

Business Operations and Partnerships Department

Director of Business Operations & Partnerships: Louise Pringle

Council Headquarters, Eastwood Park, Giffnock, East Renfrewshire, G46 6UG

Phone: 0141 577 3000 Fax: 0141 577 3834

website: www.eastrenfrewshire.gov.uk

Date: 18 November 2022

When calling please ask for: Eamonn Daly (Tel. No 0141-577-3023)

e-mail: eamonn.daly@eastrenfrewshire.gov.uk

TO: Councillors O O'Donnell (Chair); A Anderson (Vice Chair); D Devlin and K Pragnell.

CABINET

A meeting of the Cabinet will be held in the Council Chambers, East Renfrewshire Council Headquarters, Eastwood Park, Giffnock on **Thursday, 1 December 2022 at 10.00am.**

The agenda of business is as shown below.

Louise Pringle

L PRINGLE

DIRECTOR OF BUSINESS OPERATIONS & PARTNERSHIPS

AGENDA

1. **Report apologies for absence.**
2. **Declarations of Interest.**
3. **General Fund Capital Programme – Report by Head of Accountancy (Chief Financial Officer) (copy attached, pages 3 - 28).**
4. **Housing Capital Programme – Joint Report by Head of Accountancy (Chief Financial Officer) and Head of Environment (Strategic Services) (copy attached, pages 29 - 36)**
5. **Strategic Mid-Year Council Performance Report 2022-23 – Report by Director of Business operations and Partnerships (copy attached, pages 37 - 60).**
6. **Proposed Introduction of Electric Vehicle Charging Tariff - Report by Head of Environment (Chief Planning Officer) (copy attached, pages 61 - 70).**
7. **Proposed Lease of Units 1-4, 9 Robertson Street, Barrhead - Report by Head of Environment (Strategic Services) (copy attached, pages 71 - 76).**

8. Charging for Services 2023/24

- (i) Business Operations and Partnerships Department – Report by Director of Business Operations and Partnerships (copy attached, pages 77 - 82).**
- (ii) Education Department – Report by Director of Education (copy attached, pages 83 - 88).**
- (iii) Environment Department – Report by Environment Department Heads of Service (copy attached, pages 89 - 126).**
- (iv) HSCP – Report by Chief Officer – Health and Social Care Partnership (copy attached, pages 127 - 130).**
- (v) Licensing – Report by Chief Officer – Legal & Procurement (copy attached, pages 131 - 136).**

9. Proposed Closure of Two Council Offices over the Festive Period – Report by Head of Environment (Strategic Services (copy attached, pages 137 - 138).

This document can be explained to you in other languages and can be provided in alternative formats such as large print and Braille. For further information, please contact Customer First on 0141 577 3001 or email customerservices@eastrenfrewshire.gov.uk

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

EAST RENFREWSHIRE COUNCILCabinet1 December 2022Report by Head of Accountancy (Chief Financial Officer)GENERAL FUND CAPITAL PROGRAMME**PURPOSE OF REPORT**

1. The purpose of this report is to monitor both income and expenditure as at 30 September 2022 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 2022/23 programme; and
 - note the shortfall of £0.345m and that income and expenditure on the programme will be managed and reported on a regular basis.

BACKGROUND

3. The General Fund Capital Programme for 2022-2032 was approved by Council on 3 March 2022.
4. Movements on the 2021/22 programme were approved by Cabinet on 10 March 2022, including a number of changes not reflected in the 10 year programme.
5. Further movements in project phasings across the 10 year programme and movements within the 2022/23 programme were approved by Cabinet on 1 September 2022.
6. This report updates project costs and phasings based on progress to date and anticipated to 31 March 2023.
7. As highlighted in previous reports, in general, construction costs are rising faster than general inflation due to shortages of materials and labour and to bidders factoring in additional risk in their pricing. Across Scotland, many authorities are reporting costs increases of 20% to 50% on some projects.
8. 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

9.	Total anticipated expenditure (Appendix A)	£40.245m
	Total anticipated resources (Appendix B)	<u>£39.900m</u>
	Shortfall	<u>£ 0.345m</u>

This report provides an update on a number of projects impacted by COVID-19 and other factors including increased energy and fuel prices and the ongoing impact of the Ukraine crisis. These factors continue to have a significant impact on the market with shortages of material and labour along with associated cost pressures. This is anticipated to continue for some time with longer lead times and price increases being experienced across projects. Backlogs are also delaying tender processes and site start dates.

Some inflationary costs for new and not yet tendered projects were built into the 10 year programme however some tender returns are still significantly over original estimates. Officers will seek to minimise that through value engineering and design changes, however where approved, additional costs will be managed within existing resources wherever possible with transfers of funding made from other projects identified for deferment or assessed as lower priority.

Project lines that sit as a general fund or provision haven't been increased and officers will seek to prioritise projects within these limits.

Officers will continue to review the position and will provide further updates on project timings and anticipated tender cost increases as part of the regular reporting process.

INCOME MOVEMENTS

10. The main income movements are as follows: -

- **Borrowing**
Borrowing in the current financial year has been reduced by £11.400m due to timing variances in expenditure and other adjustments noted below.
- **City Deal & Sustrans Grants**
As reported to Cabinet on 1 September 2022 the grant support available for drawdown during 2022/23 had not been confirmed. The drawdown of further grant support is dependent on the submission and approval of a more detailed business case to support specific city deal projects, submission is now expected during 2023/24. In light of both this requirement and the reduced level of expenditure on city deal projects during the current year the previous estimate of £0.300m has been deferred to 2023/24.

In addition the Sustrans grant of £2.277m also related to city deal projects has also been deferred to 2023/24.

The funding from both sources remains available to support the expenditure transferred to future years and the overall level of grant support for city deal projects remains unchanged

- **Developers Contributions**
The previously approved drawdown of contributions has been increased by £0.025m to fund initial works at St John's Primary which form part of the early learning and childcare initiative outlined in this report under expenditure movements.
- **Renewal of Playparks**
Phase 2 works on this project are now scheduled for 2023/24 and the grant support in the current year has been reduced by £0.101m accordingly. Again the grant support remains available to support the expenditure transfer between years.

EXPENDITURE MOVEMENTS

11. The estimated expenditure has reduced by £14.151m below the level reported to Cabinet on 1 September 2022. The main income movements are as follows:-

Property, Schools

- **Schools Major Maintenance**
In the main this work needs to be scheduled around the school term and while a number of projects are now complete some priority window replacements and roof improvements need to be rescheduled to 2023/24. In addition a saving of £100k has been achieved against budget on the window projects procured through existing framework agreements. Expenditure in the current year has been reduced by £0.364m.
- **Maidenhill Primary School**
This main works are complete but some external lighting works and snagging works are outstanding. Expenditure in the current year has been reduced by £0.306m.
- **Learning & Childcare Expansion to 1,140 Hours**
Again the main works are complete with the payments to contractors being finalised. Expenditure in the current year has been reduced by £0.206m.
- **Neilston Learning Campus**
The contract has been awarded and work is now in progress. The estimated expenditure reflects the payment plan agreed with the successful contractor and is dependent on satisfactory progress during the project. Expenditure during the year has been reduced by £0.416m.
- **Crookfur Primary School Extension & Isobel Mair External Classrooms**
Tenders have been returned for both these projects and exceed the approved budgets. The schemes are now being reassessed and are unlikely to start this financial year. Expenditure in the year has been reduced by £1,509m Crookfur and £0.460m Isobel Mair. Planned expenditure during the year represent initial works and fees associated with the schemes.
- **Mearns Castle High School Sports Facility**
It is expected the main works will be delivered this calendar year but certain ancillary works including landscaping and access road will be completed during spring 2023. Expenditure in the year has been reduced by £0.148m.

6

- St John's Primary School Early Learning & Childcare Places
This project will be the subject to an application for inclusion in the long term capital programme during 2023 in order to meet statutory provision requirements. However it is necessary to conduct some structural survey works to inform the design and ensure the works are delivered on time. A provision of £0.025m has been added to the programme to address this work and will be funded by developer contributions.

Property, Culture & Leisure

- Eastwood Park Leisure
This project was placed on hold at the meeting of Council on 26th October 2022. Expenditure in the year has been reduced by £0.800m. Planned expenditure during the year represents initial design work and fees associated with the scheme.

Property, Other

- City Deal - Barrhead South Access, Balgraystone Rd & Railway Station
While the design report has been received from Network Rail, it is considered prudent not to risk incurring further significant expenditure until formal approval of the STAG2 (Strategic Transport Analysis Guidance) report is received from Transport Scotland and the business case approved by City Deal. While the engagement with Transport Scotland on this issue is ongoing and progressing positively the formal approval remains outstanding. Expenditure in the year has been reduced by £0.211m.
- Country Park Visitor Centre & Infrastructure
This project is dependent on the Levern Valley Accessibility (Aurs Road) project which will not complete this financial year. Expenditure in the year has been reduced by £0.347m.
- Overlee Extension
This project is at design stage and unlikely to start during this financial year. Expenditure during the year has been reduced by £0.200m.
- Property Maintenance
In the main the movement on this project relates to Ventilation Works. In response to a number of returned tenders exceeding the expected levels a number of schemes were placed on hold until the project approach was reassessed. Where appropriate the work is now targeted at specific rooms within schools as opposed to replacing the whole ventilation system. As a consequence of this decision expenditure in the year has been reduced by £1.403m. In addition £60,000 has been transferred to Property Culture & Leisure to cover final costs relating to works at Duff Memorial Hall and Busby Library.
- Eastwood Park Campus Improvements & Office Accommodation
Both projects remain at the design stage and no major works are likely to start this financial year. Expenditure during the year has been reduced by £0.212m Eastwood Park and £1.825m Accommodation.
- Capelrig House
Tenders returned exceed the approved budget and the scheme is subject to review. As a result the project is not expected to start until the next calendar year. Expenditure during the year has been reduced by £0.160m.

Open Spaces

- **Country Park Tourism Infrastructure & Economic Activity Projects**
This project is dependent on the Levern Valley Accessibility project (Aurs Road) which will not complete this financial year. Expenditure in the year has been reduced by £0.166m.
- **Regeneration Projects Provisional Sums**
The provisional sums have not been allocated in full to specific projects. There is a possible use of £180,000 to support further works at Cowan Park but this would be subject of a separate report to Cabinet for approval. Expenditure in the year has been reduced by £0.129m.
- **Renewal of Playparks**
Further works on this project have been placed on hold until the Scotland Xcel framework is renewed and works are not expected to start until 2023/24. Consequently expenditure in the year has been reduced by £0.101m.
- **Neilston Regeneration**
These works are related to the Neilston Learning Campus (see Property, Education) and Neilston Leisure (See Property, Culture & Leisure) projects. While progress has been made on the learning campus the regeneration schemes remain at design stage and no significant expenditure anticipated this financial year. Expenditure in the year has been reduced by £0.293m.
- **Land & Property Acquisitions**
No sites are currently being progressed and expenditure during the current year has been reduced by £0.255m.

Roads

- **Levern Valley Accessibility Project**
This project involves the acquisition of various land sites. Two are expected to conclude before the financial year end with one site now expected to conclude during 2023/24. Expenditure in the year has been reduced by £0.500m.
- **A736 Main Street/Levern Road Barrhead**
This project is split into two separate phases. The first phase is complete but the timing of the second phase is linked to a City Deal levelling up bid and is now scheduled for 2023/24. Expenditure in the year has been reduced by £0.125m.

Council Wide ICT

- **Infrastructure Projects, IT General Provision & Public Wifi Network**
These projects are the subject of a savings review across the current and future financial years. This exercise is ongoing and any savings identified will be reflected in the long term capital programme submitted to Council for approval during March 2023. In the meantime expenditure in the current year has been reduced by £0.225m Infrastructure (net of £20,000 transfer to Education Network), £0.800m IT General Provision and £0.144m Public Wifi Network.

- Education CCTV
These works are now likely to start later this year and continue into 2023/24. Expenditure in the year has been reduced by £0.526m.
- Telecare Service & Peripherals
This is a third phase of a wider modernisation initiative around the responder service and is approximately 3 months behind schedule with work continuing into 2023/24. Expenditure in the year has been reduced by £0.688m.

Fleet

- HSCP Vehicles
The vehicle fleet requirement for the Health and Social Care service is subject to review and expenditure in the year has been reduced by £0.200m.
- Environment Vehicles
Following a condition and age assessment, orders have been placed for the replacement vehicles required. However a number will not be delivered until 2023/24 and expenditure in the year has been reduced by £0.576m.

COMMENT

12. The projected shortfall of £0.345m represents 0.86% of the resources available and is within manageable limits.

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 programme; and
 - note the shortfall of £0.345m and that income and expenditure on the programme will be managed and reported on a regular basis.

Further information is available from Paul Parsons, Principal Accountant – Capital, telephone 0141 577 3123.

Margaret McCrossan
Head of Accountancy Services (Chief Financial Officer)
MMcC/PP
16 November, 2022

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

	ANNUAL COSTS £'000			TOTAL COST £'000		
	CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22	<i>SPENT PRIOR TO 31.03.22</i>	<i>PREVIOUS TOTAL COST</i>	<i>REVISED TOTAL COST</i>
Property - Schools	19,440	16,046	1,875	45,350	84,018	84,034
Property - Culture & Leisure	3,171	2,352	590	5,937	68,980	68,980
Property - Other	9,404	5,012	1,331	15,681	44,912	44,878
Open Spaces	5,667	4,674	2,034	4,485	13,225	13,225
Roads	6,471	5,863	1,314	12,388	38,064	38,088
Corporate Wide - ICT	8,493	5,430	689	9,327	18,595	18,495
Fleet	1,750	868	541	47	1,797	1,787
TOTAL	54,396	40,245	8,374	93,215	269,591	269,487

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Property - Schools

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
Grouped	Schools Major Maintenance	1,405	1,041	828	See Annex 1	109	1,514	1,514
800050031	Maidenhill Primary School	381	75	15	Complete - payments outstanding	14,168	15,050	15,050
800050033	St Cadoc'S Ps Remodelling To Provide Pre-Five Provision For 3 & 4 Years Olds	4	4		Complete - payments outstanding	870	874	874
800050030	Kirkhill PS - Rewire	0	1	1	Deferred	368	491	491
Grouped	Early Learning & Childcare - Expansion to 1,140 hours	1,006	800	87	Retention	25,707	26,712	26,713
N/a	Early Years - Crookfur/Fairweather/Overlee Masterplanning	10	0		No longer required	0	10	0
800050039	St Ninian's HS Additional Temp Accomodation	106	105	47	Complete - payments outstanding	2,078	2,183	2,183
800050057	Neilston Learning Campus	12,132	11,716	69	Work in progress	1,686	30,000	30,000
800050038	St Mark's Car Park	316	316	7	Demolition works complete. Main Works - tender returned	104	420	420
800050063	Uplawmoor PS Upgrade	91	91	30	Complete - payments outstanding	9	100	100
800050064	Crookfur PS Extension	1,609	100	20	Tender returned over budget. Alternative options being considered	25	2,638	2,638
800050058	MCHS Sports Facility	1,648	1,500	767	Work in progress	58	1,726	1,726

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Property - Schools

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
800050065	Improving Learning	200	200		Work to be programmed	0	1,600	1,600
new code	Isobel Mair External Classrooms	480	20	4	rendered return over budget. Retender with revised options being prepared	20	500	500
800050012	Security (CCTV) Expansion	52	52		Work to be programmed	148	200	200
	St John's PS - Early Learning & Childcare Places	0	25		Initial structural survey work - funded by Developer Contributions	0	0	25
		19,440	16,046	1,875		45,350	84,018	84,034

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Property - Culture & Leisure

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
800200019	Eastwood Park Leisure - Refurbishment	2,000	1,200	541	Project on hold per Council meeting 26 Oct 2022	1,838	55,000	55,000
800200021	Neilston Leisure	167	167	28	Fees only in 2022/23	74	7,825	7,825
800200020	ERCLT General Building Improvement Fund	0	60	17	Works complete - £60k transferred from Property Maintenance Annex	514	1,496	1,496
800050049	Eastwood HS Sports Centre Changing Rooms/Disabled Facilities	786	786	4	Work in progress	31	854	854
800200015	Equipment - Gym and Theatre	79	0		Deferred	0	79	79
805600002	Theatre Equipment	106	106		Tender being prepared	3	216	216
800200007	Barrhead Foundry Refurbishment (including Pool & Filtration System)	1	1		Retention only	2,859	2,860	2,860
800200013	Barrhead Foundry Final Phase Works	32	32		Retention only	618	650	650
		3,171	2,352	590		5,937	68,980	68,980

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Property - Other

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
	1. City Deal							
Grouped	Barrhead South Access - Balgraystone Road & Railway Station	461	250	25	Balgraystone Road main works complete, Railway station - design report received from Network Rail and awaiting STAG approval from Transport Scotland	4,687	22,348	22,348
804000009	Country Park Visitor Centre & Infrastructure	347	0		Work planned. Project dependent on progress on Aurs Road (Levern Valley Access project)	303	2,800	2,800
804000006	Greenlaw Business Incubator And Innovation Centre & Employment Support Linked To Barrhead Foundry	89	89	35	Complete, retention only	5,633	5,722	5,722
	2. Environment Other Projects							
800420010	Cowan Park Changing Facilities	30	30		Complete- payment outstanding	138	168	168
800420009	Upgrade 7s Pav Cowan Park	0	0	0		8	8	8
800200018	Crookfur Pavilion Changing Upgrade	105	105		Complete - final payment & retention	700	805	805
802200018	Muirend Synthetic	0	0		Project complete. Remaining bduget transferred to RGP Toilet upgrade	109	109	109

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Property - Other

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
802200017	RGP Toilets Upgrade	126	151	135	Complete	136	262	287
800420019	St Andrews House Refurbishment	100	101	101	Complete	0	100	101
800420028	Flooding Prevention	31	31		Grant funded	0	31	31
800420016	Overlee House Extension	200	0		At design stage. Estimated start 2023/24	0	630	630
	3. Council Wide Property							
Grouped	Retentions - All Services	65	65	32	Retentions on other projects	0	65	65
Grouped	Property Maintenance	5,004	3,541	980	See Annex 2	774	5,778	5,718
800420013	Eastwood Park Campus Improvements	212	0		Work to be programmed	310	522	522
800404017	Office Accommodation	1,875	50	17	At design stage	265	2,140	2,140
800420014	Capital Investment In Energy Efficiency Measures (NDEE Initiative)	115	115		Work in progress	1,639	1,754	1,754
800420005	Thornliebank Depot Mechanical Extraction	0	0		To be reviewed	102	141	141
800050044	Overlee Pavilion Changing	218	218		Complete - payments outstanding	687	905	905

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Property - Other

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
800404015	Vacant (Surplus) Property/ Demolition	16	16		Part of this budget line transferred to cover demolition works at St Marks car park	190	206	206
800420020	Capelrig House Upgrade	410	250	6	Tender returned	0	418	418
		9,404	5,012	1,331		15,681	44,912	44,878

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Open Spaces

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
	1. REGENERATION							
80200008	Country Park - Tourism Infrastructure And Economic Activity Projects	166	0		Work will follow completion of main Aurs Road works (Levern Valley Access project)	69	235	235
80200015	White Cart Tributaries Environmental Improvements	2,647	2,647	975	Work in progress, funded by grant	301	2,948	2,948
80200032	Regeneration Projects - Provisional Sums	309	180		Projects to be brought forward	0	309	309
	2. Environment - Other Projects							
80220010	Environment Task Force	65	15		Work to be programmed	35	100	100
80200018	Town Centre Action	59	59	-7	Work to be programmed	79	318	318
80220007	Parks, Cemeteries & Pitch Improvements	287	287	76	Work in progress	772	1,655	1,655
80220020	Renewal of Playparks	203	102	102	Phase 1 works complete. Further works on hold until Scotland Xcel fraemwork is renewed.	3	206	206
80220021	Nature Restoration	55	55	5	Work in progress	29	84	84
Grouped	Artificial Pitch Replacements	650	650	411	Complete - payments outstanding	0	650	650
Grouped	Place Based Investment Programme	333	333	287	Complete - payments outstanding	302	635	635

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Open Spaces

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
800200017	Cowan Park	250	250	147	Work in progress	868	1,118	1,118
Grouped	Town Centre Regeneration	22	22	10	Retentions	1,312	1,335	1,334
802000005	Public Realm/Town Centre Resilience	6	6		Work to be programmed	218	224	224
802000029	Neilston Regeneration	293	0		At planning stage	21	2,610	2,610
802000011	Land And Property Acquisitions	255	0		Projects to be identified	144	399	399
802000028	Giffnock Town Centre Improvements	10	10		Work to be programmed	0	10	10
802000007	Other Public Realm	17	17	17	Complete	3	20	20
802000002	Clarkston Town Centre Action And Traffic Management Improvements	31	31	1	Work to be programmed	186	217	217
800050029	St Ninian's HS - Rugby Pitch	9	10	10	Complete	143	152	153
		5,667	4,674	2,034		4,485	13,225	13,225

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Roads

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
	1. City Deal							
804000001	Levern Valley Accessibility Project	1,291	791	12	Reprofiling of project - land costs, legal and design this year.	2,310	19,995	19,995
	2. ERC Roads							
803000004	Lighting - Core Cable & Equipment Replacement	143	144	91	Work in progress	0	143	144
803000012	Bridges Refurbishment & Pointing Work	51	51	27	Work in progress	0	51	51
803000015	Principal Inspection Group 1-6	29	29		Work in progress	0	29	29
803000025	Traffic Calming Studies	4	67	4	Work in progress - increase funded from transfer from Provisional Sums	0	4	67
803000016	Road Safety Measures/Equipment at Schools	20	42	4	Work in progress	0	20	42
803000018	Safe Routes to School	20	20	7	Work in progress	0	20	20
803000030	A77 Ayr Road Reconstruction	175	225		Phase 1 complete. Phase 2 work in progress	418	593	643
803000033	B767 Clarkston Road Reconstruction	100	63		Complete - payments outstanding	4	104	67

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Roads

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
803000089	A736 Main Street/Levern Road Barrhead	225	100		Phase 1 complete. Phase 2 works dependent on outcome of Levelling Up Bid	121	346	346
803000247	B759 Carmunnock Road	110	120		Complete - payments outstanding	0	110	120
803000038	C1 Mearns Road - Phase 1	150	165	32	Complete - payments outstanding	0	150	165
803000106	C1 Mearns Road - Phase 2	100	100		Work programmed	287	387	387
803000024	Cycling, Walking & Safer Streets	615	615	174	Work in progress	0	615	615
803000197	Fenwick Rd Carriageway Resufac	5	5	5	Complete	27	32	32
803000242	B773 Darnley Road, Barrhead	100	80		Complete - payments outstanding	0	100	80
803000267	B764 Eaglesham Moor Road	120	130	1	Work in progress	0	120	130
803000171	B764 Eaglesham Rd Carriageway	2	2	2	Complete	144	146	146
803000093	Clarkston Rd Netherlee Carriag	1	1	1	Complete	0	1	1
803000189	Provisional Sums - Roads	98	8		Work to be programmed - £67k transferred to Traffic Calming Studies, £22k to Road Safety Measure & £1k to Lighting	0	98	8
Grouped	Roads Capital Works	3,112	3,105	954	Work in progress	9,077	15,000	15,000

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Roads

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
		6,471	5,863	1,314		12,388	38,064	38,088

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Council Wide - ICT

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTFURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
805000002	ICT Infrastructure Projects	985	740	176	Work in progress - £20k transferred to Education Network	0	985	965
805000025	IT General Provision	2,000	1,200	227	Work in progress	0	2,626	2,626
805000023	GDPR Requirements	30	0		Deferred	70	250	250
805000003	Education Network	175	195	8	Purchase order placed - £20k transferred from ICT Infrastructure Projects	0	175	195
805000017	PCI DSS	98	60	8	£38k deferred. Work being scoped.	37	135	135
805000031	Public Wifi Network	244	100		Work scheduled Q4	0	244	244
805000010	Wireless Local Area Network 2015	19	6	3	Complete - payments outstanding	1,031	1,050	1,037
805000026	Income Management E-Store	20	15	15	Complete	186	205	201
805400002	Corporate GIS	60	60	2	Work in progress	140	200	200
805000018	Modern Smart Forms	48	48		Work in progress	152	200	200
805100002	Electronic Document Records Management (Rest Of Council)	124	124		Work to be programmed	229	353	353
805000020	Myaccount Signing In To On-Line Services	14	14		Work in progress	150	164	164

