plan limits, however, it does not permit the use of Council supplied devices for non-Council business activities.

Should members intend to use their smartphone or laptop overseas they should contact IT (0141 577 3131) with travel details no later than 10 days before travel to allow the appropriate considerations and technical arrangements to be made.

Please note that the authorisation to use these devices to access Council information and systems will depend on the intended destination; which might also include geographical risk factors. It should also be noted that technical factors at any destination could affect connectivity and performance and would be out with the Council's control or ability to support.

Members should also note that there may be additional costs associated with this depending on their travel destination. Should Members fail to notify IT of overseas travel and use devices without making appropriate arrangements, this may result in significant additional costs and cause unnecessary detection alerts through the Council's Security Scanning services resulting in additional workload for ICT staff and security partners.

Bills for mobile devices are sent to Members Services. In the event that a bill exceeds the monthly usage plan limit Members will be asked to confirm whether excess costs are personal or Council related. If personal, Members will be required to pay the excess by way of deduction from their next salary.

Members will be asked to sign an undertaking confirming that they will comply with the terms of the above and the Council's Acceptable Use Policy and Framework.

Conferences

Attendance at conferences requires to be approved in advance by the Director of Business Operations and Partnerships or the Democratic Services Manager in consultation with the Leader of the Council.

Conferences have to be accounted for separately and accordingly there is a special conferences claim form.

In respect of conferences within the UK Members will be reimbursed according to normal rates for travelling and subsistence which will be subject to provision of appropriate receipts.

When the Council books overnight accommodation this should be at or below the Members' overnight allowance rate.

When the Council books a conference which includes accommodation and subsistence no additional sums may be claimed by Members.

Travel Abroad

In respect of travel outwith the UK, travelling expenses for the most appropriate form of transport and subsistence will be reimbursed provided details and receipts are produced.

Income Tax and National Insurance

Normal Income Tax and National Insurance rules are applied to salary payments, travel claims and telephone rental allowance.

Tax Relief

Members may wish to claim tax relief in respect of expenses which are not reimbursed by the Council e.g. expenses in connection with constituency work. Details of these expenses should be submitted normally at the end of the Tax Year, direct to HMRC. A form and guidance notes for this purpose will be available from the Payroll Section. If Members do not wish to make a claim in respect of such expenses no action need be taken.

