

Department of Business Operations and Partnerships

Director: Louise Pringle

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

Phone: 0141 577 3000

website: www.eastrenfrewshire.gov.uk

Date: 23 June 2023

When calling please ask for: Colin Sweeney (0141-577-3023)

Email: colin.sweeney@eastrenfrewshire.gov.uk

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

EAST RENFREWSHIRE COUNCIL

A meeting of the East Renfrewshire Council will be held in the Council Chamber, Council Headquarters, Giffnock on **Wednesday 28 June 2023 at 5.00pm.**

The agenda of business is as listed below.

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

Yours faithfully

Louise Pringle

L PRINGLE

DIRECTOR OF BUSINESS OPERATION AND PARTNERSHIPS

PROGRAMME OF BUSINESS

- 1. Report apologies for absence.**
- 2. Declarations of Interest.**
- 3. Submit for approval as a correct record and signature the Minute of meeting of the Council held on 26 April 2023.**
- 4. Submit for approval as a correct record and signature the Minute of special meeting of the Council held on 26 April 2023.**

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5. **Submit for approval as a correct record the Minutes of meetings for the period 27 April 2023 to 27 June 2023.**
6. **Statements by Conveners and Representatives on Joint Boards and Committees.**
7. **Provost's Engagements – Report by Director of Business Operations and Partnerships (copy attached, pages 5 - 6).**
8. **General Fund Capital Programme – Report by Head of Accountancy (Chief Financial Officer)(copy attached, pages 7 - 32).**
9. **Housing Capital Programme - Report by Chief Financial Officer and Director of Environment (copy attached, pages 33 - 40).**
10. **Strategic End-Year Performance Report and Annual Community Planning and Fairer East Ren Report for 2022-2023 – Report by Chief Executive (copy attached, pages 41 - 134).**
11. **Local Child Poverty Action Report: Year 5 (2022/23) – Report by Director of Business Operations and Partnerships and Chief Officer HSCP (copy attached, pages 135 - 174).**
12. **Vision for the Future – Report by Chief Executive (copy attached, pages 175 - 194).**
13. **Local Development Plan 3 (Development Plan Scheme) – Report by Director of Environment (copy attached, pages 195 - 228).**
14. **Second Review of Scottish Parliamentary Boundaries – Report by Chief Executive (copy attached, pages 229 - 236).**
15. **Review of Financial Regulations – Report by Head of Accountancy (Chief Financial Officer)(copy attached, pages 237 - 272).**
16. **Change to Scheme of Delegation – Proper Officer - Report by Director of Business Operations and Partnerships (copy attached, pages 273 - 274).**
17. **Sports Pitches Transfer Project – Report by Director of Education and Director of Environment (copy attached, pages 275 - 304).**
18. **Changes to Organisational Structure – Report by Director of Business Operations and Partnerships (copy attached, pages 305 - 312).**
19. **Calendar of Meetings 2024 and Change of Date of Meeting of the Council in September 2023 - Report by Director of Business Operations and Partnerships (copy attached, pages 313 - 318).**

Resolution to Exclude Press and Public

It is recommended that the Council passes the following resolution:-

"That under Section 50A(4) of the Local Government (Scotland) Act 1973, as amended, the press and public be excluded from the meeting for the undernoted item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 6 and 9 of Part I of Schedule 7A of the Act as appropriate".

Paragraph 6 – Information relating to the financial or business affairs of any particular person (other than the authority).

Paragraph 9 - Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.

20. Sale of Housing Revenue Account Land at Barrhead South – Report by Director of Environment (copy attached, pages 319 - 360).

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>

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EAST RENFREWSHIRE COUNCIL28 June 2023Report by Director of Business Operations and PartnershipsPROVOST'S ENGAGEMENTS**PURPOSE OF REPORT**

1. To advise the Council of the civic engagements carried out by Provost Montague since the meeting of the Council in April 2023.

RECOMMENDATION

2. That the report be noted.

REPORT

3. Since the meeting in April 2023, Provost Montague has carried out the following civic engagements:

28 April – Attended Worker's Memorial Day Ceremony and Wreath Laying, Council HQ

4 May – Attended Beauty and the Beast Show, Netherlee Primary School

6 May – Attended a Coronation Celebration Lunch, Bonnyton House Care Home

7 May – Attended Barrhead Rotary Club's Coronation Big Lunch Event, Maxton Gardens, Barrhead

7 May – Attended Girl Guides 25th Anniversary Friendship Day, Rouken Glen Park

9 May – Attended Friendship Group Diversity Event Launch, Netherlee Pavilion

11 May – Attended an Eid Party, Fairweather Hall, Newton Mearns

15 May – Attended Launch of East Renfrewshire Fostering Exhibition, Barrhead Foundry

25 May – Attended Giffnock Primary School's 120th Anniversary Celebration

25 May – Visit to Mrs Mary Lawson formerly of Barrhead Community Council, Millview Care Home, Barrhead

2 June – Deputy Provost attended Grow, Cook, Eat, West College Scotland, Paisley

8 June – Attended St Ninian's High School Graduation Ceremony and Mass

12 June - Attended Celebration of Learning Event, Dalmeny Park Hotel, Barrhead

13 June – Attended the funeral of Mrs Mary Lawson, Barrhead

14 June – Attended the NHS Choir Concert, Barrhead

15 June – Attended the UNCRC Youth Assembly, Clarkston Halls

- 19 June – Attended Armed Forces Day Flag Raising, Council Headquarters
- 19 June – Attended Coffee Roasters Scotland Open Day, Neilston
- 21 June – Attended Citizenship Ceremony, Council Headquarters
- 22 June – Attended Braidbar P7 Leavers Assembly, Braidbar Primary School
- 22 June – Attended the Chief Executive’s Leaving Event, Eastwood House
- 23 June – Attended Woodfarm High School to Meet Pupils
- 24 June – Attended a Festival of Cycling Event, Cowen Park, Barrhead
- 24 June – Attended a Fun Day, West Hurllet House, Glasgow
- 26 June – Attended a constituent’s funeral, Clarkston

RECOMMENDATION

- 4. That the report be noted.

Report Author
Colin Sweeney, Democratic Services Manager 0141 577 3023
colin.sweeney@eastrenfrewshire.gov.uk
Background papers - None

EAST RENFREWSHIRE COUNCIL28 June 2023Report by the Chief Financial OfficerGENERAL FUND CAPITAL PROGRAMME**PURPOSE OF REPORT**

1. The purpose of this report is to recommend adjustments to the 2023/24 General Fund Capital Programme, approved on 1 March 2023, resulting from finalisation of the previous year's programme and in light of subsequent information.

RECOMMENDATIONS

2. The Council is asked to:-
 - note and approve the movements within the programme; and
 - note the shortfall of £180,000 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 2023-2033 was approved by Council on 1 March 2023.
4. Movements on the 2022/23 programme were approved by Cabinet on 2 March 2023, including a number of changes not reflected in the 10 year programme.
5. At that point, expenditure on the 2022/23 programme had not been finalised and this report now adjusts 2023/24 project budgets to allow for outstanding works at year end to be completed in the current year.
6. As highlighted in previous reports, in general, construction costs are rising faster than general inflation due to shortages of materials and labour and also due to bidders factoring in additional risk in their pricing
7. Consequently, we are constantly monitoring project expenditure so that additional cost pressures on key projects can be covered by deferring or reducing other projects to compensate. 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 the year.

CURRENT POSITION

- | | | |
|----|--|-----------------|
| 8. | Total anticipated expenditure (Appendix A) | £64.530m |
| | Total anticipated resources (Appendix B) | <u>£64.350m</u> |
| | Shortfall | <u>£ 0.180m</u> |

FINALISATION OF THE 2022/23 PROGRAMME

9. The finalisation of the previous year's Capital Programme has cash flow implications for the 2023/24 Programme i.e. any unfinished works will now be progressed during the current year.
10. Appendix A shows the effect of this cash flow adjustment on the expenditure. This is not new or additional expenditure but simply an adjustment to reflect the later timing of expenditure.
11. The majority of this adjustment reflects the movements on the 2022/23 Programme which were reported to Cabinet on 2 March 2023 and explanations for these movements were included in the accompanying report.
12. A further £2.071m adjustment has now been added, reflecting the net underspend at year end. The majority of this movement is as follows:-
 - Neilston Learning Campus (£0.641m) which now has an updated cashflow arrangement.
 - Isobel Mair External Classrooms (£0.199m) project which now has a contract in place.
 - Eastwood Park Leisure Refurbishment (£0.233m) where the budget is a provisional amount to cover initial design work.
 - Eastwood High School Sports Centre (£0.275m) where work has only recently completed.
 - Property Maintenance (£0.148m) where ventilation works in schools need to be programmed around school holidays.
 - White Cart Tributaries Environmental Improvements (£0.343m) where final works are being designed following additional grant funding received towards the end of March 2023.
 - Cycling Walking Safer Routes (£0.210m) where work was committed but not completed by the end of the financial year.
13. Appendix A also details transfers between budget lines where required.
14. Further adjustments to the programme are now necessary as set out below.

INCOME MOVEMENTS

15. The main income movements are as follows: -
 - Borrowing

Borrowing in the current financial year has been reduced by a net total of £3.901m due to timing variances in expenditure and other adjustments

noted below. This reflects planned borrowing not utilised in 2022/23 (£12.411m) and the rephasing of projects into future years (£16.312m).

- General Capital Grant Including Free School Meals

The grant has been revised to £5.462m and reflects the latest information from the Scottish Government. This represents a reduction of £0.105m below the original estimated level and in the main relates to the playpark element received in the previous financial year.

The £1.443m included within the programme to fund works associated with the expansion of Free School Meals is a provisional amount and is subject to confirmation from the Scottish Government. Any changes will be included in future monitoring reports.

- City Deal Grant

Following an allocation of additional grant for City Deal projects in 2021/22, subsequent years will see a reduction to match. Grant for 2023/24 has yet to be confirmed however has been estimated at £2m. Further changes are anticipated and will be reported when they become clear. The overall level of grant support for city deal projects remains unchanged.

- Transport Scotland (Sustrans) Grant

In light of the revised timescale and reduced level of expenditure anticipated during the current year on the Levern Valley Accessibility (Aurs Road) project the agreed grant support of £5.608m is unlikely to be drawdown during this financial year. The grant remains available to support the project in future years when the construction is in progress.

- Developers Contributions

These contributions are dependent on physical progress of developments and receipt of contributions earlier than anticipated allowed application of £1.220m more than budgeted in 2022/23. The provision for the current year has also been increased by a further £0.776m and funds increased expenditure on Crookfur Primary Extension (£0.312m) and St John's Primary Early Learning & Childcare Places (£0.520m), with the Maidenhill Primary School provision of £0.056m received in 2022/23.

- Cycling, Walking and Safer Streets

A revised provision of £0.890m has been included within the report under both resources and expenditure. This represents an increase in the current year grant funding to £0.615m and a carry-over of £0.275m from the previous financial year agreed with Transport Scotland.

- Shared Prosperity Fund

As reported to Cabinet on 10 November 2022 the Council had been awarded grant to support four main investment priorities associated with the wider UK levelling up initiative. The fund covers both revenue and

capital expenditure with the Director of Environment having delegated power to make adjustments to the proposals after detailed costs of projects have been confirmed. A total provision of £1.028m has been added to the programme with drawdown in the current year included at £0.521m.

EXPENDITURE MOVEMENTS

16. The programme approved during March 2023 has increased from £72.073m to £83.074m for purely cash flow reasons between 2022/23 and 2023/24. This reflects timing variances across the programme.
17. The projected expenditure is subsequently reduced by £18.544m. The main expenditure movements are as follows:-

Property Schools

- Neilston Learning Campus

As previously reported to Cabinet, the contract has been awarded and work is now in progress. The estimated expenditure reflects the latest revised payment plan agreed with the successful contractor. Estimated expenditure during the year has been reduced by £797,000.

- Crookfur Primary School Extension

Additional developer contributions of £312,000 have been secured and the total budget has been increased accordingly. While the work is programmed to start this year it is likely to continue into the next financial year. Actual expenditure in the year is likely to outturn £758,000 under budget.

- Mearns Castle HS Sports Facility

The total cost of this project has been increased £325,000. This includes an increase of £210,000 approved by Cabinet on 7 April 2022 which has not been reflected in previous updates. This increase was mainly funded by a revenue contribution from Education (£193,000) during previous years. This project was delayed by inclement weather which resulted in the suspension of works during December 2022 until spring 2023. In addition, further costs were incurred due to site conditions and an enhanced road specification required to meet planning conditions. While the final account has still to be agreed with the contractor it is anticipated costs will increase by a further £115,000. Actual expenditure in the year has been increased by £278,000. The Chief Financial Officer/Head of Accountancy expects to contain this increase within the existing programme resources.

- St John's PS Early Learning and Childcare Places

Additional developer contributions of £520,000 have been secured and the total budget has been increased accordingly. Estimated expenditure in the year has been increased by £466,000.

Property Other

- City Deal - Barrhead South Access, Balgraystone Rd & Railway Station

Project progress is dependent on the business case being approved by the City Deal Cabinet. Consultants have been appointed and the outline business case is expected to be completed by summer of this year. Network rail tenders also been returned for the design works. While the project is progressing positively no significant expenditure will be incurred until formal unconditional approval of the STAG2 (Strategic Transport Analysis Guidance) report is received from Transport Scotland and the business case approved by City Deal. Consequently, a prudent view of likely spent in the current year is appropriate with likely 2023/24 expenditure in the year reduced by £4.279m.

- Country Park Visitor Centre & Infrastructure

This project is dependent on the Levern Valley Accessibility (Aurs Road) project which will not complete this financial year. Work will only commence once land has been released on the completion Levern Valley Accessibility project. Accordingly, expenditure in the current year has been reduced by £477,000.

- Property Maintenance

The movement on this project relates to ventilation works within schools. As previously reported to Cabinet, a number of schemes were placed on hold while the project approach was reassessed and, where appropriate, the work would be targeted at specific rooms within schools as opposed to replacing the whole ventilation system. Following clarification of the intrusive nature of the work required further works have been rescheduled around the school term. Therefore, expenditure in the year has been reduced by £1.120m.

- Capelrig House

As approved by Council on 26 April 2023 the total cost and anticipated expenditure in the year have been increased by £782,000. Per recommendation 2e of this report, the Head of Accountancy/Chief Financial Officer confirms there is sufficient movement within the current year's capital programme to accommodate the unidentified £345,000 funding shortfall.

Open Spaces

- Artificial Pitch Replacements

The yearly provision for this project was reduced from £650,000 to £400,000 at the Council meeting 1 March 2023. The work has a long lead in time and to minimise disruption to the schools it needs to be progressed during the summer break. Individual projects are being re-scoped and deferred to next year to fit with revised allocations. This is reflected in a £633,000 reduction in current year anticipated expenditure.

- UK Shared Prosperity Fund

This is a new fully grant funded project being delivered by various Councils. It supports the UK government's commitment to level up all parts of the UK. Current

capital funding and expenditure covers Communities and Place investment priorities. The overall project comprises various schemes including energy efficiency improvements at the Young Enterprise Scotland Training Centre and improvement works at the Dunterlie Multi Use Games Area. Projected total expenditure in the current financial year is £0.521m. Works are set to continue in 2024/25 to bring total anticipated project costs to £1.028m.

Roads

- Levern Valley Accessibility Project (Aurs Rd)

As reported to Cabinet on 2 March 2023, the acquisition of land sites involved in this project has been subject to delay. Further delays are now reported due to time extensions in place to progress the current tender. The updated estimated start date is now late 2023 and works will continue into the next financial year. As a result, current year anticipated expenditure is reduced by £12.472m.

- Cycling, Walking and Safer Streets

Total costs and current year projected expenditure have increased by £0.193m. This takes account of the updated grant award from Transport Scotland together with the carry-over of grant from the previous year agreed with Transport Scotland.

ICT

- General Data Protection Regulation

There are no works programmed for the current financial year, therefore anticipated in-year expenditure has been reduced by £60,000.

- Public Wi-Fi

This initiative has some crossover with the wider corporate ICT Wi-Fi refresh. This means that some planned expenditure has been delayed to the next financial year. As a result, anticipated 2023/24 expenditure has been reduced by £72,000.

- Core Corporate Finance Payroll & HR

As reported to Cabinet on 2 March 2023, both the corporate Finance and Payroll/HR systems are live. However, limited further work is planned for 2023/24, other than developing links with existing systems later in the financial year. As a result, current year expenditure has been reduced by £201,000.

- Education CCTV

The Council's previous supplier of CCTV equipment is now out of contract and a procurement process is in place to secure a new contractor. Expenditure in the current year has been reduced by £126,000.

- Telecare Service & Peripherals

This project involves the installation of Digital Analogue Units. Current year costs have increased by £225,000 due to the volume of equipment due to be received before April 2024. This had to be expedited to comply with the timetable for the analogue to digital switchover. The total cost for this project remains unchanged.

COMMENT

18. The projected shortfall of £180,000 represents 0.28% of the resources available and is within manageable limits.
19. Planned borrowing in 2022/23 that was not applied and a lower borrowing requirement for 2023/24, both due to timing movements on projects and increased level of developer contributions, will result in a level of borrowing remaining available to support subsequent higher expenditure in future years while keeping within the overall level of resources approved.

PARTNERSHIP WORKING

20. 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

21. The Council is asked to:-
 - note and approve the movements within the programme; and
 - note the shortfall of £180,000 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, telephone 0141 577 3123.

Margaret McCrossan
Head of Accountancy Services (Chief Financial Officer)
MMcC/PP
23 June, 2023

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GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

	ANNUAL COSTS £'000			TOTAL COST £'000		
	CURRENT YEAR APPROVED AT 01.03.23	ADJUSTED FOR 2022/23 CASHFLOW	PROJECTED OUTTURN FOR CURRENT YEAR	SPENT PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
Property - Schools	25,198	29,224	28,463	55,404	176,342	177,549
Property - Culture & Leisure	3,186	4,253	4,253	3,937	68,337	68,337
Property - Other	13,809	15,850	10,766	14,485	42,457	43,249
Open Spaces	1,864	2,895	2,747	6,562	9,797	10,965
Roads	21,562	22,290	10,011	14,902	38,042	38,235
Corporate Wide - ICT	4,097	5,966	5,694	6,698	13,833	13,837
Fleet	2,357	2,596	2,596	9	2,605	2,605
TOTAL	72,073	83,074	64,530	101,997	351,413	354,777

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Property - Schools

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.03.23	ADJUSTED FOR 2022/23 CASHFLOW	PROJECTED OUTTURN FOR CURRENT YEAR		SPENT PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
Grouped	Schools Major Maintenance	1,264	1,385	1,385	See Annex 1	0	1,385	1,385
800050031	Maidenhill Primary School	100	151	151	Complete - payments outstanding	14,192	14,343	14,343
Grouped	Early Learning & Childcare - Expansion to 1,140 hours	206	0	0	Complete	26,729	26,713	26,729
800050039	St Ninian's HS Additional Temp Accomodation	0	48	48	Complete - payments outstanding	2,135	2,183	2,183
800050057	Neilston Learning Campus	14,225	17,146	16,349	Work in progress	10,481	30,000	30,000
800050038	St Mark's Car Park	0	290	290	Demolition works complete. Main works to be retendered.	130	420	420
800050064	Crookfur PS Extension	2,736	2,758	2,000	Tender returned over budget. Alternative options being considered. Increased funding from developer contributions £312k	103	2,931	3,243
800050058	MCHS Sports Facility	232	282	560	Work in progress - increase of £210k approved by Cabinet 7 April 2022 and part funded by revenue contribution to capital £193k. Further increase of £115k	1,560	1,842	2,167
800050065	Improving Learning	200	200	200	Work to be programmed	0	1,400	1,400
	Isobel Mair External Classrooms	932	1,131	1,131	Work programmed	41	1,172	1,172
	Free School Meals Expansion	1,443	1,981	1,981	Funded by grant income 22/23 & 23/24	0	1,981	1,981
	St John's PS - Early Learning & Childcare Places	985	989	1,455	Work programmed - increase funded by Developer Contributions.	21	1,010	1,530

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EAST RENFREWSHIRE COUNCIL

Appendix A

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Property - Schools

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.03.23	ADJUSTED FOR 2022/23 CASHFLOW	PROJECTED OUTTURN FOR CURRENT YEAR		SPENT PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
	Gaelic Medium PS	650	638	688	Work programmed - funded by grant	12	666	700
	New Build of Poor Condition Primary Schools via LEIP Phase 3	2,225	2,225	2,225	Outcome of funding bid outstanding	0	90,296	90,296
		25,198	29,224	28,463		55,404	176,342	177,549

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EAST RENFREWSHIRE COUNCIL

Appendix A

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Property - Culture & Leisure

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.03.23	ADJUSTED FOR 2022/23 CASHFLOW	PROJECTED OUTTURN FOR CURRENT YEAR		SPENT PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
800200019	Eastwood Park Leisure	1,707	2,340	2,340	Design work only -project on hold per Council meeting 26 Oct 2022	2,405	55,000	55,000
800200021	Neilston Leisure	1,281	1,399	1,399	At design stage	123	10,414	10,414
800200020	ERCLT General Building Improvement Fund	82	43	43	Work to be programmed	588	1,631	1,631
800050049	Eastwood HS Sports Centre Changing Rooms/Disabled Facilities	37	312	312	Complete - payments outstanding	792	1,104	1,104
800200015	Equipment - Gym and Theatre	79	74	74	Work to be programmed	5	79	79
805600002	Theatre Equipment	0	85	85	Work to be programmed	24	109	109
		3,186	4,253	4,253		3,937	68,337	68,337

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Property - Other

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.03.23	ADJUSTED FOR 2022/23 CASHFLOW	PROJECTED OUTTURN FOR CURRENT YEAR		SPENT PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
	1. City Deal							
Grouped	Barrhead South Access - Balgraystone Road & Railway Station	8,361	8,334	4,055	Balgraystone Road main works complete, Railway station - design report received. Outline business case in progress	4,964	22,348	22,348
804000009	Country Park Visitor Centre & Infrastructure	552	552	75	Work to follow on from land released on the completion of the Aurs Road project (Levern Valley Access project)	303	2,800	2,800
804000006	Greenlaw Business Incubator And Innovation Centre & Employment Support Linked To Barrhead Foundry	0	46	46	Complete - payments outstanding	5,676	5,722	5,722
	2. Environment Other Projects							
800200018	Crookfur Pavilion Changing Upgrade	0	105	105	Complete - payments outstanding	700	805	805
800420016	Overlee House Extension	630	588	588	At design stage	42	630	630
	3. Council Wide Property							
Grouped	Retentions - All Services	50	50	60	Retentions on other projects	0	50	60
Grouped	Property Maintenance	2,813	4,326	3,206	See Annex 2	1,466	5,792	5,792
800420013	Eastwood Park Campus Improvements	10	10	10	At design stage	310	522	522
800404017	Office Accommodation	900	910	910	At design stage	305	2,140	2,140
800050044	Overlee Pavilion Changing	0	216	216	Complete - payments outstanding	689	905	905

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EAST RENFREWSHIRE COUNCIL

Appendix A

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Property - Other

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.03.23	ADJUSTED FOR 2022/23 CASHFLOW	PROJECTED OUTTURN FOR CURRENT YEAR		SPENT PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
800420020	Capelrig House Upgrade	168	388	1,170	Increase approved by Council 26 April 2023 (£345k of increase to be managed within programme)	30	418	1,200
	Eastwood House New Roof & Preservation Works	325	325	325	Work to be programmed	0	325	325
		13,809	15,850	10,766		14,485	42,457	43,249

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Open Spaces

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.03.23	ADJUSTED FOR 2022/23 CASHFLOW	PROJECTED OUTTURN FOR CURRENT YEAR		SPENT PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
	1. REGENERATION							
80200008	Country Park - Tourism Infrastructure And Economic Activity Projects	86	86	50	Work will follow completion of main Aurs Road works (Levern Valley Access project)	69	235	235
80200015	White Cart Tributaries Environmental Improvements	0	343	343	Work in progress, funded by grant - additional funding received late 22/23 £100k sustans and £40k sepa	2,745	2,948	3,088
80200032	Regeneration Projects - Provisional Sums	379	413	413	Projects to be identified - match funding for capital grant bid.	0	413	413
	2. Environment - Other Projects							
802200010	Environment Task Force	70	70	70	No scheme identified	0	70	70
802000018	Town Centre Action	20	50	50	Work to be programmed - subject of separare Cabinet report	0	50	50
802200007	Parks, Cemeteries & Pitch Improvements	200	249	249	Work in progress	1,010	1,659	1,659
802200020	Renewal of Playparks	305	305	305	Work in progress	0	305	305
802200021	Nature Restoration	0	41	41	Schemes to be identified	43	84	84
Grouped	Artificial Pitch Replacements	400	633	0	Deferred to 2024/25	0	633	633
802200030/31	Place Based Investment Programme	384	605	605	Work in progress - met in full by grant income	970	1,575	1,575
Grouped	Town Centre Regeneration	0	22	22	Complete - payments outstanding	1,312	1,334	1,334
802000005	Public Realm/Town Centre Resilience	0	6	6	Work to be programmed - subject of separare Cabinet report	218	224	224
802000028	Giffnock Town Centre Improvements	0	10	10	Work to be programmed - subject of separare Cabinet report	0	10	10

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Open Spaces

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.03.23	ADJUSTED FOR 2022/23 CASHFLOW	PROJECTED OUTTURN FOR CURRENT YEAR		SPENT PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
802000007	Other Public Realm	0	17	17	Work to be programmed - subject of separate Cabinet report	3	20	20
802000002	Clarkston Town Centre Action And Traffic Management Improvements	0	25	25	Work to be programmed - subject of separate Cabinet report	192	217	217
	Braidbar Quarries	20	20	20	Work to be programmed	0	20	20
Cowan Park 802200034, Dunterlie MUGA 00035, Yes Tng Centre 00036, Carlbar Bridge 00037, Tbank Reg access 00038, Tbank playpark 00039, Tbank shopfronts 00040	UK Shared Prosperity Fund	0	0	521	Fully grant funded - work to be programmed	0	0	1,028
		1,864	2,895	2,747		6,562	9,797	10,965

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Roads

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.03.23	ADJUSTED FOR 2022/23 CASHFLOW	PROJECTED OUTTURN FOR CURRENT YEAR		SPENT PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
	1. City Deal							
804000001	Levern Valley Accessibility Project - Aurs Road	16,044	16,503	4,031	main works at tender stage and programmed to start late 2023/24	2,642	19,995	19,995
	2. ERC Roads							
803000004	Lighting - Core Cable & Equipment Replacement	160	160	160	Work in progress	0	160	160
803000012	Bridges Refurbishment & Pointing Work	53	53	53	Work in progress	0	53	53
803000015	Principal Inspection Group 1-6	21	21	21	Work in progress	0	21	21
803000025	Traffic Calming Studies	25	75	75	Work in progress	0	75	75
803000016	Road Safety Measures/Equipment at Schools	20	35	35	Work in progress	0	35	35
803000018	Safe Routes to School	20	20	20	Work in progress	0	20	20
803000267	A77 Ayr Road Reconstruction	175	175	175	Work to be programmed	0	175	175
803000265	A736 Main Street/Levern Road Barrhead	150	150	150	Works programmed	0	150	150
803000247	B759 Carmunnock Road	115	115	115	Works programmed	0	115	115
803000106/285	C1 Mearns Road, Carriageway	100	100	100	Work programmed	0	100	100
803000024	Cycling, Walking & Safer Streets	422	697	890	Work in progress	0	697	890
803000267	B764 Eaglesham Moor Road	120	120	120	Works programmed	0	120	120
	B771 Paisley Road, Barrhead	50	50	50	Work programmed	0	50	50
	B769 Stewarton Road	130	130	130	Work complete - payments outstanding	0	130	130

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Roads

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.03.23	ADJUSTED FOR 2022/23 CASHFLOW	PROJECTED OUTTURN FOR CURRENT YEAR		SPENT PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
	A736 Lochlibo Road, Neilston	100	100	100	Work programmed	0	100	100
	C3 Uplawmoor Road	186	186	186	Work programmed	0	186	186
Grouped	Roads Capital Works	2,811	2,740	2,740	Work in progress	12,260	15,000	15,000
	Street Lighting Column Replacement & Lumenaries	860	860	860	Work in progress	0	860	860
		21,562	22,290	10,011		14,902	38,042	38,235

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Council Wide - ICT

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.03.23	ADJUSTED FOR 2022/23 CASHFLOW	PROJECTED OUTTURN FOR CURRENT YEAR 1.4.23 to 31.3.24		SPENT PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
805000002	ICT Infrastructure Projects	725	725	725	Work in progress	0	725	725
805000025	IT General Provision	1,712	1,500	1,500	Work in progress	0	1,500	1,500
805000023	GDPR Requirements	60	60	0	Work to be programmed - defer to 24/25	70	250	250
805000003	Education Network	100	100	100	Work in progress	0	100	100
805000017	PCI DSS	38	88	88	Work being scoped	47	135	135
805000031	Public Wifi Network	75	172	100	Work programmed	3	244	244
805400002	Corporate GIS	0	34	34	Work programmed	166	200	200
805100002	Electronic Document Records Management (Rest Of Council)	0	112	112	Work to be programmed	241	353	353
805000020	Myaccount Signing In To On-Line Services	0	14	14	Complete - payments outstanding	150	164	164
805000028	HSCP - Responder Service Modernisation & Safety Net Technology	0	100	58	Work in progress	80	180	180
805000022	The Digital Workplace	0	75	75	Work in progress	289	600	600
805000032	Flexi Time Application Replacement	0	40	40	Work to be programmed	40	80	80
805000001	Core Corporate Finance, Payroll & HR	166	301	100	Work programmed	3,449	3,750	3,750
800050004	Education - Computer Equipment	386	200	200	Work to be programmed	0	200	200
805600001	ERCLT People's Network	20	6	10	Work in progress	0	6	10
805000029	ERCLT Digital Platform	235	278	278	Work to be programmed	132	410	410

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Council Wide - ICT

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.03.23	ADJUSTED FOR 2022/23 CASHFLOW	PROJECTED OUTTURN FOR CURRENT YEAR 1.4.23 to 31.3.24		SPENT PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
805000009	School Servers Storage	0	56	56	Work in progress	294	350	350
805500004	Social Work Case Management System	110	110	110	Work to be programmed	0	110	110
805300003	Education CCTV	126	226	100	Work to be programmed	0	626	626
805000027	Telecare Service and Peripherals	344	377	602	Work in progress	429	1,150	1,150
805000034	Full Fibre Digital Transformation	0	1,392	1,392	Work in progress	1,308	2,700	2,700
		4,097	5,966	5,694		6,698	13,833	13,837

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2023/2024

Fleet

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.03.23	ADJUSTED FOR 2022/23 CASHFLOW	PROJECTED OUTTURN FOR CURRENT YEAR		SPENT PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
806000001	Education - Vehicles	293	293	293	Work in progress	0	293	293
806000002	Environment - Vehicles	1,968	2,207	2,207	Work in progress	0	2,207	2,207
806000005	Environment - GPRS System	96	96	96	Work to be programmed	9	105	105
		2,357	2,596	2,596		9	2,605	2,605

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EAST RENFREWSHIRE COUNCIL
GENERAL FUND CAPITAL PROGRAMME

Appendix A

PROGRESS REPORT

2023/2024

Annex 1 - Schools Major Maintenance Analysis

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.03.23	ADJUSTED FOR 2022/23 CASHFLOW	PROJECTED OUTTURN FOR CURRENT YEAR		SPENT PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
Grouped	Window Renewal	312	422	280	Work programmed	0	422	280
Grouped	Roof Improvements	0	11	850	Work programmed	0	11	850
	Kirkhill PS Toilet Improvements	0	0	255	Work programmed	0	0	255
800050066	Provisional Sums	952	952	0	Allocated to projects above	0	952	0
		1,264	1,385	1,385		0	1,385	1,385

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EAST RENFREWSHIRE COUNCIL
GENERAL FUND CAPITAL PROGRAMME

Appendix A

PROGRESS REPORT

2023/2024

Annex 2 - Property Maintenance Analysis

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 01.03.23	ADJUSTED FOR 2022/23 CASHFLOW	PROJECTED OUTTURN FOR CURRENT YEAR		SPENT PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
800401001	Disability Discrimination Act	0	0	0	Work to be programmed - to be funded from provisional sums as required	0	0	0
800404001	HardWire Testing	0	0	0	Work to be programmed - to be funded from provisional sums as required	0	0	0
800404003	COSHH Upgrade	0	0	0	Work to be programmed - to be funded from provisional sums as required	0	0	0
Grouped	Asset Management	0	0	0	Work to be programmed - to be funded from provisional sums as required	0	0	0
800404009	Fire Risk Assessment Adaptations	150	150	150	Work in progress	0	150	150
800404012	Structural Surveys & Improvements	40	40	40	Work in progress	0	40	40
800600001	CEEF/Salix Energy Efficiency	75	75	75	Work to be programmed	0	75	75
800404005-6	Boiler & Roof Replacement	500	500	500	Work in progress	0	500	500
800404014	Legionella Remedial Improvements	0	0	0	Work to be programmed - to be funded from provisional sums as required	0	0	0
800420017	Ventilation Works (including CO2 Monitors)	1,403	2,395	1,275	Work to be programmed	1,466	3,861	3,861
800420018	Provisional Sum	645	1,166	1,166	To be allocated to above projects on priority basis	0	1,166	1,166
		2,813	4,326	3,206		1,466	5,792	5,792

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EAST RENFREWSHIRE COUNCIL
GENERAL FUND CAPITAL PROGRAMME
PROGRESS REPORT
2023/2024
RESOURCES

Appendix B

	£'000
Grants	
General Capital Grant - main, including Renewal of Playparks	5,462
General Capital Grant - Free School Meals Expansion (TBC)	1,443
Gaelic Medium Primary Schools	688
Cycling, Walking & Safer Routes	890
Scottish Government Low Carbon Fund	368
Town Centre Fund	21
City Deal	2,000
Sustrans - Levern Valley Accessibility	0
Place Based Investment Programme	605
Shared Prosperity Fund	521
Salix/Central Energy Efficiency	75
	12,073
Developers Contributions	1,277
Capital Receipts	0
Borrowing	51,000
	64,350

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EAST RENFREWSHIRE COUNCIL28 June 2023Report by the Chief Financial Officer and Director of EnvironmentHOUSING CAPITAL PROGRAMME**PURPOSE OF REPORT**

1. The purpose of this report is to recommend adjustments to the 2023/24 Housing Capital Programme, approved on 1 March 2023, resulting from the finalisation of the previous year's programme and in light of subsequent information.