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Council Wide - ICT

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
805000028	HSCP - Responder Service Modernisation & Safety Net Technology	166	166	64	Work in progress	14	180	180
805000022	The Digital Workplace	311	311	59	Work in progress	289	600	600
805000032	Flexi Time Application Replacement	40	40		Work to be programmed	40	80	80
805000024	Major ICT Contract Renewals	33	0		Complete	1,305	1,338	1,305
805000001	Core Corporate Finance, Payroll & HR	316	150	7	Work in progress	3,434	3,750	3,750
800050004	Education - Computer Equipment	206	206	62	Work in progress	0	206	206
805000033	Corporate & Community Debt Recovery System (5 year replacement programme)	39	0		Complete	0	39	0
805600001	ERCLT People's Network	34	34	50	Work in progress	0	34	34
805000029	ERCLT Digital Platform	285	50	8	Main works to 2023/24	125	410	410
805000009	School Servers Storage	169	169		Work in progress	181	350	350
805500004	Social Work Case Management System	110	0		Work to be programmed	0	110	110
805300003	Education CCTV	626	100		Work to be programmed	0	626	626
805000027	Telecare Service and Peripherals	938	250		Work in progress	212	1,150	1,150

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Council Wide - ICT

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
805100003	Agile (Rest Of Council)	2	0		Complete	258	260	258
805000008	Software Asset Management	4	0		Complete	61	65	61
800200008	Culture & Sport Self-Service Kiosk Hardware Refresh	5	0		Complete	105	110	105
805000034	Full Fibre Digital Transformation	1,392	1,392		Work in progress	1,308	2,700	2,700
		8,493	5,430	689		9,327	18,595	18,495

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Fleet

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
806000004	HSCP - Vehicles	200	0		Subject to review	0	200	200
806000002	Environment - Vehicles	1,442	866	539	Orders placed	0	1,442	1,442
806000005	Environment - GPRS System	98	2	2	Deferred to 2023/24	7	105	105
806000007	Rolling Road Test Facility	10	0		Complete	40	50	40
		1,750	868	541		47	1,797	1,787

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Annex 1 - Schools Major Maintenance Analysis

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
Grouped	Window Renewal	1,012	700	552	Work in progress	109	1,121	1,121
Grouped	Roof Improvements	0	341	276	Work in progress	0	0	341
800050066	Provisional Sums	393	0	0	£341k transferred to roof improvements	0	393	52
		1,405	1,041	828		109	1,514	1,514

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Annex 2 - Property Maintenance Analysis

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
800401001	Disability Discrimination Act	0	0		N/A	0	0	0
800404001	HardWire Testing	1	4	1	Complete - now funded from repairs	116	117	120
800404003	COSHH Upgrade	0	44	2	Work in progress	0	0	44
Grouped	Asset Management	86	86	16	Work in progress	0	86	86
800404009	Fire Risk Assessment Adaptations	373	373	224	Work in progress	0	373	373
800404012	Structural Surveys & Improvements	40	47	26	Work in progress	0	40	47
800600001	CEEF/Salix Energy Efficiency	75	75		Work programmed	0	75	75
800404006	Roof Improvements	55	374	268	Work in progress	0	55	374
800404014	Legionella Remedial Improvements	15	78	66	Work in progress	0	15	78
800420017	Ventilation Works (including CO2 Monitors)	3,203	1,800	266	St Lukes HS - work in progress. Further schemes being developed	658	3,861	3,861
800404005	Boiler Replacement	0	173	93	Work in progress	0	0	173
800200005	Community Facility Improvements	0	20	17	Complete - payments outstanding	0	0	20

27
EAST RENFREWSHIRE COUNCIL

Appendix A

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

Annex 2 - Property Maintenance Analysis

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL SPEND TO 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
800420018	Provisional Sum	1,156	467	1	To be allocated to above projects on priority basis - £60 transferred to Property, Culture & Leisure	0	1,156	467
		5,004	3,541	980		774	5,778	5,718

GENERAL FUND CAPITAL PROGRAMME 2022/2023

PROGRESS REPORT

RESOURCES

	£'000	£'000
Borrowing		29,958
Grants		
Capital Grant	5,351	
City Deal	0	
Cycling, Walking & Safer Streets	615	
Scottish Environmental Protection Agency	1,563	
Town Centre Fund	22	
Regeneration Capital Grant Fund	200	
Place Based Investment Programme	333	
Renewal of Playparks	102	
Low Carbon Fund - Levern Water	1,084	
Nature Restoration Fund	21	
Flood Prevention	31	
COVID related grant funding	<u>26</u>	9,348
Developers Contributions		379
Salix/Central Energy Efficiency Fund		75
Sustrans		0
Capital Receipts		140
		<u>39,900</u>

EAST RENFREWSHIRE COUNCILCabinet1 December 2022Report by Head of Accountancy (Chief Financial Officer) and
Head of Environment (Strategic Services)HOUSING CAPITAL PROGRAMME**PURPOSE OF REPORT**

1. The purpose of this report is to monitor both income and expenditure as at 30 September 2022 against the approved Housing Capital Programme and to recommend adjustments where required.

RECOMMENDATIONS

2. The Cabinet is asked to:-
 - approve the revised level of borrowing required to support the programme from £9.965m to £11.465m, an increase of £1.500m above the level approved by Cabinet on 1 September 2022.
 - note and approve the current movements within the programme;
 - note the shortfall of £0.205m and that income and expenditure on the programme will be managed and reported on a regular basis.

BACKGROUND

3. The revised Housing Capital Programme for 2022-2032, reflecting changes to the programme detailed in the updated Strategic Housing Investment Programme (SHIP) was approved by Council on 3 March 2022.
4. The affordability and sustainability of capital plans including borrowing levels for the Housing Capital Programme were the subject of a separate Treasury Management Strategy Report for 2022/23 to both the Audit and Scrutiny Committee and subsequently to Council. The report submitted to the Audit and Scrutiny Committee on 17th February 2022 and subsequently approved by Council on 3 March 2022 estimated the annual borrowing required to support the Housing Capital Programme at £13.726m.
5. Further movements within the 2022/23 programme were approved by Cabinet on 1 September 2022.
6. This report updates project costs and phasings based on progress to date and anticipated to 31 March 2023. This report also revises the levels of grant, commuted sums and borrowing required to support the programme.
7. As highlighted in previous reports, in general, construction costs are rising faster than general inflation due to shortages of materials and labour with bidders also factoring in additional risk into their pricing. Across Scotland, many authorities are reporting costs increases of 20% to 50% on some projects.

8. 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

9.	Total anticipated expenditure (Appendix A)	£ 16.132m
	Total anticipated resources (Appendix B)	£ <u>15.927m</u>
	Shortfall	£ <u>0.205m</u>

EXPENDITURE

10. The estimated expenditure has reduced by £3.136m below the level reported to Cabinet on 1 September 2022. The main expenditure movements are as follows:-

Revised Project Timing

- **Renewal of Central Heating Systems**
Only essential works are being progressed and less urgent works deferred while management await revised energy efficiency guidance from the Scottish Government. As a consequence, expenditure in the year has been reduced by £248,000.
- **Rewiring (including smoke/carbon monoxide detectors)**
Work on this project was delayed as a result of a management decision to change the contractor. A new contractor is now in place and the works are being progressed. Expenditure in the year has been reduced by £125,000.
- **Sheltered Housing**
This project covers a range of works at various sheltered complexes including lift replacement, warden call systems and central heating systems. In the main the reduced level of expenditure relates to the warden call system and central heating systems.

The warden call system is dependent on wider IT initiatives within the Council and is now likely to start during 2023/24. The central heating tender for two complexes was placed on hold while alternative options were investigated. The alternatives proved too costly and while the tender will be issued this financial year the work is now likely to start during 2023/24. Expenditure in the year has been reduced by £1.542m.

- **Capital New Build – Phases 1 and 2**
Work is progressing at various sites within the authority and following a review of units estimated to be completed this year expenditure has been reduced by £1.173m across both phases. Work on all the approved sites will continue and further additions to the socially rented housing stock will be delivered in future years.

Budget Transfer

- **External Structural Works/Energy Efficiency (Incl. Cavity Wall Insulation)**
In response to the increased expenditure on external wall insulation £500,000 has been transferred from energy efficiency to external structural improvements. This will be the subject of a separate report to Cabinet in January 2023.

INCOME

11. Resources to support the Housing Capital Programme have been adjusted as follows:-

- Grant New Build Phase 2 & Commuted Sums
Expenditure on new builds is supported by specific government grants and commuted sums with the balance being funded by borrowing. Following a review of the sites being progressed this year, taking into account those expected to be completed and ensuring the grant income is properly aligned with the expenditure incurred the estimated grant income has been reduced by £4.256m and the commuted sums by £426,000.

The expenditure on new builds progressed in future years will still be supported in part by government grant and commuted sums.

- Borrowing
In light of the expenditure movements and the reduced levels of income from grant and commuted sums outlined above it is necessary to increase borrowing. The borrowing required to support the programme approved by Cabinet on 1 September 2022 was £9.965m. The level of borrowing required to support the revised programme is £11.465m, an increase of £1.500m.

The revised level of annual borrowing remains below the £13.726m within the Treasury Management Strategy Report for 2022/23 approved by Council on 3 March 2022.

COMMENT

12. The projected shortfall of £0.205m represents 1.3% of the resources available and is within manageable limits.

PARTNERSHIP WORKING

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

RECOMMENDATIONS

14. The Cabinet is asked to:-

- approve the revised level of borrowing required to support the programme from £9.965m to £11.465m, an increase of £1.500m above the level approved by Cabinet on 1 September 2022.
- note and approve the current movements within the programme;
- note the shortfall of £0.205m and that income and expenditure on the programme will be managed and reported on a regular basis

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

16 November, 2022

BLANK PAGE

HOUSING CAPITAL PROGRAMME

PROGRESS REPORT

2022/2023

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR to 30.09.22		SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
835000002	Renewal of Heating Systems	799	551	181	Work in progress	0	799	799
832000001	Rewiring (including smoke/carbon monoxide detectors)	470	345	60	Work in progress	0	470	470
831000002	External Structural Works	1,899	2,399	1,329	Work in progress - £500k transferred from Energy Efficiency	0	1,899	2,399
835000008	Estate Works	116	100	50	Work in progress	0	116	116
835000006	Energy Efficiency (Including Cavity Wall Insulation)	803	303	8	Work in progress - transferred £500k to External Structural Works	0	803	303
835000009	Aids and Adaptations	250	268	193	Work in progress - £18k funded from Internal Elements	0	250	268
831500001	Internal Element Renewals (including kitchens, bathrooms and doors) 2018/19	1,878	1,828	334	Work in progress - £18k transferred to Aids & Adaptations	0	1,878	1,860
835000005	Communal Door Entry Systems	99	99		Work scheduled Q4 2022/23	0	99	99
835000012	Sheltered Housing	2,417	875	372	Work in progress	0	2,417	2,417
830500003	Purchase of Property (CPO/Mortgage to Rent Acquisition)	100	100		Schemes to be identified	0	100	100
835000003	IT Systems	53	53		Work in progress	200	256	256
Grouped	Capital New Build Phase 1	2,730	1,214	984	Work in progress	13,285	16,015	16,015
Grouped	Capital New Build Phase 2	7,644	7,987	3,893	Work in progress	5,324	48,010	48,010
N/A	Retentions	10	10	2		0	10	10

34
EAST RENFREWSHIRE COUNCIL
HOUSING CAPITAL PROGRAMME

Appendix A
 14 November 2022

PROGRESS REPORT

2022/2023

		ANNUAL COSTS £'000			TOTAL COST £'000			
COST CODE	PROJECT NAME	CURRENT YEAR APPROVED 01.09.22	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR to 30.09.22	COMMENT	SPENT PRIOR TO 31.03.22	PREVIOUS TOTAL COST	REVISED TOTAL COST
		19,268	16,132	7,406		18,809	73,122	73,122

EAST RENFREWSHIRE COUNCIL
HOUSING CAPITAL PROGRAMME 2022/23

Appendix B
14 November 2022

PROGRESS REPORT

RESOURCES

	£'000
Borrowing	11,465
Commuted Sums - New Build	285
Grant - New Build Phase 1	-
Grant - New Build Phase 2	3,887
Recharges to Owner Occupiers (including HEEPS grant)	240
Capital Receipts	-
Rental off the Shelf (ROTS)	50
Total	15,927

BLANK PAGE

EAST RENFREWSHIRE COUNCILCABINET1 December 2022Report by Director of Business Operations and PartnershipsSTRATEGIC MID-YEAR COUNCIL PERFORMANCE REPORT 2022-23**PURPOSE OF REPORT**

1. The purpose of this report is to present a summary of Council performance at mid-year 2022-23 based on performance indicators in the [Outcome Delivery Plan \(ODP\) 2022-23](#). A mid-year complaints report is also included.

RECOMMENDATIONS

2. It is recommended that Cabinet:
- (a) Scrutinises and comments on the summary of the Council's performance at mid-year 2022-23 at Annex 1 and;
 - (b) Scrutinises and notes the mid-year complaints report attached at Annex 2.

BACKGROUND AND CONTEXT

3. The Council sets out its contribution to the partnership outcomes in the [Community Plan](#) through the content of the Outcome Delivery Plan (ODP). The ODP 2022-23 has been developed as a one year operational plan primarily as a consequence of COVID and to allow for a strategic planning review. It conveys what the Council is doing to contribute to the delivery of the agreed Community Planning local outcomes. The Council is responsible for ensuring that the money we spend contributes towards achieving these outcomes and we work in partnership with the Health and Social Care Partnership and the East Renfrewshire Culture and Leisure Trust to deliver our outcomes.

4. There continues to be variations across communities' and individuals' lived experiences due to the impact of the pandemic. Additional demands are still being placed on services, with staffing challenges in the form of absence and recruitment gaps, and in some areas, performance has not returned to pre-pandemic levels. As a result, comparative changes in indicator values from previous years should be treated with caution. There has been research and engagement undertaken to better understand the impact on COVID-19 on our communities that is central to planning our services.

5. Performance updates on the strategic indicator set included in Annex 1 have a latest data update, for most this will be for mid-year 2022-23. Some indicators have a time lag and the latest data will be 2021-22 e.g. educational attainment, or occasionally more historic.

6. Due to differences in reporting periods no targets have been set for education attainment indicators for 2021-22. At the November Education Committee, elected members will consider the department's Scottish Attainment Challenge stretch aims. The new aims will be incorporated in to the department's Outcome Delivery Plan (ODP) reporting where applicable, with the new targets included within the End Year Report 2022-23.

7. Reporting on our performance against the strategic indicators in the ODP alone does not capture the extent and impact of the challenges the Council continues to face as a result of COVID-19. Responding to the crisis has tested us in ways we had never experienced before and our ways of working have changed considerably. As we continue to work to build back better under challenging budget pressures we are committed to taking forward new approaches that are delivering positive outcomes for local people. Our [annual performance report](#) for 2021-22 provides details on some of stories behind the Council's response to negotiating the challenges of the pandemic.

OTHER STATUTORY REPORTING

8. We have a statutory duty to report on complaints. A mid-year summary report on complaints is attached at Annex 2.

9. We are also required to report on a suite of benchmarking indicators that make up the national Local Government Benchmarking Framework (LGBF), to enable comparative performance analysis with other local authorities. LGBF data for year 2020-21 was reported to Cabinet on 16 June 2022. A full set of comparative results can also be accessed via the [MyLocal Council Tool](#).

10. The 2017-21 Equality and Human Rights Mainstreaming Report provides details on progress to meet our equality outcomes and mainstream equalities, in line with the requirements of the 2010 Equality Act. It also presents the new set of equality outcomes for 2021-25. This report is available on our [website](#). The next update on the outcomes for 2021-25 will be published by June 2023.

COUNCIL PERFORMANCE

11. Of the 50 indicators in the plan, there has been an update available for 30 of these indicators at mid-year 2022-23.

12. Despite the continued focus on recovery and renewal, East Renfrewshire Council has continued to achieve excellent performance results across many areas including household recycling, increasing the supply of affordable housing, and supporting our local businesses in the first half of the year. High levels of educational attainment have been maintained and performance from academic year 2021-22 is included in this report.

Outcome 1 Early Years

13. The rate of breastfeeding at 6-8 weeks in 15% most deprived SIMD data zones significantly increased in 2021-22 to 17.9% from 7.5% in the previous year, though is still below the rate of the pre-pandemic period. The gap between the most affluent (SIMD 5) and the most deprived (SIMD 1) areas, has decreased for the second year in a row from 34.7% in 2020/21 to 27.6% in 2021-22. SIMD 5 rates have increased this year from 42.2% in 2020-21 to 45.5% in 2021-22.

Outcome 2 Learning, Life and Work

14. As well as maintaining excellent educational attainment levels overall despite the impact of COVID, very low levels of schools exclusion rates at primary level were maintained with 0 incidents per 1000 pupils in the academic year 2021-22. Although the number of exclusions in the secondary sector increased to 5.1 incidents per 1000 pupils in 2021-22, performance continues to compare very well with the national figure of 39.6 incidents per 1000 pupils (latest

published data 2020-21). In 2021-22, the proportion of pupils achieving 5 or more awards at SCQF level 5 remained at 83%. Those achieving 5 or more awards at SCQF level 6 by the end of S6 reduced very slightly from 70% to 69%, with the slight decrease linked to the legacy of the disruption of the last few years. It should be noted that due to the different assessment methodologies in place due to the impacts of COVID-19, care should be taken when making any direct comparisons across different years.

15. In the academic year 2021-22 there were also 473 awards achieved by young people participating in school and community based programmes.

16. Even though there were closures at the wet side facilities at Eastwood High Sports Centre over the summer due to maintenance, there were 3,177 sports attendances per 1000 population through leisure centres and community facilities in the first half of the year, representing 44.1% of the full year target.

17. The return of adult programmes, the children's April holiday activities, the re-introduction of school visits, and a more stable Bookbug offering all contributed to increased physical visitor numbers to libraries in the first half of the year. Virtual visits also continued to grow resulting in combined visits reaching 59.9% of pre-COVID levels, and 2,253 combined physical and virtual visits per 1000 population represents 51.2% of the full year target of 4400.

Outcome 3 Environment and Economy

18. The 77 new affordable housing units at Maidenhill and Balgraystone developments, completed in the first half of 2022/23, have been delivered through the Council's New Build Programme. These are a mix of smaller and family sized homes which fulfil some of the highest levels of demand for affordable housing experienced in recent years. Additionally 20 social rent units from Barrhead Housing Association (12 at Lyoncross and 8 at Dealston Road, both Barrhead) have been added to the supply, and a further 12 homes have been provided as entry level priced homes for sale in Barrhead.

19. The number of businesses assisted to improve performance as a result of support received from the Council increased to 71 in the first half of the year- 57 received grant advice and 14 had grant applications processed.

20. East Renfrewshire Council has reclaimed its top recycling council status with a value of 58.1% for 2021-22, an improvement from the previous year of 56.6%, and remains well above the national average of 42.7%. Overall, recycling levels have recovered from the previous year which experienced a dip to levels not seen since 2013. This was as a result of the impact of the COVID-19 pandemic on waste and recycling services. The sector continues to recover and it is hoped recycling levels locally and nationally will continue to improve.

21. 2021-22 data for the Street Cleanliness Index indicator, not available at end year, shows a decline from the previous year at 89.8%. The national average score was 89.7%, therefore, East Renfrewshire Council is very marginally above this outcome. The average national score trend has traditionally sat above 90%, therefore, results reflect a slight downward trend overall in Scotland.

Outcome 4 Safe, Supportive Communities

22. The percentage of all complaints reporting anti-social behaviour which have reoccurred has reduced to 8% at mid-year 2022-23, on target for the first half of the year. 14 of 109 new affordable homes have also been designed for wheelchair users or are ground level adaptable (13%- above the 10% target at mid-year point).

Outcome 5 Older People and People with Long Term Conditions

23. Despite the continued challenges of providing key Health and Social Care services in the recovery phase, HSCP services continued to support older people and people with long term conditions.

24. The Talking Points survey on social health care needs saw an increase to 90% of respondents that felt they were living where or as they wanted to live. We continue to develop our support for unpaid carers in collaboration with our local Carers' centre, however, there was a decrease to 79% of those reporting the 'quality of life for carers' needs were fully met.

25. The number of adults receiving personal care at home (or direct payments for personal care), as a percentage of the total number of adults needing care increased to 65.2% for latest data 2021-22. The percentage of adults supported at home who agreed that they are supported to live as independently as possible also increased for 2021-22 to 80.4%, above the Scottish average of 78.8%.

Customer, Efficiency and People

26. 29% of all customer contact excluding payments (30,592 transactions) were made online in the first half of the year, above the 20% target.

27. Sickness absence at mid-year point was 4.96 days per full time equivalent, higher than the rate of 4.3 days at the same point in 2021-22.

28. The Council still performs well across the majority of the ODP indicators where data updates are available at mid-year. In the remaining areas where there is scope for building on levels of performance, departments will continue to closely monitor progress and take appropriate action. We aim towards achieving previous performance levels, particularly in areas where services were most affected by the impact of COVID.

COMPLAINTS

29. All Scottish councils are required to assess and monitor their complaints handling performance quarterly against a number of high level performance indicators identified by Scottish Public Services Ombudsman (SPSO). A report on our performance against these indicators at mid-year point is attached at Annex 2.

30. The volume of complaints received has decreased significantly from the corresponding period in 2021-22 – down by 45.4% from 919 to 502. The Council achieved the SPSO target for responding to frontline complaints (5 days) recording an average of 4.31 days. The Council also achieved the target for investigation complaints (20 days) recording an average of 18.57 days.

PUBLICATION OF MID YEAR PERFORMANCE INFORMATION

31. Information in this report will be published on the [Council's website](#) where additional performance information can also be found, including departmental and benchmarking reports.

FINANCE & EFFICIENCY

32. There are no specific financial implications arising from this report.

CONSULTATION

33. Services across the Council continue to consult with customers and communities as part of service delivery and redesign. Consultations taking place in the first half of the year include: Gaelic and ASN education, the Local Housing Strategy, and the eight Local Action Plans.

PARTNERSHIP WORKING

34. This report summarises performance of the Council towards the outcomes within the Community Plan. Results could not have been achieved without continued excellent partnership working, including for example, with the Health and Social Care Partnership, East Renfrewshire Culture and Leisure Trust and Voluntary Action East Renfrewshire (VAER).

IMPLICATIONS OF REPORT

35. As this report is primarily a progress and performance update, there are no particular implications in terms of staffing, property, legal, IT, equalities or sustainability. Each of these issues has been mainstreamed through service plans and equality impact assessments carried out where appropriate.

CONCLUSION

36. This report details the performance of the Council at mid-year 2022-23. The Council is performing well across the majority of the ODP indicators, however the impact of COVID-19, coupled with the significant budget pressures faced by East Renfrewshire Council and all councils, continues to have an impact on future performance and delivery of services. Despite the continued challenging circumstances the Council's aim remains unchanged - making people's lives better and achieving positive outcomes for all of our communities.

RECOMMENDATIONS

37. It is recommended that Cabinet:
- (a) Scrutinises and comments on a summary of the Council's performance at mid-year 2022-23 (Annex 1) and;
 - (b) Scrutinises and notes the mid-year complaints report attached at Annex 2

10 November 2022

REPORT AUTHORS

Kim Gear, Strategic Services Officer, Kim.Gear@eastrenfrewshire.gov.uk
Andrew Spowart, Data and Business Intelligence Officer, Andrew.Spewart@eastrenfrewshire.gov.uk
Nick Hill, Strategic Services Assistant, Nick.Hill@eastrenfrewshire.gov.uk

BACKGROUND PAPERS

- Local Government Benchmarking Framework 2020-21, Cabinet 16 June 2022
- Outcome Delivery Plan 2021-2024, Council 29 June 2022
- Strategic End-Year Performance Report 2020-21, Council 29 June 2022



Outcome Delivery Plan 2022-2023

Strategic Mid-Year Performance Report 2022-23

The following report provides an update of Council performance data at mid-year 2022-23. The information contained in this report includes indicators in the Outcome Delivery Plan 2022-23.