RECOMMENDATIONS

2. The Council is asked to:
 - note and approve the current movements within the programme;
 - approve the transfer of £53,000 from Estate Works and £78,000 from Internal Elements Renewal to fund the Communal Door Entry project; and
 - note the shortfall of £188,000 and that income and expenditure on the programme will be managed and reported on a regular basis.

BACKGROUND

3. The Housing Capital Programme for 2023-2033 was approved by Council on 1 March 2023. The budgeted expenditure for 2023/24 included in this report was £9.094m.
4. Movements on the 2022/23 programme were approved by Cabinet on 2 March 2023, including a number of changes not reflected in the 10 year programme. At that point, expenditure on the 2022/23 programme had not been finalised and this report now adjusts 2023/24 project budgets to allow for outstanding works at the year-end to be completed in the current year.
5. As highlighted in previous reports, in general, construction costs are rising faster than general inflation due to shortages of materials and labour and also due to bidders factoring in additional risk in their pricing.
6. Consequently, we are constantly monitoring project expenditure so that, where possible, additional cost pressures on key projects can be covered by deferring or reducing other projects to compensate.

CURRENT POSITION

- | | | |
|----|--|-----------------|
| 7. | Total anticipated expenditure (Appendix A) | £ 8.401m |
| | Total anticipated resources (Appendix B) | <u>£ 8.213m</u> |
| | Shortfall | <u>£ 0.188m</u> |

FINALISATION OF THE 2022/23 PROGRAMME

8. The finalisation of the previous year's capital programme has cash flow implications for the 2023/24 programme. i.e. any unfinished works will now be progressed during the current year.
9. Appendix A shows the effect of this cash flow adjustment on the expenditure. This is not new or additional expenditure but simply an adjustment to reflect revised timing of expenditure.
10. The majority of this adjustment (£2.054m) reflects the movements on the 2022/23 programme which were reported to Cabinet on 2 March 2023 and explanations for these movements were included in the accompanying report.
11. A further £1.192m adjustment has now been added, reflecting the net underspend at year end. The majority of this movement is as follows:-
 - External Structural Works (£0.583m) where the 2022/23 work is now nearing completion.
 - Capital New Build Phase 2 project (£0.220m) where the delivery time for new homes was revised.
 - Renewal of Heating Systems (£0.212m) where only essential works are being progressed until revised energy efficiency guidance is issued by the Scottish Government.
 - Sheltered Housing (£0.135m) where a range of works is continuing during the current year.
12. Further adjustments to the programme are now necessary as set out below.

EXPENDITURE

13. The programme approved during March 2023 has increased from £9.094m to £12.340m for purely cash flow reasons between 2022/23 and 2023/24, as outlined in paragraphs 8 to 11 above.
14. The expenditure is subsequently reduced by £3.939m to give a revised projected expenditure level of £8.401m. The main expenditure movements are as follows:-

Revised Project Timing

- Renewal of Heating Systems & Energy Efficiency (incl. Cavity Wall Insulation)

Revised energy efficiency guidance from the Scottish Government is outstanding. In the meantime, only essential works are being progressed and less urgent works deferred. As a consequence, expenditure in the year has been reduced by £660,000 on the Renewal of Heating Systems and £500,000 on Energy Efficiency (including Cavity Wall Insulation) projects.

- Rewiring (including smoke/carbon monoxide detectors)

This project covers electrical related issues such as smoke/carbon monoxide detectors and compliance works as well as traditional rewiring works. Thorough testing of properties is in place and if necessary the works will be undertaken as homes become void. If not necessary the works will be added to a planned programme. As a consequence expenditure in the year has been reduced by £217,000.

- External Structural Works

Works issued as part of this project will be subject to a revised procurement process, with the design phase completed in advance of the tender for the main construction work being issued. As a result, the works are not expected to start on site until late summer and will continue into the next financial year. Expenditure in the current year has been reduced by £750,000.

- Capital New Build – Phase 2

Planning and procurement work on all the approved sites is continuing and further additions to the socially rented housing stock will be delivered during the current and future years. However only the remaining 10 new homes at the Malletsheugh site will be delivered this year and initial development fees incurred on other sites. Expenditure during the year has been reduced by £1.885m.

Increase

- Purchase of Property

A property has been identified for purchase under the Scottish Government mortgage to rent scheme. The estimated level of expenditure has been increased by £55,000 and will in the main be covered by increased grant funding of £52,000.

Transfer

- Estate Works & Internal Elements Renewal to Communal Door Entry

As a result of rising tender prices and increased owner participation in the scheme, the budget required for the project has increased by £131,000. It is proposed to fund the increased cost associated with these works by transferring £53,000 from Estate Works and £78,000 from Internal Element Renewals.

INCOME

15. Resources to support the Housing Capital Programme have been adjusted to reflect the changes noted above.
- Borrowing for the year has been adjusted downwards by £54,000 to reflect timing variation of spend and resources. This reflects the borrowing unused in 2022/23 (£1.977m) and the reduced borrowing requirements for rephasing of projects into future years (£2.031m).
 - Commuted Sums & Grant New Build Phase 2
Both these income sources have been updated in line with the revised expenditure levels for the current year. The drawdown of income from commuted sums has been increased by £45,000 and grant reduced by £1.092m.
 - Purchase of Property/Rental Off the Shelf
Scottish Government grant associated with this scheme has been increased by £52,000 but is subject to confirmation.

COMMENT

16. The projected shortfall of £188,000 represents 2.3% of the resources available and is within manageable limits.

PARTNERSHIP WORKING

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

RECOMMENDATIONS

18. The Council is asked to:-
- note and approve the current movements within the programme;
 - approve the transfer of £53,000 from Estate Works and £78,000 from Internal Elements Renewal to fund the Communal Door Entry project; and
 - note the shortfall of £188,000 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, telephone 0141 577 3123.

Margaret McCrossan
Head of Accountancy Services (Chief Financial Officer)
MMcC/PP
23 June, 2023

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

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED 01.03.23	ADJUSTED FOR 2022/23 CASHFLOW	PROJECTED OUTTURN FOR CURRENT YEAR		SPENT PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
835000002	Renewal of Heating Systems	798	1,010	350	Work in progress	0	1,010	1,010
832000001	Rewiring (including smoke/carbon monoxide detectors)	375	602	385	Work in progress	0	602	602
831000002	External Structural Works	2,019	2,602	1,852	Work programmed, revised procurement arrangements in place	0	2,602	2,602
835000008	Estate Works	176	176	100	Work in progress - £53k transferred to Communal Door project	0	176	123
835000006	Energy Efficiency (Including Cavity Wall Insulation)	300	575	75	Work in progress	0	575	575
835000010	Aids and Adaptations	200	200	200	Work in progress	0	200	200
831500001	Internal Element Renewals (including kitchens, bathrooms and doors)	972	1,050	972	Work in progress - £78k transferred to communal door project	0	1,050	972
835000005	Communal Door Entry Systems	20	119	250	Work in progress - increase funded by £53k from Estate Works and £78k from Internal Element Renewal	0	119	250
835000012	Sheltered Housing	1,567	1,702	1,702	Alarm and fire replacement works in progress; central heating replacements to be tendered	0	1,702	1,702
830500003	Purchase of Property (CPO/Mortgage to Rent Acquisition)	50	100	155	1 property identified - progress subject to grant confirmation	0	100	155
835000003	IT Systems	203	159	159	Work in progress	297	456	456
Grouped	Capital New Build Phase 1	239	188	229	Work in progress - nearing completion	14,550	14,738	14,779

EAST RENFREWSHIRE COUNCILHOUSING CAPITAL PROGRAMMEPROGRESS REPORT2023/24

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED 01.03.23	ADJUSTED FOR 2022/23 CASHFLOW	PROJECTED OUTFURN FOR CURRENT YEAR		SPENT PRIOR TO 31.03.23	PREVIOUS TOTAL COST	REVISED TOTAL COST
Grouped	Capital New Build Phase 2	2,165	3,847	1,962	Work in progress	11,629	45,321	45,321
N/A	Retentions	10	10	10		0	10	10
		9,094	12,340	8,401		26,476	68,661	68,757

EAST RENFREWSHIRE COUNCIL
HOUSING CAPITAL PROGRAMME 2023/24

PROGRESS REPORT

RESOURCES

	£'000
Borrowing	7,050
Commuted Sums - New Build	70
Grant - New Build Phase 1	-
Grant - New Build Phase 2	751
Recharges to Owner Occupiers (including HEEPS grant)	240
Capital Receipts	-
Purchase of Property/Rental off the Shelf (ROTS)	102
Total	8,213

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EAST RENFREWSHIRE COUNCIL28 JUNE 2023Report by Chief ExecutiveSTRATEGIC END-YEAR PERFORMANCE REPORT AND ANNUAL COMMUNITY
PLANNING AND FAIRER EAST REN REPORT FOR 2022-2023**PURPOSE OF REPORT**

1. The purpose of this report is to present progress on the performance of the Council and Community Planning Partnership and to demonstrate how we are meeting our strategic outcomes. The report will summarise the following:
 - The Council strategic performance at end-year 2022-2023 based on performance indicators in the Outcome Delivery Plan (ODP) including the annual update on complaints handling.
 - The 2022-23 annual progress report on the Community Plan, including Fairer East Ren (Local Outcome Improvement Plan).
 - A selection of case studies to illustrate good partnership working and practice across each strategic outcome.

RECOMMENDATIONS

2. It is recommended that Council:
 - (a) Scrutinise and comment on the summary of the Council's strategic performance at end year 2022/2023 at Annex 1.
 - (b) Scrutinise and comment on the Community Plan and Fairer East Ren Annual Progress Report for 2022/2023 at Annex 2.
 - (c) Consider the case studies which present progress under each strategic outcome at Annex 3.
 - (d) Scrutinise and comment on the complaints handling report 2022/2023 at Annex 4

BACKGROUND AND CONTEXT

3. The Community Plan sets out the Community Planning Partnership's (CPP) long term vision for East Renfrewshire through five strategic outcomes. The Plan incorporates Fairer East Ren, (the Local Outcomes Improvement Plan), required under the Community Empowerment Act. Fairer East Ren (FER) is focused on tackling inequalities and closing the gap between communities in East Renfrewshire.

4. The CPP indicators are mainly national measures as these tend to look at systematic changes across multiple areas including health, community safety and protection and employment. There are also some more local measures taken from the Citizens' Panel. Fairer East Ren is a mixture of local collected and national measures.
5. The Council, in partnership with the Health and Social Care Partnership and the East Renfrewshire Culture and Leisure Trust, sets out its contribution to the strategic outcomes in the Community Plan through the Outcome Delivery Plan (ODP). The ODP is the council's Business Plan covering all activity funded by the Council.
6. The ODP is supported by a range of strategies and service business plans which underpin the delivery of our strategic outcomes. For the ODP, the Council measures a series of indicators against targets set by departments, ERCLT and HSCP.
7. To reinforce the golden thread of strategic planning it is important that there is clear alignment and integration through our strategic and operational plans (see Fig. 1). This report explores progress by each strategic outcome across the ODP and Community Plan.

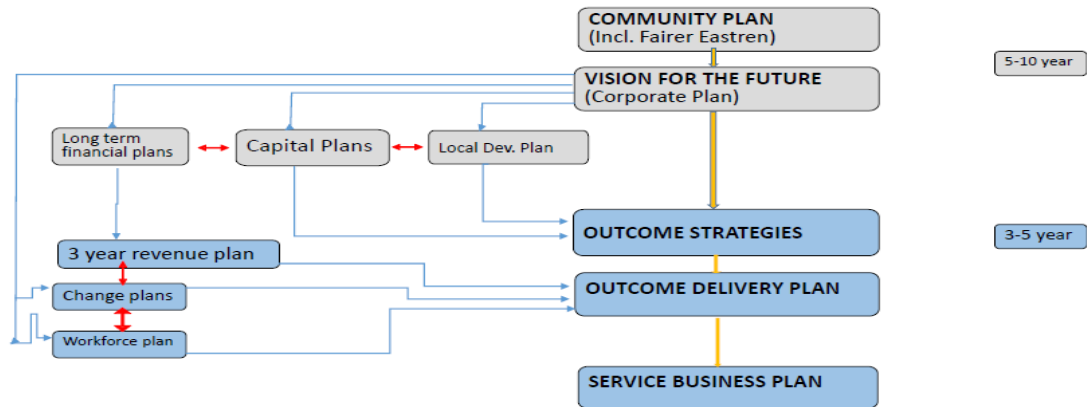


Fig 1

8. A separate item on today's agenda will present the outline of Vision for the Future, which will provide an overarching strategic framework and robust partnership approach for all strategies and plans going forward.

REPORT

PERFORMANCE BY OUTCOME

Outcome 1: Early Years and Vulnerable Young People - All children in East Renfrewshire experience stable and secure childhoods and succeed

9. East Renfrewshire continues to be sector leading in Early Years provision and Children's Services, supporting parents to provide a safe, healthy and nurturing environment for their families. The Council has an ambitious Early Years plan focusing on prevention and early intervention, which will have a crucial long-term impact on our children. The Early Years Tracking Tool has been successfully implemented in all Early Learning &

Childcare (ELC) settings enabling practitioners to effectively track children's progress in key areas of literacy, numeracy and health & wellbeing. Evidence from the 2022/23 developmental milestones assessment indicates an improvement in overall levels, with the equity gap reducing and returning to pre-pandemic levels.

10. There has been a significant increase in breastfeeding in our most deprived (SIMD 1) areas from 7.5% to 17.9%, however there is still work required to meet our target of 25%. The gap between breastfeeding rates in the most affluent (SIMD 5) and the most deprived (SIMD 1) areas has decreased for a second year, showing a positive change of direction from the increasing gap seen between 2017 and 2020.
11. Our ODP indicators show that 100% of children with multi-agency child protection plans have seen an increase in their level of safety at three monthly review periods. However, provision of advocacy services for children subject to child protection remains at 61% and work is being undertaken to ensure a more consistent offer. Primary and Secondary School attendance for Looked After Children remains above the national average at 88.3%.
12. The Family First programme supported 340 families, between April 2022 and March 2023 to ensure children and young people are cared for, protected and their wellbeing safe-guarded. 80% of the families reported improvements in their confidence in various aspects of their lives which had been impacted by the pandemic. These included: recovering from domestic violence; supporting children with Additional Support Needs (ASN) who were awaiting diagnosis; sleep counselling and family routines. Families who worked with the team reported improved communication between family members.
13. The Council has worked in partnership with HSCP colleagues to deliver targeted safety messages to parents to keep families safe. This includes the distribution of 1,100 Child Safety in the Home Packs. Health Visitors provide them to every new parent in East Renfrewshire and the Trading Standards Prevention team employs a Royal Society for the Prevention of Accidents (RoSPA) trained Officer to carry out home safety visits to homes where there are under 5's residing.
14. The Community Plan indicators for this outcome focus on population level measures including life expectancy at birth, the dependency ratio of children and young people, healthy birthweight and child poverty. Most of these measures have remained static or changed in a positive direction over the last year which indicates our children and young people have a good start in life. In East Renfrewshire the child dependency ratio (age 0-15 yrs) is just under 35% of the working age population, significantly higher than the national average of 26.1%. This, alongside a higher-than-average older age dependency ratio is likely to add additional pressure and demand on services.
15. Within the Community Plan there are Fairer East Ren intermediate outcomes with a focus on inequalities. This includes a target to reduce child poverty measured by several employment and financial wellbeing indicators for families. There had been a marked reduction in Child Poverty in 2020/2021 to 12.8% (3,064 children) from 15.8% (3,649) the previous year. However, the most recent data shows this has increased again to 14.4% (3,288) in 2021/2022. This reflects a nationwide trend and East Renfrewshire continues to be below the national average. It is important to note that the providers of this data, the 'End Child Poverty Coalition', advise that comparisons between authorities and across years should be treated with caution and focus should be more on long-term trends. The Joseph Rowntree Foundation also report that a UK wide fall in relation to Child Poverty between 2019/2020 and 2020/2021 was likely due to a falling average

income causing the relative poverty line to fall alongside a range of Covid-related financial supports that were made available to families ¹

16. The indicators in FER (Annex 2) show positive progress in relation to economic inactivity and Real Living Wage accredited employers in the area. Working age economic inactivity, which measures people who are neither in employment nor unemployed (for example, all those who were looking after a home or retired) shows a decrease in 2022 to 20.5% (11,600 individuals), down 7.1% from the previous year and below the Scottish average of 22.9%. This is lower than pre-pandemic rates which averaged around 24% (14,100 individuals) for East Renfrewshire. However, it is worth noting that this figure can be demonstrated by people having an increased choice with regards need to work and does not necessarily demonstrate a financial picture but more a profile of the current population.
17. There is an increase in the number of families accessing financial wellbeing advice over the past year likely due to a combination of the financial impact of Covid and the cost-of-living crisis. A partnership approach was taken in 2022/2023 to respond to the cost-of-living crisis including an information and awareness campaign. Some of the increase in demand could be driven by this campaign alongside new referrals from households who have not previously required money advice and support. Financial wellbeing support services have reported a change in the profile of need in recent years with more in-work households seeking financial advice and support. The Local Child Poverty Action Report, presented today as separate item the agenda, provides more detailed information about the work over the past year to tackle the three drivers of poverty.
18. The outcome one case studies (Annex 3) presents how the Family First service supported a young mother who was feeling isolated in her community due to a language barrier, and how the Healthier Minds service has transformed the way children and young people aged 10-18 years access mental health support in East Renfrewshire.

Outcome 2: Learning, Life and Work –

Residents are healthy and active and have skills for learning life and work.

19. Outcome two explores how well our children and young people are supported to participate in education and training and to develop the skills they need to be active citizens. It also looks at performance in residents' cultural and wellbeing activity. The Council ODP targets measure exclusion rates and attainment levels in schools, and participation in culture and leisure activities. East Renfrewshire has some of the best schools in Scotland with high attainment as well as a high proportion of young people going on to positive destinations.
20. The ODP performance report shows continued low levels of exclusions in primary (0 per 1000) and secondary (5.1 per 1000) schools, the lowest rates nationally. To support inclusion of all children and young people, the Education Department has established the new Learning Well programme in partnership with Children 1st and the HSCP. This includes targeted support for care experienced young people. The Parental Involvement and Engagement Strategy has also progressed with 9 Early Learning Child centres and 3 primary schools achieving Family centred gold standard to date.
21. Educational attainment rates remain high at both primary and secondary school level, in line with targets. However, the ODP indicators show the attainment gap (the difference between the most and least affluent pupils) has increased over the last couple of years. The gap between the proportion of young people in S4 achieving five or more level 5

¹ <https://www.jrf.org.uk/data/overall-uk-poverty-rates>

qualifications increased to 32% in 2021-2022, from 25.8% in 2019-20. Due to the change in assessment methodology as a result of the pandemic, including the implementation of the alternative certification model, comparisons between years at the senior phase should be treated with some caution. The Education Department has accessed temporary Covid Reserves funding to recruit additional teachers to support literacy, numeracy and health & wellbeing across schools with a total of 116 children receiving additional numeracy and literacy support. Schools have also undertaken a robust thematic review of the Pupil Equity Fund (PEF) along with embedding a quality assurance framework to improve the impact of the fund.

22. Since the pandemic we are continuing to see growing numbers of residents participating in cultural and leisure activities. East Renfrewshire Culture and Leisure Trust (ERCLT) report that leisure centre attendances have exceeded pre-pandemic levels. For 2022/23 leisure centres visits hit 7,930 per 1000 population, 110% of the target. The number of library visits also continues to grow with 4,787 visits (109% of target). In 2022/2023 many residents continued to benefit from virtual visits that were established during the pandemic (virtual visits are now 108% of pre-Covid levels). Gym membership is at a record high and Eastwood Park Theatre experienced its most successful ever panto attendance.
23. The Community Plan indicators measure the destination of school leavers in East Renfrewshire. 98.5% of young people leaving East Renfrewshire schools in 2021/22 achieved a positive destination, as reported in October 2022. This is the highest proportion recorded in East Renfrewshire, exceeding the national average of 95.7%.
24. The Community Plan shows that the proportion of residents aged 16–65 years who are economically active (people who are either in employment or unemployed) has increased since 2021 to reach an average rate of 79.5% (46,500 individuals) and is now higher than the Scottish average (76.2%).
25. Alongside a more positive measure of economic activity the Fairer East Ren indicators, show a slight decrease in out of work benefit claimants; returning to pre-Covid levels and comparing favourably against the national average. The workless household indicator (those with no adult in employment) shows an increase to 19.9% which is above the Scottish average of 18.6%. However, it should be noted that there is a time lag with this data meaning the reported data is from 2021. In this same period, economic inactivity and benefits claims were also higher. We can anticipate that we will see a decline in workless households over time in line with this.
26. The Outcome 2 case study (Annex 3) shows how the Young Person's Guarantee scheme supports local employers to provide opportunities for young people, in this case through the offer of an apprenticeship.

**Outcome 3: Environment and Economy –
East Renfrewshire is a thriving, attractive and sustainable place for residents and businesses.**

27. East Renfrewshire aims to be a thriving place to invest and for businesses to grow. 2022/2023 saw the highest number of businesses that have improved performance due to Council support with 71 new and existing business receiving grants and advice. The percentage of our roads requiring maintenance has reduced to the lowest level in 7 years though we are still above the national average of 33.6%.
28. The City Deal projects are making significant progress though there has been some underspend in the budget due to delays in two projects involving third parties. The

Greenlaw Works opened in September 2022 with over 85% occupancy by 27 businesses across a diverse range of sectors. The £5m workspace was developed as part of the Glasgow City Region City Deal in response to a local demand for high quality, flexible accommodation. Six major retailers (150-200 jobs) are now established in the new retail park at Glasgow Road, Barrhead and third party land deals and leases have been complete for Aurs Road realignment. An outline Business Case has been prepared for the new rail station at Barrhead South. Overall more positively there is evidence of land value uplift in Barrhead as a direct result of completed and ongoing City Deal and ERC funded projects.

29. The Council has delivered several improvements in relation to environmental sustainability. The percentage of LED streetlights has steadily increased for the past six years to almost 86%. (13,186 of 15,419 total lighting units). ODP indicators show East Renfrewshire has returned as the top recycling Council in Scotland with 58.1% (Scottish Local Authority Average 42.7% for 2021/22) and is striving to get back to pre-Covid recycling rates when we exceeded the Scottish Government target of 60%. The Council has exceeded its 4% target for reducing our controlled carbon emissions, and the latest data shows this currently sits at 9.9%.
30. In the past year, 132 additional affordable housing units have been delivered which will also have a positive impact on the local economy and ensures that East Renfrewshire is an attractive place to live for all. This includes 94 Council owned homes at Maidenhill and Balgraystone developments. With the average cost to buy a home in East Renfrewshire at £225,000 against the Scottish average of £152,000, affordable housing options are increasingly important. The Council continues to work in partnership with Barrhead Housing Association (BHA) to deliver our Strategic Housing Investment Plan and in 2022/2023 BHA completed on 23 social rent units.
31. The Council is taking a place-based approach to ensure East Renfrewshire is an attractive place to live with a good physical environment. From May to November 2022 the Environment department launched a series of public consultations, generating over 6,000 contributions, to help develop Local Actions Plans. The plans will assist in transforming towns and neighbourhoods across the local authority. The Council has secured funding through the Scottish Government's Placed Based Investment and UK Government's Shared Prosperity funds for several projects.
32. The Council facilitated several well attended events in the summer of 2022 including the Foodies Festival and the ER Beer Festival hosted in Rouken Glen Park. Parks and greenspaces continue to be enhanced to provide accessible outdoor spaces. In the past year this has included, installation of two new bridges in Eastwood Park and Capelrig Way, installation of solar lights in Broomburn Park, path and fencing upgrade in Rouken Glen Park and fencing installs in Busby Glen and Lochlibo Play Area.
33. For the Community Plan performance indicators, Citizens' Panel survey results have shown a decrease in satisfaction with East Renfrewshire as a place to live, the lowest since 2013. A focus group was held in March 2023 to explore this response further. Participants stated that they had some concerns about the quality of the local environment e.g. littering and maintenance. Issues with public transport were also identified. More positively, participants highlighted the strong assets of the area including education and social care and a commitment as residents to play a role in maintaining the quality and appearance of their local neighbourhoods. The Local Action Plans will help the Council focus on priority areas for improvement.

34. From an economic growth perspective, the Community Plan indicators show the working age population has been slowly decreasing over the last few years with the latest figure of 59.1% lower than the Scottish average of 63.8%. This reinforces the importance of planning services which respond to the local profile of high dependency ratios (both young and old) with a proportionally lower working age contribution. We have also seen a slight reduction in median earnings, but these remain above average nationally.
35. More positively, 63.5% of the adult population are qualified to NVQ level 4 (HND/Degree) and above, the highest rate in Scotland ensuring we have a well-skilled workforce.
36. Outcome three case studies show how support for a local social enterprise, Cowan Park Gate Lodge, has brought life back to a park building and increased employment training for residents with disabilities and how the Get to Zero team is supporting a greener future through climate impact assessments.

**Outcome 4: Safe, Supportive Communities -
East Renfrewshire residents are safe and live in supportive communities**

37. Performance under outcome four reinforces East Renfrewshire's reputation as one of the safest places to live in Scotland. This outcome can only be delivered through effective partnership working and this is strongly demonstrated through the Greater Results in Partnership (GRIP). The GRIP weekly meetings include Police Scotland, British Transport Police, the Housing Department, HSCP, Environmental Health, Community Safety and Community Learning & Development Youth Services where intelligence is shared to target resourcing. The CLD youth detached team have provided an ongoing programme of street work in 5 areas from April 2022, spending over 775 hours in local communities, making 3326 contacts with young people. This also includes weekend detached youth work provision.
38. The ODP indicators show that residents continue to be protected from harm and abuse. Womens' Aid East Renfrewshire reported that of 98 reviews carried out, 90% of women reported improvements in their outcomes. There has been an overall steady improvement over the past four years. Moreover, for the past five years, 100% of individuals identified as being at risk of harm by the HSCP have had a protection plan put in place. To support independent living, 17 of our 132 affordable housing units have been fully designed for wheelchair users, exceeding the target set of 10%.
39. Alcohol and drug treatment support is often responding to complex and ingrained issues, and recovery journeys are very person-centred. In the past year 5% (14 individuals) of those receiving addiction treatment have moved into a recovery phase. This has reduced from 9.9% the previous year. However, East Renfrewshire Community Addictions Service is maintaining good progress for keeping waiting times as short as possible and within the 90% target, including implementing rapid access to Medication Assisted Treatment, with treatment starting on the same day where possible.
40. Interim data (April 2022-Dec 2023) on noise complaints show 280 were made with 140 of this classified as anti-social behaviour. 13 of these calls (9.28%) were from customers who had previously reported issues with their neighbours. This is a downward trend on repeat calls from last year which was 10.4%. We are awaiting full year data and this will be included in the Business Operations & Partnerships Department's end-year report to Cabinet in August.
41. For the Community Plan indicators, we continue to see a reduction in the number of reported crimes with a low of 227 per 10,000 in 2022/2023 from 265. East Renfrewshire

remains well below the national average of 524 per 10,000. There has been a slight increase in dwelling fires from 55.2 per 10,000 to 58.0 since the previous year, but the rate remains well below the national average of 84.5.

42. During 2022/2023 there was a significant focus on building strong, resilient communities to support recovery from the pandemic and respond to the cost-of-living challenge. In the reporting period, 92 projects received funding to deliver activities in local communities as a result of Participatory Budgeting (PB) events delivered by Linking Communities. An additional £150,000 was administered by PB through Voluntary Action East Renfrewshire to 37 projects. A multi-agency cost-of-living working group was established and 33 warm and welcome spaces were set up during the winter months. More information on this can be found in the case study in annex 3.

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

43. Outcome five primarily covers interventions that will maximise independence for residents and support carers. In East Renfrewshire the ratio of older people aged 75+ to the working age population has risen every year since 2018. We also have a high proportion of people with a disability or long-term health condition when compared against the national average.
44. The ODP indicators show that performance for supporting older people and those with long-term conditions to live safely and independently in communities is overall very positive. Nearly 97% of individuals aged 65+ live in housing rather than a care home or hospital. There is however some disparity in these figures across HSCP partnerships and further work is being undertaken by Scottish Government to refine. We also see a high percentage of individuals reporting their 'living where you/as you want to live' needs met at 89%. There has been a slight increase in the proportion of people aged 65 or over with long term care needs receiving personal care at home.
45. There has been a fall from 60% to 48% in the number of individuals whose care needs have reduced following a period of reablement. This indicates a growing demand on care packages in the community. The HSCP continue to see increased complexity of those requiring care and lesser opportunity for reablement through the referrals to the service. The number of reablement referrals for Quarter 3 were significantly lower due to absence levels within the care at home service at that time and the inability to accept new packages of care.
46. It is important that carers are valued and their wellbeing supported however there has been a decrease in those reporting that the quality of life for carers needs are being fully met from 92% to 80%, though still above target. HSCP colleagues are working closely with East Renfrewshire Carers Centre to identify and support all unpaid carers including those who are part of the local workforce. There was an increased burden on carers during the pandemic with a focus on providing remote support during the period. There is a short-term working group working to renew the Short Breaks opportunities for carers in response to requests for a more flexible approach from carers. The Carers Strategy is currently being revised and updated to reflect the introduction of the HSCP's new Supporting People Framework with a programme of engagement with carers, young carers, stakeholders and community groups. The Carers Centre was provided with £25,000 from Covid reserves funding in 2022/2023 to provide discretionary payments to carers to alleviate cost-of-living pressures.