Data notes

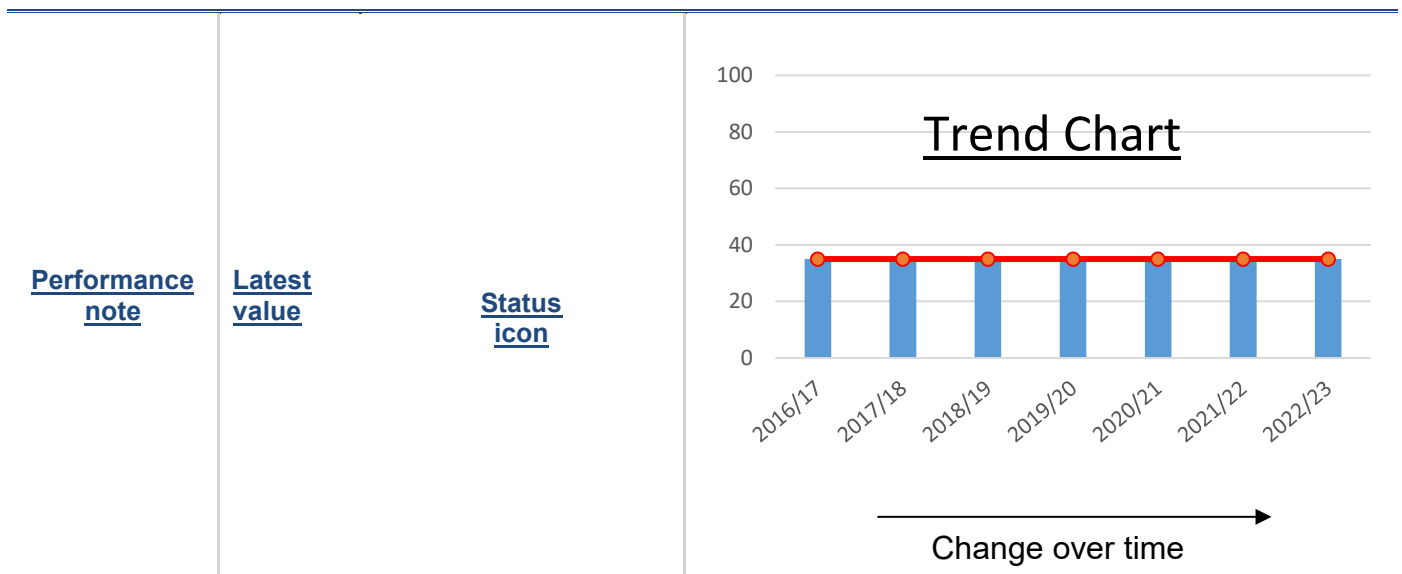
Indicators included in Annex 1 have a latest data update, the most recent being mid-year 2022-23. Some indicators have a time lag and the latest data will not be the current year, e.g. some health and education data. Of the 50 indicators in the plan, there has been an update available for 30 indicators in the last year.

Target

3 year annual targets have been set for most indicators in the ODP 2022-23, with the exception of some Education and health indicators that have a target for the end of a 2 or 3 year period. No targets were set in 2020-21 due to COVID.

Key

The key below details what each of the symbols mean within the report.



PI Status of last available data:	
	Off target
	Target still to be achieved
	On Target
	For information only (no target set)

ODP 1 Council Performance



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

Percentage attendance for Looked After Pupils (Primary and Secondary)

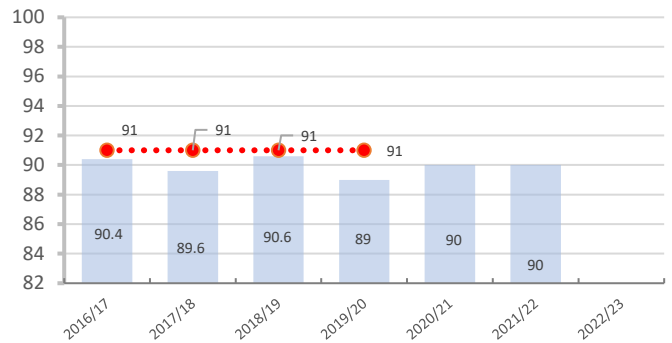
Academic year 2021-22.

The overall attendance level for looked after pupils of 90% in East Renfrewshire compares favourably to the national figure of 87%. More targeted interventions are now being provided by Children 1st to support the attendance and engagement of care experienced learners. This will complement the work of the Emotionally Based School Avoidance team.

90%



% attendance for Looked After Pupils (Primary and Secondary)



Breastfeeding at 6-8 weeks most deprived SIMD data zones (%)

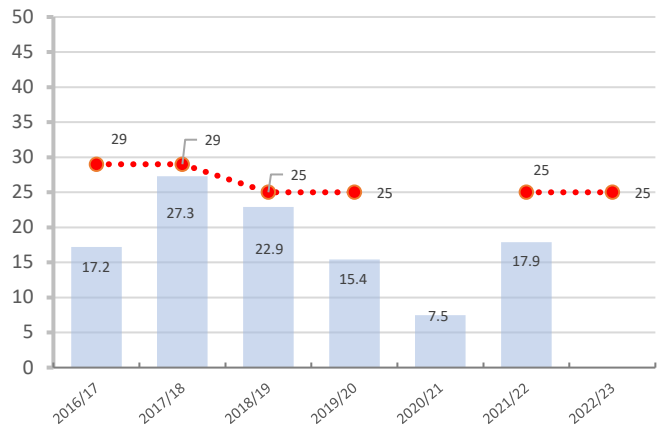
Update on 2021/22 data that wasn't available at end year.

This is a significant increase from 2020/21 (7.5%) though still below pre-pandemic levels. Our comparator authority, East Dunbartonshire continues to see a higher rate in SIMD 1, with 21.1%, however East Renfrewshire is higher in SIMD 2 (28%). The gap between the most affluent (SIMD 5) and the most deprived (SIMD 1) areas, has decreased for the second year in a row from 34.7% in 2020/21 to 27.6% in 2021/22. SIMD 5 rates have increased this year from 42.2% in 2020/21 to 45.5% in 2021/22.

17.9%



Breastfeeding at 6-8 weeks most deprived SIMD data zones (% - lgbf)



ODP 2 Council Performance

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

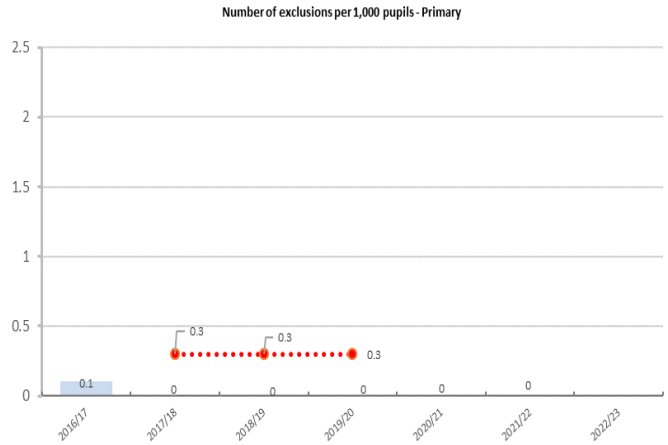


Number of exclusions per 1,000 pupils - Primary

Academic year 2021-22.

The number of exclusion incidents decreased in 2021/22 to 0 incidents per 1000 pupils. East Renfrewshire compares very favourably to the national value of 6.4 incidents per 1000 pupils (latest published data for 2020/21). The Council achieved the very challenging target in 2020/21 and further improved performance in 2021/22.

0

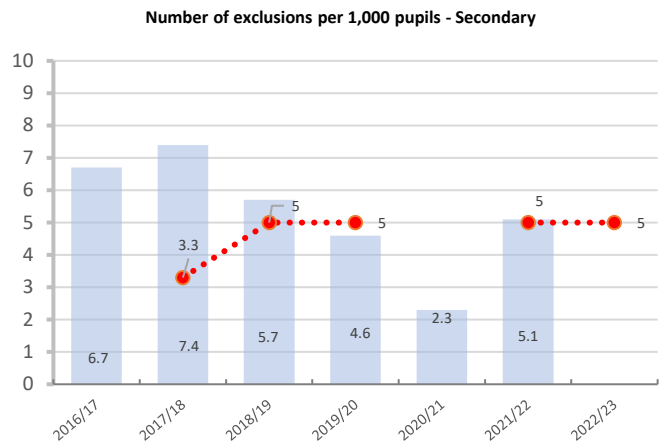


Number of exclusions per 1,000 pupils - Secondary

Academic year 2021-22.

In 2021/22, the number of exclusions in the secondary sector increased to 5.1 incidents per 1000 pupils. The ERC performance continues to compare very well with the national figure of 39.6 incidents per 1000 pupils (latest published data for 2020-21). The Council achieved the very challenging target of 5.0 incidents per 1000 pupils over the period 2019-21, although the number has increased in 2021/22.

5.1

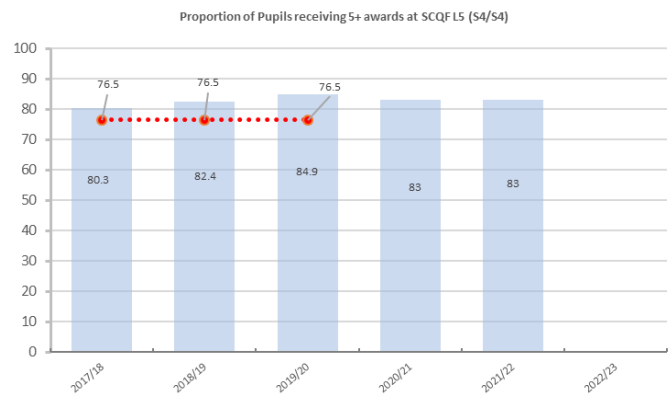


Proportion of Pupils receiving 5+ awards at SCQF L5 (S4/S4) (%)

Academic year 2021-22.

In 2021/22, the proportion of pupils achieving 5 or more awards at SCQF level 5 remained at 83%. Due to the change in assessment methodology, primarily the implementation of the alternative certification model, comparisons at the senior phase should be treated with some caution.

83%

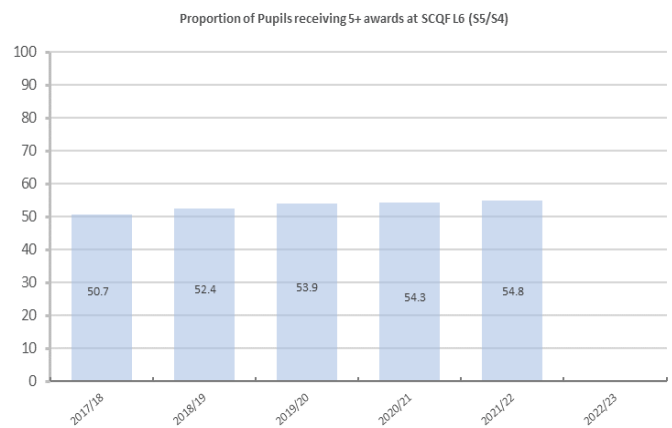


Proportion of Pupils receiving 5+ awards at SCQF L6 (S5/S4) (%)

Academic year 2021-22.

In 2021/22, the proportion of S5 pupils achieving 5 or more awards at SCQF level 6 rose slightly to 54.8%. Due to the change in assessment methodology, primarily the implementation of the alternative certification model, comparisons at the senior phase should be treated with some caution.

54.8%

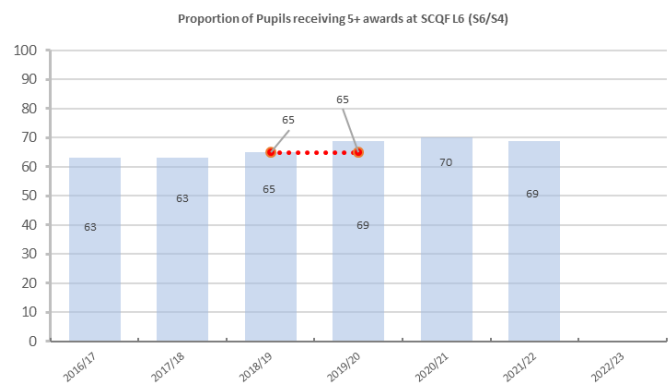


Proportion of Pupils receiving 5+ awards at SCQF L6 (S6/S4) (%)

Academic year 2021-22.

In 2021/22, the proportion of pupils achieving 5 or more awards at SCQF level 6 by S6 reduced slightly to 69%. The Council previously achieved the challenging targets for 2016-20, with a slight decrease linked to the legacy of the disruption of the last few years.

69%



Primary Attainment: Reading - Percentage Attaining or Exceeding Expected Levels

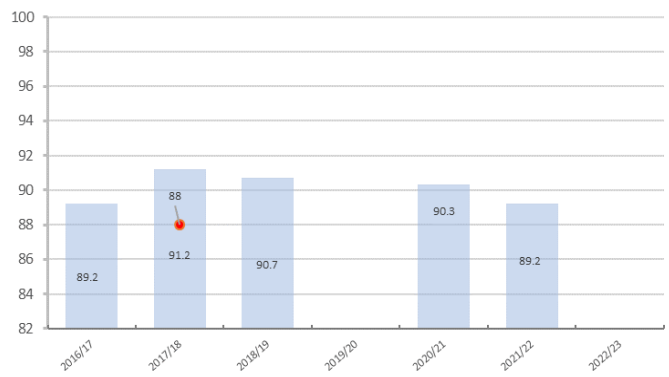
Academic year 2021-22.

In 2021-22, 89.2% of primary pupils achieved or exceeded expected Curriculum for Excellence levels in reading. The Council previously achieved the very challenging 3-year average target for 2019-21 of 90%, with a slight decrease linked to the legacy of the disruption of the last few years.

89.2 %



Primary Attainment: Reading - % Attaining or Exceeding Expected Levels



Primary Attainment: Writing - Percentage Attaining or Exceeding Expected levels.

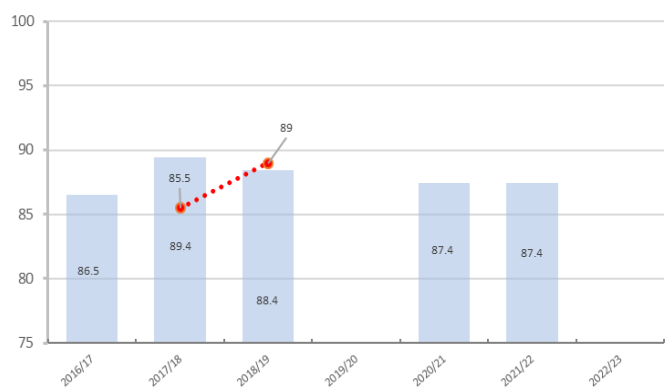
Academic year 2021-22.

In 2021-22, 87.4% of primary pupils achieved or exceeded expected Curriculum for Excellence levels in writing. The Council did not achieve the very challenging 3-year average target for 2019-21 of 89% as a result of learning loss associated with the impact of the global pandemic.

87.4 %



Primary Attainment: Writing - % Attaining or Exceeding Expected Levels



Primary Attainment: Mathematics - Percentage Attaining or Exceeding Expected levels

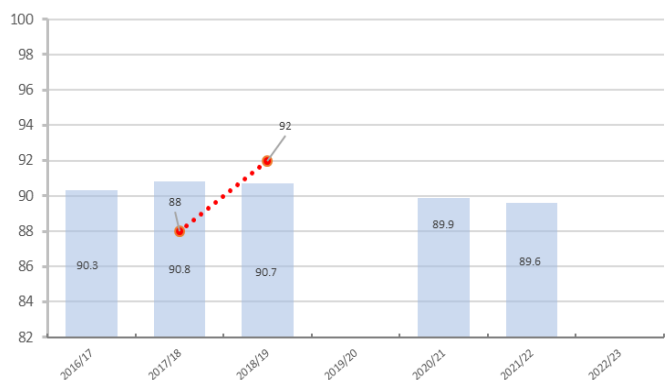
Academic year 2021-22.

In 2021-22, 89.6% of primary pupils achieved or exceeded expected Curriculum for Excellence levels in numeracy, a very slight increase. The Council did not achieve the very challenging 3-year average target for 2019-21 of 92% as a result of learning loss associated with the impact of the global pandemic.

89.6 %



Primary Attainment: Mathematics - % Attaining or Exceeding Expected Levels



Primary Attainment: Talking and Listening - Percentage Attaining or Exceeding Expected levels

Academic year 2021-22.

In 2021-22, 93.2% of primary pupils achieved or exceeded expected Curriculum for Excellence levels in talking and listening, a decrease on the previous year. The Council achieved the very challenging 3-year average target for 2019-21 of 94%, with a slight decrease linked to the legacy of disruption over the last few years.

93.2 %

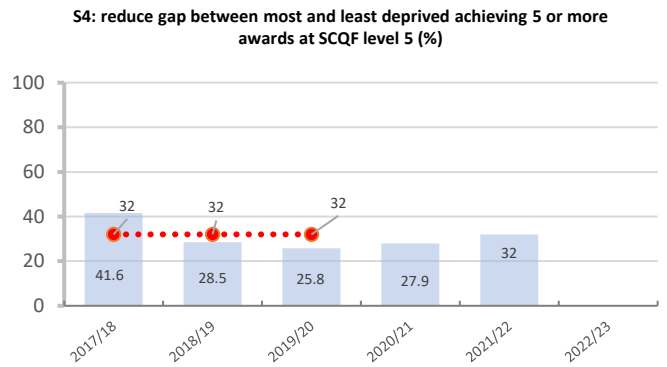


S4: reduce gap between most and least deprived achieving 5 or more awards at SCQF level 5.

Academic year 2021-22.

The gap between the proportion of young people achieving 5 or more SCQF level 5 qualifications in SIMD deciles 9 and 10 compared to deciles 1&2 increased by 3% in 2021/22 to 32%. Target under review.

32%

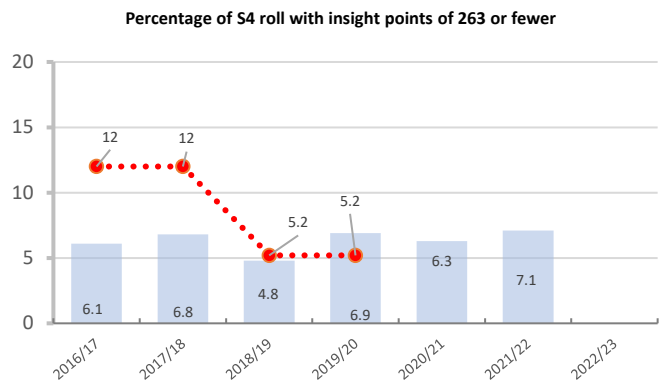


Percentage of S4 roll with insight points of 263 or fewer

Academic year 2021/22.

The percentage of S4 pupils with total Insight point scores of 263 or fewer (equivalent to eight "Pass" awards at National 4) increased to 7.1% in 2022. Target under review.

7.1%



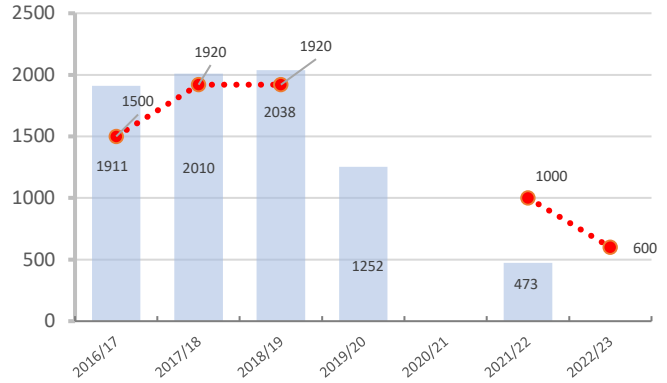
Awards achieved by young people participating in school and community based targeted programmes

Academic year 2021/22.

During the reporting timeframe 1st Aug 21-31st July 22 - young people achieved 473 awards (281 individual young people).

473 

Awards achieved by young people participating in school and community based targeted programmes



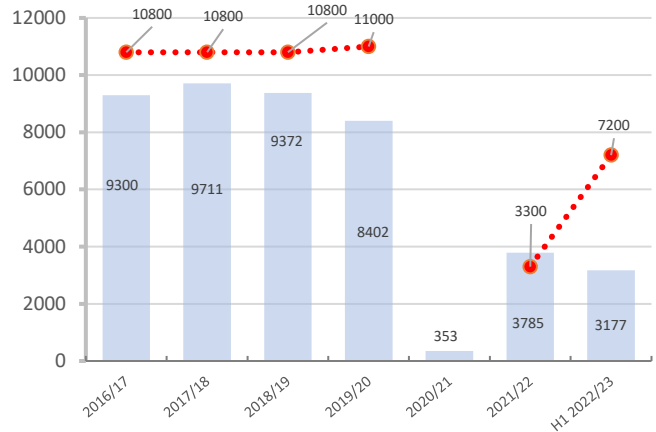
Number of attendances per 1,000 population for indoor sports and leisure facilities

Mid-year 2022/23.

Some Covid-19 safety protocols were still in place during Q1 of this year, however almost all were removed by Q2. In July, wet side facilities in Eastwood High Sports Centre closed to allow for work to be done on the pool changing facilities. Despite this, numbers through our centres alone increased to 237,302 (80.6% of pre-Covid levels in 2019/20). 3,177 sports attendances / 1000 population through our Leisure Centres and Community Facilities represents 44.1% of the full year target.

3,177 

Number of attendances per 1,000 population for indoor sports and leisure facilities



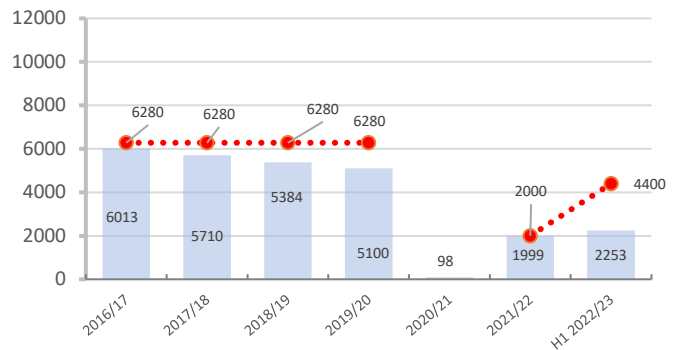
Number of Library visits per 1,000 population

Mid-year 2022/23.

The return of adult programmes, the children's April holiday activities, the re-introduction of school visits, and a more stable Bookbug offering all contributed to increased physical visitor numbers of first half of the year. Virtual visits also continued to grow resulting in combined visits reaching 59.9% of pre-Covid levels (217,610 compared to 363,155 in 2019/20). 2,253 combined physical and virtual visits represents 51.2% of the full year target.

2,253 

Number of library visits per 1,000 population



ODP 3 Council Performance

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

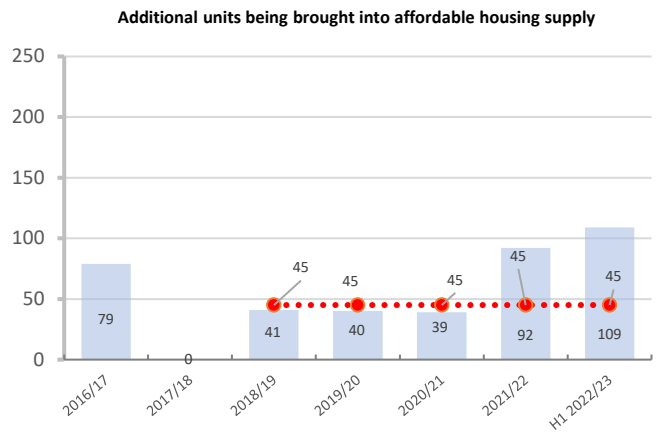


Additional units being brought into affordable housing supply (cumulative target over 5 years to reach 225 by 2022)

Mid-Year 2022-23.

109 units of affordable housing have been delivered. These are 77 Council new build homes at Maidenhill and Balgraystone developments. A mix of 1-4 bedroom homes, including wheelchair adapted flats and ground level accessible. 20 social rent units from Barrhead Housing Association – 12 at Lyoncross; 8 at Dealston Road both Barrhead. These are 2/3 family homes. A further 12 homes have been provided as entry level priced homes for sale in Barrhead.

109

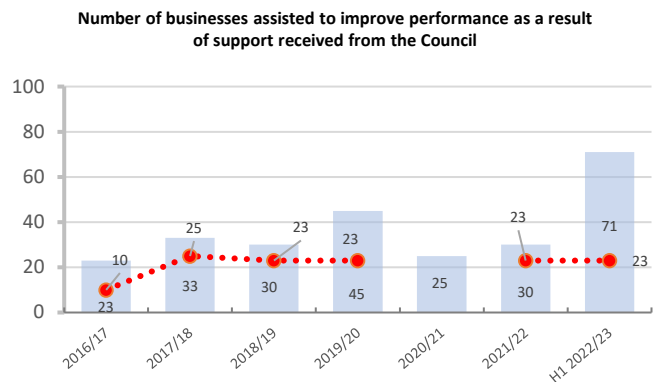


Number of businesses assisted to improve performance as a result of support received from the Council e.g. grants, loans and advice

Mid-Year 2022-23.