47. The Community Plan indicators do not show any significant change against last year. They continue to show a higher than average 'older people dependency ratio' which means more demand on services with less people of working age to absorb this demand. Male and female life expectancy show a very slight decrease, part of a national decline.
48. To ensure our residents are safe and socially connected we measure several indicators through our FER plan including domestic abuse outcomes. Indicators show that there has been a positive impact in outcomes for women experiencing domestic abuse (See paragraph 38). This is an indicator that cuts across both outcome 4 and 5 and one of the Council's Equality Outcomes i.e. "domestic abuse survivors are protected from harm and abuse". Further information on progress against this can be found in our Progress on the [2021-2025 Equality and Human Rights Mainstreaming Report](#) which was considered by Cabinet in May 2023.
49. The FER plan measures how safe and connected residents feel in their communities through the number of Confidence at Home Packages provided by the Council's Prevention services and Nuisance call blocking. The packages increased by 22% in the past year to 1,141, and there was a 10.4% increase in the number of nuisance calls blocked. Park footfall is another measure of how safe our communities feel, and this year we saw an increase of 5.8% (1,622,852). The number of nuisance calls to the police reduced by 34.2% from 1047 to 689.
50. A case study on the roll out of the sector-leading Digital Telecare system for East Renfrewshire, the first fully-cloud-based Alarm Receiving Centre in Scotland, is presented in Annex 3.

Customer, Efficiency and People Outcomes

51. As well as the strategic outcomes, and in line with our Best Value requirements, the ODP includes a set of Council organisational outcomes under the headings of Customer, Efficiency and People. These focus on how we are delivering for our customers, supporting our staff and ensuring all our resources are managed efficiently.

Customer outcome

52. As part of our drive to have more customer focused services and streamlined digital processes we continue to develop our online offer. Since its launch in May 2022 over 15,000 residents have signed up to My EastRen, an online account where residents can access services from their computers or smart phone. This enables residents to see the status of a service request or access other portals such as ParentsPortal with a single log-on. A successful initiative to increase the uptake of council tax online payments has resulted in around 6,000 customers signing up with around 40% of Council Tax mail now delivered electronically which meets our efficiency outcome too.
53. The latest service to go online is birth registrations with 93% of customers choosing to use online bookings. A new mechanism has been introduced to gather valuable customer feedback to improve services and to date customers have rated the online registration experience for birth registrations at 4.5 out of 5. Despite an overall reduction in the number of online contacts in 2022/23, we have met the 30% target and it is anticipated that the volume of online contacts will increase over the next six months as more services become available. Residents tend to contact customer services face to face or via telephone for more complex queries and there have been an increasing number of these in the past year, with calls taking longer. The previous year's figures also included the brown bin permits but due to a later launch this year, these are not counted in 22/23 figures. This may also explain some of the downturn in online services.

54. Findings from our latest Citizens' Panel² survey show most respondents (63%) are satisfied with Council services. Although this is a small reduction compared to last year this reflects the national picture across Scotland. The most recent comparable results from the Scottish Household Survey, show a downward trend in levels of satisfaction with local services. The Council at 63% compares favourably with the national figure of 53%. Other key findings from Citizens' Panel showed that residents thought the Council and its staff were professional (69%), reputable (63%), work in partnership (63%) and helpful (61%). Full results from the Citizens' Panel report can be accessed [here](#).
55. The Customer outcome aims to ensure 'satisfied customers access services that meet their needs'. A key part of this is having accessible, responsive and effective complaints handling procedures in place when things do go wrong. The Scottish Public Services Ombudsman (SPSO) requires all councils to assess and monitor their complaints handling process against a number of high-level indicators on a regular basis. This data is listed in Annex 4 for 2022/23.
56. During 2022/23 the volume of complaints decreased from 2021-22, down from 1,357 to 1,028. The Council achieved the SPSO national target for responding to frontline complaints (5 days) recording an average of 3.97 days, however, was off the target (20 days) for stage 2 complaints (investigation & escalated combined) recording an average of 21.67 days.
57. Detailed comparisons on complaints data, except for the total number of complaints, from 2021-22 are currently unavailable. Work is ongoing to amalgamate the 2021-22 Quarter 1 figures from the Council's previous CRM system, Lagan, with the current Goss complaints solution which was introduced in June 2021. This work is expected to be completed by September 2023. Further developments will identify key information to complaint handlers which is expected to improve response times and the accuracy of reporting at all levels.

Efficiency Outcome

58. In these challenging times when budgets are strained it is essential that all our assets - physical, information and financial, are efficiently managed. We maintain our robust approach to financial planning and have effective monitoring in place. This has ensured in 2022/23 we are on track to contain departmental net expenditure within the latest revised budget figure for the year. The aim is for departments to operate effectively without overspending their budgets. This will be confirmed, as part of the Audit and Scrutiny Committee's consideration of the draft annual accounts at the meeting on 22 June. In-year improvements to the Finance system including better budgetary control and financial transaction reporting are providing a more efficient service for stakeholders who want to check budget status throughout the year.
59. An update on the Digital Transformation Programme was considered by [Cabinet on 19 June 2023](#). The pace and scale of change across the Council and HSCP remains significant. This is driven by pressures on budgets; statutory and contractual obligations and our own ambitions for digital modernisation and improved user experience. Prioritisation, resource management and good governance will continue to be key to the next stages of our digital transformation journey, with a focus on customer experience, our business systems and processes and capitalising on the use of M365 capabilities to enhance the productivity of our workforce.

² A short video on the latest Citizens' panel results can be accessed [here](#)

People Outcome

60. We strive to ensure our workforce are engaged and motivated to achieve our outcomes. We seek to listen to and support our employees, tackling the ongoing impacts and fallout from the pandemic and cost of living crisis.
61. In 2022/23 there were several changes to the methods used to record staff absence and this has impacted on the overall levels of absence. Overall, 2022/2023 absence levels were 11.1 days lost per employee, below the target of 9.5 days. 9.3 % of absence during the reporting period is attributed to Covid related absence. In addition to continued manager absence monitoring and support, initiatives have been implemented focusing on staff health and well-being. Using Covid reserve funds, a temporary health and well-being officer has been appointed to provide proactive support to staff over the next year. Use of our online employee benefit portal has increased with 1,536 employees now signed up with a wide range of new benefits being added over the course of the year. A staff wellbeing survey was carried out in the spring of 2023 and results will inform a staff wellbeing action plan.
62. The gender pay gap is the difference between men's and women's average hourly rate and is expressed as a percentage. Reducing the gender pay continues to be a priority and we are committed to closing the gap. The gap has reduced year on year over the last three years and is now at 4.6%. We are exploring how this can be further reduced, via further data analysis and benchmarking.
63. Other initiatives have also been implemented during the year to promote equalities and diversity. We have committed to the Scottish Government's Equalities Charter and are updating our recruitment guidance, ensuring it reflects good practice advice. A new staff Equality, Diversity and Inclusion Network has been established providing an employee led, safe-space for staff to share experiences, celebrate diversity and advocate for an inclusive and fair work environment that promotes equality and challenges discrimination.

PUBLICATION OF END YEAR PERFORMANCE INFORMATION

64. 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 AND EFFICIENCY

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

CONSULTATION

66. The Council is committed to engagement and consultation in all elements of its work. In the autumn of 2022 we carried out our largest ever consultation and engagement process on budget setting with over 2000 individuals engaged through various channels plus further social media engagement.
67. We have launched a new engagement platform called CommonPlace which will allow more targeted, transparent and interactive engagement across communities.

68. Community engagement and participation is integral to the success of the Community Plan, including Fairer East Ren. Work continues in our communities, particularly our Locality Planning areas to engage residents in the planning and delivery of activities.
69. The case studies in annex 3 demonstrate some of the broad range of work that is delivering the outcomes contained in these plans. Case studies have been developed in consultation with staff, partners and members of the community.

PARTNERSHIP WORKING

70. The Community Planning Partnership is responsible for the Community Plan, including Fairer East Ren and a partnership approach is essential to developing and delivering the outcomes in the plans. A CPP workshop held in October 2022, followed by a strategic visioning session in May 2023 identified key priorities and a commitment to a more shared strategic vision going forward.
71. Community Planning Partners have had the opportunity to review and contribute to the progress report and plans. The progress report and plans will be shared to the Community Planning Board meeting in autumn 2023.

IMPLICATIONS OF REPORT

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

CONCLUSION

73. This report demonstrates the very broad range of partnership working and activity that is carried out to meet the five strategic outcomes. It outlines where the Council, HSCP and ERCLT contribute to these outcomes through the ODP and the significant progress that has been made in the past year. Presenting the Council's Strategic End-Year Performance Report for 2022/2023 and the Community Plan and Fair East Ren Annual report by outcome allows us to align our planning process and demonstrate strongly the effective partnership working to achieve this. The case studies provide a more tangible and engaging picture of this partnership working in practice.
74. Using learning and expertise developed through the pandemic, the report also demonstrates where we have evolved and adapted to meet cost-of-living challenges. The Council's aim, in partnership with our Community Planning Partners, remains to make people's lives better and achieve positive outcomes for all of our communities.

RECOMMENDATIONS

75. It is recommended that Council:
 - (a) Scrutinises and comment on the summary of the Council's strategic performance at end year 2022/2023 at Annex 1.

- (b) Scrutinises and comment on the Community Plan and Fairer East Ren Annual Progress Report for 2022/2023 at Annex 2.
- (c) Considers the case studies which present our progress under each strategic outcome at Annex 3.
- (d) Scrutinises and comment on the complaints handling report 2022/2023 at Annex 4

REPORT AUTHORS

Julie Breslin, Strategy and Partnerships Manager, julie.breslin@eastrenfrewshire.gov.uk
Morag Brown, Strategic Services Lead Officer, morag.brown@eastrenfrewshire.gov.uk
Claire Coburn, Strategic Services Lead Officer, Claire.coburn@eastrenfrewshire.gov.uk

BACKGROUND PAPERS

[Outcome Delivery Plan 2022-2023](#)
[Community Plan 2018-2028](#)
[Fairer East Ren Plan 2022-2023](#)
[Mainstreaming Equalities Progress Report 2023](#)
[Strategic End Year Report, Council 29 June 2022](#)
[Community Plan and FER Annual Report, Council 29 June 2022](#)
[Strategic Planning, Council 3 March 2022](#)
[Update on Digital Transformation Programme, Cabinet 19 June 2023](#)

Annex 1- Strategic Year End Performance report
Annex 2- Community Plan and FER Annual report
Annex 3- Case Studies
Annex 4- End Year Complaints report

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Outcome Delivery Plan 2022-23



Strategic End-Year Performance Report 2022-23

	The following report provides an update of Council performance data at end-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 end-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.
Targets	No targets were set in 2020/21 due to the pandemic. Furthermore, for some indicators targets have not been established post-pandemic. This will present in the graphs as a zero value target.
Key	The key below details what each of the symbols mean within the report.

Performance Note	Latest Value	Status Icon

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

Strategic Outcome 1

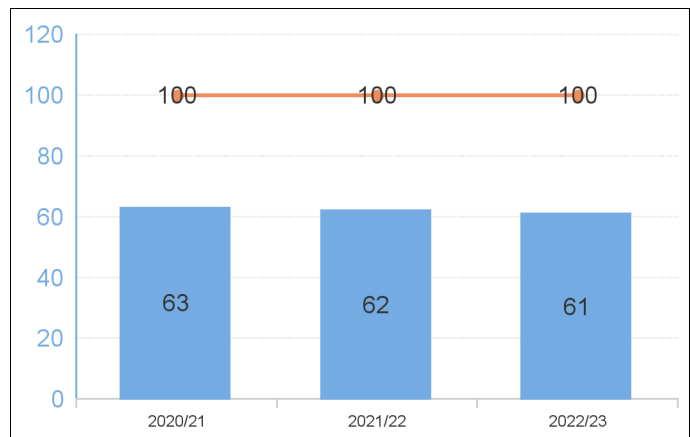


All children in East Renfrewshire experience a stable and secure childhood and succeed

INCREASE - Percentage of children subject to child protection who have been offered advocacy

Service provision is beginning to resume to pre-pandemic level, we continue to see more consistent offer of advocacy to children subject to child protection.

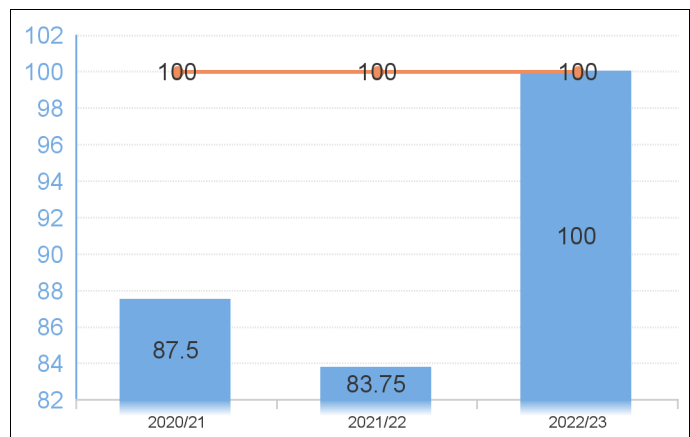
61 %



INCREASE - Percentage of children with child protection plans assessed by the multi-agency team as having an increase in their scaled level of safety at three monthly review periods

All scores increased across all four quarters during 2022/23.

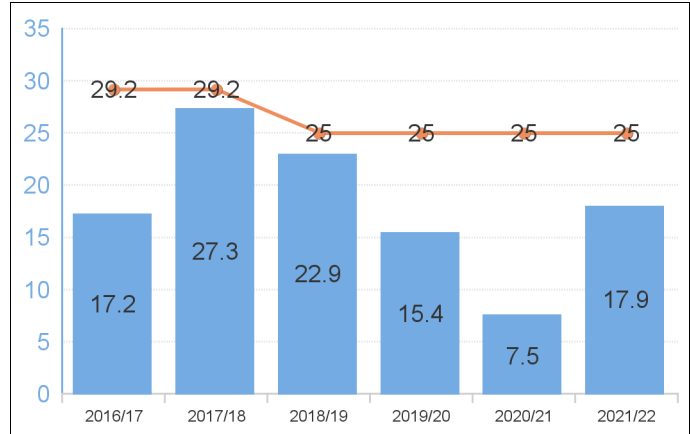
100 %



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

This is a significant increase from 2020/21 (7.5%). 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 increase this year from 42.2% in 2020/21 to 45.5% in 2021/22. (Source: Public Health Scotland Infant Feeding Dashboard, Nov 2022)

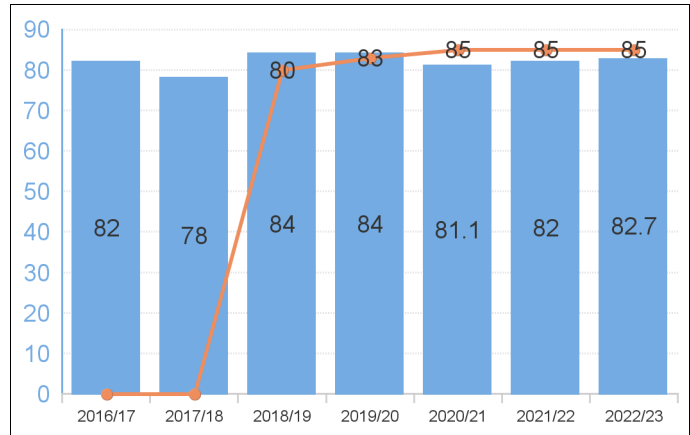
17.9 %



Proportion of P1 children who have reached all of the expected milestones on entry to school.

More detail is included in the ELC Annual Report, considered by Education Committee in April 2023.

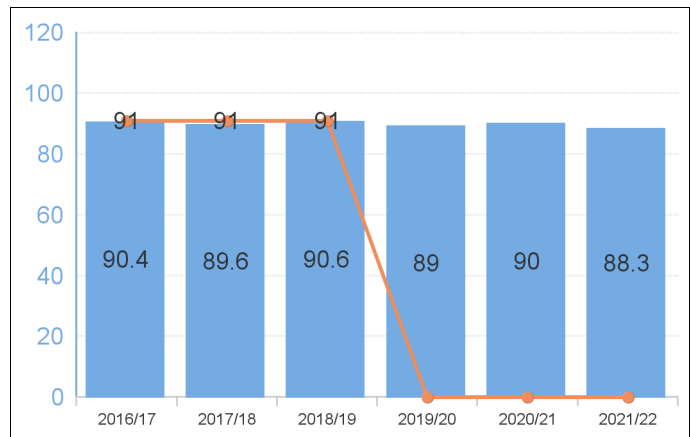
82.7 %



Percentage attendance for Looked After Pupils (Primary and Secondary)

The overall attendance level for looked after pupils of 88.3% 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.

88.3 %



Strategic Outcome 2

58

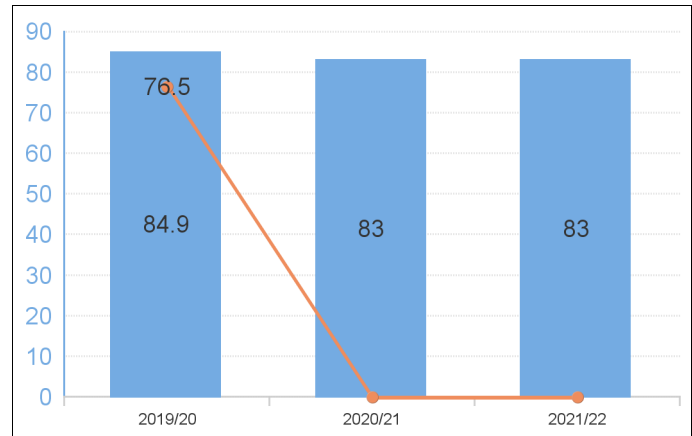


East Renfrewshire residents are healthy and active and have the skills for learning, life and work

5+ SCQF Level 5 (S4/S4)

In 2021/22 the proportion of S4 pupils achieving 5 or more awards at SCQF level 5 remained the same 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 (cohort 1347). Target reviewed with new target in place for 2022/23 to 2025/26.

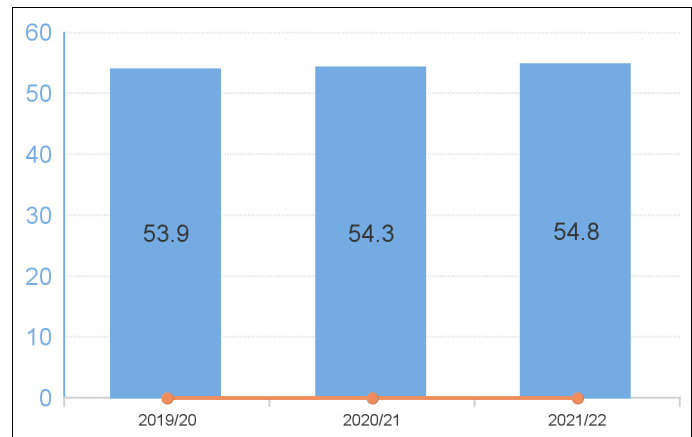
83.0 % ●



5+ SCQF Level 6 (S5/S4)

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.

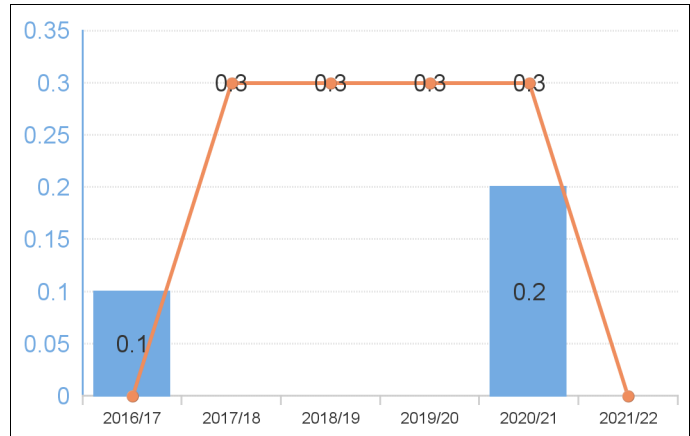
54.8 % ●



Number of exclusions per 1,000 pupils - Primary - 3 year average target 2019-2021 of 0.3 per 1000 pupils

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.

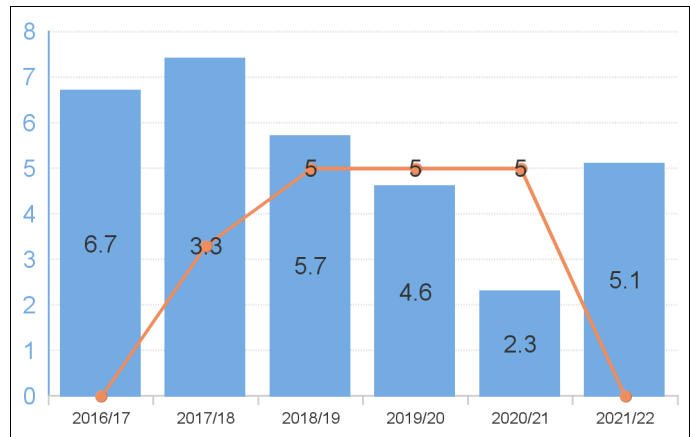
0.0



Number of exclusions per 1,000 pupils - Secondary - 3 year average target 2019-2021 of 5.0

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.

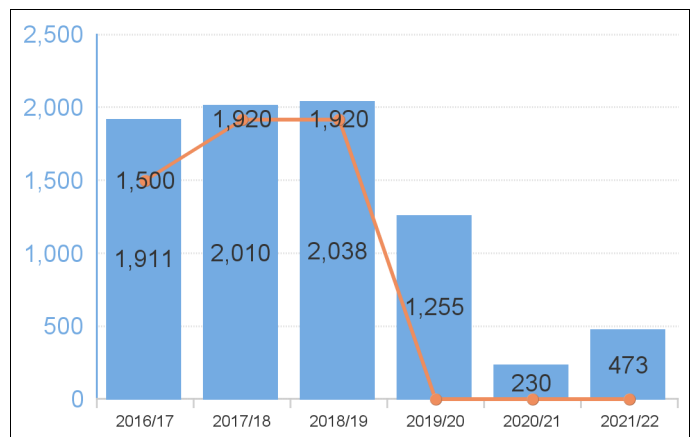
5.1



Number of awards achieved by young people participating in school and community based targeted programmes

This measure is run to the academic year 22/23 and no update is yet available. During the reporting timeframe 1st Aug 21-31st July 22 - young people achieved 473 awards (281 individual young people). The lower numbers over the last few years have been impacted by the pandemic. During this period the focus was on supporting young people's mental health and well being and engaging with young people on the streets.

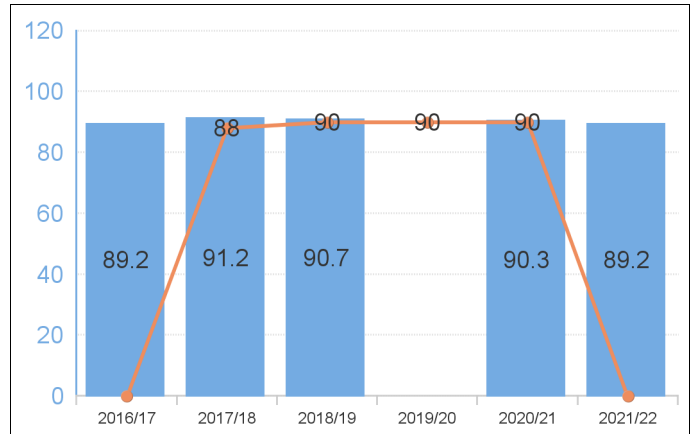
473



Primary Attainment: Reading - Percentage Attaining or Exceeding Expected Levels

In 2021-22, 89% of primary pupils achieved or exceeded expected CfE 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.
Target under review.

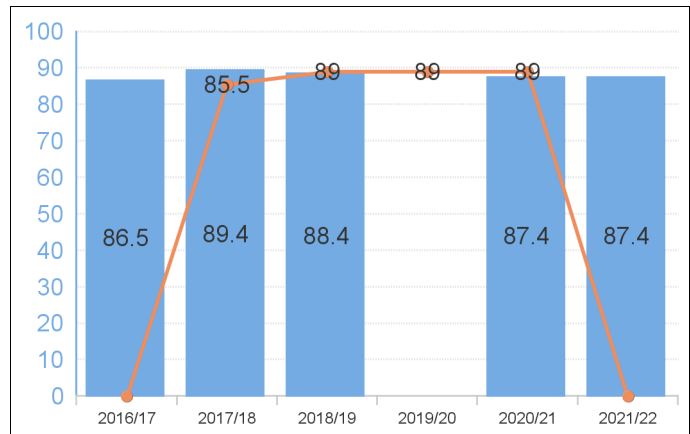
89.2 %



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

In 2021-22, 87.4% of primary pupils achieved or exceeded expected CfE 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.
Target under review.

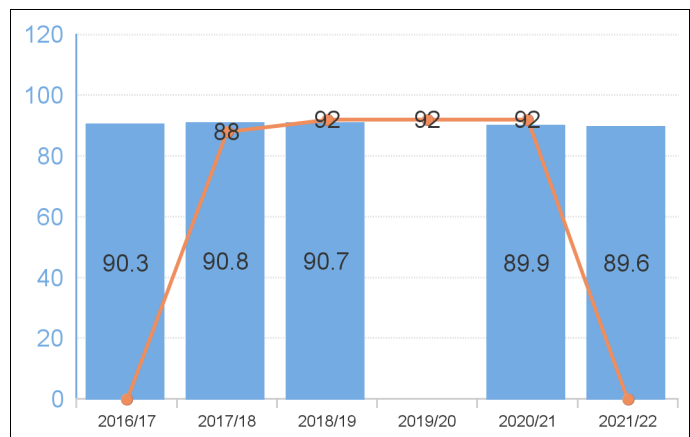
87.40 %



Primary Attainment: Mathematics - Percentage Attaining or Exceeding Expected levels

In 2021-22, 89.6% of primary pupils achieved or exceeded expected CfE levels in numeracy, a very slight decrease. 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.
Target under review.

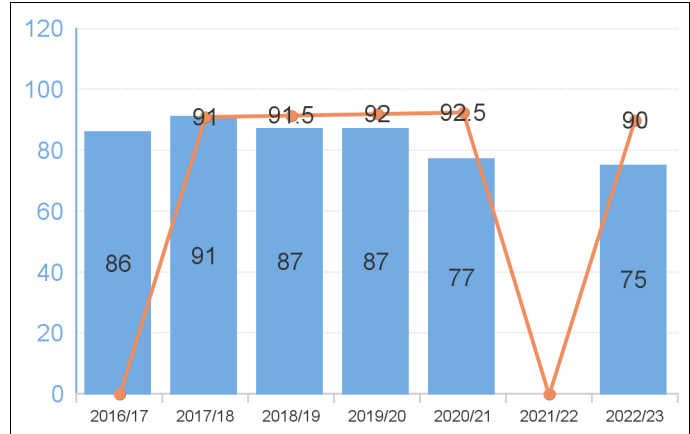
89.60 %



Percentage of adult population participating in physical activity (including walking) for exercise

22/223 Update
 Citizens' panel respondents' level of participation in physical activity has dropped and is below target. (base 573)
 East Renfrewshire Culture and Leisure Trust (ERCLT) are working hard with customers to understand their needs and offer a wide range of programmes to participate in fitness activities. ERCLT leisure centre attendances are now surpassing pre-pandemic levels of attendance.

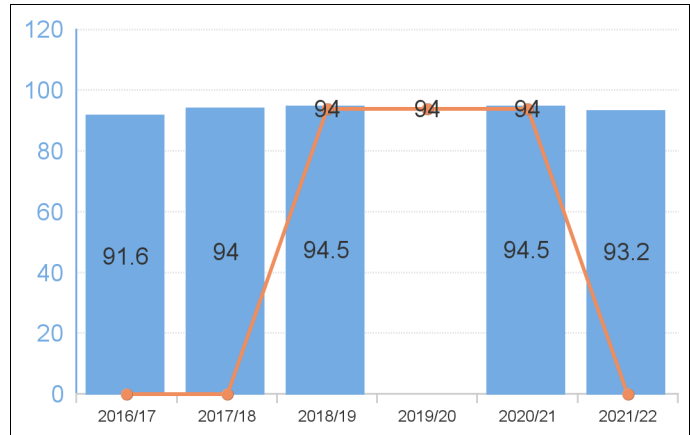
75 % ●



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

In 2021-22, 93.2% of primary pupils achieved or exceeded expected CfE 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
 Target under review

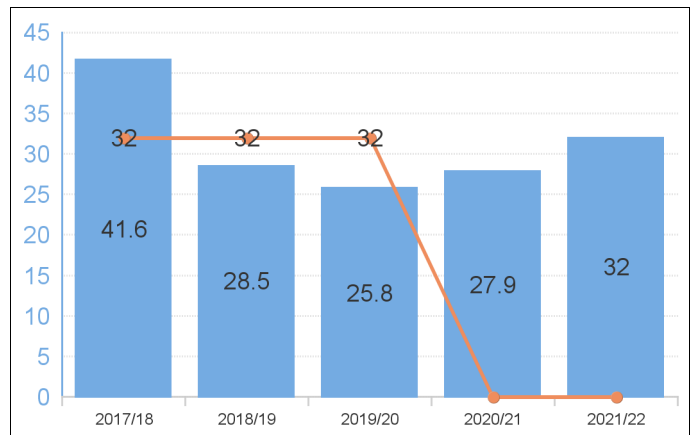
93.2 % ●



S4: reduce gap between most and least deprived achieving 5 or more awards at National 5

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 and 2 increased by 5.1% in 2021/22 to 32.0%.
 Target under review

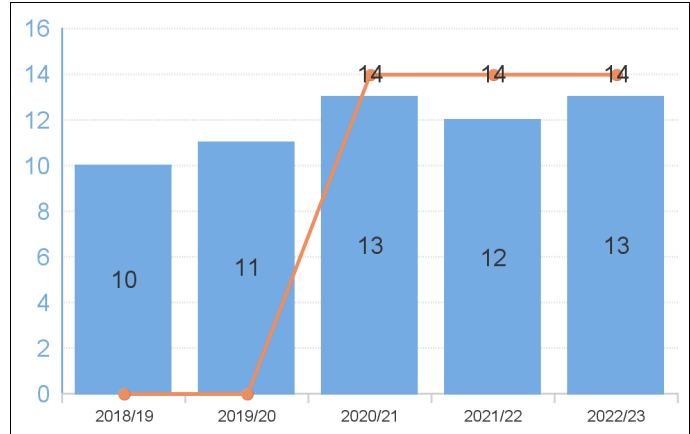
32 % ●



Number of ERC schools with Rights Respecting Gold Award

Increase of one from previous reporting period

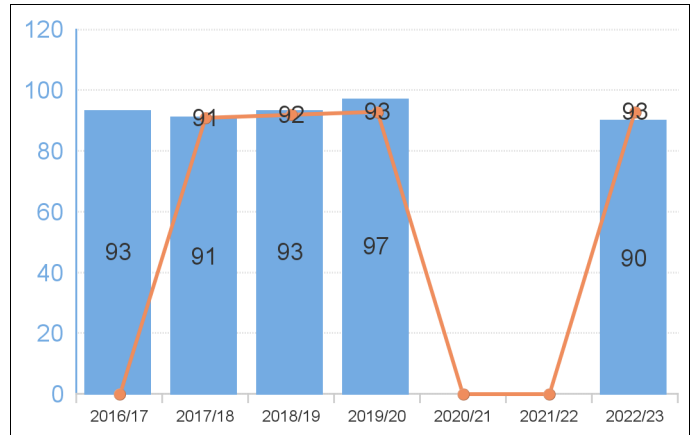
13



Percentage of adult resident population engaging in cultural activities

2022 results show a large majority of respondents engage in cultural activities- 90%. Baseline 573.

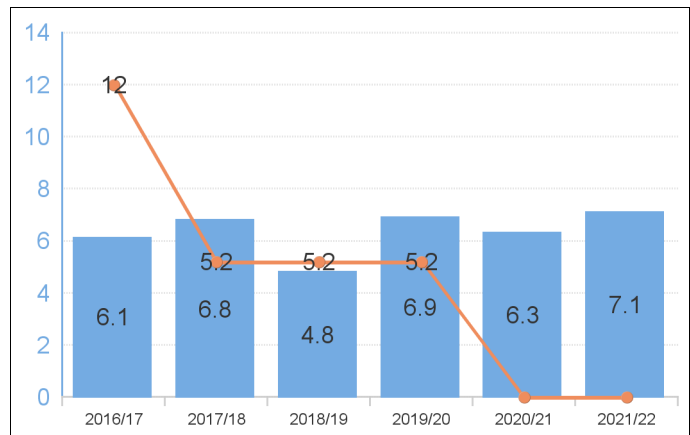
90 %



Percentage of S4 roll with Insight points of 263 or fewer. 3-year average (2018-2020) target of 5.2% (E)

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.