Target exceed. Assisted 57 businesses with grant advice and processing 14 grant applications.

71

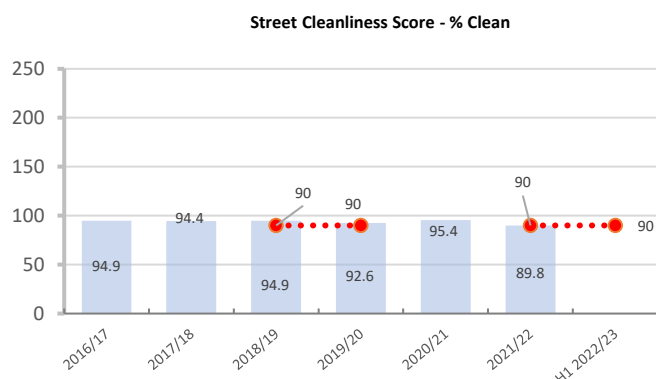


Street Cleanliness Score - % Clean

Update on 2021/22 data that wasn't available at end year.

Indicative score of 89.8%, below the target of 90%. The National Average score was 89.7%, therefore, ERC is marginally above this outcome. The Average National score trend has traditionally sat above 90%, therefore, results reflect a slight downward trend overall.

89.8%

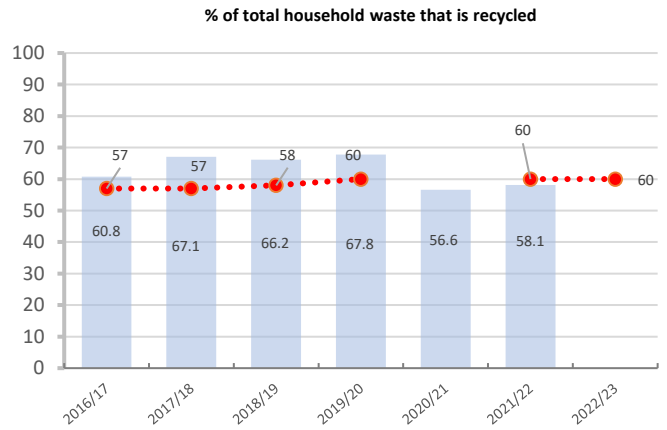


% of total household waste that is recycled

Update on 2021/22 data not available at end-year.

ERC has reclaimed its top recycling Council status with a score of 58.1%. An improvement from the previous year of 56.6% and remains well above the National average of 42.7%. Overall, Recycling levels have recovered from the previous year which experienced a dip to levels not seen since 2013. This was as a result of the impact of the Covid-19 pandemic on waste and recycling services. The sector continues to recover and it is hoped recycling levels locally and nationally will continue to improve.

58.1%



ODP 4 Council Performance

East Renfrewshire residents are safe and live in supportive communities

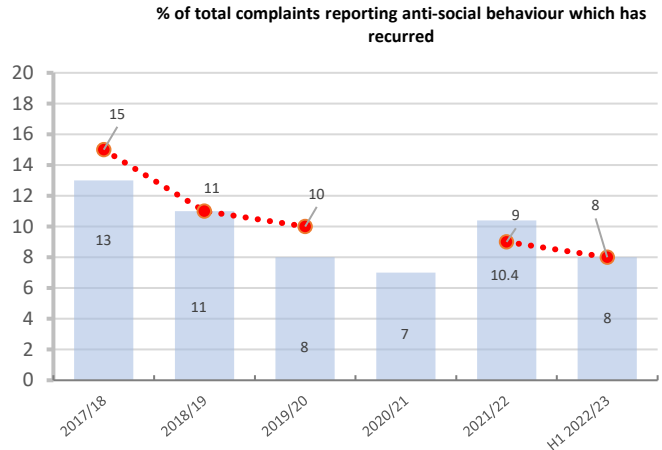


% of total complaints reporting anti-social behaviour which has reoccurred

Mid-year 2022/23.

Currently 8% of complaints have reoccurred in the first half of the year.

8%

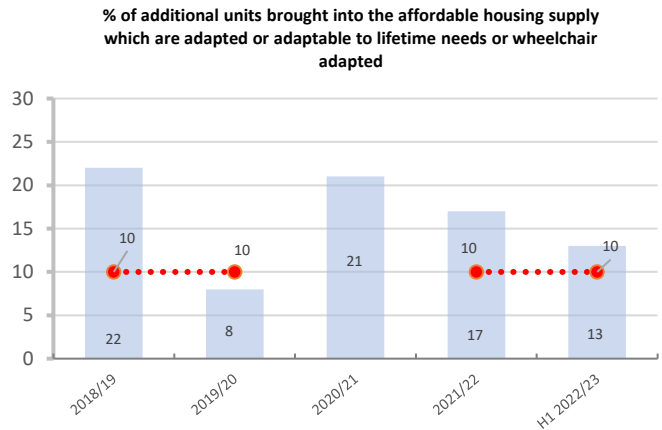


% of additional units brought into the affordable housing supply which are adapted or adaptable to lifetime needs or wheelchair adapted

Mid-Year 2022-23.

On track. 14 of 109 new affordable homes are designed for wheelchair users or ground level adaptable (13%). These homes have been delivered via the Council new build programme.

13%



ODP 5 Council Performance

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

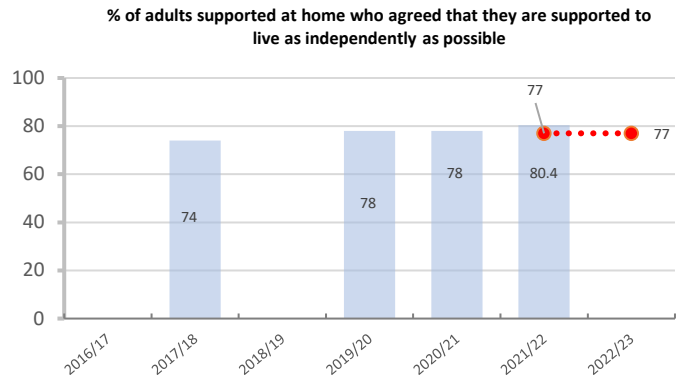


Percentage of adults supported at home who agreed that they are supported to live as independently as possible

Update on 2021/22 data not available at end-year.

Up from 78% in previous survey (2019/20). Scotland figure for period 78.8%. Latest available data at September 2022. Source: Public Health Scotland (Health and Care Experience Survey 2021/22)

80.4%

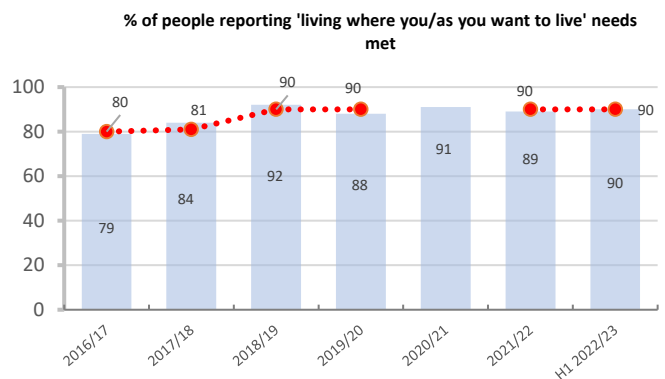


People reporting 'living where you/as you want to live' needs met (%)

Mid-year 2022/23.

In the first six months of 2022/23 of the total 423 valid responses 379 reported their needs met.

90%

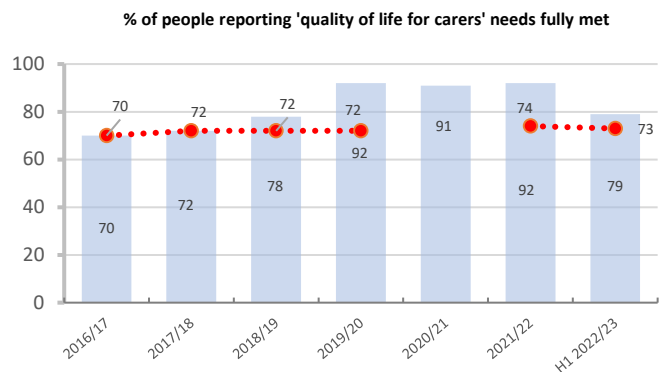


People reporting 'quality of life for carers' needs fully met (%)

Mid-year 2022/23.

In the first six months of 2022/23 of the total 77 valid responses 61 reported their needs met.

79%

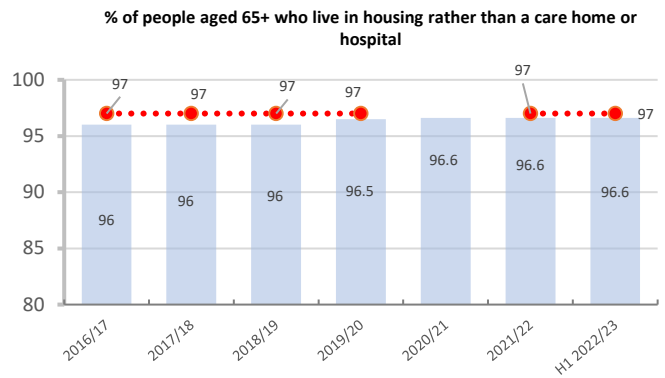


% of people aged 65+ who live in housing rather than a care home or hospital

Mid-year 2022/23.

Indicator is still under development by Scottish Government and may change in future. Due to different configurations of services, figures for the hospital/hospice categories may not be comparable across partnership areas. Figure comprises 91.2% of people living unsupported at home, with a further 5.4% being supported to live at home. (Source: Scottish Government, October 2022)

96.6%

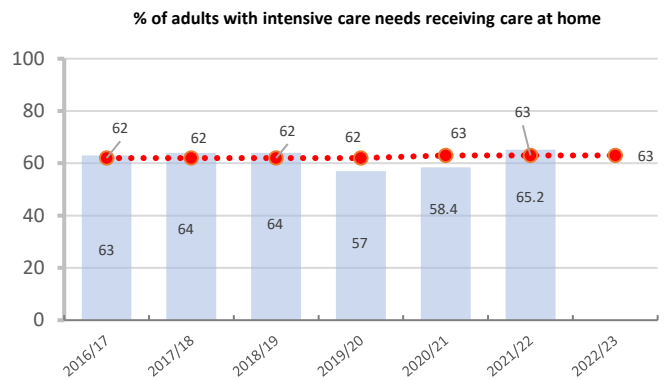


% of adults with intensive care needs receiving care at home

Update on 2021/22 data not available at end-year.

Latest available data (2021/22) at September 2022. In comparison the Scotland figure was 64.9% for the same period. (Source: Scottish Government).

65.2%



Customer, Efficiency, People- Council Performance

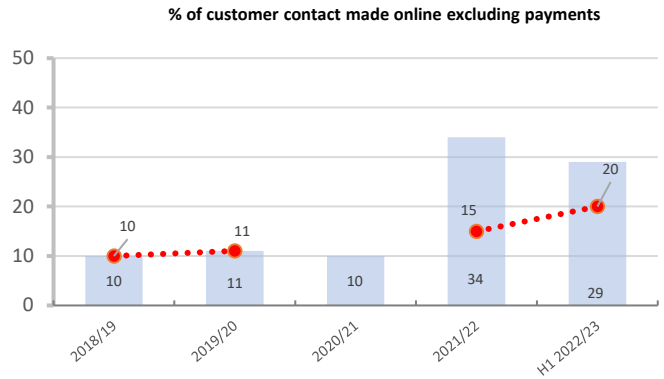


% of customer contact made online (excluding payments)

Mid-year 2022/23.

Reduction of 73% online garden waste permits from same time last year due to the promotion and uptake starting earlier in 21-22. The total number of transactions was 30,592.

29%

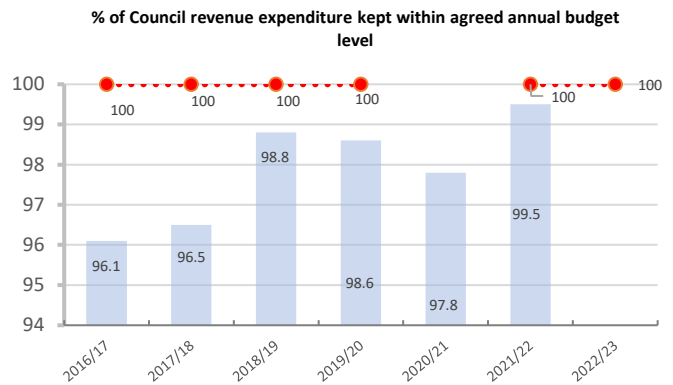


Actual Council revenue outturn against revised revenue budget. Target <100%

Update on 2021/22 data not available at end-year.

Actual expenditure vs budgeted is monitored and managed throughout the year. The pre-audit value for 2022/23 will not be available until June 2023.

99.5%

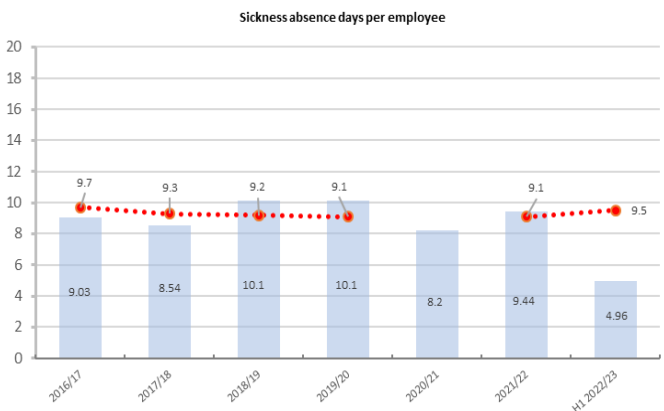


Sickness absence days per employee

Mid-year 2022/23.

The overall absence for mid-point 2022/23 is 4.96 full time equivalent days lost. When reviewing the absence data for 2022/23 thus far the trend is on the rise in comparison to 2021/22.

4.96

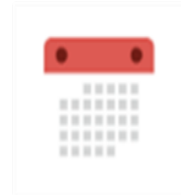


BLANK PAGE

Mid-Year complaints 2022/2023

All Scottish councils are required to record and report on a suite of complaints performance indicators to meet Scottish Public Services Ombudsman (SPSO) requirements. During the first half of 2022/23 we received 502 complaints, which represented a large decrease on the same period in 2021/22, where 919 complaints were received. Most complaints continue to be received by Environment Department – 57%. The data shows that we have achieved the 5-day target to respond to frontline complaints with an average time of 4.31 days taken to respond. The average time to respond to investigation complaints was under the 20-day target at 18.57 days.

The figures for 2021/22 have been recalculated due to an error being identified in the reporting process. This has contributed to the headline figure for the first half of 2021/22 being revised from, the previously reported, 1,027 to 919.



502 complaints received
5.2 per 1,000 population



57% received by
Environment Department



4.31 days for frontline
18.57 days for investigation



Note – arrows indicate direction of change from the same period of 2020-21.

Mid-Year Complaints Data Report 2022/23¹

Complaints Received per 1000 of the Population			
Description	2021/22 H1	2022/23 H1	Change
Number complaints received per 1,000 population.	9.52	5.2	-4.32 A total of 502 complaints were received in first half of 2022/23

Complaints Closed at Stage one and Stage two			
Description	2021/22 H1	2022/23 H1	Change
Number complaints closed at stage one as % of all complaints	92.79%	90.35%	-2.44
Number complaints closed at stage two as % of all complaints	4.92%	6.98%	2.06
Number complaints closed at stage two after escalation as % of all complaints	2.30%	2.67%	0.37

Complaints Not Upheld/ Partially Upheld/Upheld			
Not Upheld	2021/22 H1	2022/23 H1	Change
Number complaints not upheld at stage one as % of complaints closed at stage one	41.58%	37.95%	-3.63
Number complaints not upheld at stage two as % of complaints closed at stage two	55.56%	44.12%	-11.44
Number escalated complaints not upheld at stage two as % of escalated complaints closed at stage two	57.14%	69.23%	12.09

Partially upheld	2021/22 H1	2022/23 H1	Change
Number of complaints partially upheld at stage one as % of complaints closed at stage one	8.01%	11.82%	3.81
Number complaints partially upheld at stage two as % of complaints closed at stage two	24.44%	32.35%	7.91
Number escalated complaints partially upheld at stage two as % of escalated complaints closed at stage two	32.04%	30.68%	-1.36
Upheld	2021/22 H1	2022/23 H1	Change
Number of complaints upheld at stage one as % of all complaints closed at stage one	18.37%	19.55%	1.18
Number complaints upheld at stage two as % of complaints closed at stage two	11.11%	11.76%	0.65
Number escalated complaints upheld at stage two as % of escalated complaints closed at stage two	14.29%	0.00%	-14.29
Resolved	2021/22 H1	2022/23 H1	Change
Number of complaints resolved at stage one as % of all complaints closed at stage one	32.04%	30.68%	-1.36
Number complaints resolved at stage two as % of complaints closed at stage two	8.89%	11.76%	2.87
Number escalated complaints resolved at stage two as % of escalated complaints closed at stage two	4.76%	15.38%	10.62

Description	2021/22 H1	2022/23 H1	Change	Status
Average time in working days to respond to complaints at stage one (frontline resolution)	6.3	4.31	-1.99	
Average time in working days to respond to complaints at stage two (investigation)	21.56	18.82	-2.74	
Average time in working days to respond to complaints after escalation (investigation)	20.29	17.92	-2.37	
Average time in working days to respond to complaints at investigation (stage 2 and esc combined)	21.15	18.57	-2.58	

Complaints at each stage closed within set timescales

Description	2021/22 H1	2022/23 H1	Change
Number complaints closed at stage one within 5 working days as % of stage one complaints	69.26%	74.55%	5.29
Number complaints closed at stage two within 20 working days as % of stage two complaints	64.44%	55.88%	-8.56
Number escalated complaints closed within 20 working days as % of escalated stage two complaints	47.62	53.85	6.23
Number investigation complaints closed within 20 working days as % of investigation complaints (stage 2 and esc combined)	59.09	55.32	-3.77

Where extensions to the 5 or 20 working day timeline were authorised

Description	2021/22 H1	2022/23 H1	Change
% of complaints at stage one where extension was authorised	1.65%	2.05%	0.4
% of complaints at stage two where an extension was authorised	2.22%	11.76%	9.54
% of escalated complaints where extension was authorised	4.76%	15.38%	10.62

1 - Data notes: Definitions: Stage 1 - complaints closed at stage 1 Frontline Resolution; Stage 2 (direct) - complaints that bypassed stage 1 and went directly to stage 2 Investigation (e.g. complex complaints); Escalated - complaints which were dealt with at stage 1 and subsequently escalated to stage 2 (e.g. because the customer remained dissatisfied); Investigation - stage 2 and escalated complaints combined. Resolved - A complaint is resolved when both (the organisation) and the customer agree what action (if any) will be taken to provide full and final resolution for the customer, without making a decision about whether the complaint is upheld or not upheld. (SPSO definition)

EAST RENFREWSHIRE COUNCILCABINET1 December 2022Report by Head of Environment (Chief Planning Officer)PROPOSED INTRODUCTION OF ELECTRIC VEHICLE CHARGING TARIFF**PURPOSE OF REPORT**

1. The purpose of this report is to outline the options and justification for introducing Electric Vehicle (EV) charging tariffs for the use of the public Electric Vehicle Infrastructure (EVI).

RECOMMENDATIONS

2. The Cabinet is asked to:
- a) Approve in principle the introduction of EV charging tariffs on the public EV charging infrastructure in East Renfrewshire;
 - b) Approve the introduction of an overstay charge on the public EV charging infrastructure in East Renfrewshire; and
 - c) Delegate the powers to the Head of Environment (Chief Planning Officer) to revise tariff rates and overstay charges, at a minimum of every quarter, in line with the cost of living inflation and indexed to energy costs.

Proposed indicative EV Charging Tariffs are detailed in Appendix A

BACKGROUND

3. In November 2020, the UK Government announced a commitment to end the sale of new petrol and diesel cars and vans by 2030, with all new cars and vans being fully zero emission from 2035.
4. East Renfrewshire Council (ERC) formally declared a 'climate emergency' in October 2021, and has subsequently set actions including working towards the goal of zero emissions.

REPORT

5. See Appendix B for a list of ERC East Renfrewshire Council owned public EV charging units. Each of these units has two parking bays associated with them. The bays are protected by a Traffic Regulation Order (TRO), which restricts them to only 'electric vehicle[s] whilst actively being charged'. Community Safety enforcement officers actively enforce misuse of Electric Charging spaces
6. The ERC owned public infrastructure was installed between 2015 and 2022 using Transport Scotland Local Authority Installation Programme (LAIP) Grant Funding. This

funding stream ended with the 2021/22 funding round and did not include repairs or replacements for units out of warranty. The older chargers are now failing, requiring repairs or complete replacement.

7. Free electric charging was initially offered to incentivise car owners to move to electric vehicles. Transport Scotland have now indicated that Local Authorities providing free public EV charging is preventing private sector investment and holding back the growth of EV chargers.

8. There are nine key factors in the case for introducing tariffs (for a summary of these please see Appendix A).

9. The cost to the Council for running the publicly available EV charging infrastructure, and for providing free EV charging to users is already high. With the plans to expand the network, associated costs will also increase. Tariffs therefore need to be introduced to ensure a financially sustainable EV charging network.

10. Electricity has been estimated to cost the Council approximately £94,700 for 2022. It should be noted that electricity prices and future demand for the chargers is not certain.

11. Annual Maintenance Contract costs are covered by LAIP funding up to the end of 2022. Thereafter ERC will be required to spend approximately £8,700 annually, for the current number chargers along with ad hoc repairs of approx. £7,300. This been based on the cost of the current Annual Maintenance Contracts.

12. The total cost to run and maintain the 11 Council owned chargers at current costs are summarised in Table 1 below:

Table 1: Cost Summary

Item	Cost
Electricity	£94,700
Maintenance	£8,700
Ad-hoc Repairs	£7,300
Total	£110,700
+ Contingency (10%)*	£121,700

* Contingency for additional unforeseen maintenance and repairs, and network management fees.

13. The tariff rates which ERC sets should be comparable to adjoining Local Authorities to avoid residents crossing to or from another Local Authority for preferential rates. As part of future expansion plans, Glasgow City Region Local Authorities are taking a regional approach to EV tariffs. 17 of 32 Scottish Local Authorities have already introduced tariffs. See <https://chargeplacescotland.org/charge-point-tariffs/> (correct as of 15/07/2022).

14. The Scottish Government has announced their intention to launch a new £60 million fund over the next four years to enable Local Authorities to develop their EV infrastructure. Each LA has been allocated £60k in financial year 2022/23 for the development of a Public EV Charging Strategy & Expansion Plan.

Tariff Proposals

15. Under the Local Government (Scotland) Act 1973, Scottish Local Authorities are not permitted to make profit. Any surplus income over the costs to provide the services will be reinvested back into the EVI, improving and expanding the network.

16. Scottish Futures Trust undertook an EVI tariff benchmarking exercise across the country, using data from both publicly and privately owned infrastructure and found that the average private tariff for AC charging is £0.38 and for DC charging is £0.54 (see Table 2 below), correct as of 14th July 2022. ERC tariff rates should not undercut private sector operators rates as that would almost certainly prevent private investment which is crucial to the development of the EV charging network.

Table 2: SFT Tariff Bench Marking Summary

Charge Type	Min (£ / kWh)	Max (£ / kWh)	Average (£ / kWh)
Private Standard	£0.24	£0.50	£0.38
Private Rapid	£0.28	£0.69	£0.54

Source: Scottish Futures Trust. Figures Correct as of 14 July 2022.

17. According to the Scottish House Condition Survey 2019, published by the Scottish Government, approximately 75-80% of dwellings in East Renfrewshire have off-street parking.

18. Introducing a concessionary tariff for residents without access to off-street parking would ensure that there is a fair and just transition towards a zero-emission transport network for everyone.

19. A lower tariff rate is therefore recommended for residents of East Renfrewshire that do not have access to off-street parking. Details of the administration of this concession would need to be agreed with ChargePlace Scotland once agreed in principle.

20. An overstay fee is proposed to be applied after the maximum charge session time. As a starting point, it is proposed to charge £1 per minute overstay, with a ten-minute grace period and once the grace period is over, the minimum overstay fee would be £10.

CONSULTATION

21. Consultation has been undertaken with Glasgow City Region, Scottish Futures Trust and Transport Scotland.

22. If approved, The Traffic Regulation Order (TRO) covering on and off-street EV charging spaces will be advertised for consultation (21 days).