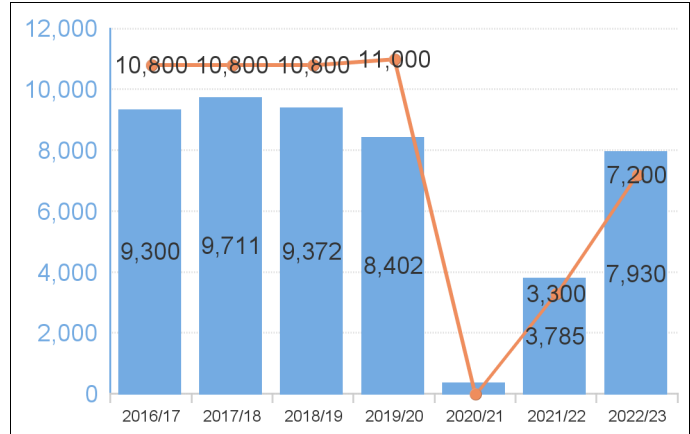
7.1 %



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

Some Covid-19 protocols were still in place during Q1 of this year, however almost all were removed by Q2. In July, wetside facilities in Eastwood High Sports Centre closed to allow for work to be done on the pool changing facilities. Due to unforeseen issues this closure continued to the end of 2022/23 and beyond. Despite this, dryside and wetside numbers through our Centres alone increased to 616,673 compared with pre-Covid levels of 575,463 in 2019/20. 7,930 sports attendances / 1000 population through our Leisure Centres and Community Facilities represents 110% of the full year target.

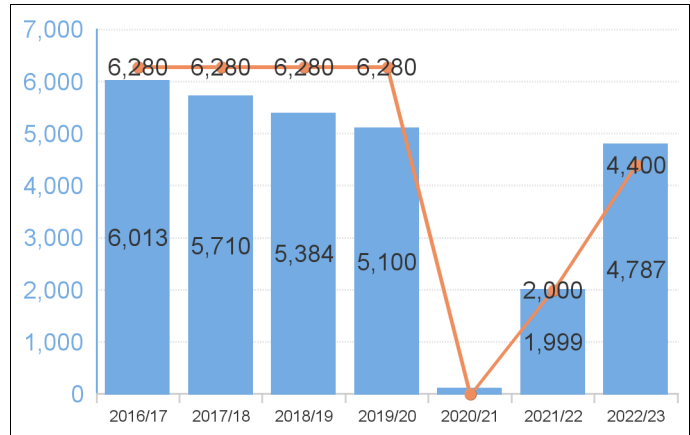
7930



Number of Library visits per 1,000 population

The last significant Covid-19 restrictions were removed by the end of 2021/22. 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. Total visits reached 462,321 (66% of pre-Covid levels). Virtual visits have recovered slightly better reaching 102% of pre-Covid numbers (218,918 cf 215,184). 4,787 combined physical and virtual visits represents 1.08% of the full year target.

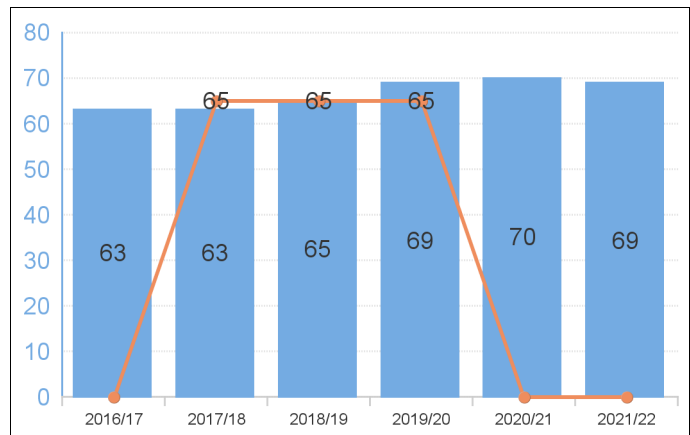
4,787



% of pupils gaining 5+ awards at level 6

In 2021/22 the proportion of S6 pupils achieving 5 or more awards at SCQF level 6 rose slightly to 69%. 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.

69 %



Strategic Outcome 3

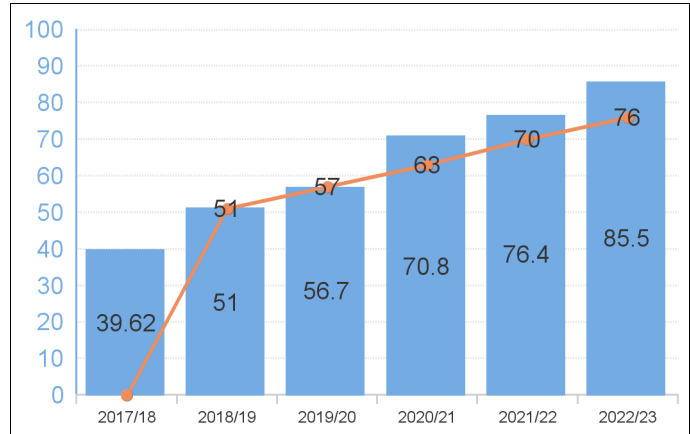


East Renfrewshire is a thriving, attractive and sustainable place for businesses and residents

Percentage of street lights which are LED

End Year 2022-23. Target exceeded.
85.52% of street lights are LED (13,186 of 15,419 total lighting units).

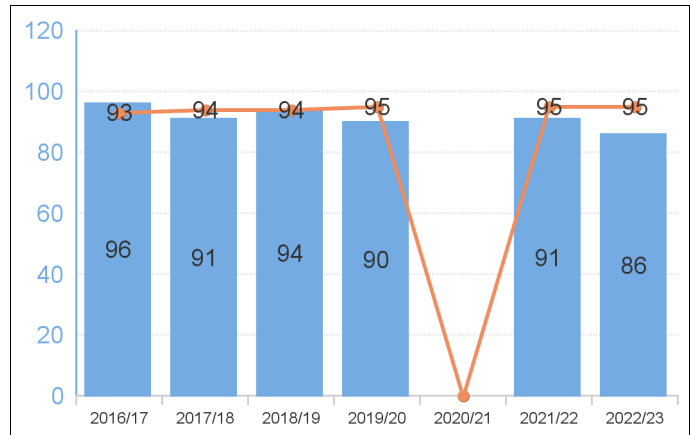
85.5 %



Citizens' Panel - Public parks and open spaces % of service users rating service as very good/good

End Year 2022-23. Despite a slight decrease in satisfaction, the majority of respondents continued to rate our parks and open spaces positively (baseline 381).

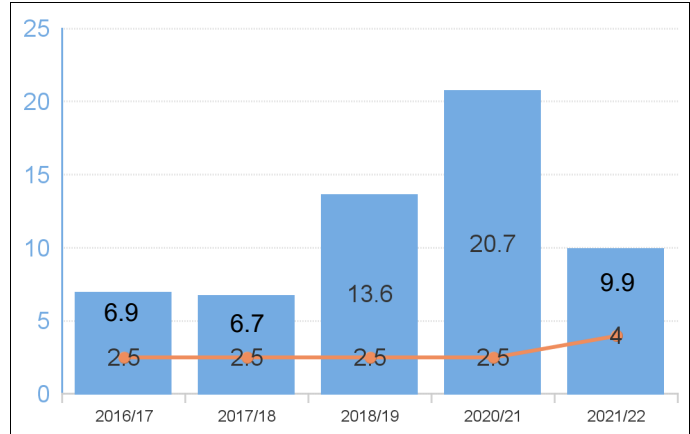
86 %



% reduction in Council controlled carbon emissions

End Year 2022-23. Latest data 2021-22. Target exceeded. 9.9% reduction against a 4% target. Note updated methodology has meant changes to what is included in emissions reporting. The most notable change was the removal of supply chain emissions. The change in scope has been applied to the 20/21 figure to ensure consistency, now 20.7% (previously 8.3%). Most of the emissions savings were as a result of the Clyde Valley Waste Partnership which has diverted waste from landfill. Further reductions from this Contract are not expected now that it is established and these gains have been achieved.

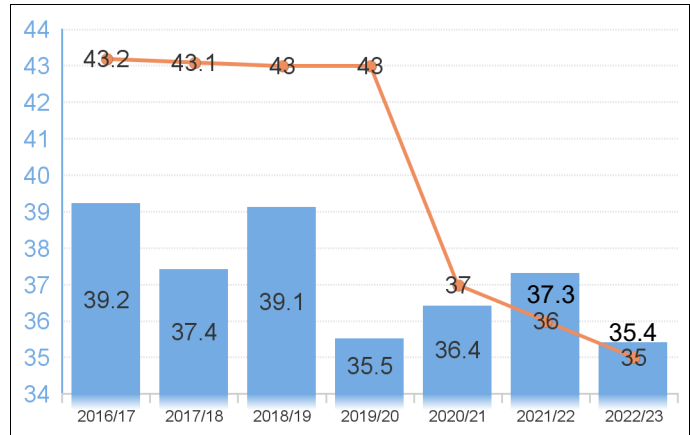
9.9 % ●



Overall percentage of road network that should be considered for maintenance treatment

End Year 2022-23. Data from SCOTS shows improvement in our overall road condition. ERC ranked 26th (National Average 33.6%)

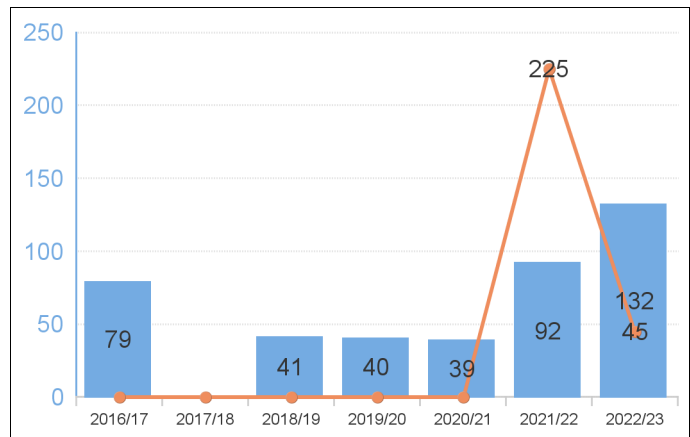
35.4 % ●



Additional units being brought into affordable housing supply

132 units of affordable housing have been delivered. These are 94 Council new build homes at Maidenhill and Balgraystone developments. A mix of 1-4 bedroom homes, including wheelchair adapted flats and ground level accessible. 23 social rent units from Barrhead Housing Association – 12 at Lyoncross; 8 at Dealston Road both Barrhead, and 3 rent off the shelf purchases. These are 2/3 bed family homes. A further 15 homes have been provided as entry level priced homes for sale in Barrhead.

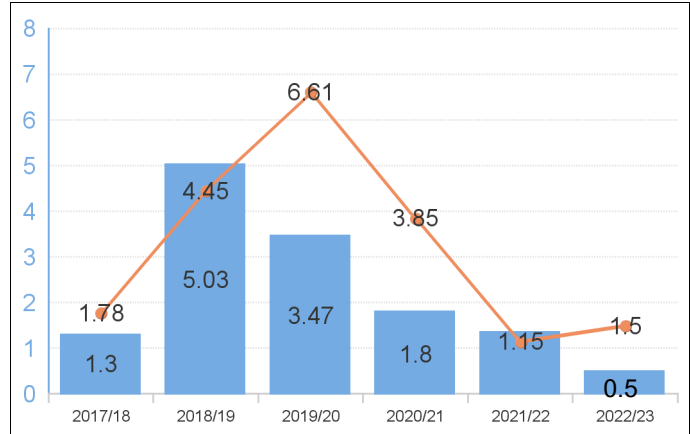
132 ●



City Deal Expenditure against approved Capital Plan (£m)

End Year 2022-23. Underspend in the City Deal budget due to delays in two City Deal projects involving third parties.

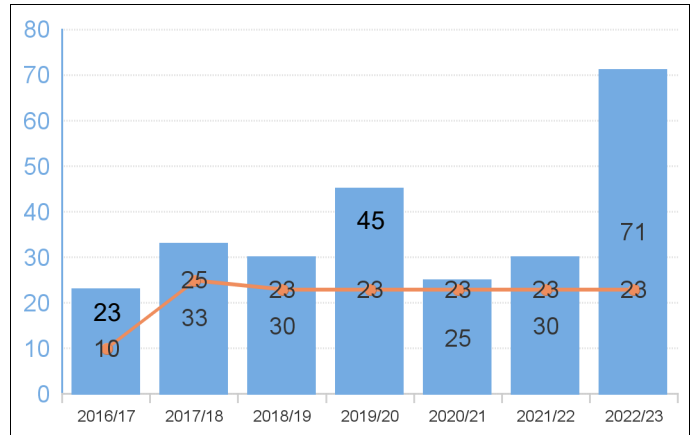
£ 0.5



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

End Year 2022-23. Target exceeded. 41 existing businesses and 30 new businesses supported through the provision of grants and advice.

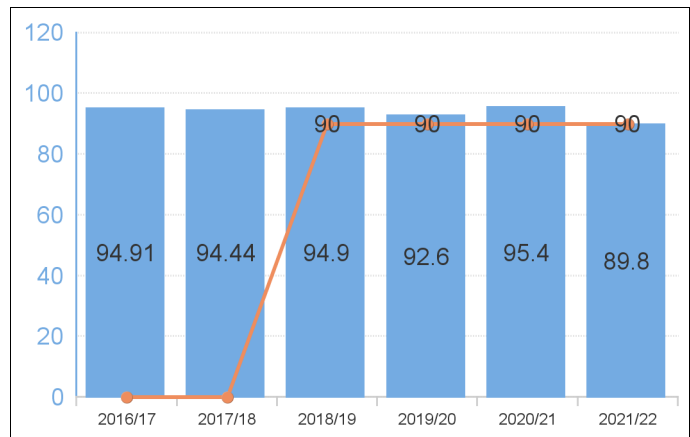
71



Street Cleanliness Score - % Clean

End-Year 2022-23. Latest data 2021/22. ERC ranked 16th. The National Average score was 89.7% (usually above 90%), therefore, reflects a slight downward trend overall.

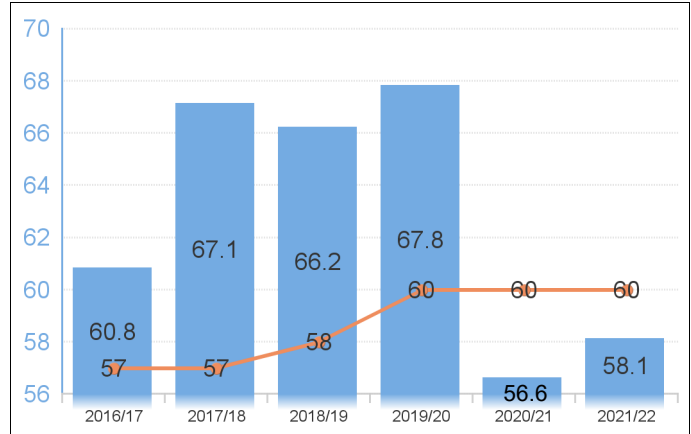
89.8%



% of total household waste that is recycled

End Year 2022-23. Latest data 2021/22. 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 %



Strategic Outcome 4

68

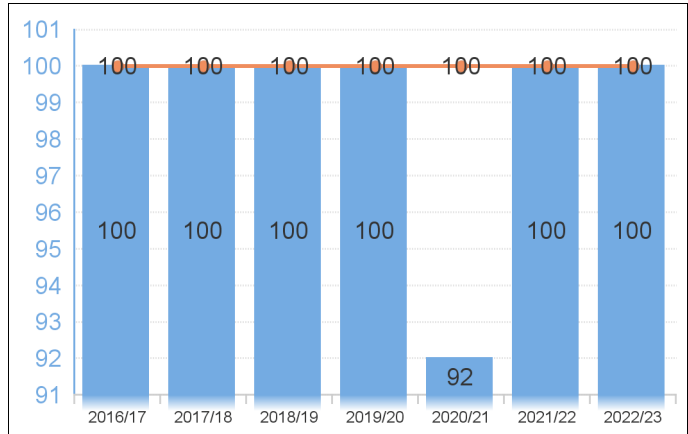


East Renfrewshire residents are safe and supported in their communities and homes

Did your Community Payback Order help you look at how to stop offending?

Results of the six completed survey forms for 2022/23 reveals a 100% positive response.

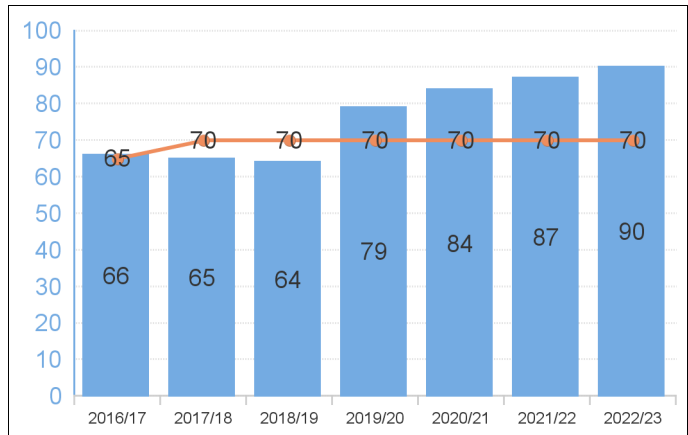
100 %



% Change in women's domestic abuse outcomes

From April 2022 – March 2023, East Renfrewshire Women's Aid service reported significant change and improvement for women across all reported outcomes 98 reviews were completed with 90% of women assessed noting improvement in progress in their outcomes overall. Reduction in risk is reflected in the significant increases in the areas of safety with 90% improvement, health & wellbeing 82%, and empowerment and self-esteem 82%.

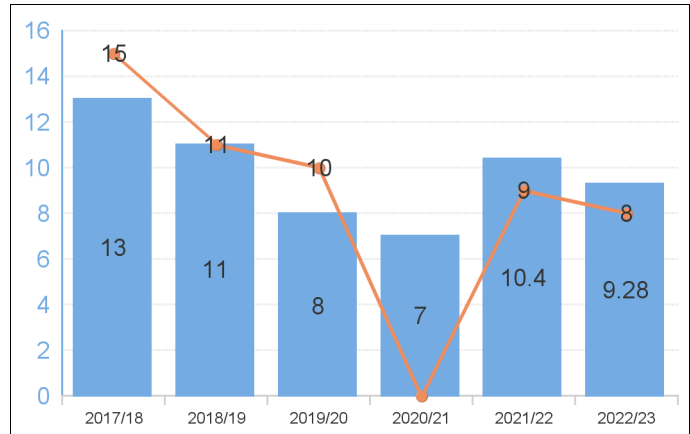
90 %



% of total complaints reporting anti social behaviour which has recurred

Full end year data, not available.
Data covers April 2022-Dec 2023.
9.28% remains below last year's level
10.4%.

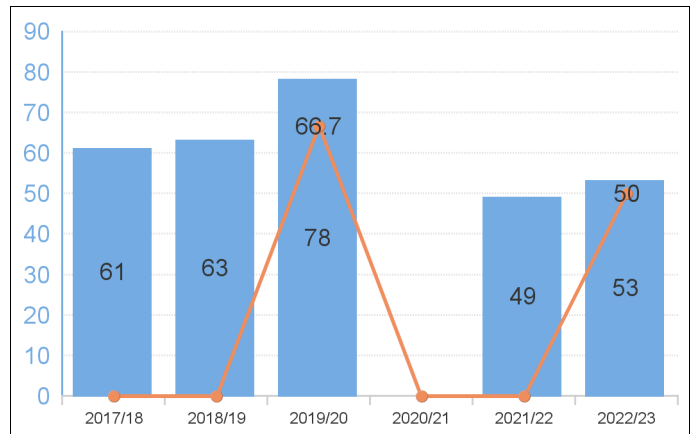
9.28 %



% of respondents who agree/strongly agree that they feel a strong sense of belonging to their local community

Update 2022-23
Respondent's perceptions of strong sense
of belonging have increased since last year
and is above target level. (Base 376)

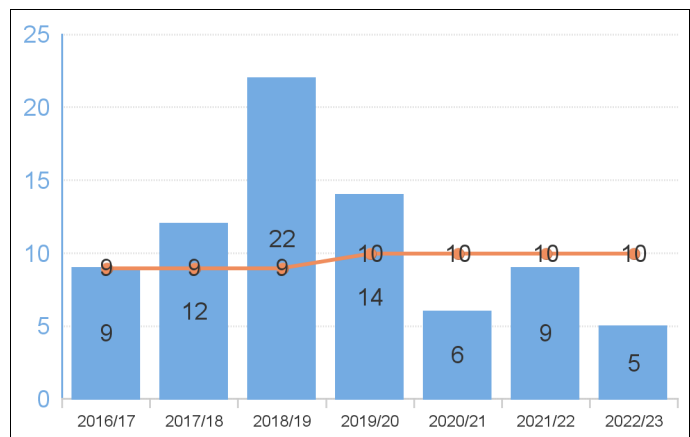
53 %



% of service users moving from drug treatment to recovery service

14 individuals (5%) moved from treatment
to recovery in 2022-23. This is a reduction
on the 2021-22 figure (9%) but remains
below target (10%). Recovery is a very
person-centred process, and is influenced
by a number of factors. Some may be
discharged after treatment to support their
own recovery within the community this
isn't captured in the data. Supporting
people to progress through treatment into
recovery continues to be the key priority.
Additional or alternative ways of measuring
this are also being considered locally, and
the development of a national
measurement tool is underway.

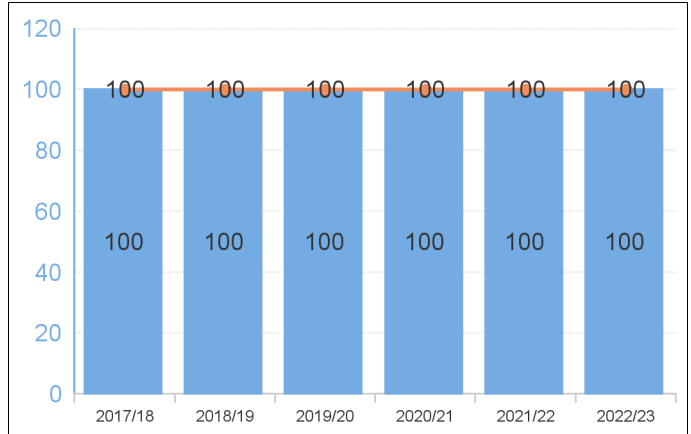
5 %



People agreed to be at risk of harm and requiring a protection plan have one in place

All residents identified as at risk of harm by the HSCP have a bespoke protection plan in place.

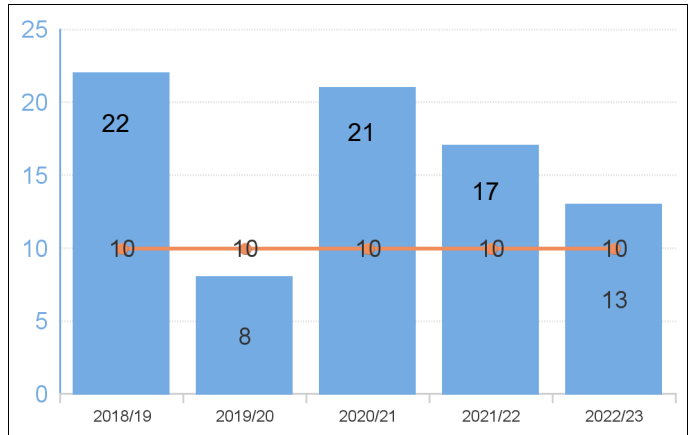
100 %



Affordable housing adaptable /adapted

On track. 17 of 132 new affordable homes are designed for wheelchair users or ground level adaptable (13%). These homes have been delivered via the Council and housing association new build programmes. It is also important to note that all affordable homes for social rent are built to current housing for varying needs standards.

13 %



Strategic Outcome 5

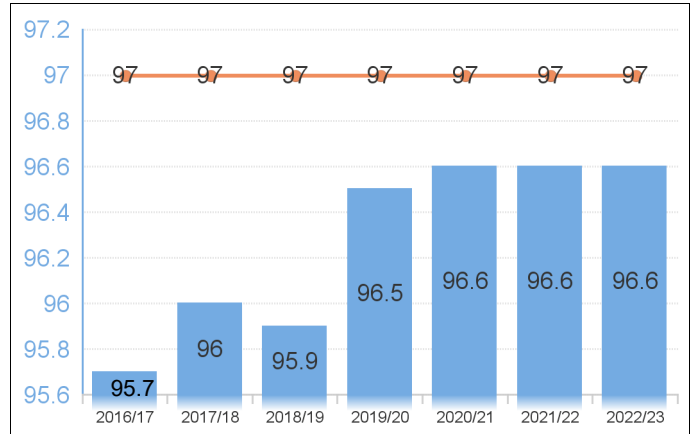


Older people and people with long term conditions in East Renfrewshire are valued; their voices are

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

Latest update at December 2022 (2020/21 data) released March 2023. 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 Govt MSG)

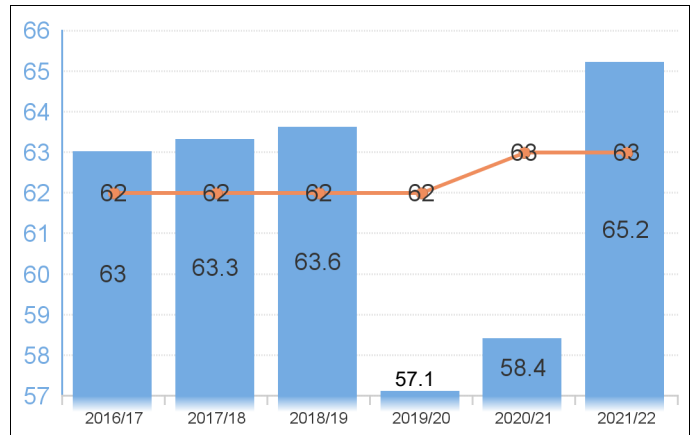
96.6 % ●



Percentage of adults with intensive care needs receiving care at home

Latest available data (2021-22) at May 2023. In comparison the Scotland figure was 64.9% for the same period. Data relates to all adults receiving care at home against care home residents and those receiving continuing care in acute settings. (Source: Public Health Scotland)

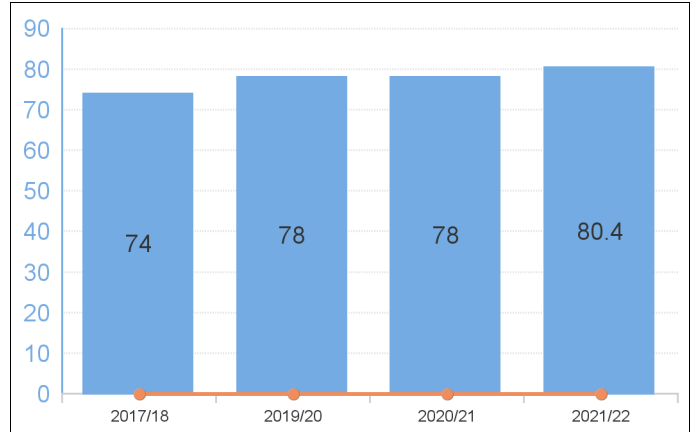
65.2 % ●



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

Up from 78% in previous survey (2019/20). Scotland figure for period 78.8%. Data is from the Health and Care Experience Survey which is a sample survey of people aged 17+ registered with a GP practice in Scotland. Latest available data at May 2023. (Source : Public Health Scotland)

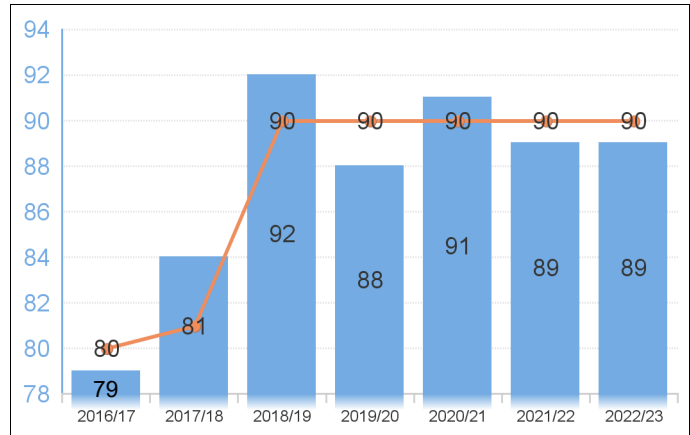
80.4 % ●



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

Of the total 826 valid responses 727 reported their needs met this year. Performance remains the same as 2021/22, and marginally below target (90%).

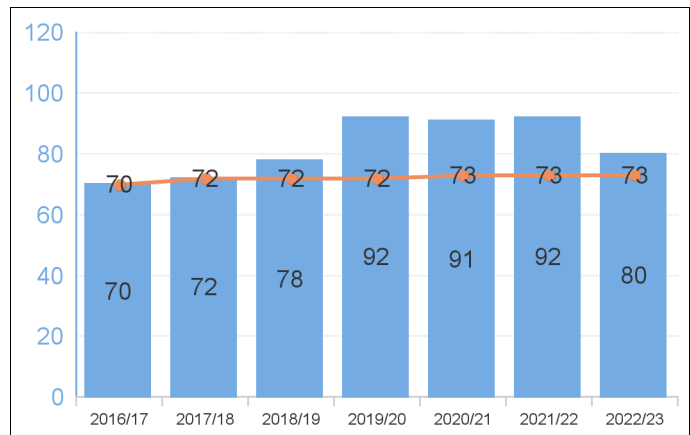
89 % ●



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

Of the total 155 valid responses 123 reported their needs met this year. Performance is down from 92% in 2021/22. However, it remains above target (73%) as it has been since 2018/19.

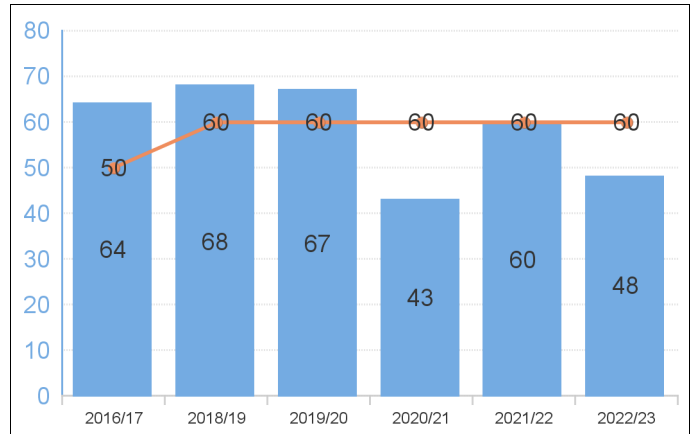
80 % ●



Percentage of those whose care need has reduced following re-ablement / rehabilitation

The Quarterly performance average has fallen this year on last year's figure (60%).

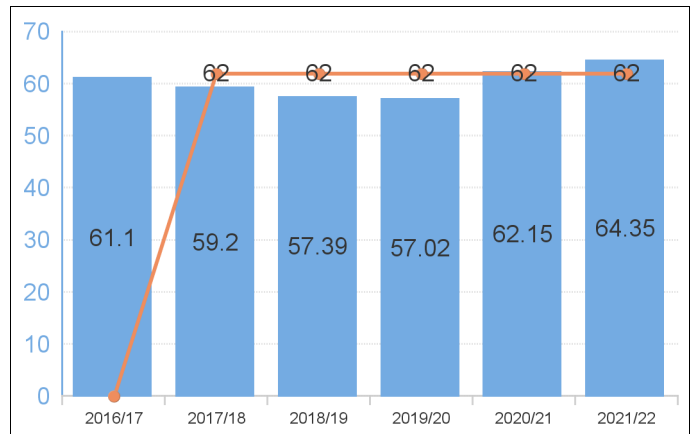
48 %



% of people aged 65 or over with long term care needs receiving personal care at home (LGBF)

The LGBF data shows that our performance has improved slightly compared with the previous year (62.15%). This compares to a national average of 62.34%. The provision of quality care at home to support people to live independently and well in their own homes remains a key priority for the partnership and ongoing improvement of our care at home services continues. (Source: Improvement Service Feb 2023)

64.35 %



Strategic Outcome 6 - Customer, Efficiency, People

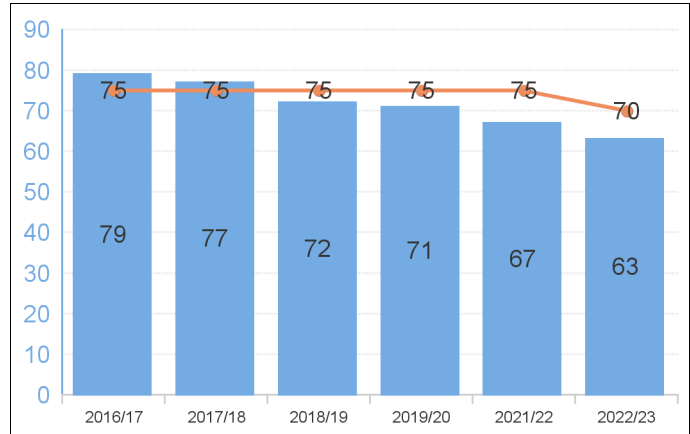


Customer

% of Citizen's Panel respondents who were satisfied or very satisfied with the services provided by East Renfrewshire Council.

End year 2022/23
Overall satisfaction with Council services remains positive for the majority of respondents, 63%. There has been a reduction of 4% since last year, however, this reflects national trends. Latest results available for the Scottish Household Survey for overall satisfaction with local services was 53% and at 63% the Council remains above these levels. (Base 424)

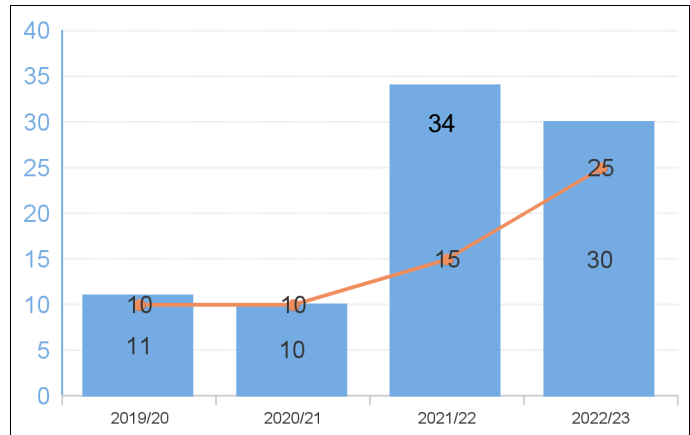
63 % ●



% of customer contact made online (excluding payments)

At 30%, the % of online customer contacts has exceeded our target of 25%. The decrease of 31k was directly impacted by the timing of the annual garden waste renewals which were later than previous years due to the late budget process. It is anticipated that the level of online contacts will increase over the next six months as residents continue to renew permits online.

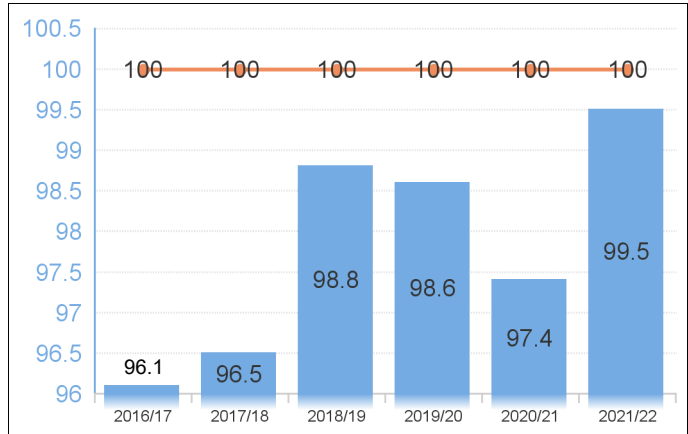
30 % ●



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

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

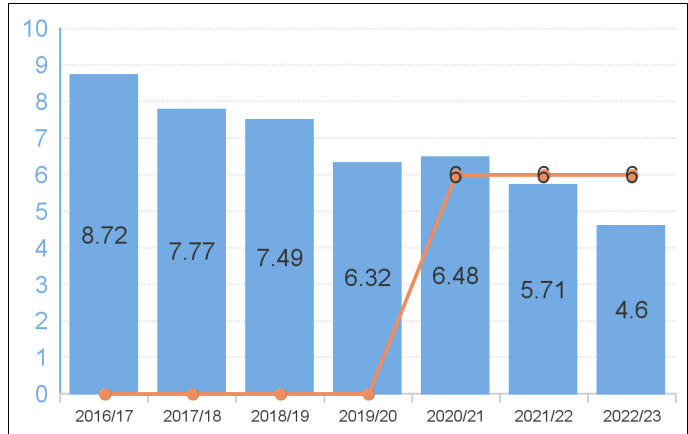
99.50 % ●



The gender pay gap

The gender pay gap is 4.6 which is a reduction of 1.1% since the previous year. The hourly rate for men is £20.69 and for females £19.73

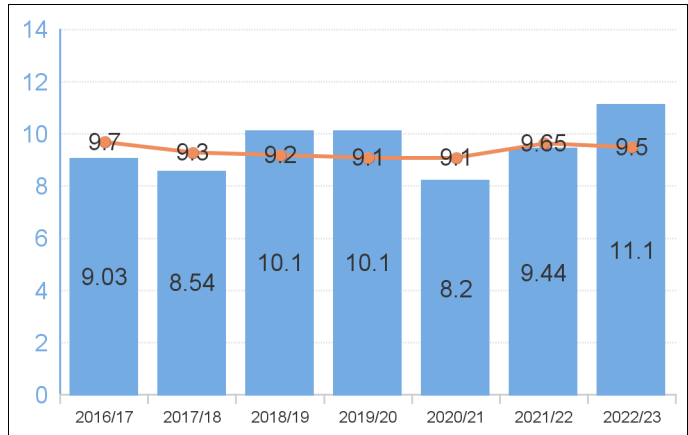
4.60



Sickness absence days per employee

From 2 July 2022 the entitlement to special leave for COVID-related absences ended for all employees, meaning all COVID absence is treated the same as sickness absence. During 21/22 the rules from COSLA around the recording of Covid absence changed, which we can see has now had an impact on the 22/23 absence figures. 9.25% of LG absence is attributed to Covid, which has increased overall by 3.81% in comparison to 21/22 absence. Teachers absence has also been impacted by covid with 4.82% of the absence attributed to covid.

11.1



East Renfrewshire

COMMUNITIES

-TOGETHER

Stronger & fairer communities

Community Planning and Fairer East Ren:
Annual Report 2022-2023



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Executive Summary

This report summarises key progress made under the Community Planning and Fairer East Ren outcomes. The Community Plan indicators are high-level and long term measures that see little change year-on-year therefore we focus on direction of travel and how East Renfrewshire compares against the national average. There is also a time lag in a number of the indicators. Fairer East Ren indicators have a specific focus on reducing inequality.

Outcome 1: Early Years and Vulnerable Young People

One Community Plan indicator – Healthy Birthweight babies - shows a positive direction of travel over the past year and compares favourably against the national average. The Child Poverty indicator shows a negative direction of travel, but also compares favourably against the national average.

Three indicators remain unchanged; life expectancy at birth for males, life expectancy at birth for females and children and young people dependency ratio. Life expectancy remains higher than the national average. The children and young people dependency ratio remains higher than the rest of Scotland so we should continue to ensure our services are able to meet these needs and respond to the ongoing demand.

Fairer East Ren outcome: Child poverty in East Renfrewshire is reduced

Fairer East Ren indicators show positive progress in terms of more Real Living Wage employers and economic inactivity recovering following the pandemic. Other indicators remain consistently positive including children and young people participation levels, uptake of funded early learning and childcare and fuel poverty. Demand for financial support varies with a slight decrease in primary aged children receiving free school meals due for low-income circumstances, but an increase in households accessing Money Advice and Rights support.

Outcome 2: Learning, Life and Work

Both Community Plan indicators show a positive direction of travel and compare favourably against the national average. The percentage of school leavers in a positive destination remains exceptionally high and the proportion of economically active residents has recovered from the pandemic and now exceeds pre-Covid rates though ongoing monitoring is required.

Fairer East Ren: Residents have the right skills, learning opportunities and confidence to secure and sustain work

Fairer East Ren indicators show consistent rates for 16–19-year-olds participating in education, training or employment and for children facing socio-economic disadvantage achieving qualifications. The indicators show that the proportion of residents in employment has increased above pre-pandemic rates, and the proportion of out of work benefit claimants has decreased to pre-pandemic rates. The data shows the proportion of workless households (no adult in

employment) remains high, but the data lag means this is in line with mid-pandemic levels, so we should anticipate this will fall over time.

Outcome 3: Economy and Environment

Two of the Community Plan indicators show a negative direction of travel over the past year; there are less residents satisfied with East Renfrewshire as a place to live and a reduction in median earnings. Satisfaction with the area as a place to live has declined since its peak in 2019 (95%) to the lowest it's been in 10 years (85%). The working age population has shown a very slight decline, at 59.1% and this compares negatively to the national average and offset against the high levels of dependency ratios' for children and for older people, may have an implication for service planning. The carbon emissions indicator shows a positive direction of travel and there has been a very slight improvement in business survival rates.

Fairer East Ren: East Renfrewshire's transport links are accessible, attractive and seamless

There are currently no measures in place to monitor progress in this area however a summary update is provided on the transport strategy.

Outcome 4: Safe, Supportive Communities

The Community Plan indicators show a positive change in relation to the number of crimes; with a decrease over the past year and the figure sitting well below the Scottish average. The indicator for dwelling fires shows an increase in the last year, but is still lower than the national average.

Fairer East Ren: Residents' mental health and wellbeing is improved

There have been some changes to the indicators for this outcome with only two measures remaining in place; those with a sense of belonging and those who can rely on others for help. The later shows no change in the past year, whilst the former shows a minimal decrease.

Outcome 5: Older people and people with Long Term Conditions

The Community Plan indicators all show a fairly static picture over the last year. Male and Female life expectancy measures have decreased very slightly and this is part of a national trend. The level remains above the national average. The older age dependency ratio remains static but above the national average. This shows we have a higher proportion of residents aged 65+ years compared to those of working age. As with outcome 1, this is likely to lead to demand on some services.

Fairer East Ren: Residents are safe and more socially connected with their communities

The Fairer East Ren indicators show positive progress. The number of nuisance calls received has reduced whilst the number of nuisance calls blocked has increased; the number of 'confidence at home' packages installed (to support people to live independently) has increased and there have been improved outcomes for those who have experienced domestic abuse. This indicates more residents feeling safe at home. There has also been an increase in park footfall suggesting more residents being active and using outdoor spaces.

Introduction

The East Renfrewshire Community Plan sets out how local partners work together to create stronger and fairer communities together with the people of East Renfrewshire.

The Community Plan (2018-28) reflects residents' top priorities and serves as the main strategic document for the East Renfrewshire Community Planning Partnership (CPP). The Plan also includes Fairer East Ren – our Local Outcomes Improvement Plan - as required by the Community Empowerment Act. Fairer East Ren focuses on reducing inequality of outcome across groups and communities.

This is the fifth annual report on progress made towards the outcomes and presents some of the improvements that have been achieved. The report is structured around our five strategic outcomes and shows key performance data for the Community Plan and Fairer East Ren indicators.

Across the five outcomes, there are a number of positive changes. Indicators for healthy birthweight, positive destinations and economic activity show progress in supporting children to have a stable childhood and succeed, and in supporting East Renfrewshire residents to have the right skills for learning, life and work. The carbon dioxide indicator shows progress towards making East Renfrewshire a thriving and sustainable place, and the crime rate indicator shows progress towards ensuring East Renfrewshire residents are safe and live in supportive communities.

For both Outcome 1 and Outcome 5, some indicators have shown little or no change, including life expectancy (for both males and females) and dependency ratios for both children and young people, and older people. Community Planning Partners ensure this population profile, and the associated demand it places on services, is taken into consideration when planning services.

There are a small number of indicators which are not progressing as we would hope; child poverty, satisfaction with East Renfrewshire as a place to live (taken from the Citizen Panel survey) and the number of dwelling fires. Community Planning Partners will work jointly to address these in order to achieve our outcomes. A focus group was held with some members of the Citizens Panel to better understand the decrease in satisfaction. While some issues with the maintenance and standards of open and green spaces and public transport were raised, more positively participants felt that education and social care were strong local assets.

This report demonstrates the commitment of the CPP towards achieving the vision of making East Renfrewshire:

An attractive and thriving place to grow up, work, visit, raise a family and enjoy later life

Further details about projects and activities delivered for each outcome during 2022-23 can be found in the supplementary Case Study report.

About East Renfrewshire Community Planning Partnership (CPP)

These are our community planning partners:

- East Renfrewshire Council
- NHS Greater Glasgow and Clyde
- Police Scotland
- Scottish Fire and Rescue Service
- Scottish Enterprise
- Department for Work and Pensions
- East Renfrewshire Culture and Leisure Trust
- East Renfrewshire Integration joint board (Health and Social Care Partnership)
- Skills Development Scotland
- Strathclyde Partnership for Transport
- Voluntary Action East Renfrewshire
- West College Scotland

Our Community Planning Outcomes




The Community Plan is structured around five strategic outcomes:

1. Early Years and Vulnerable Young People
2. Learning, Life and Work
3. Economy and Environment
4. Safe, Supportive Communities
5. Older People and People with Long Term Conditions




The five Fairer East Ren outcomes below are focused on tackling inequality. These outcomes were determined following extensive community engagement and informed by our local socioeconomic data and evidence of local need.

1. Child poverty in East Renfrewshire is reduced
2. Residents have the right skills, learning opportunities and confidence to secure and sustain work
3. East Renfrewshire's transport links are accessible, attractive, and seamless
4. Residents' mental health and wellbeing is improved
5. Residents are safe and more socially connected with their communities

Data Summary

Community Plan indicators	Number of indicators increasing or decreasing <u>as intended</u> over the last year 	Number of indicators increasing or decreasing <u>against intended</u> direction of travel over the last year 	Number of indicators remaining the same or changing by less than 0.5% 	Number of indicators with no trend data available
Outcome 1: Early Years and Vulnerable Young People	1	1	3	0
Outcome 2: Learning, Life and Work	2	0	0	0
Outcome 3: Economy and Environment	1	2	2	1
Outcome 4: Safe, Supportive Communities	1	1	0	1
Outcome 5: Older people and people with Long Term conditions	0	0	3	0
TOTAL:	5	4	8	2

Key:

East Renfrewshire's performance significantly exceeds Scottish level performance	
East Renfrewshire's performance is similar to the Scottish level performance	
East Renfrewshire's performance compares unfavourably to Scottish level performance	
No Scottish comparison data available	UNAVAILABLE
Not appropriate to compare	N/A

Strategic Outcome 1: Early Years and Vulnerable Young People



The outcome we want is...

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

Our steps along the way to achieving this are...







- Child poverty in East Renfrewshire is reduced*
- Parents provide a safe, healthy and nurturing environment for their families
- Children and young people are cared for, protected and their wellbeing is safeguarded

*Fairer East Ren outcome

Community Plan Indicators

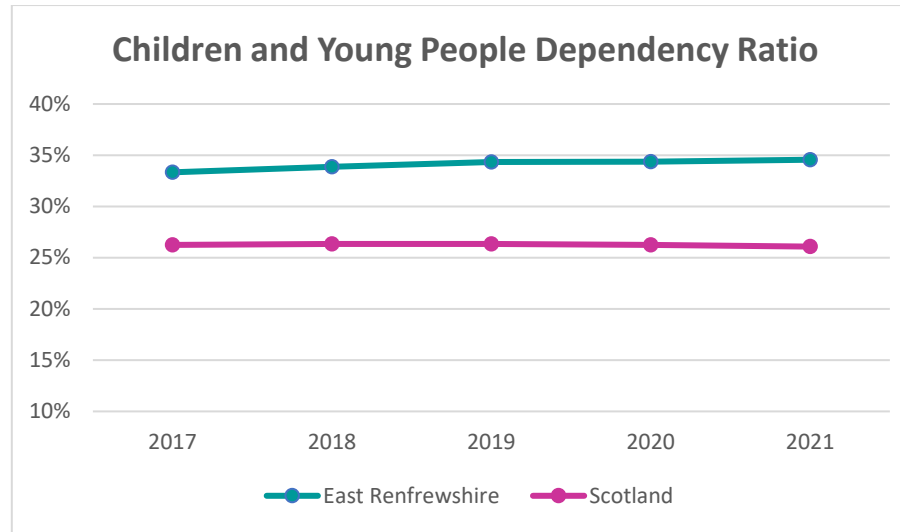
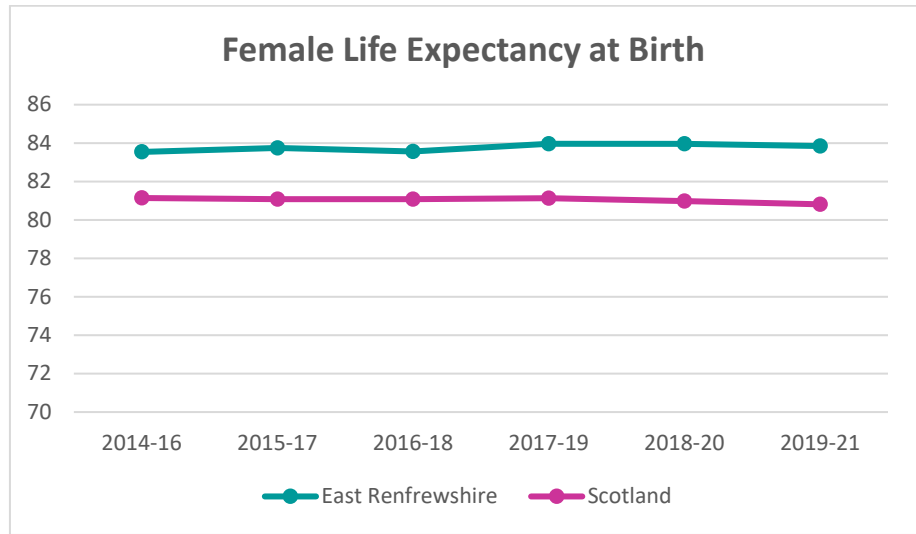
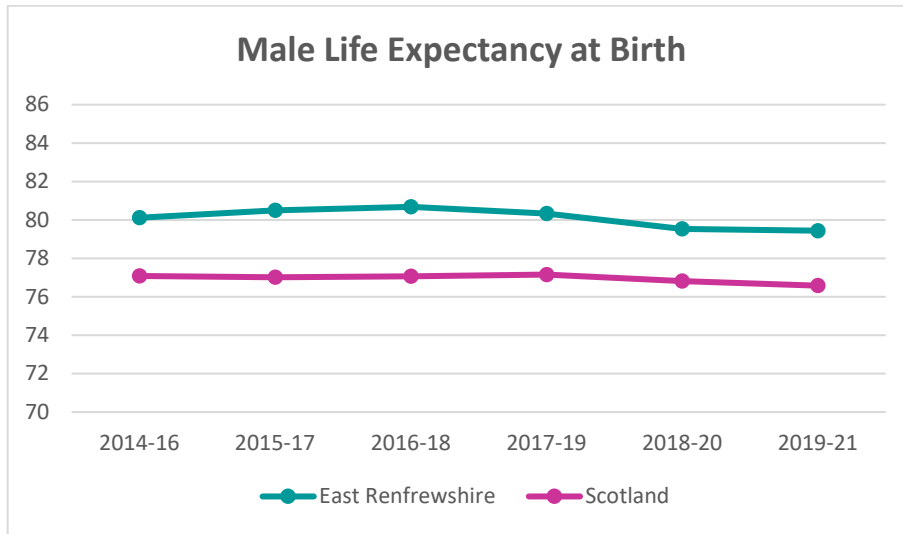
Early Years and Vulnerable Young People							
Indicator	Rationale for inclusion	Aim to Maximise (↑) or Minimise (↓)	ERC Baseline	Previous Figures	Direction of travel over the last year	ERC Performance against Scotland	Comments
Male life expectancy at birth (NRS)	This indicator provides an estimate of the age a baby boy born in East Renfrewshire today can expect to live to, based on mortality rates at the time.	↑	80.5 (2015-17)	79.5 (2018-20)	↔	●	Life Expectancy in East Renfrewshire remains unchanged since last year. East Renfrewshire remains consistently above the national average.
Female life expectancy at birth (NRS)	Provides an estimate of the age a baby girl born in East Renfrewshire today can expect to live to, based on mortality rates at the time.	↑	83.7 (2015-17)	83.9 (2018-20)	↔	●	Life Expectancy in East Renfrewshire remains unchanged since last year. East Renfrewshire remains consistently above the national average.
Healthy birthweight (singleton babies) *CPOP Indicator (NHS ISD)	Birth weight that is not within normal ranges (2.5 kg to 4 kg) has a strong association with poor health outcomes in infancy, childhood and across the whole life course, including long term conditions such as diabetes and coronary heart disease.	↑	82.3% (2018) ¹	80.8% (2021)	↑	●	East Renfrewshire's rate of healthy birth weight increased by 1.5% and remains higher than the national average.

¹ ERC Baseline figure has been adjusted to reflect the use of a more accurate data source. The data used in previous reports showed a percentage of newborns with a birthweight above 2.4kg, including newborns who had a birthweight above the 4kg threshold. The new source only shows the percentage of newborns who fall within the 2.5kg to 4kg range.

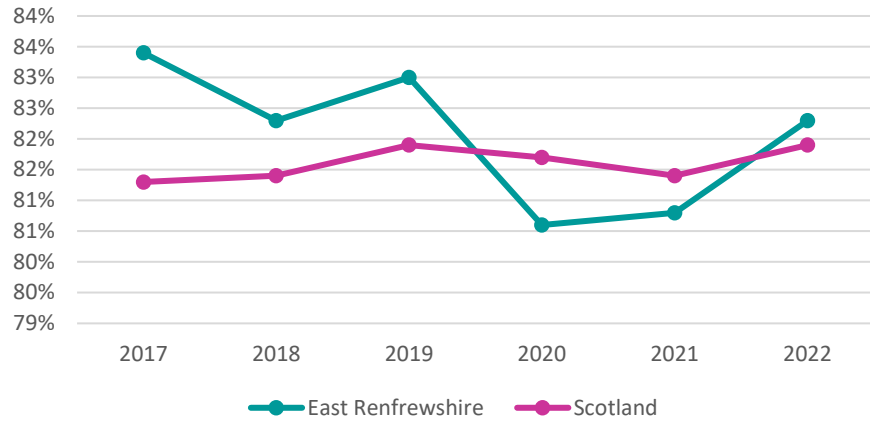
Early Years and Vulnerable Young People							
Indicator	Rationale for inclusion	Aim to Maximise (↑) or Minimise (↓)	ERC Baseline	Previous Figures	Direction of travel over the last year	ERC Performance against Scotland	Comments
Children and Young People Dependency Ratio (NRS)	This is the ratio of children and young people aged 0-15 to the working age population (age 16-64). Data is shown as the proportion of dependents per 100 working-age population.		34.3% (2019) ²	34.4% (2020)			The ratio of children and young people aged 0-15 to the working age population has remained the same since last year, and remains much higher than the national average.
Children living in poverty (End Child Poverty)	The is the percentage of children living in relative poverty (as per Scottish Government definition) before housing costs are taken into consideration		15.8% (2019-20)	12.8% (2020-21)			The rate of child poverty in East Renfrewshire has increased to 14.4% (3,288 children) in 2022-2023 but is still lowest in Scotland.

² ERC Baseline figure has been adjusted to reflect the use of a more accurate data source. The previous reports used a dependency ratio data combined the 0-15 age bracket with the 65+ age bracket. The new source shows only the ratio of 0–15-year-olds to 16–64-year-olds.

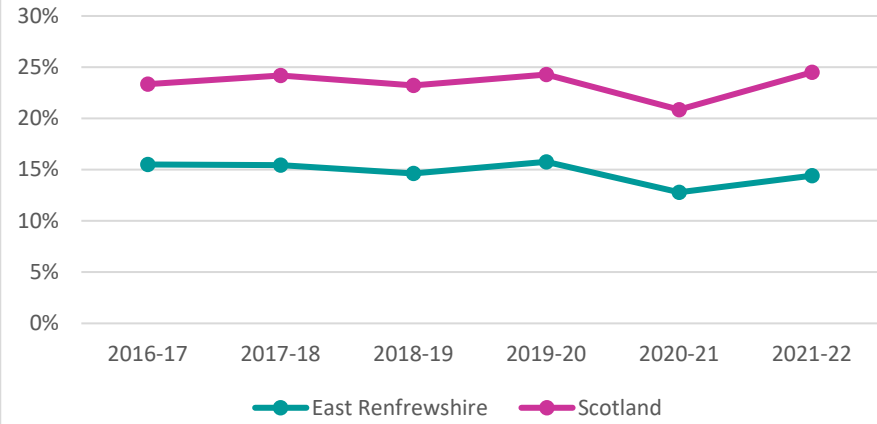
Strategic Priority 1 Charts



Healthy Birthweight

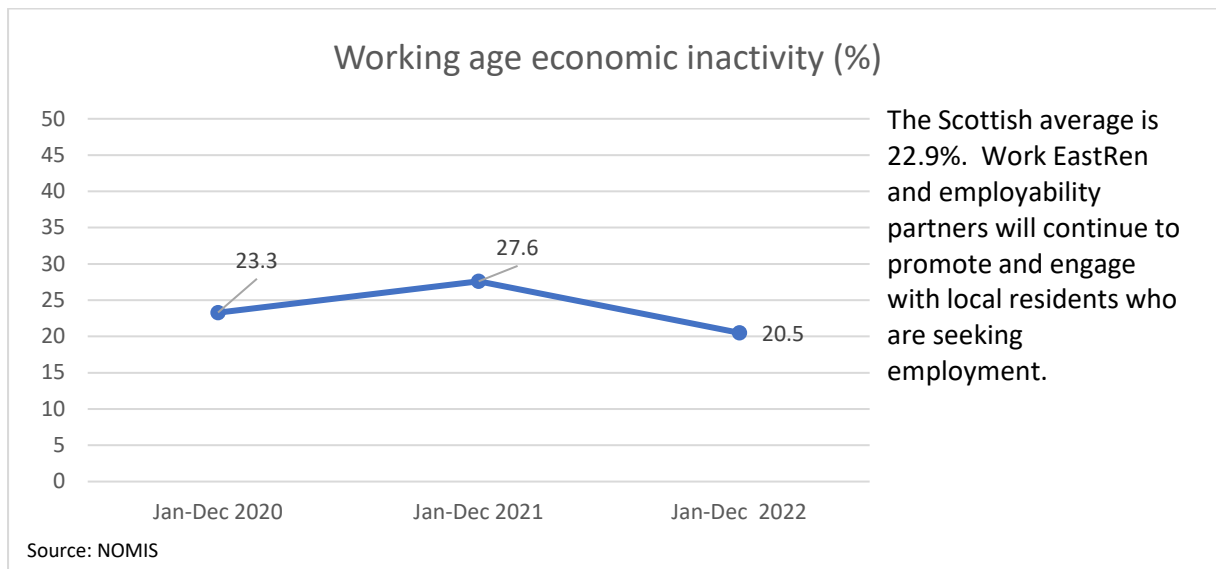
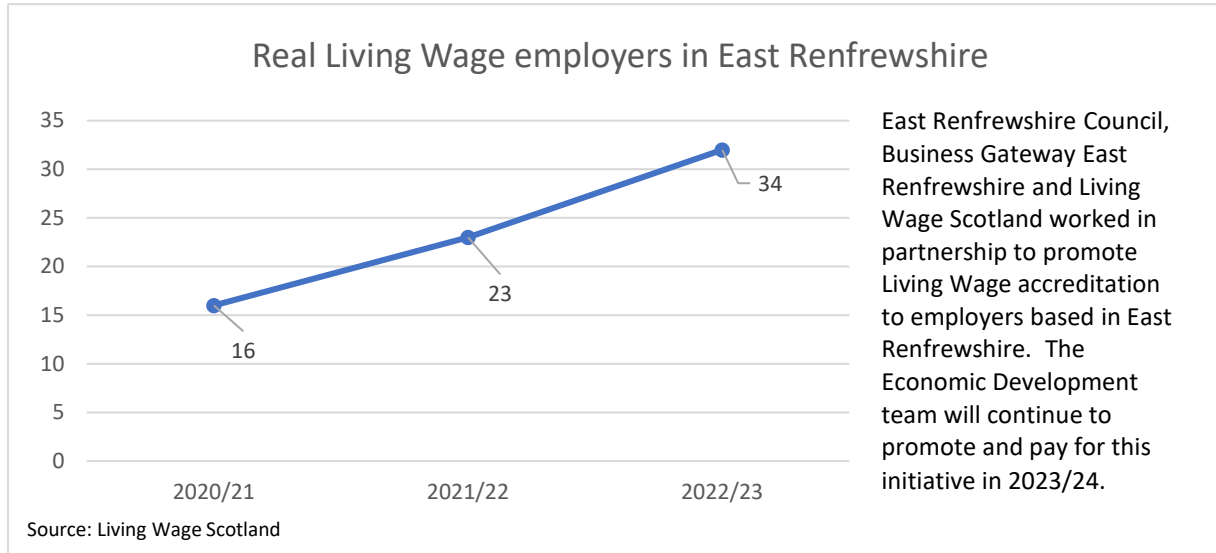