PARTNERSHIP WORKING

23. Not applicable.

IMPLICATIONS OF THE PROPOSAL

Resource

24. Financial: The introduction of these tariffs will aim to create a financially self-sufficient network, including electricity, maintenance, repairs and replacements.

25. Legal: Beyond the statutory requirements for revising the TRO, there are no legal implications with introducing tariffs.

26. Procurement: No procurement implications.

Equality Fairness & Rights Impact Assessment

27. An Equalities Fairness & Rights Impact Assessment was completed as part of these proposals (included as Appendix C) and a summary of the key points follows.

28. EV owners resident in East Renfrewshire without access to private off-street parking (i.e. private driveway or garage) do not have the option to install a home-charger to enable charging their EV on a domestic tariff. They are therefore reliant on public EV chargers and could have to pay a higher tariff rate if the concession rate is not agreed.

Climate Change Impact Assessment

29. A Climate Change Impact Assessment screening has been completed as part of these proposals and there is no need to complete a separate CCIA for this report.

30. The use of EVs is a key measure in reducing carbon emissions and transition to net zero. Whilst free electric vehicle charging has been provided by ERC up to now to incentivise a shift to EV, it is now clear that the main barrier to EV uptake is the lack of a reliable, accessible charging network, and that implementing tariffs will be the first step in unlocking the investment required to achieve this.

31. By setting the tariffs in line with our neighbouring regional Local Authorities, this should limit unnecessary journeys by EV users to charge their vehicles elsewhere in search of a better deal. The setting of tariffs should also encourage EV users who have the capability to charge at home to do so, thus further reducing the number of trips made.

CONCLUSIONS

32. This report proposes to introduce EV charging tariffs and overstay charges for the use of the public EVI, to ensure that the infrastructure is self-sustaining and that the Council can cover costs of operating, maintaining and improving and expanding the network.

33. The introduction of tariffs is supported by Transport Scotland, who have stated that future funding support is likely to be conditional on Local Authorities implementing and tariff regime / strategy.

RECOMMENDATIONS

34. The Cabinet is asked to:

- a) Approve in principle the introduction of EV charging tariffs on public EV charging infrastructure in East Renfrewshire;
- b) Approve the introduction of an overstay charge on public EV charging infrastructure in East Renfrewshire; and
- c) Delegate the powers to the Head of Environment (Chief Planning Officer) to revise tariff rates and overstay charges, at a minimum every quarter, in line with the cost of living inflation; indexed to energy costs.

Proposed indicative EV Charging Tariffs are detailed in Appendix A.

For further information contact Gillian McCarney, Head of Environment (Chief Planning Officer) Gillian.McCarney@eastrenfrewshire.gov.uk

Convener contact details

Councillor Danny Devlin
(Convener for Environment and Housing)

Home: 0141 580 0288
Office: 0141 577 3107/8

November 2022

BACKGROUND PAPERS

- a. UK Government, Transitioning to zero emission cars and vans: 2035 delivery plan, 2021
- b. Scottish Government, Update to the climate change plan 2018-2032 - securing a green recovery on a path to net zero, 2020
- c. East Renfrewshire Council, Local Development Plan 2, 2022

BLANK PAGE

APPENDIX A – Proposed indicative EV Charging Tariffs & Overstay Charges

Table A.1: Indicative East Renfrewshire Council EV Charging Tariffs

Charger Type	Tariffs (per kWh)
Standard (7kW and 22kW)	£0.38
Rapid (50kW)	£0.54

A concessionary tariff is proposed for East Renfrewshire residents that do not have access to off-street parking. The average domestic electricity cost in the UK is 28p/kWh (Ofgem, <https://www.ofgem.gov.uk/publications/price-cap-increase-ps693-april, 2022>). Therefore, residents' tariff rates should be in line with the cost of domestic electricity for all types of chargers, to avoid penalising residents without off-street parking.

Indicative tariffs have been calculated using data current as at July 2022. The current situation with energy prices is extremely volatile and therefore tariff rates will be reviewed prior to implementation to ensure that this model remains self-sustaining.

Table A.2: Recommended East Renfrewshire Council EV Minimum Fee and Overstay Charges

Charger Type	Minimum Fee	Overstay Charges
Standard (7kW and 22kW)	£1.00	£1.00 per minute after 180 minutes, with a ten-minute grace period
Rapid (50kW)	£1.00	£1.00 per minute after 60 minutes, with a ten-minute grace period

Note: Overstay charges will initially be capped at £45 (i.e. 45 mins over the allowed time). This will be reviewed periodically to ensure the measure is having the desired effect in discouraging overstaying.

There are nine key factors in the case for introducing tariffs:

- a. The cost to the Council of the electricity consumed in the public charging of EVs;
- b. The cost to the Council of annual maintenance contracts to cover maintenance, replacement and repairs to the EV Charging units;
- c. The cost to the Council of expanding the public EV charging network in the event of grant funding (such as Transport Scotland's LAIP funding) being unavailable;
- d. The absence of tariffs leading to EV users from neighbouring Local Authorities which have implemented tariffs traveling into ERC to charge their EV;
- e. The absence of tariffs leading to users overstaying, or remaining in bays longer than is required, thereby preventing other EV users from charging;
- f. The availability of free public charging hindering the uptake of home charging options for residents with the capability to install them (i.e. private driveways / garages);
- g. The availability of free public charging is preventing private sector investment and holding back commercial growth in EV charging infrastructure;
- h. Future funding from Transport Scotland is likely to be contingent on implementing a tariff regime / strategy.

APPENDIX B – ERC EV Infrastructure

Table B.1: ERC Owned Public EV Infrastructure

Area	Location	Owner	Output	No. of Units	No. of sockets / cables	Type 2	CHAd eMO	CC S	Contact-less	Tariff (£/kWh)	Installation Date	Notes
Neilston	Kingston Road Park and Ride	ERC	7kW	1	2	Yes	No	No	No	£0.00	Apr-15	Awaiting replacement Date TBC.
Busby	Mary Young Place car park	ERC	7kW	1	2	Yes	No	No	No	£0.00	Apr-15	
Giffnock	East Renfrewshire Council Offices	ERC	22kW	1	2	Yes	No	No	No	£0.00	May-15	
Thornliebank	Rouken Glen Road	ERC	50kW	1	3	Yes	Yes	Yes	No	£0.00	May-15	Replacement unit installed July 2022
Eaglesham	Gilmour Street	ERC	22kW	1	2	Yes	No	No	No	£0.00	Apr-17	
Barrhead	The Foundry Sports Centre	ERC	22kW	1	2	Yes	No	No	No	£0.00	Apr-17	Awaiting replacement, Date TBC.
Giffnock	Merryvale Place car park	ERC	22kW	1	2	Yes	No	No	No	£0.00	Sep-17	
Neilston	Main Street Sports Centre car park	ERC	22kW	1	2	Yes	No	No	No	£0.00	Mar-19	
Newton Mearns	Broomburn Shops car park - Mearns Road	ERC	50kW	1	3	Yes	Yes	Yes	Yes	£0.00	Mar-19	
Barrhead	Cochrane St car park	ERC	50kW	1	3	Yes	Yes	Yes	Yes	£0.00	Mar-19	

Clarkston	Clarkston Road Goods Yard car park	ERC	50kW	1	3	Yes	Yes	Yes	Yes	£0.00	Mar-19	
Clarkston	Busby Road	ERC	50kW	1	3	Yes	Yes	Yes	Yes	£0.00	TBC	New unit to be installed by end of August 2022.

Table B.2: Privately Owned Publicly Available EV Infrastructure in ERC

Area	Location	Owner	Output	No. of Units	No. of sockets	Type 2	CHAd eMO	CC S	Contact-less	Tariff (£/kWh)	Notes
Barrhead	ASDA Barrhead	ASDA	7kW	1	2	Yes	No	No	Yes	£0.26	
Thornliebank	David Lloyd Glasgow Rouken Glen	David Lloyd	7kW	1	2	Yes	No	No	No	£0.00	Private - gym users only
Williamwood	Eastwood Health and Care Centre	NHS	7kW	1	2	Yes	No	No	No	£0.00	
Patterton	Patterton Park and Ride	ScotRail	7kW	1	2	Yes	No	No	No	£0.00	No apparent parking restrictions - free 24/7
Whitelee	Whitelee Windfarm Visitor Centre	SPEN	22kW	2	2	Yes	No	No	No	£0.00	
Barrhead	Tesco, Kelburn Street	Tesco	7kW	2	4	TBC	TBC	TBC	TBC	TBC	
Newton Mearns	The Avenue Shopping Centre	Unknown	7kW	2	2	Yes	No	No	No	£0.00	
Newton Mearns	Greenlaw Shopping Village	Unknown	50kW	2	2 cables	No	Yes	Yes	Yes	£0.40	
Uplawmoor	Uplawmoor Hotel	Uplawmoor Hotel	7kW	3	1	Yes	No	No	No	£0.00	Hotel guests and customers only

EAST RENFREWSHIRE COUNCILCABINET1 December 2022Report by Head of Environment (Strategic Services)PROPOSED LEASE OF UNITS 1-4, 9 ROBERTSON STREET, BARRHEAD**PURPOSE OF REPORT**

1. The purpose of the report is to ask the Cabinet to consider, and if appropriate, approve the proposed lease of Units 1-4 Robertson Industrial Estate, 9 Robertson Street, Barrhead to the established charity, Barrhead Men's Shed.

RECOMMENDATIONS

2. The Cabinet asked to;
- a) consider, and if appropriate, approve the proposed lease of Units 1– 4, 9 Robertson Street, Barrhead to the charity, Barrhead Men's Shed for a peppercorn rental of £1, to enable the group to continue to operate their community woodwork, light craft and creative space facility to local men and women;
 - b) determine the length of the lease that is deemed to be appropriate, and
 - c) delegate to the Head of Environment (Strategic Services), in consultation with the Chief Officer (Legal and Procurement), to finalise negotiations and conclude the proposed lease.

BACKGROUND AND REPORT

3. The Barrhead Men's Shed has a long standing history of delivering services in Barrhead. The charity is run by voluntary members offering a space for men and women to take part in woodwork, light craft and other creative craft activity as well as offering a much needed safe, social space to their community.

4. Their membership is broad with 60 active members; they have an active and effective committee with a wealth of skills and knowledge.

5. Barrhead Men's Shed have occupied the industrial units 1 – 4, Robertson Street, Barrhead under a standard commercial tenancy agreement with the Council, as landlord since 2016. The subjects comprise 4 of the 12 units in the estate with a total area of 219 sq.m (2358 sq.ft.).

6. The passing rental equates to £10,000 per annum reflecting £45.66 sq. m (£4.24 sq. ft).

7. Currently, the group's running costs are covered via various grants for specific equipment; donations; and business income comprising contributions from members and sales of work. Going forward, it is proposed the group will run from business income alone (membership and sale of handcrafted products) to pay for all operational costs.

8. In 2019, Barrhead Men's Shed wrote to the Council, seeking a long term lease at a peppercorn rent of £1 per annum. This was prompted as funding streams from the national lottery were coming to an end in spring 2022 which put the future of their facility under threat.

9. In their letter, Barrhead Men's Shed expressed;

"the shed is an important part of our members' lives and any threat of closure is a major source of anxiety. We need a long lease to remove that threat; provide the security that will enable us to invest in facilities beyond the workshop that we currently provide; and allow us confidently to publicise our offering to attract others in need of our services"

10. Over the past 18 months, Barrhead Men's Shed has engaged with the Council teams and supporting partners, to demonstrate the need for their facility to provide a place where members social wellbeing, mental health and environmental wellbeing (through use of repurposed materials and upcycling) are at the heart of their activities.

11. The Men's Shed have requested a 25 year lease. Cabinet is asked to consider, if a lease should be granted, what would be an appropriate length of the lease. In determining this issue Cabinet should note the implications noted in paragraphs 22-27 of this paper.

Overview of the Proposed Agreement

12. It is proposed the lease of the industrial units, if agreed, will be subject to the following terms and conditions;

- The tenant being Barrhead Men's Shed.
- Barrhead Men's Shed, as tenant, maintain its charitable status for the duration of the proposed lease.
- The lease being for a term to be agreed by Cabinet.
- The rent will be at a peppercorn rent reflecting £1 per annum.
- The proposed tenant will operate a community facility providing a space for men and women to participate a meeting space, work shop and training facilities in woodwork and light craft work or such other creative activities.
- The lease of the property being on full repairing and insuring terms. The tenant being responsible for meeting all running costs.
- As the subjects represent a third of the entire estate, as an occupier they would be liable for 1/3 of any ongoing common service charges now or in the future.
- The tenant will enter into a service level agreement detailing the range of services which the Council will expect to be delivered in exchange for the £1 (if asked) rental. The Tenant shall be responsible for and deliver the following services from the subjects;
 - a) The building should be made available between the hours of 9am-6pm, Monday to Friday and 9am to 5pm weekends to maximise the use and impact of the asset.
 - b) When the facility is not in use for the group's core activities, the space will be made available to other not for profit, community organisations on a let basis.
- The tenant not being permitted to assign the lease to another party without the landlord's formal consent first being obtained.
- Should the lease granted be for a period of more than ten years, then a mutual review of the service level agreement and rental terms be triggered at year 10 of the lease.

- The tenant being responsible for any necessary planning permissions, building warrants together with any other consents, statutory or otherwise, needed in relation to its tenancy and occupation of the subjects. For the avoidance of doubt this includes all compliance issues being addressed by the tenant.
- The lease can be terminated at no less than 12 months' notice, if the Council require to redevelop the site in line with the Local Development Plan and aid the charity to find alternative location.
- In accordance with the council's standard practice, the council's reasonable legal and surveyor's fees, incurred in concluding the proposed lease, being reimbursed by the tenant.
- All other terms and conditions required in relation to the proposed lease being a matter for negotiation between the respective parties' solicitors.

FINANCE AND EFFICIENCY

13. The proposed lease will be issued at a peppercorn rental of £1 (if asked). This rental would be below a market rental. Industrial rental rates have been driven up in recent years as a result of the lack of local supply. The rental of the asset is dependent on size, location and condition of the property.

14. Research into market evidence for recent transactions found similar property to the subjects at Abercorn Street, Paisley, where they are achieving short term tenancies at rates of £12.50 per Sq.Ft. East Renfrewshire's Council's industrial properties at Crossmill Business Park are achieving rates in excess of £8.00 per Sq.Ft, At the Council's Muriel Street, Barrhead industrial units have also seen uplifts in the rentals in the past few years with £8 - £9 per Sq, Ft.

15. Taking into account the above comparable evidence, if the Council were to re-let the units on the open market it is expected that rents achievable would be in the range of **£22,400 - £25,940 per annum** equating to £9.50 per sq.ft - £11.00 per sq.ft for short term commercial rentals. These figures assume the units (Unit 1, Unit 2, Unit 3 and Unit 4) are reinstated to the original configuration. This could reflect a potential rental income of £500,000 or thereby over the 25 year lease term period (not taking account the time value of money).

16. Consideration has been given to the processes detailed under Section 74 of the Local Government (Scotland) Act 1973 and the Disposal of Land by Local Authorities (Scotland) Regulations 2010. Section 74 gives the local authority the power to dispose (for sale or lease) of land in any manner they wish unless the land is being disposed of for less than best consideration that can reasonably be obtained, in which case we can only dispose of land at 'less than best consideration' where such a proposal meets the requirements of the Disposal of Land by Local Authorities (Scotland) Regulations 2010. This requires that the local authority must appraise and compare the costs and other dis-benefits and benefits of the proposal, and determine that the 'circumstances' set out in Regulation 4 are met.

17. The 'circumstances' in which a local authority may dispose of land for a consideration less than the best that can be reasonably be obtained are that the local authority is satisfied that the disposal for that consideration is reasonable, and the disposal is likely to contribute to any of the 'purposes' set out within the Regulations (in respect of the whole or any part of the area of the local authority or any persons resident or present in its area).

18. These 'purposes', which the local authority must consider, include the promotion or improvement of following types of benefit Economic development, Regeneration, Public Health, Social Wellbeing and/or Environmental Wellbeing.

19. As documented in the Barrhead Men's Shed business case and supporting documentation, the charity's activities promote and improve social wellbeing and work towards environmental wellbeing in their repurposing and upcycling in the local area. They offer opportunities to males and females to socialise in a safe space, to learn a new skill or share knowledge and expertise and give back to the community by building planters, wooden trains, bird boxes to name a few. We understand there is no other dedicated community space offering this provision in the Barrhead area.

CONSULTATION

20. Consultation has taken place with a range of key stakeholders including the Health and Social Care Partnership, Legal Services, Economic Development and the Community, Learning and Development team.

PARTNERSHIP WORKING

21. The proposed lease has no partnership working implications.

IMPLICATIONS OF THE PROPOSAL

22. In April 2022, the Council approved the paper outlining the policies and procedures when granting of commercial leases a copy of which can be found at www.eastrenfrewshire.gov.uk/commercial-property.

23. The policy denotes a market rental should be sought considering the comparable evidence and reviewed every 3 or 5 years in line with the Local Authority Scotland Act 1972. The Council policy does permit exceptions namely the occasionally a property can be to a charitable organisation on a week to week basis at £1 (if asked) but with tenants responsible for all other costs including Non Domestic rates. Such tenancies are subject to a maximum term of 52 weeks. If the tenant wants to remain in the property thereafter they will need to pay the Market Rent or consider options under a Community Asset Transfer request.

24. The approval sought by the Men's Shed for a 25 year lease would step out with current Council policy. Cabinet may wish to note that the negotiations of the renewed terms of the lease to the Men's Shed began in 2019; some 3 years earlier than its implementation. Over this period they have worked alongside the Council teams to present the need for the facility and benefits they deliver to the community.

25. Within Adopted Local Development Plan 2, the subjects fall within the Council Policy SG1: Housing Supply, Delivery and Phasing. The Policy site reference is SG1.1 Barnes Street/ Cogan Street/ Robertson Street Barrhead which recognises the site as a brownfield location with the potential capacity of 50 homes. This proposed affordable housing location is not identified as housing land until after 2031 and it is noted that the larger area borders the Levern Water. To develop the housing zoned area, it may need reinforcement works to be undertaken, thus impacting the viability of such a development.

26. Within the terms of the renewed lease, if the Council requires the land for redevelopment in line with the local plan, the Council can terminate the lease by giving no less than 12 months' notice and aid to support the group in finding an alternative location.

27. There are no staffing, equality or sustainability implications associated with this report.

CONCLUSIONS

28. The proposed renewal of lease between the Council and Barrhead Men's Shed for a period to be agreed at a peppercorn rental will enable the established charity to continue to offer members and wider community the social wellbeing, environmental, mental health benefits to be realised. It will also enable the group to grow their services and provide space to other community organisations.

RECOMMENDATIONS

29. The Cabinet asked to;

- a) consider, and if appropriate, approve the proposed lease of Units 1– 4, 9 Robertson Street, Barrhead to the charity, Barrhead Men's Shed for a peppercorn rental of £1, to enable the group to continue to operate their community woodwork, light craft and creative space facility to local men and women;
- b) determine the length of the lease that is deemed to be appropriate, and
- c) delegate to the Head of Environment (Strategic Services), in consultation with the Chief Officer (Legal and Procurement), to finalise negotiations and conclude the proposed lease.

Further information can be obtained from Phil Daws, Head of Environment (Strategic Services) 0141 577 3186 or phil.daws@eastrenfrewshire.gov.uk

Convener contact details

Councillor Danny Devlin
(Convener for Environment and Housing)

Home: 0141 580 0288
Office: 0141 577 3107/8

December 2022

BLANK PAGE

EAST RENFREWSHIRE COUNCILCABINET1 December 2022Director of Business Operations and PartnershipsCHARGING FOR SERVICES 2023-24 – BUSINESS OPERATIONS & PARTNERSHIPS**PURPOSE OF REPORT**

1. The purpose of this report is to advise the Cabinet of the outcomes of the charging for services exercise carried out within the Business Operations and Partnerships Department and to submit the fees and charges for 2023-24 for non-statutory Registration Fees and Duke of Edinburgh Award Scheme for the academic year 2022-23.

RECOMMENDATIONS

2. It is recommended that the Cabinet: -

- (a) Note that the statutory fees are set by National Records of Scotland (NRS) in November each year;
- (b) Increase all non-statutory fees and charges by 12.3% in line with the projected rate of inflation reflecting a combination of the Retail Prices Index (RPI) and Consumer Prices Index (CPI); and
- (c) Increase the existing administration charges for Bronze, Silver and Gold Duke of Edinburgh Award administration services. The increase falls below the projected rate of inflation.

IMPACT OF CHARGES FOR 2021/22

3. The charges set in previous years have allowed the registration service to provide a comparable service to other local authorities and to attract marriages which generate income.

4. Income from Duke of Edinburgh (DofE) Award administration charges did not reach the 2021/22 target due to a fall in the numbers of young people participating in DofE during the Covid recovery period. The increases proposed this year are intended to help achieve the existing target. Further increases in future years may be required as part of how the Council meets its budget challenges.

DEPARTMENTAL OBJECTIVES FOR CHARGING

5. Most charges for the Registration Service are nationally prescribed by NRS, although the Council has discretion over the non-statutory elements (see Appendix 1).

6. Continuation and increase of Duke of Edinburgh administration charges will generate additional income to meet the existing target and help maintain current service provision.

7. The statutory fees in relation to marriages and civil partnerships were increased in May 2022, for the first time in over a decade by the NRS (see Appendix 1).

SERVICE REVIEWED AND PROPOSED CHARGES

Registration

8. There have continued to be increased demands on the Registration service. There has been an upturn in wedding registrations, due to the covid backlog; an increase in death registration and steady demand for birth registration and copy certificates. The service has continued to operate on a remote basis for death registrations, although legislation changed on 24 September, allowing for choice of remote or face to face registrations for birth and death registration.

9. Improvements are being developed to provide customers with an online booking service, improving information on our website in relation to registration, introducing remote registration for births and offering face to face registrations for deaths as an option.

10. We have benchmarked with other Local Authorities and so far, Glasgow City Council, Renfrewshire Council and North Lanarkshire have confirmed they have no plans as yet to increase their non statutory registration fees for 2023-24.

11. The service needs to balance the need to be competitive with other councils and also other registered wedding options like humanists. The increase in NRS statutory fees in relation to marriages, will also be felt by our customers.

12. There is some risk that an inflationary uplift of 12.3% may drive customers to other providers, however, given the budgetary pressures for 2023/24, and the fact that these non-statutory charges relate to the wedding market, rather than death or birth registrations, it is recommended that Cabinet considers the full increase to non-statutory charges in line with inflation.

Duke of Edinburgh

13. The Community Learning and Development Service are the Operating Authority for the Duke of Edinburgh Award Scheme in East Renfrewshire and were appointed to this role by DofE Scotland. The service has responsibility for overseeing the delivery of the award across the authority ensuring that the guidelines set by the National DofE Programme are met and adhered to. As the operating authority, we hold the licence to support the delivery of DofE in all seven secondary schools and the East Renfrewshire Open Award Group. Duke of Edinburgh administration charges were introduced in academic year 2021/22. The administration fees reflect the administrative tasks associated with the delivery of the Duke of Edinburgh Award, which includes the approval of Bronze, Silver & Gold completed awards. This involves officer time to approve each section (4 in total for Bronze/Silver and 5 for Gold) of the award for every young person registered to participate; this could be up to 700 young people per year. Staff are also responsible of producing certification for all completed sections and full awards. We will target a £10,000 income from these charges. (appendix 2)

14. An increase in DofE Administration charges may have implications, including: Potentially negatively affecting participation rates and increase financial barriers for families who are able to afford current costings.

15. We have an established system in place where young people from disadvantaged backgrounds and key groups (Care Experienced, ASN and SIMD 1 – 4) are supported to participate in the programme. This is agreed on a person-by-person basis and we can support families who are unable to pay, unable to pay in a one off payment, unable to pay the full costs involved in completing the award or have multiple children participating in the award programme at any one time. This system will continue with the introduction of new charges.

IMPLICATION OF THE PROPOSALS

16. Based on the recommendations, it is estimated that the proposed changes in non-statutory registration charges will generate approximately £6,052 additional income for a 12.3% rise. This estimate is based on data from previous years and the information we have to date. Given the risk that we may lose business to other providers, if they do not increase their non-statutory charges, it is suggested that it would be prudent to assume £5K additional income in budgets for 2023/4 instead of the full amount.

17. Non statutory Registration fees in East Renfrewshire have historically been very competitive with other local authorities. The increase in fees will allow us the recovery of partial costs of this service.

18. There are no equalities implications arising from these proposals for non-statutory registration fees.

19. There are no current implications to service delivery. The projected £10,000 of income to be generated by this administration charge will allow the service to maintain the associated costs in delivering the wider DofE programme across the authority.

CONSULTATION

20. The Registration Service will continue to benchmark with other Local Authorities and will monitor feedback from potential customers to assess impact.

21. Consultation in relation to Duke of Edinburgh financial income has taken place with Accountancy.

CONCLUSIONS

22. The Registration Service operates to statutory charges and endeavours to recover partial cost of the service. It should be noted that customers will face the dual impact of increased statutory and non-statutory charges for 2023/24 as a result of budgetary pressures on public services – this may affect levels of demand for our marriage services.

23. It is considered that the continuation of charges for administration Duke of Edinburgh costs, as explained in this report, are justified and will bring additional income to the Council to help maintain service provision.

RECOMMENDATIONS

24. It is recommended that Cabinet: -

- (a) Note that the statutory fees are set by National Records of Scotland (NRS) in November each year;
- (b) Increase all non-statutory fees and charges by 12.3% in line with the projected rate of inflation reflecting a combination of the Retail Prices Index (RPI) and Consumer Prices Index (CPI); and
- (c) Increase the existing administration charges for Bronze, Silver and Gold Duke of Edinburgh Award administration services. The increase falls below the projected rate of inflation.

Director of Business Operations and Partnerships

November 2022

Report Authors: Sarah Jane Hayes, Customer Service Manager & Susan Craynor, CLD
Manager

Appendix 1 – Non-Statutory Registration Fees

TYPE OF FEE (NON-STATUTORY)	2022-23	Proposed 23-24 12.3% increase
Marriage/Civil Partnership Accommodation Fee	£99.50	£111.74
Saturday Supplement	£131.00	£147.11
Sunday/Public Holiday Supplement	£189.00	£212.25
Administration Fee (Marriage)	£24.00	£26.95
Marriage/Civil Partnership fees for outside Venues (Mon-Fri during office hours)	£148.00	£166.20
Marriage/Civil Partnership fees for Licensed Premises (Saturday/Sunday/Public Holiday between 12.00 midday - 4.00 pm)	£181.50	£203.82

- Statutory Registration increase in May 2022 - Marriage and civil partnership Notice Forms increased by Registrar General from £30 to £45.00, payable by each person being married – this fee is paid for all ceremonies and includes religious weddings and ceremonies that are not performed by East Renfrewshire Registration staff.

APPENDIX 2

Table 1 – Duke of Edinburgh Administration Charges

Level	Academic year 21/22	Academic year 22/23
Bronze	£20 per academic year	£22 per academic year
Silver	£20 per academic year	£22 per academic year
Gold	£25 per academic year	£27 per academic year

EAST RENFREWSHIRE COUNCILCABINET1 December 2022Report by Director of EducationCHARGING FOR SERVICES 2023/2024**PURPOSE OF REPORT**

1. The purpose of this report is to advise the Cabinet of the outcome of the charging for services exercise carried out within the Education Department and to submit for approval the proposed fees and charges for 2023/2024.

RECOMMENDATIONS

2. The Cabinet is asked to approve the following recommendations:

- Service Area 1 - Catering Service – School and Early Years Meals
To apply an inflationary uplift to the charge for a meal when accessing purchased Add-On sessions in early years and to increase charges within the primary and secondary sector by 20p per meal.
- Service Area 2 – Add On Sessions (Early Learning and Childcare)
To apply an inflationary uplift to all charges and introduce a 25% discount for any siblings accessing the service.
- Service Area 3 – Instrumental Music Service
To apply an inflationary uplift to charges for membership of choral groups and the Singing, Games and Rhymes programme
- Service Area 4 – Provision for Pupils with Additional Support Needs who reside out with the Authority
Revised charge to be set for 2023/24 following consideration of 2022/23 outturn.
- Service area 5 - School Transport – Privilege Place
To increase charges to £1.50 per journey and remove the current £2 per month admin fee.

IMPACT OF CHARGES FOR 2022/2023

3. Whilst availability and uptake of some chargeable services continued to be below pre-pandemic levels during the earlier part of this financial year, there has been an improving trend in terms of income projections since the start of the new academic session in August.

4. The main impacts on income levels to date this year are summarised below :-
- Whilst uptake of school meals within the secondary sector remains below pre-pandemic levels, the trend since schools returned in August has been favourable compared directly with last year (up around 8%) despite the 4% price increase applied from that point. Overall meal uptake in ERC across primary and secondary sectors compares very favourably against the national data with the latest School Healthy Living Survey statistics showing uptake of free and paid for meals at 80.4% in the primary sector (highest mainland Scotland) compared with a national average of 59.5%. For the secondary sector uptake is 51.9% (2nd highest mainland Scotland) compared to a national average of 35.9%.
 - To date there is no evidence that the increase in prices for ELC 'add-on' hours, both for those aged 3-5 and those aged under 3, has negatively impacted on demand for these services. The facility to purchase add-on sessions via the online ParentPay system has now been rolled out to all settings albeit remains subject to spaces/staffing ratio limitations.

DEPARTMENTAL OBJECTIVES FOR CHARGING

5. The majority of remaining charges for Education services are set to recover part costs in recognition of the links to local and national policy priorities/legislation.

SERVICES REVIEWED & PROPOSED CHARGES FOR 2023/2024

6. The services reviewed and recommendations for 2023/24 are summarised in the table below. Further information on each service area is available for scrutiny on request. Given current Scottish Government policy commitments around the removal of charges for Instrumental Music Tuition and services which support the core curriculum such as Easter Schools, no recommendations are included for these services.

7. Where relevant, inflationary uplifts have been applied using the corporately agreed inflation figures of 10.4% for 2022/23 and 12.3% for 2023/24, these rates reflecting a combination of the Retail Prices Index (RPI) and Consumer Prices Index (CPI).

8. A summary of the department's concessions and discounts is also available for scrutiny on request.

9. In the table below, the following codes are used to denote the Charging Classification and Policy for 2023/2024 in respect of each service area:

- 10.

Classification:

- i. To accord with policy/strategy
- ii. Market based charge
- iii. Statutory charge

Charging Policy:

- a) Charge to recover full cost
- b) Charge to recover part cost
- c) Charge to make contribution to service revenue
- d) Charges which are nationally prescribed
- e) Charges to recover marginal cost

Service	Current Charge 2022/2023	Proposed Charge 2023/2024	Charge Classification 2023/24	Charging Policy 2023/24	Recommendation
1. Catering Service – School and ELC Meals	Early Years – £3.00 Primary – £2.20 Secondary - £2.40	Early Years – £3.40 Primary – £2.40 Secondary - £2.60	(i) To accord with policy / strategy	(b) Charge to recover part costs (primary and secondary) and full cost (early years add-on)	To increase charges by inflation in early years and by 20p per meal in the primary and secondary sectors.
2. Add-On ELC Sessions (formerly known as wraparound)	Equivalent to the following rates per hour to access sessions available per setting :- 3-5 year olds - £3.00 2 year olds - £3.75 0-2 year olds - £4.50	Equivalent to the following rates per hour to access sessions available per setting :- 3-5 year olds - £3.40 2 year olds - £4.20 0-2 year olds - £5.00	(i) To accord with policy / strategy	(b) Charge to recover part cost	To increase charges by inflation from August 2023.
3. Instrumental Music Service	No charge for instrumental music per Scottish Government policy commitment; Membership of choral groups : £75 Singing Games and Rhymes (P2 & P3) : £130 per year	No charge for instrumental music per Scottish Government policy commitment; Membership of choral groups : £85 Singing Games and Rhymes (P2 & P3) : £145 per year	(i) To accord with policy / strategy	(b) Charge to recover part cost	To increase charges for Membership of choral groups and Singing, Games and Rhymes by inflation.
4. Provision for Pupils with Additional Support Needs outwith the authority	Annual charge per full time place :- Carlibar Communication Centre £21,676 Secondary Language & Communication Unit £20,996; Isobel Mair School £34,002 Isobel Mair Family Centre £23,319; Carlibar PSADU £14,067	Revised charge to be set for 2023/2024 following consideration of 2022/2023 outturn.	(i) To accord with policy / strategy	(a) Charge to recover full cost	Revised charge to be set for 2023/2024 following consideration of 2022/2023 outturn.
5. School Transport – Privilege Place	£2.10 per day, £1.05 per single journey (plus admin fee of £2 per month)	£3.00 per day, £1.50 per single journey	(i) To accord with policy / strategy	(a) Charge to make a contribution to service revenue	To increase the charge per journey to £1.50 whilst removing the current £2 per month admin fee.

IMPLICATIONS OF THE PROPOSALS

11. As has been previously highlighted, current Scottish Government policy restricts the extent to which charges for services within education can be considered. For services where charges continue to be levied, there remains a tension between maximising income and discouraging demand which along with points made in paragraphs 3 and 4 has been taken into account in the recommendations made.

The key implications for these services are forecast as follows.

Catering Services – School and ELC Meals

12. The proposed increase is made in the context of increasing staff and food costs as well as the scale of further savings required across council services. As noted above, uptake in school meals has not yet recovered to pre-pandemic levels and therefore the scale and timing of the recommended increase takes this into account as well as recognising prices have already been subject to a recent 4% increase. Changes in food regulations over recent years have also presented challenges in terms of finding compliant menu options which appeal to young people. A number of initiatives have been put in place recently to encourage young people to return to the service. These include taster sessions and wider pupil engagement which are already starting to have a positive impact on secondary uptake.

13. Given the wider cost of living impact on families across East Renfrewshire, the department and schools will seek to continue to offer support in terms of promoting the uptake of free school meals to eligible families and also consideration of any other support that can be offered to individual families experiencing particular financial hardship.

14. Whilst a 20p per meal increase is also proposed in the primary sector given the cost pressures noted above, this is likely to be superseded by the rollout of universal free school meals to the final stages for primary (P6 and P7) as noted in the Scottish Government's programme for Government 2022-23. However at this stage the implementation date for this has still to be confirmed. Additional Scottish Government funding to support this policy is expected.

Add On Sessions (Early Learning and Childcare)

15. An inflationary uplift is proposed given this service is offered as additionality to the statutory entitlement to 1,140 hours free early learning and childcare and the wider financial challenges faced by the council.

16. Whilst the charges recommended represent a significant increase the service remains considerably subsidised in order to support parents/carers. Benchmarking data suggests that the proposed charges for 3-5 year olds, for example, would still be lower than neighbouring authorities and funded providers in the private and voluntary sector.

17. In order to offer some support to families with more than one child accessing early years add-on, it is proposed to introduce a sibling discount of 25% from August 2023. This discount would be made available where both children are accessing a paid for, non-statutory place, with the discount being applied to the lower of the charges. In addition the Early Years Intervention Group is in place to help identify and support children and families who need our help most and can grant access to additional free early learning and childcare hours if deemed appropriate.

18. For session 2023/24, the Education Department will be looking to increase the level of flexibility available to families, with an increased ability to purchase additional hours where staffing capacity allows. We will look to make these available on a contractual basis to provide

families with greater certainty on their childcare arrangements to support family circumstances. This will continue to ensure that local authority provision remains attractive for families to access.

FINANCIAL AND EFFICIENCY

19. The impact of the proposal noted have been taken into account in the preparation of revenue budgets for 2023/24.

CONSULTATION

20. Consultation has been undertaken with various stakeholders in a number of service areas, for example:

- The Children and Young People (Scotland) Act 2014 requires that local authorities consult on ELC every 2 years and prepare a delivery plan in response to the consultation exercise. A consultation was carried out in October 2022, with a full report considered by elected members at Education Committee in November. A total of 73% of those responding indicated that they would like the option of being able to purchase additional hours to supplement their child's attendance at nursery.
- In terms of school meals, consultation with users takes place regularly to inform menu planning, marketing and service delivery. For example, all primary school pupils were consulted recently on areas such as menu compilation, sustainability and the dining experience. Once collated, the outcomes and targets following this consultation will be published on the Council website. Parent forums for early years and primary will take place in early 2023.
- Catering managers consult regularly with secondary pupils via Pupil Councils. Findings from a national survey of secondary pupils undertaken by the Scottish Poverty and Inequality Research Unit are also being used to help shape the service going forward.

RECOMMENDATIONS

21. The Cabinet is asked to approve the following recommendations:

- Service Area 1 - Catering Service – School and Early Years Meals
To apply an inflationary uplift to the charge for a meal when accessing Add-On sessions in early years and to increase charges within the primary and secondary sector by 20p per meal.
- Service Area 2 – Add On Sessions (Early Learning and Childcare)
To apply an inflationary uplift to all charges and introduce a 25% discount for any siblings accessing the service.
- Service Area 3 – Instrumental Music Service
To apply an inflationary uplift to charges for membership of choral groups and the Singing, Games and Rhymes programme
- Service Area 4 – Provision for Pupils with Additional Support Needs who reside out with the Authority
Revised charge to be set for 2023/24 following consideration of 2022/23 outturn.

- Service area 5 - School Transport – Privilege Place
To increase charges to £1.50 per journey and remove the current £2 per month admin fee.

Mark Ratter
Director of Education
1 December 2022

Convener Contact Details

Councillor Anderson, Convener for Education, Culture and Leisure
Tel: 07341 640 825
Tel: 0141 577 3107
Email: andrew.anderson@eastrenfrewshire.gov.uk

Local Government Access to Information Act 1985

Report Author

Mary Docherty, Education Resources Senior Manager
Tel: 0414 577 3314
mary.docherty@eastrenfrewshire.gov.uk

EAST RENFREWSHIRE COUNCILCABINET1 December 2022Report by Environment Department Heads of ServiceCHARGING FOR SERVICES 2023-24**PURPOSE OF REPORT**

1. The purpose of this report is to advise the Cabinet of the outcomes of the charging for services exercise carried out within the Environment Department and to submit for approval the proposed fees and charges for 2023/24.

RECOMMENDATIONS

2. The Cabinet is asked to approve:

(a) An increase of 12.3%, reflecting a combination of the Retail Prices Index (RPI) and Consumer Prices Index (CPI), is applied to the following services:

- Service 1 – Approval to Erect Temporary Direction Signs
- Service 2 – Removal of Unauthorised Signs
- Service 4 – High Hedges Application Fee
- Service 5 – Recharge of legal fees to 3rd parties
- Service 6 – Miscellaneous Recharges (Roads Staff Time)
- Service 7 – Supply of Ordnance Survey Extracts
- Service 8 – Providing Variety of Planning and Building Standards Information
- Service 9 – Planning and Building Standards Section 50 Certificates
- Service 10 – Provision of bar markings on carriageway
- Service 11 – Section 109 approvals
- Service 12 – Temporary Traffic Signal Permits
- Service 15 – Road Closure Notices
- Service 18 – Outdoor Sports Pitches
- Service 19 – Trading Standards
- Service 20 – Environmental Health
- Service 21 – Letters of Comfort and Building Warrant Extensions
- Service 22 – Building Standards – Section 89 Certificates
- Service 23 – Copies of Building Warrants etc documentation
- Service 24 – Copies of Planning etc consents
- Service 25 – Property Enquiry Report
- Service 26 – Roads Enquiry Report
- Service 27 – Private Sector Grants registration
- Service 28 – HMO licensing
- Service 29 – Caravan Site Licensing
- Service 30 – Burial Grounds
- Service 31 – Hire of Rouken Glen Pavilion
- Service 32 – Export Health Certificate
- Service 36 – Trade waste collections

- (b) An increase in charges by more than 12.3% for the following services:
- Service 3 - Supply of Bins for New Housing Developments and Large Commercial bins
 - Service 13 - Road Occupation Permits
 - Service 14 - Road Opening permit
 - Service 16 - Skip Permit
 - Service 17 - Inspection charges relating to roads in new developments
- (c) No change to charges for the services noted below:
- Service 34 – Special uplifts
 - Service 35 – Hire of Events Litter Squad
 - Service 37 – Dangerous building admin fee
 - Service 38 – Housing Management Fee
 - Service 39 – Rouken Glen Event
 - Service 40 – Filming in Parks etc
- (d) Nationally prescribed charges set by the Scottish Government and Vehicle & Operator Services Agency for the following services:
- Service 46 – Planning Applications
 - Service 47 – Certificates of lawful use or development
 - Service 48 – Building warrant applications
 - Service 49 – Application for private landlord registration
 - Service 50 – MOT testing
- (e) The removal of charges for the following services:
- Service 51 – Removal of Dead Animals from Private Properties
 - Service 52 - Provision of dropped kerb
 - Service 53 – “No Parking “ cones
- (f) New Charges being applied to services noted below:
- Service 13 – Road occupation permit (retrospective charge)
 - Service 14 – Road opening permit (retrospective charge)
 - Service 16 – Skip Permit (retrospective charge)
 - Service 20 – Animal Breeders/ Pet Shops/ Events
 - Service 41 – Pre Application Enquiries
 - Service 42 – Discharge of Conditions
 - Service 43 – Non Material Variations
 - Service 44 – Street Naming and Numbering
 - Service 45 – Short Term Let Licensing

BACKGROUND AND REPORT

Departmental Objectives for Charging

3. The main objective of charging for services within the Environment Department is to, where possible, ensure that the actual full costs to the department are recovered. More recently, where it was thought there would be no detrimental effect on the up-take of a service, charges have been increased to generate additional income.

4. This year it has been recommended that services consider applying an increase of 12.3% for year 2023/24 to reflect projected inflationary pressures.

Services Reviewed and Proposed Charges for 2023/24

5. The department currently has fifty three services where charges are applied. Eight are new charges programmed to be introduced 2023/24 and five of these are nationally prescribed leaving forty services to be reviewed. The following services have been subject to an in-depth review:-

- Service 3 Supply of Bins for New Housing Developments and Large Commercial bins
- Service 13 – Road occupation permits
- Service 14 – Road opening permit
- Service 17 - Inspection charges relating to roads in new developments
- Service 53 – ‘No Parking’ cones
- Service 20 – Inspection charges for roads in new developments
- Service 33 – Garden Waste Permit

6. As part of the annual review exercise it has been recommended that the charge for the Removal of Dead Animals from Private Property service be removed. This is a rarely used service and therefore will have little or no impact on income raised.

7. It is also recommended that the Dropped Kerb charge/service be removed. This service is rarely used, completion times from payment to works being carried can take up to 3 months and the cost will not cover all types of drop kerb installation. There will still be an application process to be followed and the cost incurred is covered under Item 14, Road Opening Permit, which is required by the contractor to carry out the works.

8. Other significant changes to Roads section charges for services 13, 14 and 16 are recommended to more realistically reflect officer time spent on application processes. In addition, it is recommended that we introduce a charge to issue permits retrospectively for the services noted above. These charges have been benchmarked against neighbouring Local Authorities.

9. In line with other Local Authorities the Planning and Development section have recommended the introduction of four new charges impacting on Pre Application Enquiries, Discharge of Conditions, Non Material Variations and Street Naming and Numbering. Additional income generated will make a contribution to service revenue.

10. The Animal Welfare (Licensing of Activities Involving Animals) (Scotland) Regulations 2021 requires Environmental Health section to establish new charges in this area (appendix 3) and an increase in squirrel pest control charge to reflect the company needs to attend three times due to animal welfare issues. This section has also introduced a new charge relating to the Public Entertainment Licensing process and an increase for Food Condemnation Certificates. (Appendix 3). These charges have been set at a level that reflects actual officer time to support the process.

11. Last year's report indicated that Housing Services were to introduce a new statutory service and charge relating to Short Term Let Licensing. This was implemented October 2022.

12. The codes noted below are used to denote the Charging Classification and Policy for 2023/24 in respect of each service area:

Classification:

- i) To accord with policy/strategy
- ii) Market-based charge
- iii) Statutory charge

Charging Policy:

- a) charge to recover full cost
- b) charge to recover specific part cost (e.g. all direct costs)
- c) charge to make contribution to service revenue
- d) charges which are nationally prescribed

FINANCE AND EFFICIENCY

13. The impact of the proposed fees and charges on levels of use, and levels of income, will be taken into account in the preparation of revenue budgets for 2023/24.

CONSULTATION

14. This report has been prepared in consultation with the Accountancy Section and where appropriate benchmarking was carried out to compare costs of services provided by other Councils and the private sector. The 2023/24 charging proposals were also scrutinised by the Budget Strategy Group.

PARTNERSHIP WORKING

15. There was no partnership working associated with this report.

IMPLICATIONS OF THE PROPOSALS

Equalities

16. An equality impact assessment has been carried out and there are no equality implications in relation to the proposed charges for service provided by the department.

CONCLUSIONS

17. We propose to increase twenty eight charging areas at 12.3%. Fourteen charges are either new or have increased beyond predicated inflation levels for 2023/2024 to better reflect officer time required to support processes and seven charges have not changed.

RECOMMENDATIONS

18. The Cabinet is asked to approve:

(a) An increase of 12.3%, reflecting a combination of the Retail Prices Index (RPI) and Consumer Prices Index (CPI), is applied to the following services:

- Service 1 – Approval to Erect Temporary Direction Signs
- Service 2 – Removal of Unauthorised Signs
- Service 4 – High Hedges Application Fee
- Service 5 – Recharge of legal fees to 3rd parties
- Service 6 – Miscellaneous Recharges (Roads Staff Time)
- Service 7 – Supply of Ordnance Survey Extracts
- Service 8 – Providing Variety of Planning and Building Standards Information
- Service 9 – Planning and Building Standards Section 50 Certificates
- Service 10 – Provision of bar markings on carriageway
- Service 11 – Section 109 approvals
- Service 12 – Temporary Traffic Signal Permits
- Service 15 – Road Closure Notices
- Service 18 – Outdoor Sports Pitches
- Service 19 – Trading Standards
- Service 20 – Environmental Health
- Service 21 – Letters of Comfort and Building Warrant Extensions
- Service 22 – Building Standards – Section 89 Certificates
- Service 23 – Copies of Building Warrants etc documentation
- Service 24 – Copies of Planning etc consents
- Service 25 – Property Enquiry Report
- Service 26 – Roads Enquiry Report
- Service 27 – Private Sector Grants registration
- Service 28 – HMO licensing
- Service 29 – Caravan Site Licensing
- Service 30 – Burial Grounds
- Service 31 – Hire of Rouken Glen Pavilion
- Service 32 – Export Health Certificate
- Service 36 – Trade waste collections

(b) An increase in charges by more than 12.3% for the following services:

- Service 3 - Supply of Bins for New Housing Developments and Large Commercial bins
- Service 13 - Road Occupation Permits
- Service 14 - Road Opening permit
- Service 16 - Skip Permit
- Service 17 - Inspection charges relating to roads in new developments

(c) No change to charges for the services are noted below:

- Service 34 – Special uplifts
- Service 35 – Hire of Events Litter Squad
- Service 37 – Dangerous building admin fee
- Service 38 – Housing Management Fee
- Service 39 – Rouken Glen Event
- Service 40 – Filming in Parks etc

- (d) Nationally prescribed charges set by the Scottish Government and Vehicle & Operator Services Agency for the following services:
- Service 46 – Planning Applications
 - Service 47 – Certificates of lawful use or development
 - Service 48 – Building warrant applications
 - Service 49 – Application for private landlord registration
 - Service 50 – MOT testing
- (e) The removal of charges for the following services:
- Service 51 – Removal of Dead Animals from Private Properties
 - Service 52 - Provision of dropped kerb
 - Service 53 – “No Parking “ cones
- (f) New Charges being applied to services noted below:
- Service 13 – Road occupation permit (retrospective charge)
 - Service 14 – Road opening permit (retrospective charge)
 - Service 16 – Skip Permit (retrospective charge)
 - Service 20 – Animal Breeders/ Pet Shops/ Events
 - Service 41 – Pre Application Enquiries
 - Service 42 – Discharge of Conditions
 - Service 43 – Non Material Variations
 - Service 44 – Street Naming and Numbering
 - Service 45 – Short Term Let Licensing

Environment Department Head of Services -

Andrew Corry, Head of Operations andrew.corry@eastrenfrewshire.gov.uk

Phil Daws, Head of Strategic Services phil.daws@Eastrenfrewshire.gov.uk

Gillian McCarney, Head of Environment (Chief Planning Officer)
Gillian.McCarney@eastrenfrewshire.gov.uk

Convener contact details

Councillor Danny Devlin
(Convener for Environment and Housing)

Home: 0141 580 0288
Office: 0141 577 3107/8

November 2022

Environment Department: - Summary of Proposed Charges

No	Service	Current Charge 2022/23	Proposed Charge 2023/24	Charge Classification/ Policy 2023/24	Recommendation
INCREASED CHARGES					
1	Approval to Erect Temporary Direction Signs e.g. New Housing Developments etc.	£353.10 per year	£396.10 per year	I / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
2	Removal of Unauthorised Signs	£59.10 per sign	£66.10 per sign	I / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
3	Supply of Bins for New Housing Developments Large Commercial bins	£134.30 per household Cost Plus £61.00 per bin for Delivery / Admin Fee	£160.00 per household Cost Plus £71 per bin for Delivery / Admin Fee	I / a	In depth review – Costs of bins with market values rising and delivery with fuel costs increasing.
4	High Hedges Application Fee	£518.00	£581.70	I / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase in delivering the service.