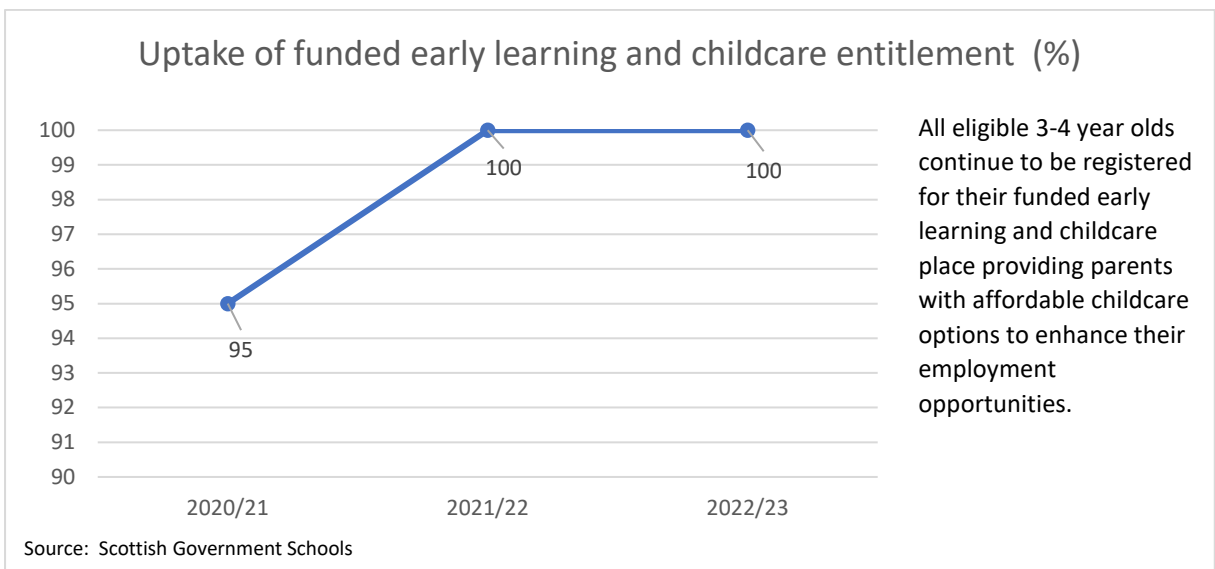
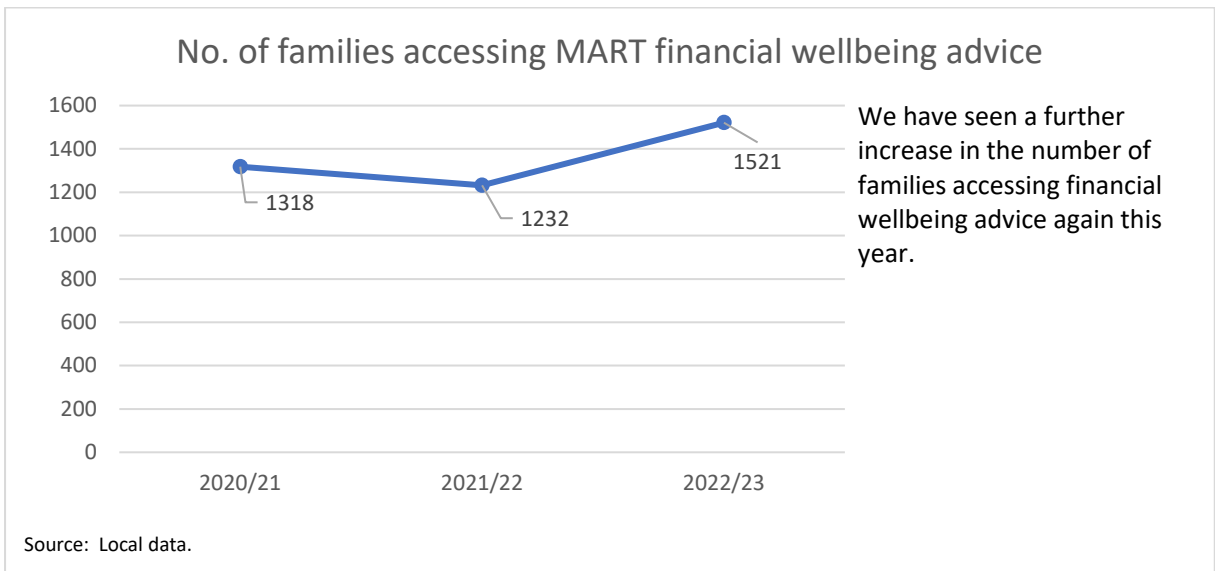
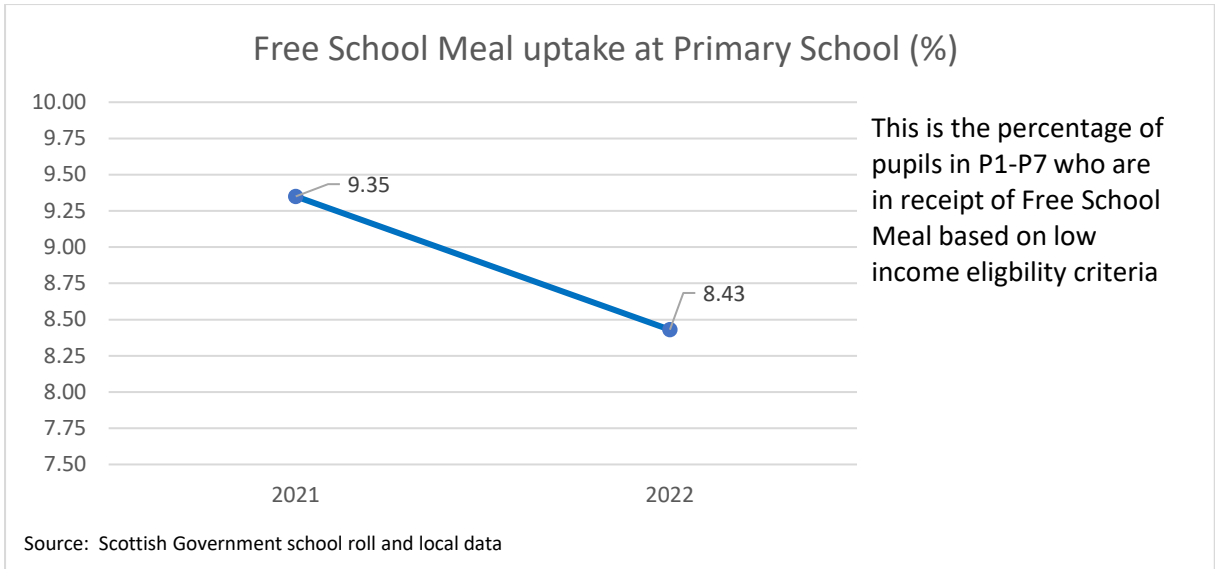
Children Living In Poverty

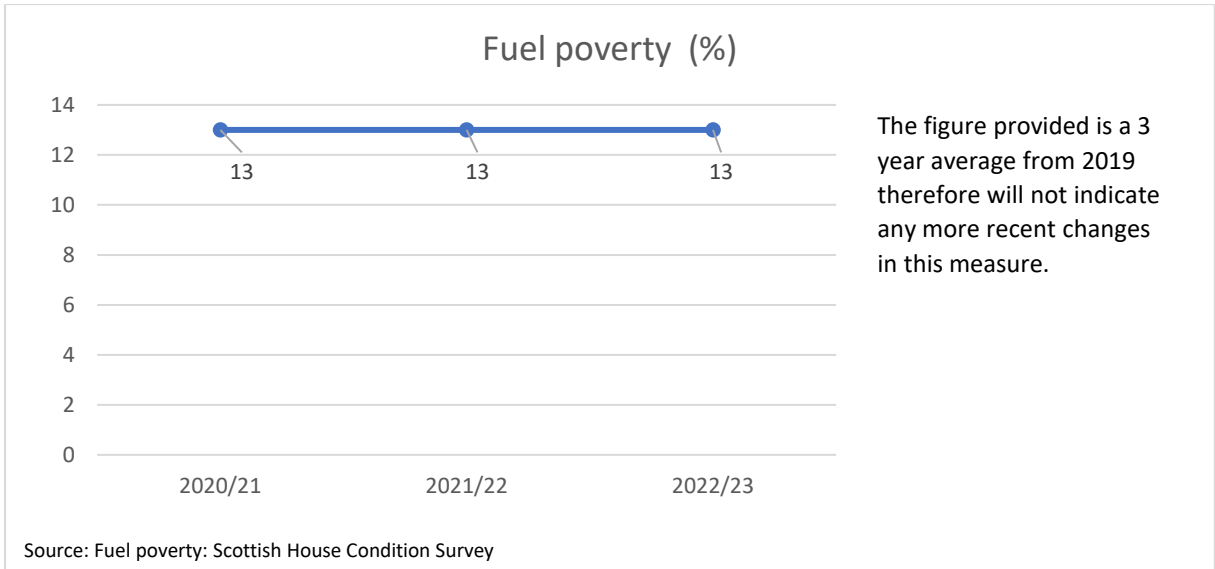


Fairer East Ren Progress

Fairer East Ren indicators have a specific focus on reducing inequality. The following indicators provide an update on how we are progressing towards achieving the Fairer East Ren intermediate outcome: **Child poverty in East Renfrewshire is reduced.**







Strategic Outcome 2: Learning, Life and Work



The outcome we want is...







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

Our steps along the way to achieving this are...

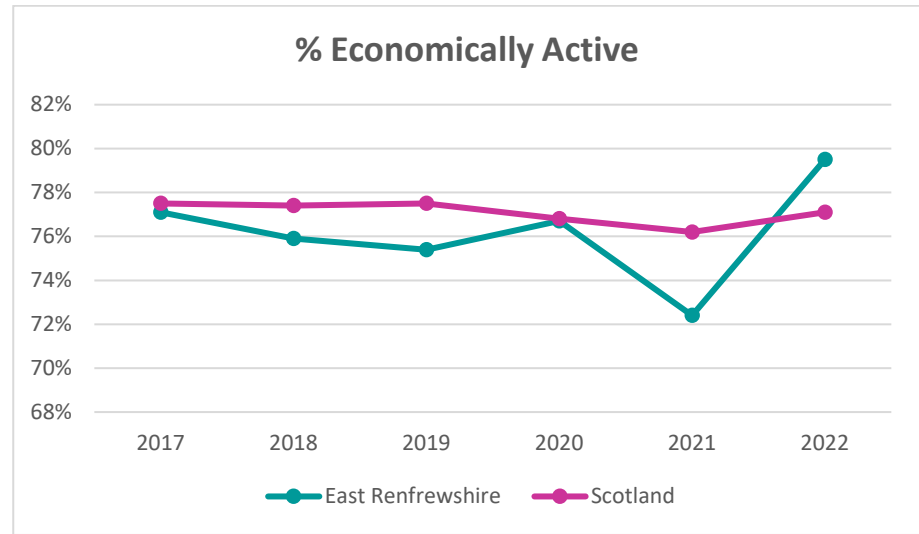
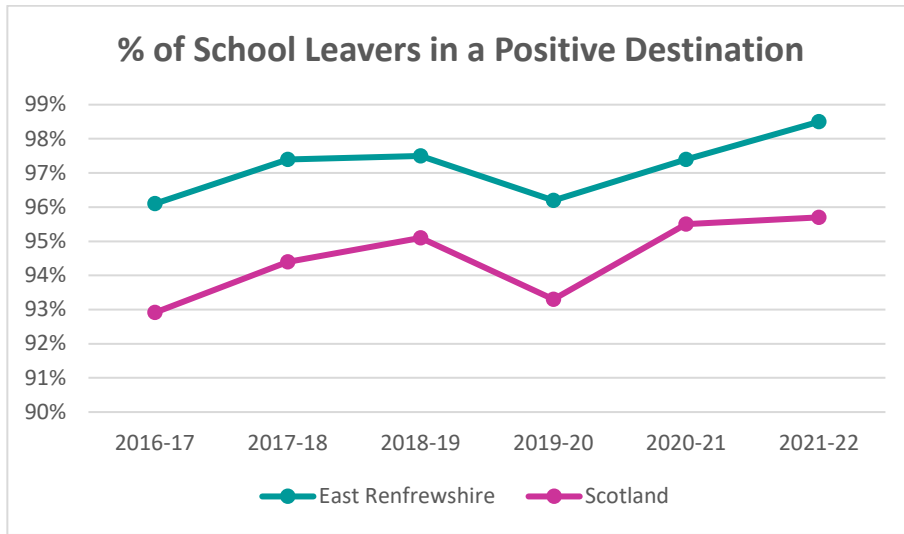
- Residents have the right skills, learning opportunities and confidence to secure and sustain work*
- Children and young people are included
- Children and young people raise their educational attainment and develop the skills they need
- Residents are as healthy and active as possible

*Fairer East Ren outcome

Community Plan Indicators

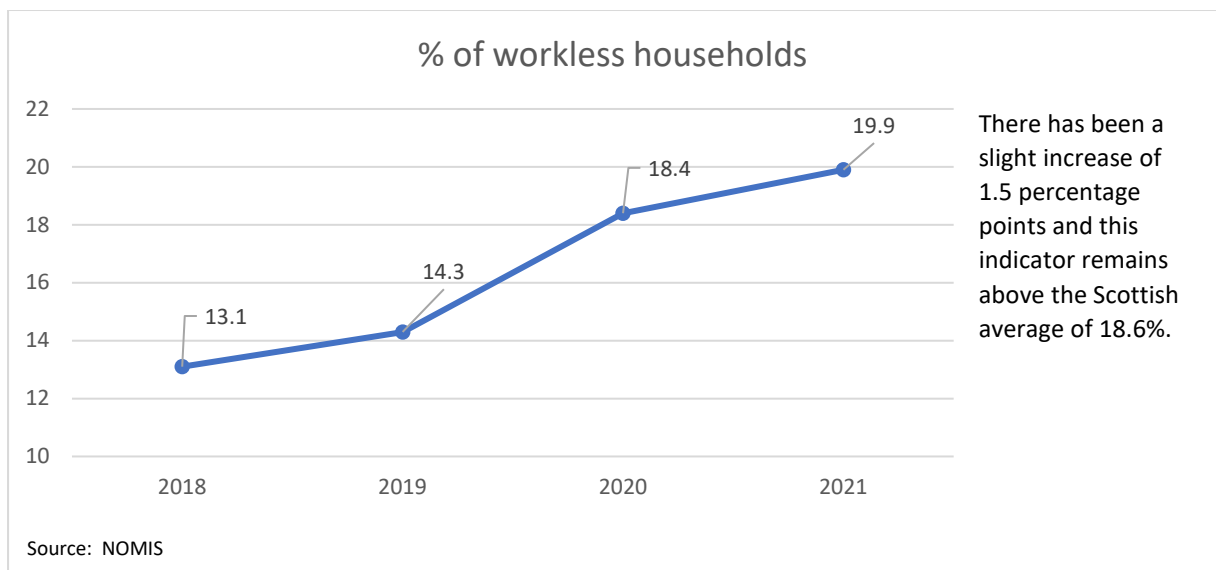
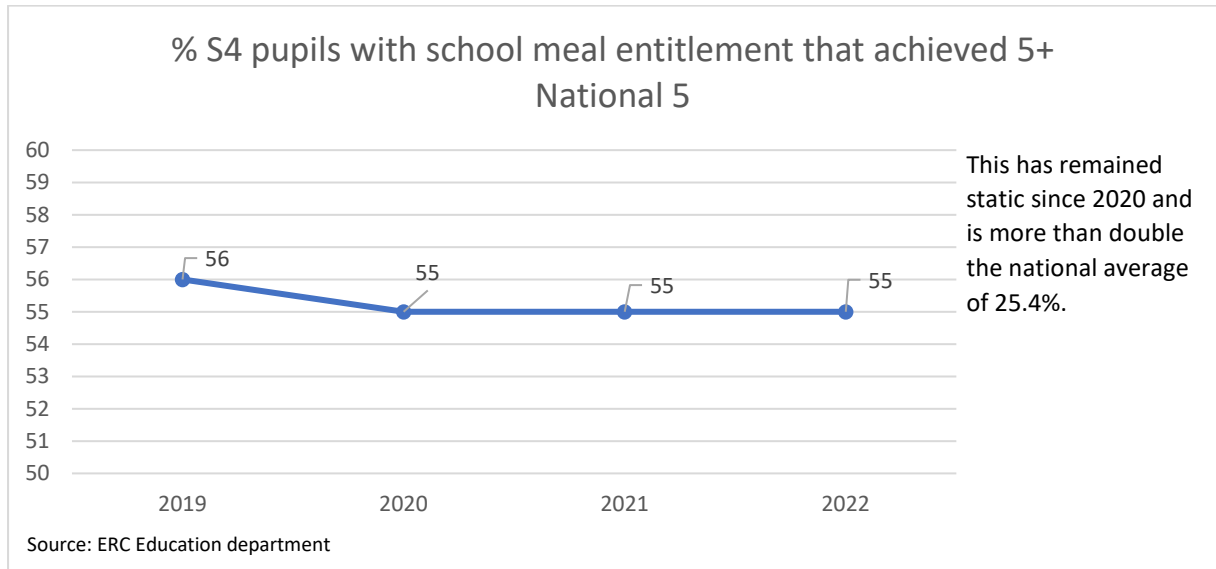
Learning, Life and Work							
Indicator	Rationale for inclusion	Aim to Maximise (↑) or Minimise (↓)	ERC Baseline	Previous Figures	Direction of travel over the last year	ERC Performance against Scotland	Comments
<p>% of School Leavers in a Positive Destination</p> <p>*CPOP Indicator (Scottish Government)</p>	<p>To help raise attainment and support school improvement, information is gathered annually on the attainment and destinations of school leavers across Scotland. East Renfrewshire generally has high levels of positive School Leaver Destinations. This will now be tracked rather than setting targets against this.</p>		<p>96.6% (2016/17)</p>	<p>97.4% (2020/21)</p>			<p>In 2022, Positive Destinations increased by 1.1% and compared favourably with the Scottish average of 95.7%.</p>
<p>% of East Renfrewshire's population who are economically active</p> <p>(NOMIS, Annual Population Survey)</p>	<p>Proportion of 16-64 year olds in employment or actively seeking employment. East Renfrewshire requires an active working age population to provide the goods and services demanded by our residents.</p>		<p>75.9% (2018)</p>	<p>72.4% (2021)</p>			<p>2022 saw an increase of 4.1% from the previous year taking to total to 79.5%. This puts East Renfrewshire 3.7% higher than the Scottish average of 76.2%.</p>

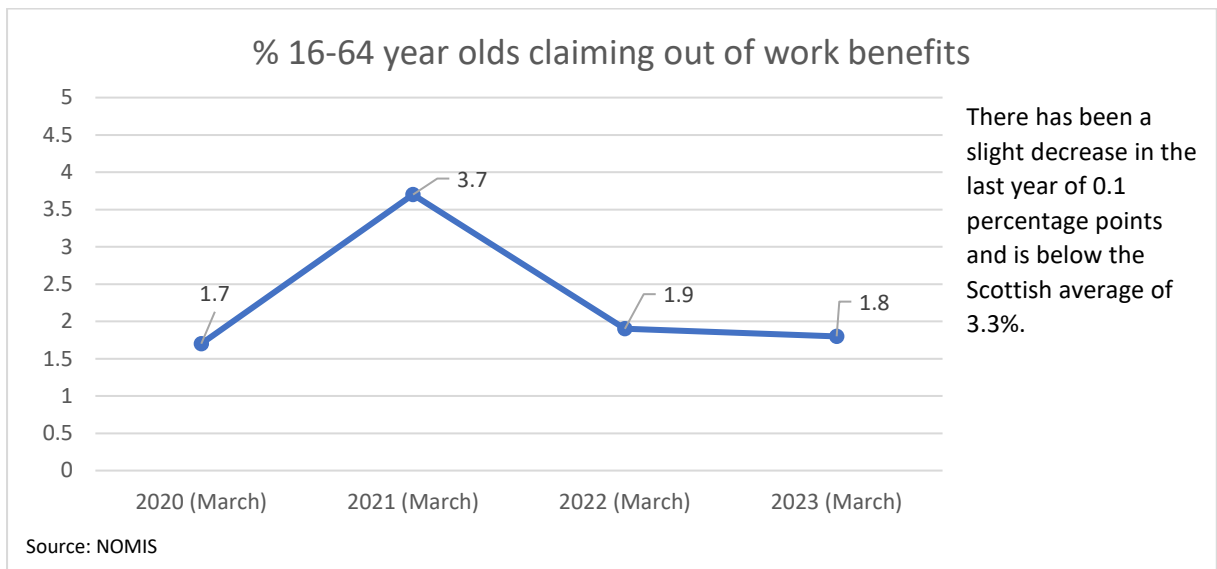
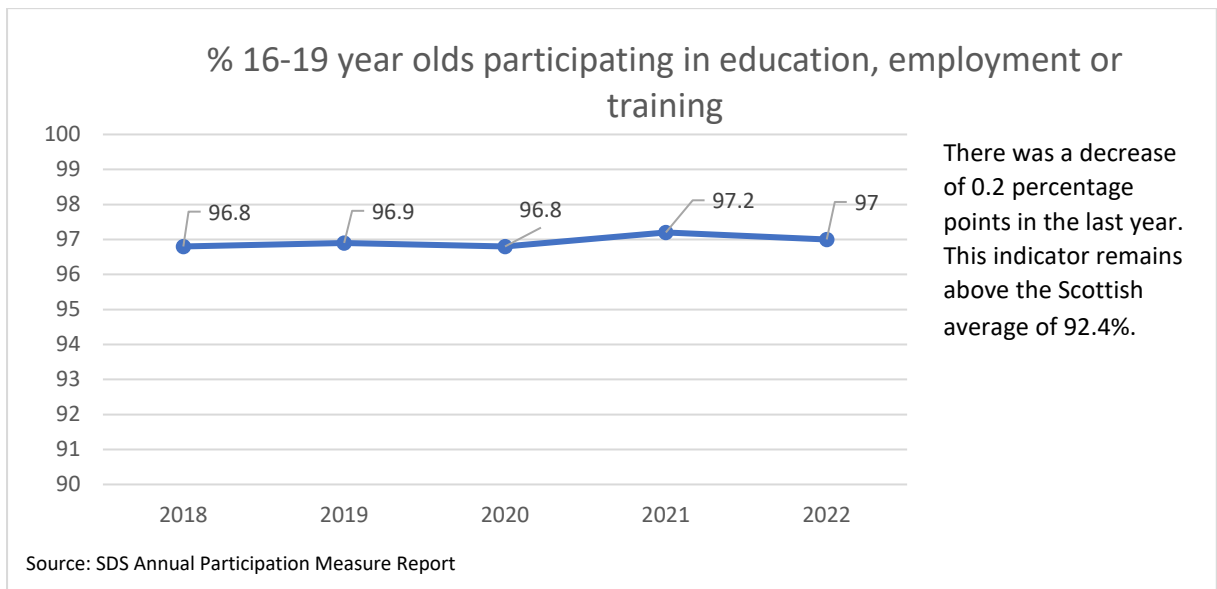
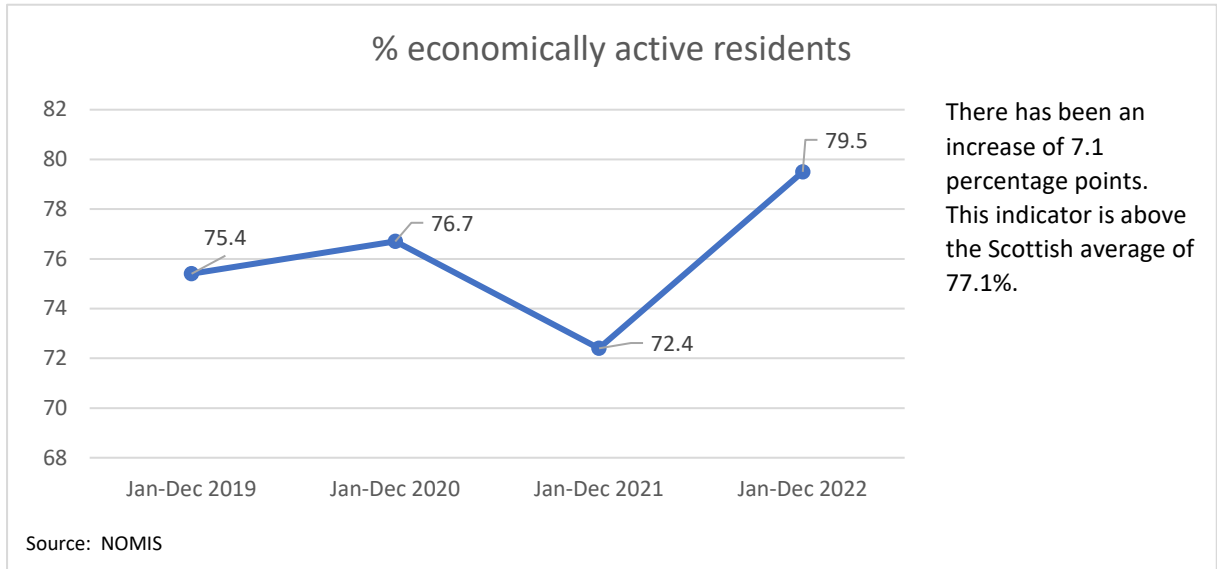
Strategic Priority 2 charts



Fairer East Ren progress

The following indicators provide an update on how we are progressing towards achieving the Fairer East Ren intermediate outcome: **Residents have the right skills, learning opportunities and confidence to secure and sustain work.**





Strategic Outcome 3: Economy and Environment



The outcome we want is...



East Renfrewshire is a thriving attractive and sustainable place for business and residents

Our steps along the way to achieving this are...

- East Renfrewshire's transport links are accessible, attractive and seamless*
- East Renfrewshire is a thriving place to invest and for businesses to grow
- East Renfrewshire is an attractive place to live with a good physical environment
- East Renfrewshire is a great place to visit
- East Renfrewshire is environmentally sustainable

*Fairer East Ren outcome

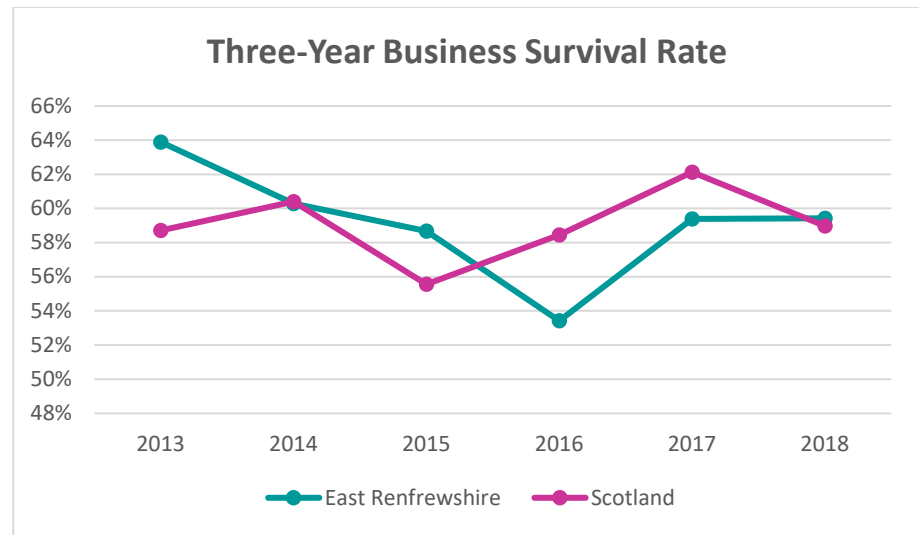
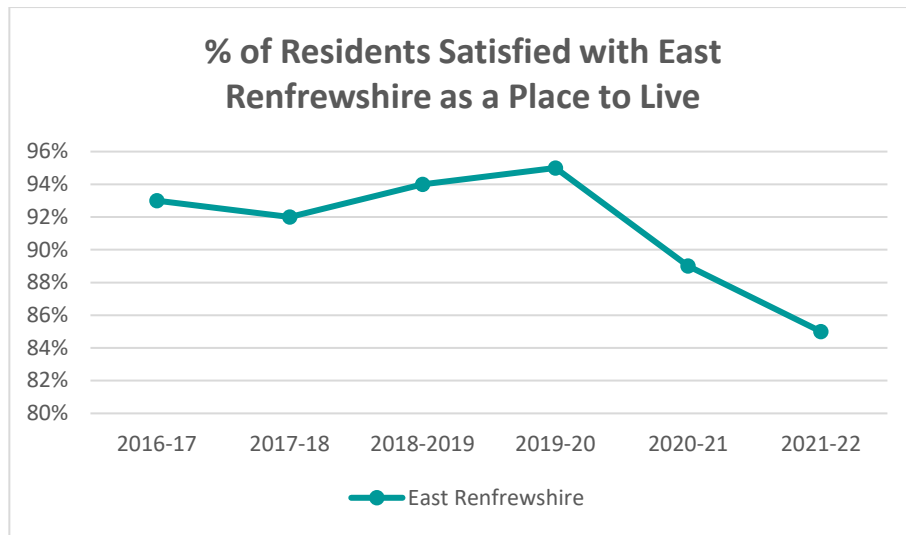
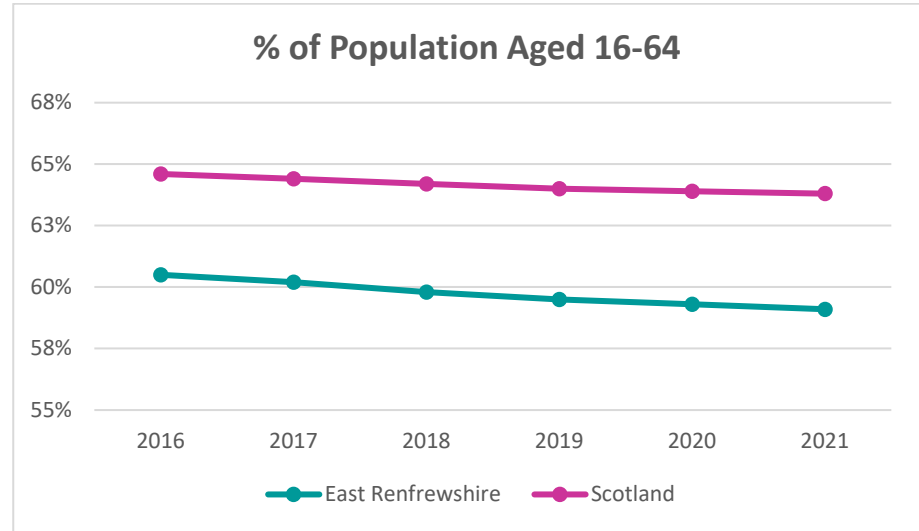
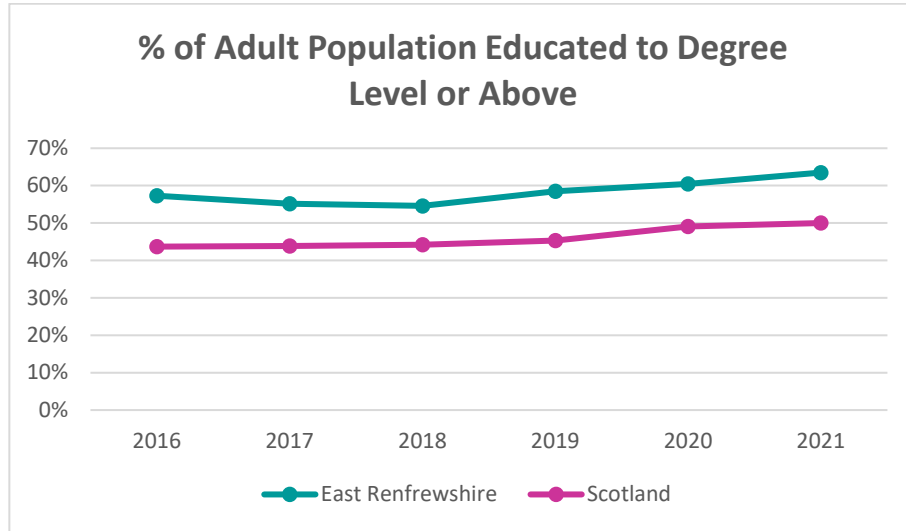
Community Plan Indicators

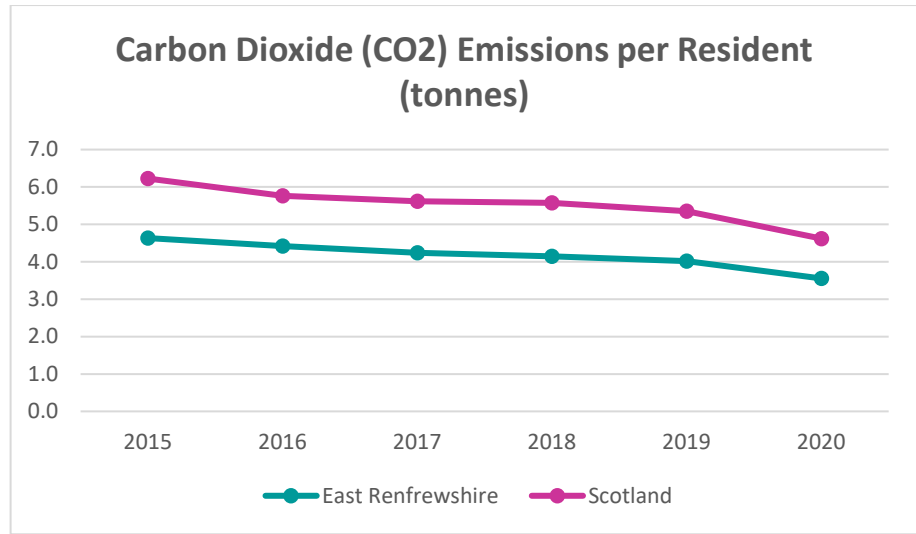
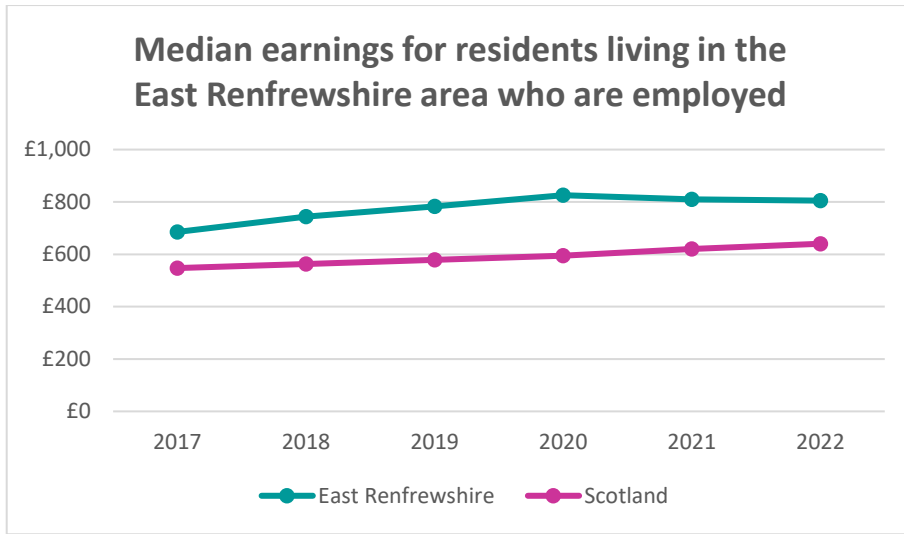
Economy and Environment							
Indicator	Rationale for inclusion	Aim to Maximise (↑) or Minimise (↓)	ERC Baseline	Previous Figures	Direction of travel over the last year	ERC Performance against Scotland	Comments
% of adult population with qualifications at NVQ level 4 (HND/Degree) and above (NOMIS, Annual Population Survey)	Gives an indication of how skilled our working age population is.	↑	54.6% (2018)	63.5% (2021)	N/A ³		The latest rate of 63.5% is higher than the Scottish average of 50.1%. East Renfrewshire has seen an increase in this figure every year since 2019.
% of population aged 16-64 (NOMIS, Annual Population Survey)	East Renfrewshire relies on its working age population to contribute to the production of the local economy as well as providing vital services for our children, young people and older people.	↑	59.8% (2018)	59.3% (2020)	↔		The working age population is showing a very slight decline over the last few years and the latest figure of 59.1% is lower than the Scottish average of 63.8%.
% of residents who are satisfied or very satisfied with East Renfrewshire as a place to live (Citizens Panel)	Gives a general sense as to how residents feel about living in the East Renfrewshire area.	↑	94% (2018)	85% (2021)	↓	N/A	Satisfaction with East Renfrewshire as a place to live is 85%, the lowest value since 2013. As the Citizens Panel survey is bespoke to East Renfrewshire, there are no national comparisons available.

³ Currently awaiting the release of the latest statistics.

Economy and Environment							
Indicator	Rationale for inclusion	Aim to Maximise (↑) or Minimise (↓)	ERC Baseline	Previous Figures	Direction of travel over the last year	ERC Performance against Scotland	Comments
Business Survival Rates (Scottish Government)	A ratio of the number of businesses still trading after 3 years against the number of new business set up at the same time	↑	60.29 (2014-17)	59.38% (2018-21)	↔	●	The 3-Year business survival rate for 2018 is 59.42%, i.e. 59.42% of businesses that were 'born' in 2018 were still active in 2021. This puts East Renfrewshire above the Scottish average of 58.97%.
Median Earnings for residents living in the East Renfrewshire area who are employed *CPOP Indicator (Office for National Statistics – Annual Survey of Hours and Earnings)	Provides a measure of median earnings for full-time workers who are resident in the area.	↑	£590.70 (2017/18)	£809.40 (2021)	↓	●	The current median earnings has reduced to £804.90 since last year but is still significantly higher than the Scottish average of £640.
Carbon Dioxide (CO2) Emissions per Resident *CPOP Indicator (Department for Business, Energy & Industrial Strategy)	In recent years, increasing emphasis has been placed on the role of regional bodies and local government in contributing to energy efficiency improvements, and reductions in carbon dioxide emissions.	↑	4.6 tCO2e (2015-16)	4.0 tCO2e (2019)	↓	●	The number of CO2 emissions per resident has been decreasing steadily since 2015.

Strategic Priority 3 Charts





Fairer East Ren Outcome 3: East Renfrewshire's transport links are accessible, attractive, and seamless

While the transport strategy is in development there are no current indicators set for this outcome. The Council's draft 'Case for Change' which was launched in September 2022, is the first stage in the development of a new Local Transport Strategy and outlines the evidence base for transport and transport systems within East Renfrewshire. The report incorporates findings from the Community Transport review carried out prior to the pandemic. The report recognised the growing need for Community Transport services which are often fragmented across different service providers, thus limiting the effectiveness of current service provision. This combined with an ageing population and an increased number of concessionary passes/blue badges, is only likely to add to pressure.

In June 2023, the Council launched a public local transport consultation and is reconnecting with Community Transport stakeholders regarding the future delivery model(s) and opportunities for future development. In addition, the new Local Transport Strategy will be supported by an Equality, Fairness and Rights Impact Assessment. This will consider existing evidence, knowledge gaps and reach out to disadvantaged and minority groups, people with protected characteristics and young people to support future policy development.

The new Local Transport Strategy will subsequently consider the role of Community Transport and how future policy and plans can meet strategic outcomes, such as ensuring that transport meets the needs of our most vulnerable residents. It will also have to consider the shifting landscape due to the pandemic and the changes that this will have on travel patterns – both short-term and long-term.

Strategic Outcome 4: Safe, Supportive Communities



The outcome we want is...







East Renfrewshire residents are safe and live in supportive communities

Our steps along the way to achieving this are...

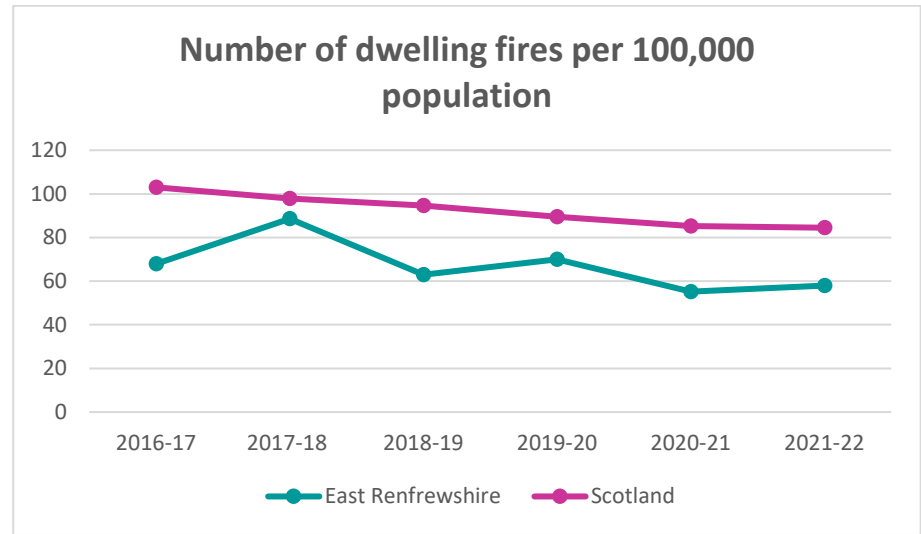
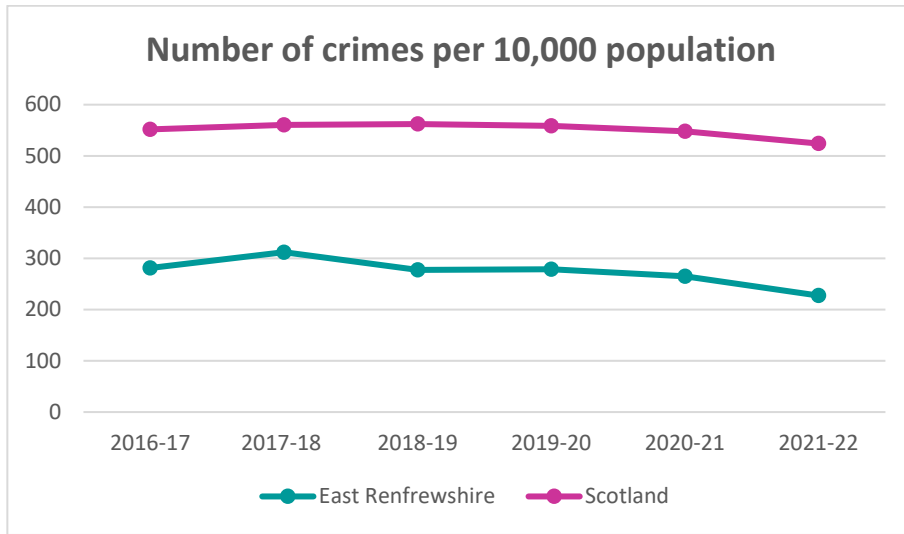
- Residents' mental health and wellbeing is improved*
- Residents live in safe communities with low levels of crime and anti-social behaviour
- Residents are protected from harm and abuse and public protection is safeguarded
- Residents live in communities that are strong, self-sufficient and resilient
- Residents are protected from drug and alcohol related harm

*Fairer East Ren outcome

Community Plan Indicators

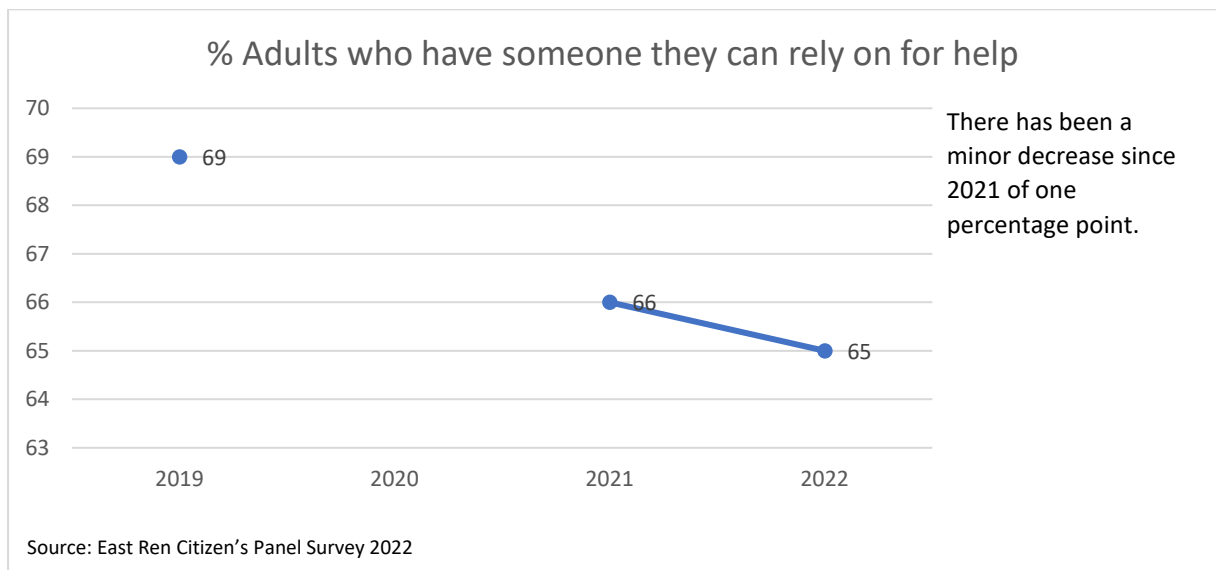
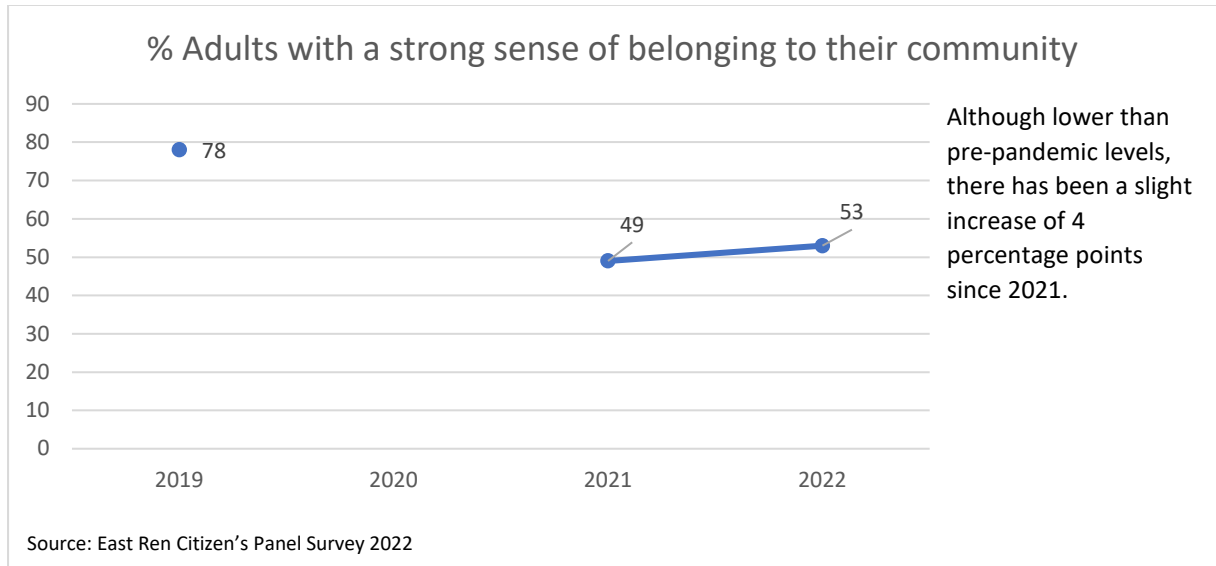
Safe, Supportive Communities							
Indicator	Rationale for inclusion	Aim to Maximise (↑) or Minimise (↓)	ERC Baseline	Previous Figures	Direction of travel over the last year	ERC Performance against Scotland	Comments
Number of crimes per 10,000 population *CPOP Indicator (Scottish Government (Police Scotland))	Measure of crimes taking place in the area, indicating how safe the area is to live in.		262 (2017-18)	265 (2020-21)			There has been a decrease of 38 crimes per 10,000 population to 227. East Renfrewshire remains well below the national average of 524.
Number of dwelling fires per 100,000 population *CPOP Indicator (Scottish Fire and Rescue (data provided to the CPOP))	Seeks to establish the number of deliberate fires and the work of Scottish Fire and Rescue within the CPP in reducing deliberate fires. Also supports the work of SFR education communities and making residents safer from the risks of accidental fires.		68 (2016-17)	55.2 (2020-21)			This figure has increased from 55.2 to 58.0 since the previous year, but still remains well below the national average of 84.5.
% of residents who feel crime in ERC has increased over the last two years (Citizens' Panel)	Perception measure of rates of local crime from East Renfrewshire residents.	N/A	29%	N/A	No new data available	N/A	This measure is no longer monitored in the Citizen's Panel and will not feature in future reports.

Strategic Priority 4 Charts



Fairer East Ren Progress

The following indicators provide an update on how we are progressing towards achieving the Fairer East Ren intermediate outcome: **Residents’ mental health and wellbeing is improved.**



In 2020 a thematic survey on climate change replaced the annual Citizens’ Panel survey therefore no data is presented for that year in the above two charts.

For 2021-22 some new critical indicators were added which reflect priorities at a national level with the Scottish Government’s ‘A *Connected* Scotland’ Plan highlighting the role of connected communities in tackling social isolation and loneliness. This includes providing digital devices (123 people received in 2022/2023) and digital support (572 individuals), supporting volunteering opportunities (155 individuals) and connecting residents to the Community Hub managed by Voluntary Action East Renfrewshire (1,004 calls received).

Strategic Outcome 5: Older people and People with Long Term Conditions



The outcome we want is...










Older people and people with Long Term Conditions in East Renfrewshire are valued; their voices are heard and they enjoy full and positive lives

Our steps along the way to achieving this are...

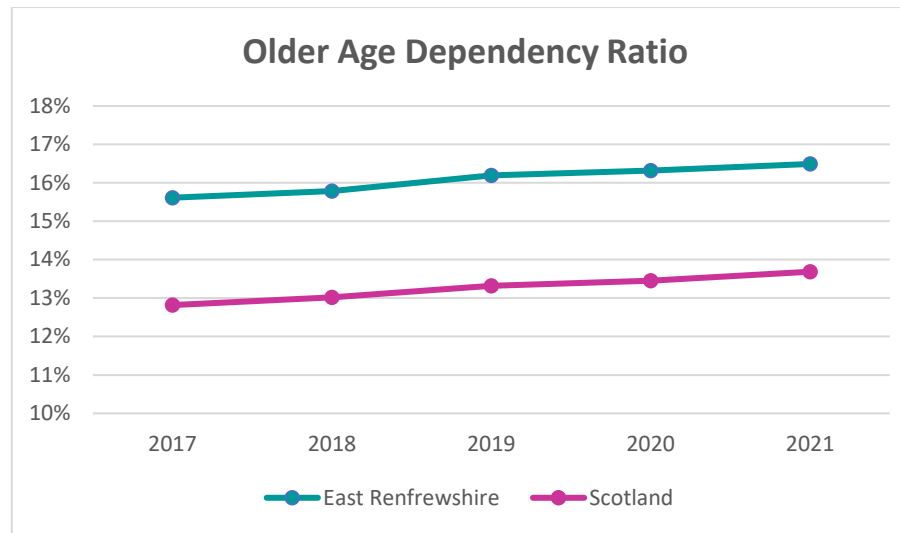
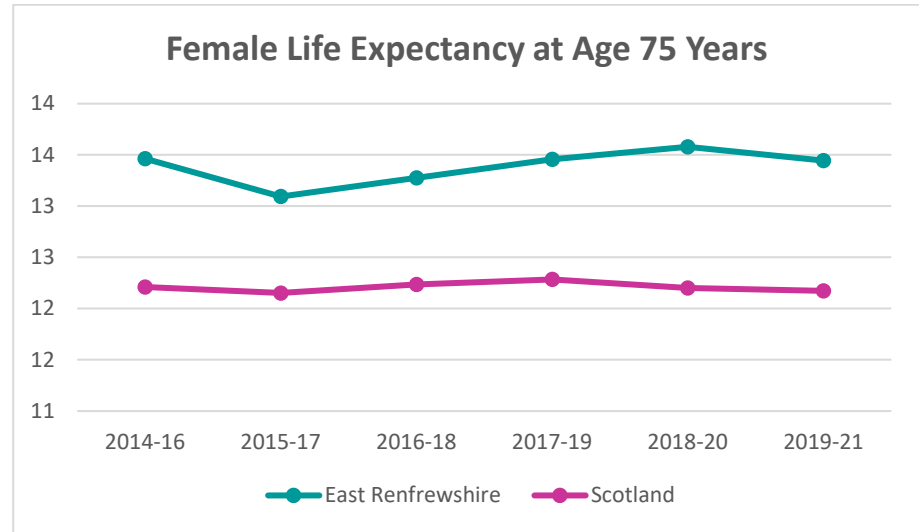
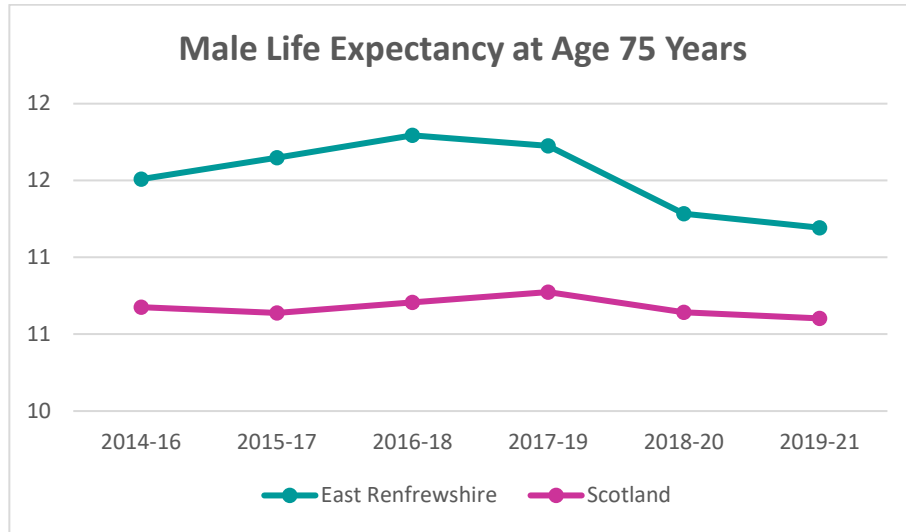
- Residents are safe and more socially connected within their communities*
- Older people and people with Long Term Conditions stay as healthy as possible
- Older people and people with Long Term Conditions live safely and independently in the community
- Carers are valued and can maintain their own health and wellbeing

*Fairer East Ren outcome

Community Plan indicators

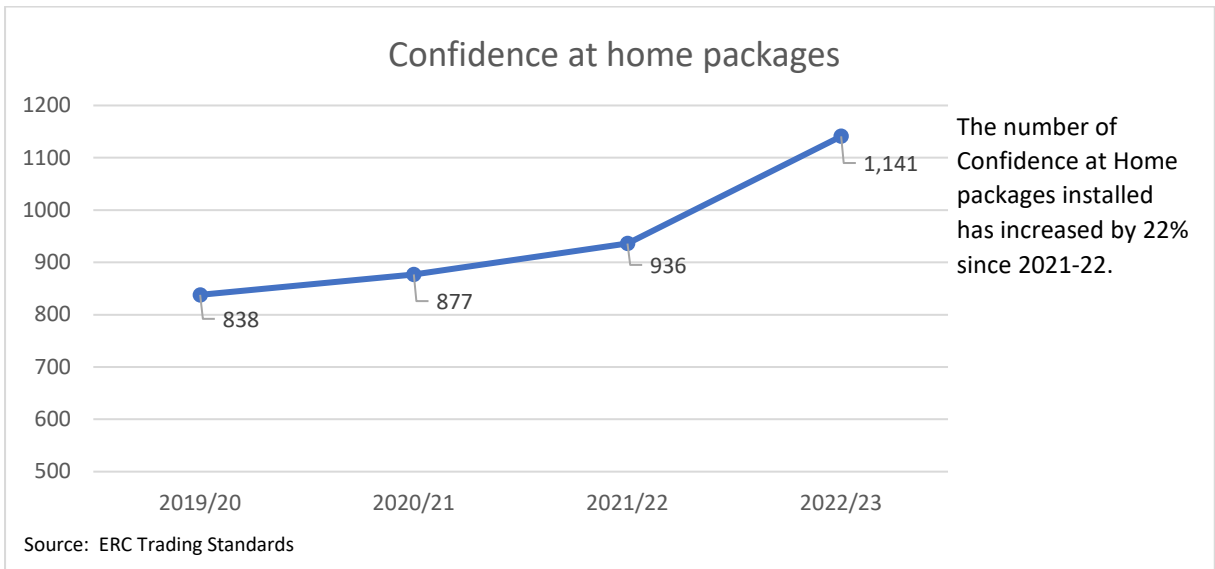
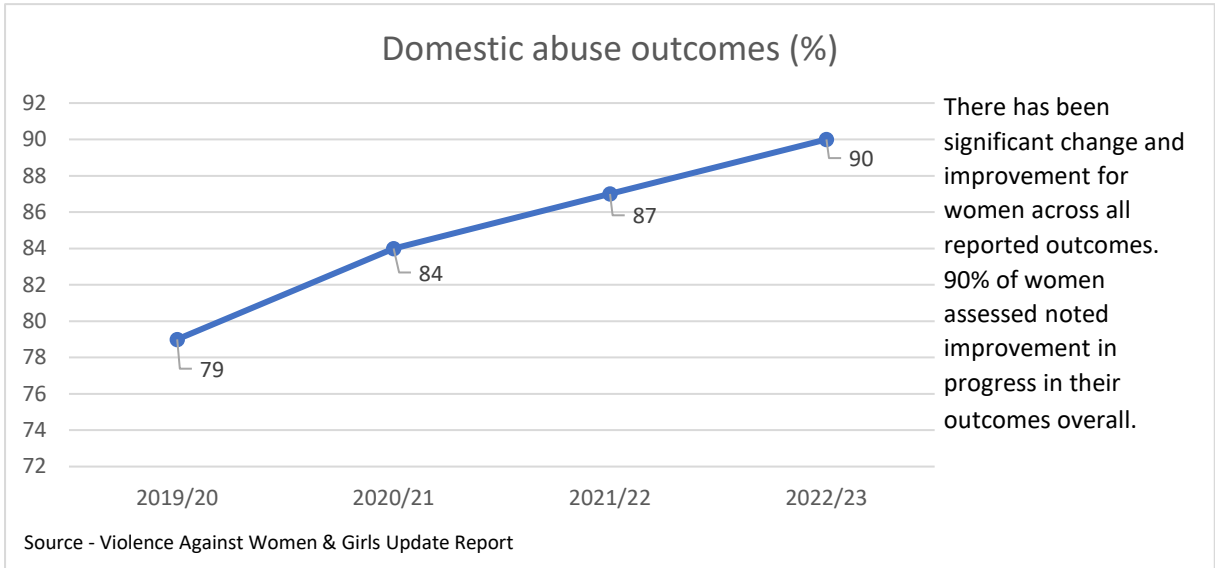
Older People and People with Long Term Conditions							
Indicator	Rationale for inclusion	Aim to Maximise (↑) or Minimise (↓)	ERC Baseline	Previous Figures	Direction of travel over the last year	ERC Performance against Scotland	Comments
Older Age Dependency Ratio (Ratio of people aged 75+ to the working age population aged 16-64) (NRS Population Estimates)	Ratio of older people 75+ to the working age population (16-64). A rise in this ratio, coupled with the cost of care for older people, indicates that the CPP may have a greater challenge in providing care for its older population.		15.8 (2018)	16.3 (2020)			Ratio of older people 75+ to the working age population has risen every year since 2018. This is a national trend, but East Renfrewshire remains higher than the national average.
Male Life Expectancy at age 75 Years (NRS)	Provides an estimate of how many further years a 75 year old male residing in East Renfrewshire today can expect to live. Based on mortality rates at the time.		11.7 (2015-17)	11.3 (2018-20)			Male life expectancy at age 75 like life expectancy at birth shows a very slight decline which reflects a national trend. East Renfrewshire has a higher life expectancy rate than the Scottish average.
Female Life Expectancy at age 75 Years (NRS)	Provides an estimate of how many further years a 75 year old female residing in East Renfrewshire today can expect to live. Based on mortality rates at the time.		13.1 (2015-17)	13.6 (2018-20)			Female life expectancy at age 75 like life expectancy at birth shows a very slight decline which reflects a national trend. East Renfrewshire has a higher life expectancy rate than the Scottish average.

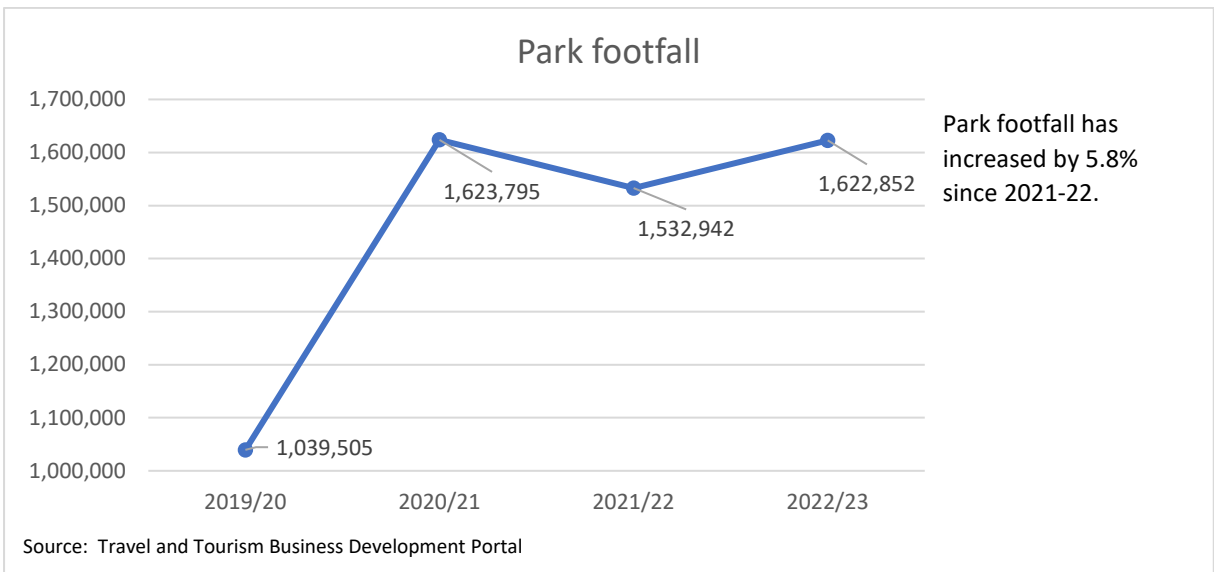
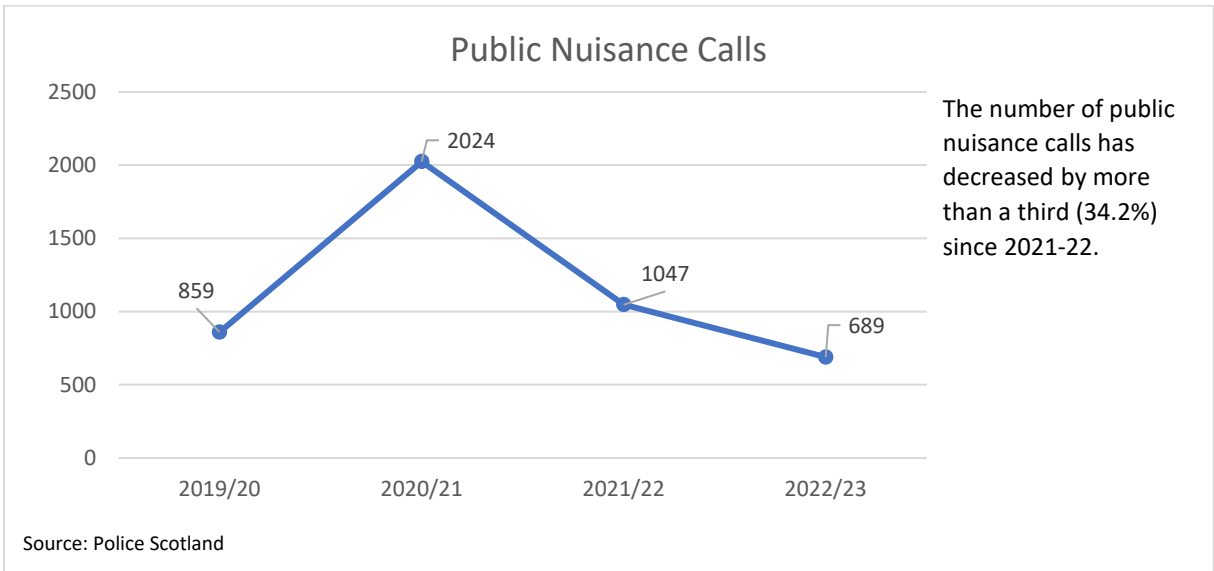
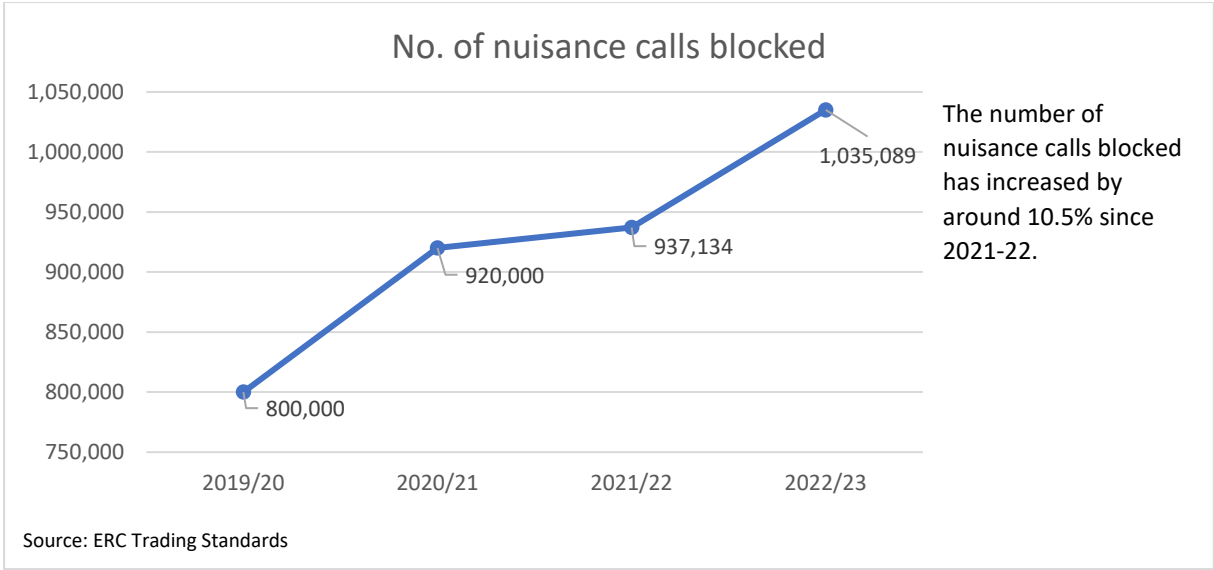
Strategic Priority 5 Charts



Fairer East Ren Progress

The following indicators provide an update on how we are progressing towards achieving the Fairer East Ren intermediate outcome: **Residents are safe and more socially connected within their communities.**





Locality Planning in Auchenback, Barrhead, Neilston and Thornliebank



Work continues with our Community Planning Partners to reduce the inequalities experienced by residents in areas where outcomes in health, employment, education and experience of crime can be disproportionately poorer when compared with other areas of East Renfrewshire. Within East Renfrewshire, these locality planning areas are Auchenback; Arthurlie, Dunterlie, & Dovecothall (ADD2) ; Neilston and Thornliebank.