No	Service	Current Charge 2022/23	Proposed Charge 2023/24	Charge Classification/ Policy 2023/24	Recommendation
5	Recharge of Legal Fees to 3 rd Parties	£111.50 per hour of officer's time	£125.20 per hour of officer's time	I / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
6	Miscellaneous Recharges (Roads Staff Time) i.e. Technical Advice, Sign Preparation, Traffic Management etc.	£70.75 per hour of officer's time	£79.45 per hour of officer's time	II / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
7	Supply of Ordnance Survey Extracts: - 1 st Copy Additional Copies	£29.30 £0.62 (each)	£32.90 £0.70 (each)	II / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
8	Providing Variety of Planning and Building Standard Information	£70.75 per hour of officer's time	£79.45 per hour of officer's time	II / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
9	Planning and Building Standards Section 50 Certificates	£117.80	£132.30	III / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
10	Provision of Bar Markings on the Carriageway	£197.90	£222.25	I / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.

No	Service	Current Charge 2022/23	Proposed Charge 2023/24	Charge Classification/ Policy 2023/24	Recommendation
11	Section 109 (Roads Scotland Act) - Approval to put Private Apparatus in the Public Road	£245.25	£275.40	I / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
12	Temporary Traffic Signal Permit 2 – Way 3 – Way	National Policy £123.65	National Policy £138.85	I / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
13	Road Occupation Permits:- Section 58 (4 week period) Retrospective charge to cover occupations put in place without a Section 58 permit (covers days without permit only) Section 59 (Annual) Street Café Application	£50.80 n/a £101.60	£159.48 £159.48 £278.66	I / a I / a I / a	Proposed increase to reflect actual officer time to support the process. New charge Proposed increase to reflect actual officer time to support the process.

14	Road Opening Permit (per week or part of)	n/a	£159.48 per week	l / a	Proposed increase to reflect actual officer time to support the process including in depth review and in line with neighbouring Local Authorities New charge
	Retrospective Charge to cover works put in place without a permit (covers days without permit only)	n/a	£159.48 per week	l / a	New charge
No	Service	Current Charge 2022/23	Proposed Charge 2023/24	Charge Classification/ Policy 2023/24	Recommendation
15	Road Closure Notices / Orders:- Road Closure Notices Section 14 - 5 days (4 weeks advance notice required)	£534.40	£600.15	l / a	In line with Council Policy it is recommended that there should be a 12.3% increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
	Fast track requests - Section 14 (Less than 4 weeks notice)	£731.75	£821.75		
	Road Closure Temporary Orders (8 weeks advance notice required)	£1091.30 (plus advert fee)	£1225.55 (excludes advert fee estimated cost £500)		Changed to exclude advert fee as they can vary
	Fast track requests (Less than 8 weeks notice provided)	£1,296.55 (plus advert and Traffic)	£1,456.05 (excludes advert fee estimated cost £500)		Changed to exclude advert fee as they can vary

	Amendment's to pre authorised TRN or TTRO	Management fee) n/a	£158.90		New charge added to cover cost of amending authorised TRN/TTRO (based on 2 hours Tech Time £79.45 PH)
16	Skip Permits (4 weeks) Retrospective Charge to cover skip put in place without a permit (covers days without permit only)	£50.80 n/a	£88.05 £88.05	I / a	Proposed increase to reflect actual officer time to support the process. New charge
No	Service	Current Charge 2022/23	Proposed Charge 2023/24	Charge Classification/ Policy 2023/24	Recommendation
17	Inspection Charges Relating to Roads in New Developments	Fee per £1,000 of Road Bond	£60 per £1,000 of Road Bond (<u>min £1,200</u>)	I / a	New Flat Rate of £60 per £1000 of Road Bond in line with neighbouring Local Authority Minimum charge of £1200 (based on realistic minimal cost of road bond being £20,000.)
18	Outdoor Sports Pitches	See Appendix 1	See Appendix 1	I / b	In line with Council Policy it is recommended that there should be a 12.3% increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.

No	Service	Current Charge 2022/23	Proposed Charge 2023/24	Charge Classification/ Policy 2023/24	Recommendation
19	Trading Standards	See Appendix 2	See Appendix 2	i and iii / d	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
20	Environmental Health	See Appendix 3	See Appendix 3	i and iii / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
21	<u>Letters of Comfort Building Standards:</u> - Without Site Visit. No Completion Certificate. Unauthorised Work. Additional Inspection <u>Building Warrant Exemption Letter:-</u> Without Property Inspection With Property Inspection Expired Building Warrant (approved after 1 st May 2005) Completion Certificate	£147.50 £287.25 See Appendix 4 £147.40 £147.40 See Appendix 5 £147.40	£165.55 £322.60 See Appendix 4 £165.55 £165.55 See Appendix 5 £165.55	ii / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.

No	Service	Current Charge 2022/23	Proposed Charge 2023/24	Charge Classification/ Policy 2023/24	Recommendation
22	Building Standards - Section 89 (Raised Structures) Certificate Out of hours inspections / applications received less than 14 days from date of event	£287.25 £76.25	£322.60 £85.65	i / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
23	Supply Copies of:- Building Warrants Completion Certificates Additional Copy of Consent Copies of Building Warrant Plans and Documentation Archived File Search & Retrieval	£78.30 £78.30 £15.85 £3.05 for A0 £2.40 for A1 £1.65 for A2 £1.35 for A3 £1.05 for A4 £57.60	£87.95 £87.95 £17.80 £3.45 for A0 £2.70 for A1 £1.85 for A2 £1.50 for A3 £1.20 for A4 £64.70.	ii / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
24	Supply Copies of Planning Consents:- Initial Copy Additional Consents Archived File Search & Retrieval	£78.30 £15.85 £57.60	£87.95 £17.80 £64.70	ii / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.

No	Service	Current Charge 2022/23	Proposed Charge 2023/24	Charge Classification/ Policy 2023/24	Recommendation
25	Property Enquiry Report: - 5 Day Response 2 Day Response	£108.35 £114.95	£121.65 £129.10	ii / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
26	Property Enquiry Report: - Roads Standard Charge Roads Only Additional Fee	£126.00 (Includes written confirmation and 1250 plan) £62.70 (written confirmation only) £63.30 (Charge for each additional 1250 plan required)	£139.45 (Includes written confirmation and 1250 plan) £68.35 (written confirmation only) £71.10 (Charge for each additional 1250 plan required)	ii / a	Separates Roads section from charge 28 above. In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council

103

No	Service	Current Charge 2022/23	Proposed Charge 2023/24	Charge Classification/ Policy 2023/24	Recommendation
27	Private Sector Grants Registration	£81.50	£91.50	iii / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
28	Houses in Multiple Occupation (HMO) Licensing	<u>New Application</u> Up to 6 £877 7 or Over £1112 <u>Renewals</u> Up to 6 £554 7 or Over £717	<u>New Application</u> Up to 6 £985.87 7 or Over £1248.75 <u>Renewals</u> Up to 6 £622.15 7 or Over £805.20	i / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
29	Caravan Site Licensing New Licence Renewal of Licence	£813.00 £813.00	£913.00 £913.00	ii / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
30	Burial Grounds	See Appendix 6	See Appendix 6	i / b	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.

31	Hire of Rouken Glen Pavilion				
	Standard Use (Mon to Fri – working hours)	£16.25 per hour	£18.25 per hour	i / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
	Commercial Use (Mon to Fri – working hours)	£32.50 per hour	£36.50 per hour		
	Weekends	£54.80 per hour	£62.80 per hour		
No	Service	Current Charge 2022/23	Proposed Charge 2023/24	Charge Classification/ Policy 2023/24	Recommendation
32	Export Health Certificate	£53.00	£59.50	ii / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
33	Garden Waste Permit	£40.00	£60.00	ii / a	In depth review – Costs of bins with market values rising and delivery with fuel costs increasing. Cabinet Report to follow on additional bin option. Additional bin £60.00 (bin and delivery with additional bin numbers capped at approx. 2000/5000 tbc.)
NO CHANGE					
34	Special Uplifts	£51.85	£51.85	i / b	No Increase 2023/24 recommended
	Ground Clearance Charge – for each additional 15 minutes required in addition to the special uplift charge	£51.85	£51.85		
35	Hire of Events Litter Squad	POA	POA	i / a	

					Moved to a Price on Application process in 2019/20. For private companies or commercial organisations will be subject to higher charges or negotiated rates at the discretion of management.
36	Trade Waste Collections	See Appendix 7	See Appendix 7	ii / a	In line with Council Policy it is recommended that there should be a 12.3%increase in 2023/24 charges to reflect inflationary rate increase and to maximise income to the Council.
37	Dangerous Buildings Recharge:-Admin Fee	10%	10%	i / a	It is recommended that there should be no increase to the current charge rate as it is percentage based.
38	Housing Management Fee – Recharge of Damage Repairs Caused by Tenants	Repairs Costs plus 5% Admin Fee	Repairs Costs plus 5% Admin Fee	i / a	It is recommended that there should be no increase to the current charge rate as it is percentage based.
39	Rouken Glen Event Management Fees including hire of park, traffic control (Set-up and remove one way system), hire of equipment, deliver / up-lift equipment	POA	POA	i / a	Moved to a Price on Application process in 2019/20. For private companies or commercial organisations will be subject to higher charges or negotiated rates at the discretion of management.
40	Filming in Parks, Cemeteries and Roads	POA	POA	i / a	Moved to a Price on Application process in 2019/20. For private companies or commercial organisations will be subject to higher charges or negotiated rates at the discretion of management.

NEW CHARGE

No	Service	Current Charge 2022/23	Proposed Charge 2023/24	Charge Classification/ Policy 2023/24	Recommendation
41	Pre application Enquiries	n/a			

	<p>Householder development</p> <p>Local development (excl. householder and new housing) and all other consents, approvals, notifications and certificate types.</p> <p>Local development (new housing)</p> <p>Major development</p>		<p>£100.00</p> <p>50% of the cost of the planning application fee subject to a max'm of £500.00</p> <p>50% of the cost of the planning application fee subject to a maximum of £1000.00</p> <p>50% of the cost of the planning application fee, subject to a maximum of £2000.00</p>	ii/c	New charge recommended to reflect actual officer time to support the process.
42	Discharge of conditions	n/a	tbc	ii/c	Charges to be confirmed. Cabinet report to follow
43	<p>Non Material Variation</p> <p>Householder development</p> <p>New housing development local or major</p> <p>Other local development (and other applications for consent, prior notifications,</p>	n/a	<p>£100.00</p> <p>£150.00</p> <p>£150.00</p>	ii/c	New charge recommended to reflect actual officer time to support the process.

	certificates of lawfulness etc) Other major development		£200.00		
44	Street naming and numbering The naming of a new street (price per street) Change of street name Single change of an existing house number or name Registering/ numbering of new properties Re-numbering a new development after earlier naming/ numbering has been confirmed		£300.00 £300.00 £80.00 Sliding scale from £200.00-900.00 £300.00	ii/c	New charge recommended to reflect actual officer time to support the process.
45	Short Term Let Licensing	n/a	Secondary Letting Up to 2 bedrooms £595 + £50 per additional bedroom Home Letting	i/a	New statutory licensing service being introduced by Scottish Government. Will sit within Housing Services and is subject to separate Cabinet Paper on 28 th September 2022.

			<p>Up to 2 bedrooms</p> <p>£405 + £50 per additional bedroom</p> <p>Home Sharing</p> <p>One bedroom</p> <p>£230 + £25 per additional bedroom</p> <p>Home Letting & Home Sharing</p> <p>Up to 2 bedrooms</p> <p>£405 + £50 per additional bedroom</p>		
NATIONALLY PRESCRIBED					
46	Planning Applications	Set by Scottish Government	Set by Scottish Government	iii / d	Statutory charge set by the Scottish Government. For information only. (See Council Website for current fees).
47	Certificates of Lawful Use or Development	Set by Scottish Government	Set by Scottish Government	iii / d	Statutory charge set by the Scottish Government. For information only. (See Council Website for current fees).
48	Building Warrant Applications	Set by Scottish Government	Set by Scottish Government	iii / d	

					Statutory charge set by the Scottish Government. For information only. (See Council Website for current fees).
49	Applications for Private Landlord Registration	Set by Scottish Government	Set by Scottish Government	iii / d	Statutory charge set by the Scottish Government. For information only. (See Council Website for current fees).
50	MOT Testing	Set by VOSA	Set by VOSA	iii / d	Fees set externally by Vehicle & Operator Services Agency. For information only. (See VOSA Website for current fees).
REMOVAL OF CHARGE					
51	Removal of Dead Animals from Private Properties	£37.35	£41.95	i / a	Recommendation to remove this charge as service is rarely used
52	Provision of Dropped Kerbs: -	£1,482.05	n/a	i/a	Recommendation to remove this charge as service is rarely used and can be provided by external contractors
53	'No Parking' Cones Traffic Cones	£111.50 Deposit £56.00 Delivery Charge per hour £5 Non-Returned Cones	£125.20 Deposit £62.90 Delivery Charge per hour £5.60 Non-Returned Cones	i / c	Recommendation to remove from charges as service no longer offered/used

Outdoor Sports Pitches

Appendix 1

ACTIVITY (All prices are per match unless indicated)		Current 2022/23	Proposed 2023/24
FOOTBALL - GRASS			
11-A-Side	Adult	£62.85	£70.60
	Under 19	£31.45	£35.30
7-A-Side	Under 12	£26.35	£29.60
FLOODLIT SYNTHETIC (PER HOUR)			
Full Pitch	Adult	£76.05	£85.40
	Under 19	£38.00	£42.70
Half Pitch	Adult	£62.25	£69.90
	Under 19	£31.10	£34.95
Muirend, Crossmill, Woodfarm, Carlibar 5-A-Side (Per Pitch)	Adult	£52.10	£58.50
	Under 19	£26.05	£29.25
FLOODLIT SYNTHETIC - FULL PITCH (OFF SEASON JUNE and JULY)			
Woodfarm (Mon – Fri) 90 mins	Adult	£55.90	£62.80
	Under 19	£38.70	£43.45
Woodfarm (Sat – Sun) 2 hours MacTaggart & Meikle (Any Day) 2 hours	Adult	£74.80	£84.00
	Under 19	£52.15	£58.55
OTHER			
Running Track (per hour)	Group	£79.70	£89.50

NOTES

1. Rates apply to all sports pitches (including those facilities based in East Renfrewshire Council schools).
2. Pitches are only available to groups registered under the Council's registration scheme
3. Additional Time required on grass pitches charged at 50% of base cost up to 1 hour inclusive thereafter full let charge to be levied.

TRADING STANDARDS

SERVICE	Current 2022/23	Proposed 2023/24
PETROLEUM LICENSE	Maximum fee set by Health & Safety (Fees) Regulations	
Less than 2500 litres 2501 – 50,000 litres Over 50,000 litres	£45 £61 £128	Not yet known
SECOND HAND CAR DEALER'S LICENCE		
3 Year Licence	£444.00	£498.60
STORAGE & REGISTRATION OF EXPLOSIVES	Maximum fee set by Health & Safety (Fees) Regulations	
Please refer to Health & Safety Website for list of current fees https://www.legislation.gov.uk/ukxi/2016/253/made	As per link	As per link
WEIGHTS, MEASURES AND ENVIRONMENTAL INFORMATION		
<p>Basic Charge Per Service:-</p> <p>Hourly rate for Weight and Measures Staff</p> <p>Hourly Rate for Support Staff</p> <p>Weights:-</p> <p>Weights Exceeding 5kg but not Exceeding 500mg</p> <p>Other Weights</p> <p>Measures:-</p> <p>Linear Measures not Exceeding 3m</p> <p>Capacity Measures not Exceeding 1 litre</p> <p>Cubic Ballast Measures</p> <p>Liquid Capacity Measures</p>	<p>£74.15</p> <p>£40.80</p> <p>£11.30*</p> <p>£8.60*</p> <p>£12.50*</p> <p>£10.85*</p> <p>£222.00*</p> <p>£35.40*</p>	<p>£83.25</p> <p>£45.80</p> <p>£12.70*</p> <p>£9.65*</p> <p>£14.05*</p> <p>£12.20*</p> <p>£249.30*</p> <p>£39.75*</p>

TRADING STANDARDS Continued

Appendix 2

SERVICE	Current 2022/23	Proposed 2023/24
WEIGHTS, MEASURES AND ENVIRONMENTAL INFORMATION (CONTINUED)		
Template per Scale – First Item	£61.05*	£68.55*
Template per Scale – Subsequent Items	£23.85*	£26.75*
Weighing Instruments Non EC:-		
Not Exceeding 1 tonne	£79.50*	£89.30*
Exceeding 1 tonne to 10 tonne	£128.75*	£144.60*
Exceeding 10 tonne	£270.00*	£303.20*
EC (Non-Automatic Weighing Instruments):-		
Not Exceeding 1 tonne	£132.30*	£148.60*
Exceeding 1 tonne to 10 tonne	£204.90*	£230.10*
Exceeding 10 tonne	£447.80*	£502.90*
Measuring Instruments for Intoxicating Liquor:-		
Not Exceeding 150ml	£21.80*	£24.50*
Other	£25.20*	£28.30*
Measuring Instruments for Liquid Fuel and Lubricants:-		
Container Type, not Subdivided	£90.90*	£102.10*
Single/Mullet-outlets (nozzles)		
(a) First Nozzle Tested per site	£149.00*	£167.30*
(b) Each Additional Nozzle Tested	£91.60*	£102.90*
Testing of Peripheral Electronic Equipment on a Separate Visit (per site)	£100.50ph*	£112.85ph*
Testing of Credit Card Acceptor (per unit, regardless of slots/nozzles/pumps)	£100.50ph*	£112.85ph*
*Subject to VAT unless under the measuring Instruments (EEC Requirements) Regs 1998		

ENVIRONMENTAL HEALTH

SERVICE	Current 2022/23	Proposed 2023/24
Animal Health Licensing		
(Deer) Scotland Act 1996 Venison Dealers Licence	£52.60	£59.10
Dangerous Wild Animals Act 1976	£214.25 + Vet fees	£240.60 + Vet fees
Zoo Licensing Act 1981	£428.30 + Vet Fees	£481 + Vet Fees
Animal Boarding Establishments Act 1963 (Kennels/Cattery) (3.0 hours officers time)	£89.55 + Vet Fees if required	£212.25 + Vet Fees if required
Riding Establishments Act 1964/76	£227.25 + Vet Fees	£255.25 + Vet Fees
Animal Breeders :- Dogs ≤10 breeding bitches (3.0 hours officers time)	N/A	£212.25 + vet fees
Dogs >10 breeding bitches (5.0 hours officers time)	N/A	£353.75 + vet fees
Cats (2.0 hours officers times)	N/A	£141.50 + vet fees
Rabbits (2.0 hours officers times)	N/A	£141.50 + vet fees
Animal Home Boarding License (2.0 hours officers time)	£67.20	£141.50
Performing Animals Act 1925	£142.60 + Vet Fees if required	£160.10 + Vet Fees if required
Animal Sales / Pet Shops (2.5 hours officers time)	n/a	£176.87
Animal Welfare Establishments (2.5 hours officers time) Animal Rehoming Centre Animal Sanctuary	n/a	£176.87 + vet fees £176.87 + vet fees
Enforcement of Regulations	n/a	EHO hourly rate £70.75 per hour of officer's time + vet inspection fees as required. Recharge of Legal Fees to 3rd Parties £111.50 per hour of Legal Services Officer's time

EVENTS CHARGING		
(Environmental Health charge only) (PEL- Public Entertainment Licence from licensing section >500 customers expected)		
1 day event (no PEL ,<500 customers, no or 1 / 2 food vehicles) (2 hours officers time)	New charges	£141.50
1 day event with- PEL, 2-10 food vehicles and/or music, lighting, stages or similar (officers time 6 hours)	New charges	£424.50
2 day event as above or larger (officers time 18 hours)	New charges	£1273.50
3 day event as above or larger (officer time 27 hours)	New charges	£1910.25
Abandoned Vehicles		
Removal, Storing & Disposal of Vehicles (Prescribed Sums & Charges etc) Amendment (Scotland) Regulations 2005 (Statutory Charge)	Cars & vans – uplift & disposal £150.00 + Vat (£176.25) where owner can be traced Statutory Charge Caravans – uplift & disposal £165.00 where owner can be traced	Cars, vans, trailers and caravans – Statutory Charges: removal, storage & disposal : £150.00 removal, £20 per every 24 hour storage, £150 disposal (where owner can be traced or vehicle is claimed)
Immigration Control		
Immigration Control Certificate	£94.30 £44.40 where copy certificated required within 1 year of inspection being carried out	£105.90 £49.90 where copy certificated required within 1 year of inspection being carried out
Pest Control Treatments		
Insects not part of pest control contract	Contractor's charge + 10% management/admin fee	Contractor's charge + 10% management/admin fee
Mice (includes 3 visits)	£84.50	£94.90
Rats (includes 3 visits)	£84.50	£94.90
Squirrels (3 Visit)	£65.00	£195
Wasp nest treatment	£52.20	£58.60

Ants Recall visit: 14 to 28 days from initial treatment	£32.50 Free	£36.50 Free
Flying Ants Additional visit	£43.35 £27.10	£48.70 £30.45
Fleas (includes 2 visits) Additional visit	£86.65 £27.10	£97.30 £30.45
Fruit / sewerage flies Additional visit	£32.50 £27.10	£36.50 £30.45
Cockroaches (includes 3 visits) Initial survey required at a charge of £25. Recall visit – Prior approval from Environmental Health required	£195.50 £65.00	£219.55 £73.00
Bed Bugs (includes 3 visits) Initial survey required at a charge of £25 Recall visit – Prior approval from Environmental Health required	£195.50 £65.00	£219.55 £73.00
Silver Fish Additional visit	£32.50 £27.10	£36.50 £30.45
Beetles Recall visit: 14 to 28 days from initial treatment	£32.50 Free	£36.50 Free
Cancellation Fee (of pest control treatments)	£43.50	£48.85
General Public Health Charges		
Samples Collected and Analysed for Bacteriological Monitoring (Excluding Type A & B Private Water Supplies for Monitoring & Requests for bacteriological testing).	£91.25 per sample	£102.45 per sample
Private Water Supply (PWS) Samples Collected and Analysed (Including Type A & B Supplies for bacteriological & Routine Chemical Quality Monitoring) (Statutory Charge) Carrying out a PWS Risk assessment	Type A - £186.65 Type B - £126.50 Additional chemical parameters analytical costs + 10%. £50	Type A - £209.60 Type B - £142.10 Additional chemical parameters analytical costs + 10%. £50

Contaminated Land Enquiry	£68.35/hour + Analytical Costs +10%	£76.15/hour + Analytical Costs +10%
Arranging Housing & Public Health Enforcement Works & Associated Admin	Costs incurred + 10% administration charge. Admin charge per invoice:- Minimum £43.50 Maximum £2040.00	Costs incurred + 10% administration charge. Admin charge per invoice:- Minimum £48.85 Maximum £2291.00
General Food Law Charges		
Section 50 Licensing Fee	£117.80	£132.30
Certificate of compliance to operate as a street trader	£68.20	£76.60
Food Condemnation Certificates (3 hours officers time @ £70.75)	£51.85	£212.25

Letters of Comfort Building Standards

Appendix 4

BUILDING STANDARDS SERVICE – PROPOSED CHARGES FOR 2022/23

LETTER OF COMFORT FEES FOR UNAUTHORISED WORKS CARRIED OUT PRIOR TO
1st MAY 2005

Unauthorised works carried out prior to 1st May 2005 will be charged as follows.

Works up to the value of £50,000 a flat fee of £555.90 will be payable. This covers the initial inspection and 1 return visit if necessary. Any additional inspections will be charged at £165.55per visit.

For works with a value which exceeds £50.000 the building standards service should be contacted for advice.

The value of work will be estimated in accordance with the BCIS Quarterly publication of construction costs. The inspecting surveyor will measure the works at the time he/she visits the property, and the applicant will be advised if there is any adjustment required to the fee due to incorrect measurements. The fee paid covers the initial survey and one subsequent inspection if required. Usually, the initial inspection and follow up inspection are sufficient to allow the letter of comfort to be issued. Any further inspections will be charged at £165.55 per inspection.

For works where the floor area of the property has not been increased, the minimum fee will apply.

As a result of the inspection, we may require the applicant to provide third party certification for the works, such as a structural design certificate from a qualified structural engineer. In the case where electrical works have been carried out, these may be required to be tested and certified by an approved electrician and a copy of the electrical certificate passed to the building standards surveyor prior to the letter of comfort being issued.

Remedial works may be required in cases where minimum building standards have not been met. The inspecting surveyor will advise if any works are required to obtain the letter of comfort.

Expired Building Warrants

Works carried out with the benefit of a building warrant, applied for prior to 1st May 2005, which has subsequently expired without a certificate of completion being issued can be covered using the letter of comfort system, providing that the works have been carried out entirely in accordance with the stamped approved plans issued with the original building warrant. The fee for this service is £322.60. This will cover administration, the initial survey and one subsequent inspection if required. Any further inspections will be charged at

£165.55 per inspection. If the works are not in accordance with the approved plans then the fee charged will revert to the fees for unauthorised works above.

Building works undertaken over 25 years ago

Works carried out over 25 years ago can be covered by a letter of comfort. The fee for this service is £165.55 and does not require a survey or inspection.

Important Information

The letter of comfort scheme will cover works up to a value of £50,000. Any unauthorised works valued above £50,000 will require a formal Late Completion application together with plans and certification as may be required to assess the works.

Cheques should be made payable to East Renfrewshire Council and should accompany the application. Applications payed for by cheque will not be processed until the cheque has cleared, This may take up to 10 working days. Debit card payment can be made by phoning 0141 577 3008.

Applications received without the appropriate fee will not be processed.

Building Warrant Exemption Letter

Appendix 5

CONFIRMATION OF EXEMPTION OF BUILDING WORKS FROM BUILDING WARRANT APPROVAL

Exemption Letter without site inspection £165.55 administration fee

Exemption Letter with site visit £322.60 (Exemption letter administration fee plus 1 non statutory inspection fee)

NOTES

Although works may be exempt from requiring a building warrant, they still require to be built in accordance with building regulations. If the works as inspected do not meet the regulations you will be required to carry out remedial works to bring them up to standard

Where it is found that the works would have required a building warrant, you will be asked to apply for a Late Completion Certificate (where the works were carried out after 1st May 2005) or, a Letter of Comfort (where the works were carried out prior to 1st May 2005). You may also be asked to carry out remedial works to bring the building up to current building regulations. There are also additional fees to be paid. The extent of the works may require drawings to be submitted and processed at the applicant's expense. Building Standards Surveyors will advise you further if you require to apply for either a Late Completion or a Letter of Comfort.

An inspection of works may result in statutory action being taken if the works are found to be unsafe or a significant breach of building regulations

Burial Ground Charges

SERVICE	Current 2022/23	Proposed 2023/24
INTERMENTS		
Mondays - Fridays		
Resident	£996.00	£1118.51
Non-Resident	£2255.50	£2532.93
Saturdays / Sundays / Public Holidays		
Resident	£1728.20	£1940.77
Non-Resident	£2731.50	£3067.47
INTERMENTS IN HEBREW CEMETERY		
Mondays - Fridays		
Resident	£922.70	£1036.19
Non-Resident	£2035.80	£2286.20
Saturdays / Sundays / Public Holidays		
Resident	£1728.20	£1940.77
Non-Resident	£2731.50	£3067.47
CREMATED REMAINS		
Monday - Fridays		
Resident	£300.25	£337.18
Non-Resident	£666.40	£748.37
Saturdays / Sundays / Public Holidays		
Residents	£629.80	£707.27
Non Residents	£1069.15	£1200.66
NEW LAIR COFFIN		
Resident	£1113.10	£1250.01
Non-Resident	£2555.70	£2870.05
NEW LAIR CREMATED REMAINS (Neilston only)		
Resident	£644.45	£723.72
Non-Resident	£1376.70	£1546.03
MISCELLANEOUS		
Feasibility Certificate	£256.30	£287.82
Exhumation Coffin	£2328.70	£2615.13
Exhumation Cremated Remains	£512.60	£575.65
Lair Certificate	£29.90	£33.58
Duplicate Certificate	£59.80	£67.16
Transfer of Title	£62.85	£70.58
Search Fee	£119.60	£134.31
Memorial Foundation	£136.70 + VAT	£153.51 + VAT

NOTES

1. There will be no charge for burial of children under 17 for residents of East Renfrewshire.
2. The standard non-resident burial charge will be reduced by 50% for children 17 and under, with the exception of burials at weekends and on public holidays.
3. Double Interment, second and subsequent coffins or cremated remains 50% of appropriate fee.
4. When a deceased person residing out-with East Renfrewshire has previously resided within the Council area for a minimum of 50 years the surcharge for burial of a non-resident will not be applied.
5. Where a coffin size is beyond a permitted size (length or width), this may require the need to purchase an adjacent lair. The requirement and price for this will be confirmed on application.
6. The agreed fees and charges will be applied to the applicant's address (Lair owner) when purchasing the lair and an interment will be based on the deceased address.

TRADE WASTE COLLECTIONS

Appendix 7

Commercial Waste Collection Charges

Uplift Charges per uplift (excluding VAT)	Current (2022/23)	Proposed 2023/24
Red Trade Sack (each)	£2.99	£3.36
120 Litre plastic container	£2.99	£3.36
240 Litre plastic container	£5.91	£6.64
360 Litre plastic container	£8.42	£9.46
500 Litre steel container	£10.99	£12.34
660 Litre steel/plastic container	£14.18	£15.92
1100/1280 Litre steel/plastic container	£20.69	£23.23
Leasing Charges per week (excluding VAT)	Current (2022/23)	Proposed 2023/24
120 Litre plastic container	£0.80	£0.90
240 Litre plastic container	£0.88	£0.99
660 Litre steel/plastic container	£2.68	£3.01
1100/1280 Litre steel/plastic container	£2.76	£3.10

Special Commercial Uplifts

A special uplift charge will be payable for any additional uplift of waste to a trade customer. This will be added to the standard uplift charge for that container unless the waste is not held within the container, in which case a no obligation quote will be provided.

Trade Recycling Collection Charges

Uplift Charges per uplift (excluding VAT)	Current (2022/23)	Proposed 2023/24
Paper recycling sack	£2.39	£2.68
Glass & Cans recycling Box	£2.39	£2.68
Plastics recycling bag	£2.39	£2.68
240 Litre container – Any Material (paper, glass, cans, plastics)	£4.36	£4.90

Contaminated recycling containers & special uplifts of recycling containers

A special uplift charge will be payable for any additional uplift of recycling to a trade customer. This will be added to the standard uplift charge for that container unless the waste is not held within a waste container, in which case a no obligation quote will be provided.

In addition any recycling container that cannot be collected due to contamination, will be liable for a special uplift charge to remove the waste, which will be added to the standard uplift charge.

Appendix 7

Internal Collection Charges Continued

Uplift Charges per uplift (excluding VAT)	Current (2022/23)	Proposed 2023/24
Red Trade Sack (each)	£2.72	£3.05
120 Litre plastic container	£2.72	£3.05
240 Litre plastic container	£5.36	£6.02
360 Litre plastic container	£7.64	£8.58
500 Litre steel container	£9.99	£11.22
660 Litre steel/plastic container	£12.88	£14.46
1100/1280 Litre steel/plastic container	£18.93	£21.26
Leasing Charges per week (excluding VAT)	Current (2022/23)	Proposed 2023/24
120 Litre plastic container	£0.80	£0.90
240 Litre plastic container	£0.88	£0.99
360 Litre plastic container	£1.00	£1.12
500 Litre steel container	£2.68	£3.01
660 Litre steel/plastic container	£2.68	£3.01
1100/1280 Litre steel/plastic container	£2.76	£3.10

Special Commercial Uplifts

A special uplift charge will be payable for any additional uplift of waste to a trade customer. This will be added to the standard uplift charge for that container unless the waste is not held within a waste container, in which case a quote will be provided.

Trade Recycling Collection Charges

Uplift Charges per uplift (excluding VAT)	Current (2022/23)	Proposed 2023/24
Paper recycling sack	£2.39	£2.68
Glass & Cans recycling Box	£2.39	£2.68
Plastics recycling bag	£2.39	£2.68
240 Litre container – Any Material (paper, glass, cans, plastics)	£4.36	£4.90

Contaminated recycling containers & Special uplifts of recycling containers

A special uplift charge will be payable for any additional uplift of waste to a trade customer. This will be added to the standard uplift charge for that container unless the waste is not held within a waste container, in which case a quote will be provided.

In addition, any recycling container that cannot be collected due to contamination, will be liable for a special uplift charge to remove the waste, which will be added to the standard uplift charge.

BLANK PAGE

EAST RENFREWSHIRE COUNCILCABINET1 December 2022Report by Chief Officer – Health and Social Care PartnershipHEALTH AND SOCIAL CARE PARTNERSHIP - CHARGING FOR SERVICES 2023/24**PURPOSE OF REPORT**

1. To update Cabinet on the proposed charges within the Health and Social Care Partnership (HSCP) for financial year 2023/24.

RECOMMENDATION

2. The Cabinet is asked to:
- (a) Note this update on charging within the HSCP; and
 - (b) Agree the proposed increase to existing charges

BACKGROUND

3. This report is produced annually and identifies the proposed charging increases for 2023/24. The legislation supporting the integration of health and social care determines that the authority and approval for setting charges for social care remains with the Council, this function was not delegated to the Integration Joint Board.

4. The Integration Joint Board received this charging report at its meeting on 21 September 2022 and agreed to remit the 2023/24 charging increases to Cabinet for approval.

REPORT

5. The standard rate of inflation, reflecting a combination of the Retail Prices Index (RPI) and Consumer Prices Index (CPI), identified as part of the Council process, of 12.3% is the basis of increase to the existing charges within the HSCP. As with prior years this has been rounded up or down to the nearest £0.05. The proposed treatment of each existing charge is set out below:

Service	2022/23 Charge	Proposed Change	2023/24 Proposed Charge
	£		£
Community Alarms (per week)	2.75	Increase by £0.35 (12.7%)	3.10
Meals 2 courses	4.90	Increase by £0.60 (12.2%)	5.50
Meals 3 courses	5.10	Increase by £0.60 (11.8%)	5.70
Room Hire (per day)	6.90	Increase by £0.90 (13%)	7.80
Day care Charges to Other Local Authorities (per day)	122.50	Increase by £15.10 (12.3%)	137.60
Blue Badges (per application)	20.00	No change proposed	20.00

Bonnyton Residential Care (per week)	778.50	Increase by £95.80 (12.3%)	874.30
Inclusive Support Holiday Programme (per day)	38.00	Increase by £4.70 (12.4%)	42.70

6. The proposed charges above represent a significant increase for individuals, Bonnyton House in particular where the weekly increase will be £95.80, however there will be some mitigation as individual financial assessments will determine the ability to pay the increased fee. It is likely we will see an increase in fees across the care home market in 2023.

7. The proposed contribution level for Individual Budgets was previously agreed at 5% of the chargeable element of the budget. Where an individual budget is in place the contribution will supersede any charge for individual aspects of a care package listed above. This was not implemented pre pandemic and the review of the Individual Budget calculator was postponed during the pandemic. This work is included as a project within the IJB Recovery and Renewal Programme and will need to take cognisance of the revised Self Directed Support guidance to be published by the Scottish Government, expected in the autumn. The current National Care Service seems likely to determine policy changes around non-residential charging along with national eligibility criteria. After considering the likely level of income this would generate compared to the individual impact in the current economic climate, combined with the time and resource that it would take to implement the IJB agreed the contribution element should not be implemented.

8. The HSCP has a non-residential care charging policy in place to support the charges above. This was reviewed and agreed by the IJB at its meeting on 21st September 2022.

FINANCE AND EFFICIENCY

9. All financial issues are included in the report above. The proposed charges, as set out in the table above, could generate a potential £101,030 income when the uplifts are applied to income budgets; in real terms the income achieved will likely be significantly lower as this will be linked to the ability to pay and is also dependent on service delivery and demand.

CONSULTATION

10. A full consultation and equalities impact assessment were undertaken prior to implementation of the Individual Budget proposals and any revision to the calculator will require a further equalities impact assessment.

PARTNERSHIP WORKING

11. The setting of fees and charges remains a responsibility of East Renfrewshire Council under the legislation.

IMPLICATIONS OF THE PROPOSALS

12. A full equalities impact assessment was undertaken as part of the development of the Individual Budget implementation.

13. There are no implications in relation to staffing, property, legal, sustainability or IT as part of this paper.

CONCLUSIONS

14. The proposed increases to existing charges are in line with inflation however there

needs to be recognition that the income that may be generated is subject to the ability to pay, through financial assessment.

RECOMMENDATIONS

15. The Cabinet is asked to:
- (a) Note this update on charging within the HSCP;
 - (b) Agree the proposed increase to existing charges;

REPORT AUTHOR AND PERSON TO CONTACT

Lesley Bairden, Head of Finance and Resources (Chief Financial Officer)

Lesley.Bairden@eastrenfrewshire.gov.uk

0141 451 0749

Chief Officer, IJB: Julie Murray

BACKGROUND PAPERS

IJB 21.09.2022 – Charging for Services

https://www.eastrenfrewshire.gov.uk/media/8152/IJB-Item-10-21-September-2022/pdf/IJB_Item_10_-_21_September_2022.pdf?m=637983202026730000

CABINET 25.11.2021 - HSCP Charging for Services

https://www.eastrenfrewshire.gov.uk/media/7119/Cabinet-item-11-ii-25-November-2021/pdf/Cabinet_item_11ii_-_25_November_2021.pdf?m=63772313585770000

CABINET 26.11.2020 - HSCP Charging for Services

https://www.eastrenfrewshire.gov.uk/media/4321/Cabinet-item-3-ii-26-November-2020/pdf/Cabinet_Item_03ii_-_26_November_2020.pdf?m=637408859836370000

CABINET 28.11.2019 - HSCP Charging for Services

https://www.eastrenfrewshire.gov.uk/media/2157/Cabinet-Item-03-v-28-November-2019/pdf/Cabinet_Item_03v_-_28_November_2019.pdf?m=637350899335870000

IJB 26.06.2019 - Individual Budget Update

https://www.eastrenfrewshire.gov.uk/media/2262/Integration-Joint-Board-Item-11-26-June-2019/pdf/Integration_Joint_Board_Item_11_-_26_June_2019.pdf?m=637351721070000000

IJB 27.06.2018 - Individual Budgets Self Directed Support Update

BLANK PAGE

EAST RENFREWSHIRE COUNCILCABINET1 December 2022Report by Chief Officer – Legal & ProcurementCHARGING FOR SERVICES 2023/24**PURPOSE OF REPORT**

1. The purpose of this report is to submit for approval the proposed licensing fees and charges for 2023/24.

RECOMMENDATIONS

2. It is recommended that the Cabinet alters charges for 2023/24 in accordance with the table in Appendix 1. Where an increase occurs, the increases are approximately 12.3% being the inflation rate advised by the Chief Accountant and reflecting a combination of the Retail Prices Index (RPI) and Consumer Prices Index (CPI).

BACKGROUND

3. The licensing section of legal services currently administers approximately 1,200 licences across various Civic Government and miscellaneous licensing categories. In terms of Civic Government legislation, the licensing service must recover all the costs of providing the service through the fees charged. This requirement ensures that council tax payers, through mainstream revenue budgets are not being asked to subsidise the service. However, total licensing income is not permitted to exceed the total cost of the service.

REPORT

4. Licensing is a regulatory function of the Council imposed on it by various statutory provisions. Some licences are optional but others are not so the Council is unable to choose whether or not to provide this service.

5. The main purpose of licensing is to protect the public by regulating certain activities and making sure that those activities are carried out by appropriate persons in accordance with the terms of their licence. Overall, the service aims to balance all costs of licensing to maximise the utilisation of the staff, minimise costs and maximise service availability

FINANCE AND EFFICIENCY

6. It is anticipated that the changes suggested will allow the Council to continue to recover the costs of licensing in full from licensing fees and charges. Legal Services will continue to update and seek efficiencies in licensing where appropriate.

IMPLICATIONS OF THE PROPOSALS

7. There are no implications in terms of staffing, property, legal, IT, equalities and sustainability.

RECOMMENDATIONS

8. It is recommended that the Cabinet:-

Alters charges for 2023/24 in accordance with the table in Appendix 1. Where an increase occurs, the increases are approximately 12.3% being the inflation rate advised by the Chief Accountant and reflecting a combination of the Retail Prices Index (RPI) and Consumer Prices Index (CPI).

REPORT AUTHOR

Report by: Chief Officer (Legal and Procurement), Gerry Mahon, Tel: 0141 577 3801
e-mail: gerry.mahon@eastrenfrewshire.gov.uk

APPENDIX 1

Charging Classification and Policy for 2023/24

	Service	Current Charge 2022/23	Proposed Charge 2023/24	Proposal
	Licensing			
1 (Cat 1)	Taxi Operator's Licence 1 yr/(Temp) 2 yrs 3 yrs	£222 £423 £600	£249 £475 £673	Change inflation
2. (Cat 1B)	Taxi Operator's Licence (WAV) 1 yr/(Temp) 2 yrs 3 yrs	£104 £197 £290	£116 £221 £325	Change inflation
3. (Cat4)	Taxi Driver's Licence 1 yr/(Temp) 2 yrs 3 yrs	£100 £189 £269	£112 £212 £302	Change inflation
4. (Cat1)	Private Hire Operator's Licence 1 yr/(Temp) 2 yrs 3 yrs	£222 £423 £600	£249 £475 £673	Change inflation
5. (Cat 1B)	Private Hire Operator's Licence (WAV) 1 yr/(Temp) 2 yrs 3 yrs	£104 £197 £290	£116 £221 £325	Change inflation
6. (Cat 4)	Private Hire Driver's Licence 1 yr/(Temp) 2 yrs 3 yrs	£100 £189 £269	£112 £212 £302	change inflation
7 (Cat 3)	Street Trader's Licence (business/multiple owner) 1 yr/(Temp) 2 yrs 3 yrs	£189 £360 £511	£212 £404 £573	Change inflation
8. (Cat 4)	Street Trader (employee)	£100 £189 £269	£112 £212 £302	Change inflation
9. (Cat 3)	Window Cleaner's Licence (business/multiple owner/trader) 1 yr/(Temp) 2 yrs 3 yrs	£189 £360 £511	£212 £404 £573	change inflation
10. (Cat 4)	Window Cleaner (employee or single trader)	£100 £189 £269	£112 £212 £302	Change Inflation only

	Service	Current Charge 2022/23	Proposed Charge 2023/24	Proposal
11. (Cat2B)	Public Entertainment Licence 1 yr/(Temp not an event) 2 yrs 3 yrs Temp for event up to 2000 attendees at one time Up to 5000 attendees at one time Over 5000 attendees at one time Approved community group (on application)	£289 £550 £781 £370 £528 £740 £0	324 617 877 415 592 831 0	Change inflation only
12. (Cat 3)	Market Operator's Licence 1 yr/(Temp) 2 yrs 3 yrs	£189 £360 £511	212 404 573	Change inflation
13. (Cat 3)	Late Hours Catering Licence 1 yr/(Temp) 2 yrs 3 yrs	£189 £360 £511	212 404 573	Change inflation
14. (Cat 3)	Second Hand Dealer's and metal dealers Licence 1 yr/(Temp) 2 yrs 3 yrs	£189 £360 £511	212 404 573	Change inflation
15. (Cat 2)	Indoor Sports Entertainment Licence 1 y /(Temp) 2 yrs 3 yrs	£289 £550 £781	324 617 877	Change inflation
16. (Cat 3)	Skin Piercing 1 yr/(Temp) 2 yrs 3 yrs	£189 £360 £511	212 404 573	Change inflation
17.	Vehicle Inspection Fee (Admin) (Annual)	£ 31	34	Change Inflation only
18.	Vehicle Partial Retest Fee (Admin)	£ 14	15	Change inflation
19.	ID Badge Replacement	£ 14	15	Change Inflation only
20.	Vehicle Substitution Fee	£ 60	67	Change inflation
21.	Licence Variation Fee	£ 60	67	Change inflation
22.	Front Vehicle Licence Plate Inserts	£ 9	10	change

				inflation
23.	Rear Vehicle Licence Plate Inserts	£ 10	11	As above
24.	Number Plate Bracket Kit	£ 10	11	As above
25.	Number Plate Bracket Rigid Bridge Kit	£ 5	5	As above
26.	Number Plate Platform Kit Flat	£ 7	7	As above
27.	Platform Flexiplate Kit Size 2	£ 9	10	As above
28.	Platform Flexiplate Kit Size 4	£ 10	11	As above
29.	Strapping Accessory Kit	£ 7	7	As above
30.	Quick Release Button & Key Set	£ 2.50	2.50	As above
31.	No Smoking Sticker	£ 3.50	3.50	As above
32.	Tariff Sheet	£ 5	5	Change inflation
33.	Taxi Driver Test	£ 53	59	Change inflation
34. (Cat 2)	Taxi/Private Hire Booking Offices 1 yr /(Temp) 2 yrs 3 yrs	£289 £550 £781	324 617 877	Change inflation
35. (cat 4)	Knife Dealer's Licence 1 yr /(Temp) 2 yrs 3 yrs	£100 £189 £269	112 212 302	Change inflation
36. (cat 3)	Metal Dealer 1 yr/(Temp) 2 yrs 3 yrs	£189 £360 £511	212 404 573	Change inflation
37.	Notification of changes and alterations Civic Government Licences	£ 21	23	Change inflation
38.	Same day service surcharge (where applicable)	£ 48	53	Change inflation

Basis of Charging- Cost Recovery

All charges rounded down to nearest pound.

BLANK PAGE

EAST RENFREWSHIRE COUNCILCABINET1 December 2022Report by Head of Environment (Strategic Services)PROPOSED CLOSURE OF TWO COUNCIL OFFICES
OVER THE FESTIVE PERIOD**PURPOSE OF REPORT**

1. To advise members of the proposed closure of Eastwood Headquarters and Spiersbridge Office between Christmas and New Year

RECOMMENDATIONS

2. That the Cabinet approve the closure of Eastwood Headquarters and Spiersbridge Office between Christmas and New Year.

BACKGROUND AND REPORT

3. The Council has a number of properties that it uses for office accommodation. This includes Eastwood Headquarters, Barrhead Main Street, and 2 Spiersbridge Way, Thornliebank.
4. As noted to Cabinet on November 10 as a result of changes to working practices over a number years and accelerated by Covid restrictions, there is currently a surplus of office accommodation. Measures are in place to review and address this.
5. However the forthcoming festive break provides the Council with an opportunity to realise a one-off financial saving with limited impact to service provision.
6. Traditionally the festive period between Christmas and the New Year sees a large number of staff taking annual leave which in turn can leave offices under occupied. In addition footfall from customers is limited as many local residents choose not to access the council buildings for services during this period. These offices, if not closed, still require to be cleaned and heated and require a staff presence of reasons of security and opening.
7. It is therefore proposed to close the Eastwood Headquarters and Spiersbridge Office between Christmas and New Year. The offices would close at 2pm on 23 December and would re-open on January 4 2023. For the reasons noted above the impact on the public would be limited. Staff who did not wish to take annual leave could either work from home if appropriate or base themselves at the Barrhead office which will remain open.
8. Eastwood Health Centre will also remain open during this period should staff wish to base themselves at these premises.

FINANCE AND EFFICIENCY

9. The proposal will reduce the Council's heating and lighting costs during the period in question. In addition further savings could be realised in relation to staffing and cleaning

CONSULTATION

10. The proposal has been discussed with the various services that would be potentially impacted as a result. The views of the trade unions have also been sought. At the time of writing a response has not been received but an update can be provided at the meeting if appropriate.

IMPLICATIONS OF THE PROPOSALS

11. This report does not have any implications in terms of legal, IT or equalities. Any staffing implications can be mitigated by permitting to staff to either work from home or work from the Barrhead office

CONCLUSIONS

12. The proposal to close two council offices during the festive period provides the Council with an opportunity to achieve a financial saving with limited impact on either staff or local residents

RECOMMENDATIONS

13. That the Cabinet approve the closure of Eastwood Headquarters and Spiersbridge Office between Christmas and New Year

Director of Environment

For further information contact: Phil Daws, Head of Environment (Strategic Services)
phil.daws@eastrenfrewshire.gov.uk

Convener contact details

Councillor Danny Devlin
0288 (Convener for Housing and Maintenance Services)
3107/8

Home: 0141 580
Office: 0141 577

December 2022