Over the last year, five events have been held by Linking Communities within three of the Locality Planning areas – Barrhead, Neilston and Thornliebank. This resulted in 47 local groups and organisations receiving nearly £85,000 for recreation, sports and fitness; activities for older people, children and young people and activities for people with additional support needs (An additional £82,928 was carried over from the 2020/2021 allocation due to Covid and distributed to 45 local groups during the Summer of 2022).

Voluntary Action East Renfrewshire (VAER) have run two grant making PB events with £150,000 of Council Humanitarian Funding being allocated to 37 projects through 800 votes. Some of these include Dunterlie baby and toddlers; *I care about me!* (East Renfrewshire Young Carers' project); Dementia Family Support and Thornliebank Family Fun Day.

There has also been increasingly more face-to-face engagement with community groups and residents from these areas over the last year and we are building on these relationships to explore their priorities and aspirations for the communities in which they live.

In Neilston, residents were surveyed about previously identified priorities (pre-pandemic) to find out if these were still relevant today. The priorities were life-long learning, skills & rights; community pride in the built up & natural environment and accessible leisure for health & wellbeing

Almost 80% said that community pride and accessible leisure were still priorities, with half highlighting life-long learning as a goal for Neilston. In terms of other priorities which residents felt should also be addressed, the top three were the cost of living and feeling safe in their community followed by transport. The survey also gave residents the opportunity to register their interest in working alongside the Community, Learning & Development (CLD) team and being more involved in local decision-making. A community event is currently being planned for the summer aimed at getting residents and community groups involved in the locality plan and working in partnership with community partners such as Neilston Development Trust, East Renfrewshire Culture & Leisure and council departments.

Similarly, in Auchenback, community engagement has shown that priorities have changed post-pandemic and we are working with partners and the community to address these. Links have been established with community groups (e.g. the Arthurlie Women's Group) .We are also planning for an event in the Auchenback Resource Centre to bring people together to explore their priorities and how residents want to engage.

Once priorities have been identified in all the locality planning areas, steering groups with representation from the community and services will be set up in each area to progress the development of a locality plan for that area.



Report produced by Strategic Services Team, East Renfrewshire Council

Contact:

Claire Coburn, Strategic Services Lead Officer: Claire.Coburn@eastrenfrewshire.gov.uk

A selection of case studies to demonstrate good practice and partnership working

Outcome 1: Early Years and Vulnerable Young People - All children in East Renfrewshire experience stable and secure childhoods and succeed

Unveiling a New Chapter: A Family's Journey from Isolation to Integration with Family First

The referral

Maryam* is a mother of a three-year-old and a ten-year-old stepdaughter, living within a multi-generational household. Speaking English as an additional language and with very low self-esteem, she was trapped in a vicious cycle of isolation. A referral was made to Family First by a Health Visitor who recognised the need for support to help reduce isolation, improve confidence, and connect Maryam to appropriate community resources.

First steps

The first step was developing a comprehensive action plan in collaboration with Maryam. Lacking any knowledge of community supports or activities, Maryam was both overwhelmed by the unknown and anxious about stepping outside her comfort zone. She scored quite low in a scale that measures Family Wellbeing, reflecting her feelings of isolation and low self-worth.

The Family First Worker helped Maryam through regular visits introducing her to different community organisations and venues, providing constant support and encouragement. A trusting relationship formed as the Family First Worker showed unwavering belief in the mother's potential, giving her the push she needed to try new things and gradually gain confidence.

“Maryam’s story exemplifies the impact Family First can have. From a position of isolation, we empowered the mother to build her confidence, connect with her community, and transform her life. As she flourishes, her children will also reap the benefits, fostering a positive cycle that goes beyond the family unit, enriching the community as a whole.”

– Family First worker



The process of transformation was gradual yet profound. Maryam started making weekly visits to the local library with the Family First Worker, who introduced her to the staff and helped her register her children as members. Over time, she grew comfortable enough to make these visits independently.

Maryam was also introduced to public transport, expanding her horizons and allowing her to explore family-friendly places like Pollok Park and the Gallery of Modern Art. The Family First Worker connected her to the Off Grid Outdoor Toddler Group and helped to secure a nursery place for her son. She also participated in small Parent/Child sessions through the Family First Loneliness Project, where she formed friendships with like-minded parents.

And now....

Maryam scored a lot higher on the Family Wellbeing Scale, highlighting her growth. More importantly, she has started participating in group activities independently and is exploring personal development and learning opportunities.

*Maryam's name has been changed to maintain anonymity and to protect privacy



Supporting the Minds of Our Children and Young People

"I liked opening up and talking in an environment that I felt safe in and that I felt like I was actually being listened to."- Young Person

Healthier Minds is an innovative, multi-disciplinary emotional health and wellbeing service that has transformed the way children and young people aged 10-18 years access mental health support in East Renfrewshire. This is one of the first initiatives of its kind and offers a new way of thinking about mental health in children and young people. The service is built on a co-production approach where staff, children, young people, parents, and carers identified new approaches to successfully respond to the mental and emotional wellbeing needs of our children and young people.

Mental health support for young people was under pressure even prior to the pandemic. However, lockdown has exacerbated feelings of anxiety and stress for many young people. Through various funding streams, East Renfrewshire Council has established this multi-disciplinary team known as Healthier Minds. This service has enabled the HSCP to work with local partners to respond to the increasing demand for support in the area. This in turn has ensured that many more children, young people, and their families receive the support they need, when they need it, underpinned by the values, principles, and components of GIRFEC. (Getting it Right for Every Child).

93% of children and young people accessing the Healthier Minds Service report improvements in their mental and emotional wellbeing, with only a small number of young people being referred to Child and Adolescent Mental Health Services (CAMHS) for specialist support.

The service has been shaped by community-led insights and a need for approaches to mental health that bridge the gap between

school and home. The service delivers a blended model of support with two main areas of delivery:

- The development of school counselling provision – this includes upper Primary School and extends availability to include school holiday periods, increasing capacity by 50%.
- A new model of systemic individual and family support which works between home and school.

A multi-disciplinary screening hub model has also been developed to rapidly review referrals and to ensure that children and young people are supported within the right service for their needs. The Hub meets on a weekly basis, attended by regular stakeholder representatives from CAMHS, Social Work, Youth Counselling, Educational Psychology, and Children 1st: Family Wellbeing Service. Local partnerships have been strengthened by the establishment of the Hub. From the first meeting of the screening hub in November 2020 through to April 2023, more than 1,000 referrals have been reviewed.

From the start, communication has been a key priority, ensuring that education colleagues and partners understand the service and the referral pathway. Support continues to be offered from the service co-ordinator and principal teacher for pre and/or post referral discussions, advice, support, and guidance as well as a listening ear for staff.

This innovative approach to children and young people's mental and emotional wellbeing has taken pressure off existing services, particularly CAMHS, and provides earlier holistic support based on the individual's needs.

The Healthier Minds team offer 1-to-1 and whole family support, as well as group work and whole class input. A new training/information sharing network has been created to build capacity. Staff from Education, HSCP, and the third sector attend this network. 300 staff have been trained in the Healthier Minds approach.

Every parent and carer who completed an evaluation reported that they would recommend the service to others. This service has exceeded expectations and continues to have a positive impact improving the mental and emotional wellbeing of our children, young people and their families.

“The support of this service has been a significant factor in my daughter's recent progress.”

- Parent

Outcome 2 – East Renfrewshire residents are healthy and active and have the right skills for learning, life and work

Young Peoples Guarantee- Matching Young People with the Right Opportunities

“I’m really enjoying it, it’s different work every day” - Josh

The Young Person's Guarantee (YPG) scheme brings together employers, partners, and young people. It aims to connect every 16–24-year-old to an opportunity, be it a job, apprenticeship, further/higher education, training or volunteering, or an enterprise opportunity.

Kevin Wilson, greenkeeper at Ferenze Golf Club in Barrhead was seeking a new apprentice but due to lack of resources he needed assistance with the recruitment and funding. He was looking for a school leaver with an interest in working outdoors and/or golf. A vacancy template was developed with support from a Business Liaison Officer within the Council's Economic Development Team. The post was then advertised on the Work EastRen vacancy board and circulated to youth employment client advisors.

“Josh is doing great. I don't think there's any hurdles he's not willing to challenge or give a try.”

- Kevin



Once the successful candidate, Josh, had been appointed, Employer Recruitment Incentive funding was applied to the role, amounting to £6,000 per year. The funding can be used in several ways, for example to offset against wages, for training, equipment, or uniform.

Find out more about Josh's journey to employment by clicking [here](#).

This Young Persons Guarantee Programme is committed to increasing the variety and type of job opportunities for all with enhanced services to support employers to recruit people with barriers to securing/sustaining work.

Outcome 3: Environment and Economy – East Renfrewshire is a thriving, attractive and sustainable place for residents and businesses.

Cowan Park Gate Lodge Case Study

Cowan Park Gate Lodge is an early 20th century building that had fallen into disrepair and was on the Buildings at Risk Register for Scotland. Now, the new Hub provides a much needed home and additional spaces for Social Enterprises, community groups, and other third sector partners to operate and deliver a variety of local services and initiatives. The project is a catalyst for further local regeneration and builds on a local asset within an area of disadvantage and deprivation, ensuring it is accessible for all.



There was interest from some local charities and social enterprises to deliver this project, with the charity Include Me 2 Club (IM2C) submitting the winning proposal to run and manage the Gate Lodge. IM2C is an award-winning charity that provides a wide range of activities and services for children, young people, adults, and families affected by additional support needs, disabilities (physical and learning), mental health conditions, or those suffering from isolation or loneliness.

From the beginning of the project, IM2C have played a key role in the design, internal and external layout, physical construction, fit out, access routes, and landscaping of the Gate Lodge. The experience and insights of IM2C have ensured that the Lodge is as accessible as possible and is designed around the needs of the local community. The Hub has seen a number of positive outcomes, including the creation of 60 training/skills development placements, 5 new permanent jobs, 20 existing jobs supported/sustained, five local community groups supported, and new activities created for the local community.

“What an amazing transformation to a building that has been derelict for such a long time and being put back to work in the community and offering much needed services to the park that has been greatly needed for such a long time.”

– Local Resident

One such offer is the Bike Hub, a facility that offers bike servicing, a workshop, and cycle leader training. Mia* is a local resident who recently used the Bike Hub to become a qualified ride leader. Mia has ADHD, autism, and learning disabilities. In order for her to become a qualified cycle leader, she led a group of women cyclists from Govanhill to the Clyde Walkway. The IM2C Bike Hub said of Mia's success: "this is a brilliant achievement and we're very proud of all our volunteers, especially our youth volunteers."

"Mia has ADHD, autism and learning disabilities and is a prime example of anything is possible, nothing should ever be a challenge."

- Volunteer



What the Hub at Cowan Park Lodge shows is how support for a local social enterprise has brought life back to a building and increased employment training for residents with disabilities. For example, The Social Blend Coffee Shop at the Hub provides members with the opportunity to

learn and develop skills involved in working in a retail and hospitality setting. The Hub's training programme teaches key skills, such as food and drink preparation, EPOS till use, stock takes, and customer service. This initiative benefits individuals on the training program, and has received praise from local residents who visit the café:

"My friend and I went there today, for a coffee and scone in very friendly and pleasant surroundings".

Residents and locals have said:

"Great to see some of our young people working there"

The new hub will offer a number of local services, some job creation, training opportunities, and will potentially attract new investment for the future of the area and its residents. The Lodge is located within an area of Barrhead that is in the bottom 20% of the Scottish Index of Multiple Deprivation, making it accessible to residents who might benefit the most from the services on offer.

*Mia's name has been changed to maintain their anonymity and to protect their privacy

Charting a Greener Future: Implementing Climate Change Impact Assessments in Council Decisions

"Before we had the Climate Change Impact Assessment, we were driving with a blindfold on, making decisions without fully understanding their impact on our carbon footprint-Council Climate Officer."

In 2021, East Renfrewshire Council declared a climate emergency. A critical issue emerged - how were council decisions impacting the climate, and were they supporting or hindering the goal of achieving net-zero carbon emissions by 2045? Before the Get to Zero initiative, these questions remained unanswered. There was no formal mechanism for evidencing the carbon impact of a proposal or understanding its potential impact on the council's net-zero objectives.

The council's Get to Zero team saw this gap and said: "We can, and we *must* do better." They understood that without proper data, the council couldn't make meaningful change

The Get to Zero (GTZ) team took on the challenge of developing the Climate Change Impact Assessments (CCIA) process. Recognising this was not just a local but a national issue, the GTZ team convened a national CCIA Task and Finish Group through the Sustainable Scotland Network. They worked to gather experience and best practice from across the country, culminating in the creation of a comprehensive set of guidelines published in May 2023.

"The day the CCIA was incorporated into the council's processes was a turning point. We finally had a tool that could ensure carbon reduction was at the heart of our projects."

Implemented in October 2022, the CCIA process became a game-changer for the council's decision-making process. Every proposal is now subject to an accessible screening exercise carried out by the lead project officer. This exercise sheds light on the potential climate impacts - positive or negative - across three key areas: council operational emissions, community emissions, and climate adaptation.

The GTZ team collaborates on the second stage of the process, grading the extent of the impact and having open discussions on how to mitigate negative impacts or enhance the positive ones. The CCIA has illuminated the path towards achieving the council's carbon net-zero targets, fostering a new understanding of climate impacts among decision-makers.

This story exemplifies how a determined council, faced with the pressing issue of climate change, took transformative steps to ensure that their actions align with the goal of carbon neutrality. As we continue to face this global climate crisis, their journey serves as an inspiring blueprint for other councils and organisations to follow.

"One of the most positive outcomes of the CCIA is the dialogue it opens up. When we identify potential impacts, it's not a cause for panic but an opportunity for discussion and improvement."

- GTZ Officer

Outcome 4: Safe, Supportive Communities - East Renfrewshire residents are safe and live in supportive communities

Supporting Sam to Become Digitally Connected

“I now use the laptop every day. I don’t know how I managed before I guess I wasn’t really managing and that’s why I came to MART to help me sort out my affairs”

Sam*, a single 48-year-old local resident living on his own, could no longer work due to poor physical and mental health. He was in receipt of Universal Credit and Personal Independence Payment, and he had contacted the Money, Advice and Rights Team (MART) as he needed help with his financial affairs. Sam said: “I felt totally lost regarding my debts and don’t know where to start. I need help especially with my bank account and overdraft.”

Sam had no access to digital services as he did not have a laptop and, in his words, only had “a knackered phone.”

MART secured a laptop for him and showed him the basics of booting up, accessing Google, basic web awareness, as well as information about Universal Credit. Sam has now embraced the digital world – he uses his laptop to keep up to date with his online Universal Credit Journal, opened a new bank account online, and has come to an arrangement to reduce his overdraft.

He can now use banking online to check he has money in his account to cover bills and avoid bank charges by staying out of his unauthorised overdraft. He uses his laptop to access services such as keeping in touch with MART and sending documentation via email, where before he would need to come into the office. Sam also uses the laptop to keep track of hospital and doctor appointments. He also uses the device for online shopping so he can shop around for the best deals and have his food shopping delivered when he finds it difficult to get out the house. The laptop has a recreational role in his life too as he can now surf the web, watch videos, and listen to music. He has set up a Facebook page to keep in touch with family and friends.



This case study demonstrates our commitment to connecting residents and communities by increasing digital participation levels throughout East Renfrewshire. In addition to the devices provided by the Council and its partners to our most vulnerable residents, we also secured over £22,000 via the Scottish Government’s Connecting Scotland programme during 2022-23.

This meant we were able to distribute Chromebooks, iPads, and mi-fi devices to those most in need.

*Sam’s name has been changed to maintain their anonymity and to protect their privacy

Warm and Welcome Spaces East Renfrewshire

“I’ve enjoyed the company immensely. Feels like a safe and secure environment”



Average energy prices have risen by 54% since early 2022, with the typical annual bill set to increase again in 2023 when the government’s energy price guarantee is scaled back. While it is not unprecedented for people to face financial hardship and difficult choices over winter, the cost-of-living challenges faced by the UK have

worsened these difficulties and this reality has been felt by many more homes and families this year.

Working with our partners and voluntary organisations, safe, secure, warm, and welcoming spaces for vulnerable members of our communities have provided a vital support during this challenging time. Alongside Voluntary Action East Renfrewshire and East Renfrewshire Culture and Leisure Trust (ERCLT), the Council helped to coordinate and support a community-led response to deliver Warm and Welcome Spaces and activities over the Winter period 2022/23. This approach aimed to empower communities to self-support by providing individuals and families that were struggling to heat their homes over winter a place to go, keep warm, have a hot refreshment and gain some respite from the difficulties they may be facing at home, whilst maintaining dignity and providing holistic support.

A small, multi-agency working group with VAER and ERCLT was established to define the spaces and their principles, design the Fund criteria and guidelines, and assess the funding applications, as well as monitor the



impact of this project. Through this fund, community groups operating in East Renfrewshire have been able to access grants of up to £2,000 to provide additional services, hours, and/or capacity during winter months. In addition to offering a space, many organisations have also offered a variety of activities for residents to engage in, such as knitting groups, table tennis clubs, arts and crafts, and film viewings.

“People really need a warm welcome and a space where they can get a sense of connection, community and support—and where they can get help with all the issues they face not just their heating bills.”

- Community Worker

This partnership approach resulted in **33 organisations** receiving a small grant from the fund, **46 spaces** were set up across the council area, and these were visited over **3,500 times**.

A wide and diverse range of Warm and Welcome Spaces opened up across East Renfrewshire. Some examples include; Orchardhill Parish Church in Giffnock extended their café days and provided games, films, and crafts to new and regular visitors. The Iqra Learning Centre in Barrhead extended opening hours to provide a Warm and Welcome Space to the local BAME community, with special focus on women in this group.

The clearest and most positive impact Warm and Welcome Spaces have had is the effect of this initiative on loneliness and isolation for residents. Our older residents made up a significant proportion of the attendees and were most likely to return to the spaces every session. Companionship was noted as the most obvious motivator for people accessing these spaces and activities have allowed residents to interact and form new connections. Post-Covid, some have found it difficult to re-engage and feel connected to their communities and these spaces have given many the opportunity to reverse this and feel a strong sense of community. The impact these spaces have had on mental health has been vital for vulnerable residents over winter by *“bringing communities together during these challenging times.”*

Many of these spaces also made connections across our partners and linked into services that could offer further support to attendees such as our Money Advice and Rights Team and East Renfrewshire Citizens' Advice Bureau, who both attended various groups.

Through the strong working relationships across our partners and community organisations, Warm and Welcome Spaces have been safe and secure hubs of community, that have helped people to make connections and build friendships. In doing so they have created the longer-term social support networks that can sustain people all-year round.

You can watch a short video of some of the groups speaking about their Warm and Welcome Space [here](#).

“It has been great seeing local community socialising. We would like this to continue and it's important for mental health and social care.”

- Iqra Learning Centre

Water Safety for Our Younger Residents

East Renfrewshire has a number of outdoor water places including Picketlaw Reservoir in Eaglesham which attracts a number of young people, particularly during the summer months. Unfortunately, many risks come with this, including water safety and in some cases anti-social behaviour.



Keen to address this risk, East Renfrewshire Water Safety group was established. This group is a partnership of Community Policing, East Renfrewshire Council Education Department, Scottish Water, Scottish Fire and Rescue Service. One of the first actions was to request that Scottish Water improve the ironwork around water towers to reduce the attraction of diving from the towers. The group meet regularly to tackle safety concerns and to educate young people of the dangers of cold open water swimming, particularly whilst consuming alcohol. The East Renfrewshire Water Safety group is

now established within the national Partnership Approach to Water Safety (PAWS) and is attended by additional partners including Council representatives from Environment, Community Safety and Youth Services, Scottish Ambulance service, Health Improvement, and RNLI. The PAWS group brings together a wealth of knowledge, learning experiences and a range of educational resources that are now being delivered in East Renfrewshire schools. The group is constantly adding new areas of expertise, aligning to national goals, and continuing to meet on a regular basis.

This case study demonstrates our continued commitment to working with partners to ensure our residents are safe. In 2022, water safety featured for the first time as part of East Renfrewshire's intensive swimming lessons six-week holiday programme (attended by over 1,500 young people) with drowning prevention lessons covered every Friday. Water safety awareness is now also built into the annual Learn to Swim programme and water safety awareness sessions are carried out in classrooms and assemblies across all local primary schools.

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

Switching Telecare to a Digital System



Telecare is a community alarm service that provides a link from a resident's home to East Renfrewshire Council's 24-hour response centre Safety Net. The Safety Net operators have access to the resident's details and are able to communicate with them through an alarm unit. They can also contact a family member, or a doctor or nurse, the emergency services, or even a mobile response carer to

visit the resident's home. The Telecare system is designed to be used by individuals of all ages.

By 2025, telephone companies in the UK are switching off analogue telephone services and replacing them with digital internet-based technology. This means that from 2025, any system that relies on analogue phone lines will no longer function. In partnership with HSCP, East Renfrewshire Council's Analogue to Digital Project has put itself well ahead of the curve by successfully transitioning Telecare users to a modern, innovative digital service. East Renfrewshire Council is the first local authority in Scotland to switch their Telecare to an end-to-end digital service.

The new digital Telecare service has a host of benefits, both for service users and the council. For service users, the main benefit of the digital switchover is that their current service level remains uninterrupted. The challenges of such a project are vast, and yet the Analogue to Digital Project has succeeded in transitioning to digital with little to no disruption.

For the council, the new digital system allows for a more efficient allocation of resources, the ability to design bespoke care packages, and a way to respond much more quickly to the needs of service users.

"A child with epilepsy using Telecare can be supported using the new system, providing reassurance overnight in relation to nocturnal seizures. Their parents can be assured they are receiving a high-level of care from outside the home."

- Mary Donlin HSCP



The new system also reduces the pressure on the families of service users. With the analogue system, something as small as losing a Telecare personal device would leave a resident without service. Family members would need to step in to provide additional support while the new device was replaced, a process that could take a long time. The new digital system allows for a new device to be programmed and sent out to the service user on the

same day that the loss is reported. Such a reduction in a loss of service removes some of the pressures placed on families to unexpectedly provide additional support, and it provides service users with a much more streamlined and personal level of care.

Another clear benefit for services users is the reduction in 'no speech calls'. The analogue system restricted the placement of alarms to the phone line junction box. If a resident had a fall in their bathroom, for example, the analogue alarm system would not allow for the Safety Net team to communicate with them at all. Now that alarms can be placed anywhere at all in the resident's home, the resident can communicate with Safety Net through high-quality audio, and be reassured that help is on the way.

The new digital system also offers a way to reduce the stigma of the Telecare system. The analogue system faced many restrictions with the type of hardware that could be used. The digital system can integrate modern technologies, such as digital pads and tablets, smartphones, and even more subtle devices such as movement alarms fitted to a service user's bed. The use of more modern technology will allow for the Telecare service to be marketed in a much more appealing way to younger individuals who might benefit from the service.

Equally, service users can use integrated modern technology to have a much more dynamic experience of Telecare. For example, a parent who uses the Telecare system to provide additional support for a child with epilepsy can be alerted and find updates through an app on their smartphone. This opens up the range of social activities that a child can enjoy. If a child requires constant monitoring through the night, they can now receive a reliable, high-level monitoring from multiple locations.

"The new system reduces the amount of 'no speech calls'. Call handlers can now speak with residents from anywhere in their home and provide real-time assurances that help is on the way."

- Lesley Dean HSCP

The switch to digital has not been easy. From massive global supply chain issues to service providers unexpectedly bringing forward their switchover dates, the staff involved in the Analogue to Digital Project have proven themselves to be resilient, innovative, and committed to delivering an excellent service in East Renfrewshire. Being the first local authority in Scotland to switch to an end-to-end digital system is also testament to how ambitious and forward thinking the staff are.



Making Telecare more streamlined, using technologies that reduce the stigma of the service, increasing the level accessibility of the service, and reducing the strain felt by family members will enable residents to increase their level of independence. Telecare can now allow for people with long-term conditions to have a much more dynamic and flexible approach to how they interact with the local community by no longer tethering their access to Telecare to their home.

Our Council Outcomes

The customer: Making one thing simple for new parents

In October 2022, a new online booking system for birth registration customers was launched. This allows parents to book an appointment for their new arrival 24 hours a day, having the ability to choose a date, time, and location that suits them (even during the night feed!). 93% of birth registration contact is now made via the online form. We are seeing a significant decrease in the number of interactions required to make an appointment. This saves staff time and is more convenient for customers who have rated the online process at 4.5 out of 5.

This new systems was delivered via the Digital Transformation Programme which aims to improve and enhance customer experience when accessing Council services. This case study outlines the approach taken by the digital transformation team to move this concept from an idea to an action. The team carried out an initial period of analysis to understand the current position, obtain the baseline of volume and statistics of use, asses the expected service demand projection, and to draft user needs and business requirements. The development of the user needs and business requirements needed considerable research and exploration, and the team regularly reviewed development with business stakeholders. The team developed a dedicated chat channel for daily access to verify design and development assumptions, and held fortnightly sprint reviews with colleagues on progress.

Although the team were developing the process in stages, they did not make the service live until all elements were completed (booking, rescheduling, cancelling, calendar admin, etc.). After the service had been live for a couple of months, post-implementation user research was carried out. This provided valuable statistics on whether people were using digital channels over other methods of communication, benefit savings, and customer satisfaction. The research also provided the team with a clearer understanding of user needs and suggestions for future development.

This change programme saw a rapid update and usage. In October 2022 there was no ability to book online. From its implementation at the beginning of November 2022 through to February 2023, 93% of registrations were made online with the remaining calls going to the contact centre. We completely erased all email contact, a process that was very time expensive for our customers and staff. The impact was a significant reduction in call handling and enquiry resolution time for Customer Services and Registrar staff. More importantly, customers rated the new service 4.5 out of 5.

**Customers rated
the online process
at 4.5 out of 5.**

Our People: Looking after staff wellbeing

In recognition of the importance of delivering interventions and activities to support staff health and wellbeing, the HSCP (shortly followed by the Council) employed two dedicated Wellbeing Officers. The pandemic led to unprecedented workloads and hours, creating highly stressful situations for many staff. For some, extended home working brought with it additional stresses and anxieties. Staff wellbeing surveys and absence figures showed that the pandemic had a significant impact on the mental wellbeing of many staff. The Wellbeing Officers play a vital role in shaping a staff wellbeing plan that aims to: support recovery for all through staff communications; delivering health and wellbeing activities; providing 1-2-1 support, wellbeing conversations, along with team building sessions.

One example within the HSCP is the use of the Workforce Wellbeing Fund to support the much needed Care at Home staff wellbeing pilot programme. This programme is designed to support the wellbeing of 300+ care at home staff by re-introducing regular meetings through the development of partnerships with existing local community organisations who act as host services for meetings and wellbeing sessions. Additionally around 50 1-2-1 wellbeing conversations have taken place between the Wellbeing Lead Officer and members of staff requesting advice/support to live well. Among many other activities, the HSCP Wellbeing Officer has facilitated over ten Menopause support sessions, six nutrition awareness sessions, established working carers' peer support group, and set up two staff wellbeing spaces.

The Council Wellbeing Officer did not come into post until February 2023, but in that short time has established two weekly walking groups, met with colleagues to understand support needs, and is using data from a recent staff health and wellbeing survey to develop an action plan to support staff wellbeing.

“Morale has been low amongst the team, but I feel a bit more valued when you are putting these types of things on for us.”

End-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 2022/23 we received 1,028 complaints; this was a reduction on the previous year where 1,357 complaints were received. Most complaints continue to be received by Environment Department, however, the share of complaints they received has dropped from around two thirds to just above half (53.3%) of the councils' complaints in the past year. The data shows that we have achieved the 5-day target to respond to frontline complaints with an average time of 3.97 days taken to respond. This is an improvement from missing the target last year. The average time to respond to direct investigation complaints was below the 20-day target at 13.97 days. The days taken to respond to escalated complaints missed the 20-day target, taking an average of 24.71 days to respond. The most common issue for a complaint continues to be the "standard or quality of service, making up 43% of the complaints received. As a result of complaints monitoring over the year, several improvement actions have been implemented.



10.6 complaints per 1,000 residents







Environment complaints accounted for 53% of all complaints



3.97 days to respond to frontline complaints

End Year Complaints Report 2022/23^{1,2}

Description	2022/23
Number complaints received per 1,000 population.	10.6
Description	2022/23
Number complaints closed at stage one as % of all complaints	79.2%
Number complaints closed at stage two as % of all complaints	5.9%
Number complaints closed at stage two after escalation as % of all complaints	14.9%
Not Upheld	2022/23
Number complaints not upheld at stage one as % of complaints closed at stage one	36.6%
Number complaints not upheld at stage two as % of complaints closed at stage two	46.7%
Number escalated complaints not upheld at stage two as % of escalated complaints closed at stage two	25.7%
Partially upheld	2022/23
Number of complaints partially upheld at stage one as % of complaints closed at stage one	11.9%
Number complaints partially upheld at stage two as % of complaints closed at stage two	26.7%
Number escalated complaints partially upheld at stage two as % of escalated complaints closed at stage two	13.2%
Upheld	2022/23
Number of complaints upheld at stage one as % of all complaints closed at stage one	19.9%
Number complaints upheld at stage two as % of complaints closed at stage two	13.3%
Number escalated complaints upheld at stage two as % of escalated complaints closed at stage two	27.0%
Resolved	2022/23
Number of complaints resolved at stage one as % of all complaints closed at stage one	31.2%
Number complaints resolved at stage two as % of complaints closed at stage two	13.3%
Number escalated complaints resolved at stage two as % of escalated complaints closed at stage two	32.9%

Description	2022/23	SPSO Target	Status
Average time in working days to respond to complaints at stage one (frontline resolution)	3.97	5	
Average time in working days to respond to complaints at stage two (investigation)	13.97	20	
Average time in working days to respond to complaints after escalation (investigation)	24.71	20	
Average time in working days to respond to complaints at investigation (stage 2 and esc combined)	21.67	20	

Description	2022/23
Number complaints closed at stage one within 5 working days as % of stage one complaints	76.2%
Number complaints closed at stage two within 20 working days as % of stage two complaints	81.7%
Number escalated complaints closed within 20 working days as % of escalated stage two complaints	46.7%
Number investigation complaints closed within 20 working days as % of investigation complaints (stage 2 and esc combined)	56.7%

Description	2022/23
% of complaints at stage one where extension was authorised	1.7% (24)
% of complaints at stage two where an extension was authorised	2.8% (2)
% of escalated complaints where extension was authorised	10.3% (4)

Improvement Actions 2022/23

Complaints information is closely monitored to ensure we learn from complaints and make service improvements. In 2022/23, service improvement actions included the following:

- From an analysis of the data, the Environment Department identified that they received a high volume of invalid customer complaint cases (complaints which are the first time reporting of a fault). Based on this, a change to the Council's complaint landing webpage was made to help customers navigate to the correct online fault reporting service. This small change has resulted in an improved customer experience and more efficient use of staff time and resources.
- The Environment Department established a working group to consider complaints relating to utility companies. The group reviewed customer correspondence to improve communications and develop better collaboration with utilities companies when they have a statutory right to execute improvement works. Signposting complaints related to utilities directly to the utilities companies that manage the improvement works was implemented by the group as well as highlighting common issues to the relevant teams in the Department.
- The Benefits team are reviewing the use of Allpay cards within the Scottish Welfare Fund (SWF) and looking at other payment options such as paypoint. This will reduce staff time with the maintenance of the cards and team leaders' time redeeming the cards.

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

2 - No comparison with 21/22 figures is available as that year is incomplete with data from the old complaints system Lagan needing to be added. This work is expected to take place by end of Q2 23/24.

EAST RENFREWSHIRE COUNCIL28 JUNE 2023Report by Director of Business Operations and Partnerships and Chief Officer HSCPLOCAL CHILD POVERTY ACTION REPORT: YEAR 5 (2022/23)**PURPOSE OF REPORT**

1. The purpose of this report is to present the fifth East Renfrewshire Local Child Poverty Action Report, required by the Child Poverty Scotland Act 2017.

RECOMMENDATIONS

2. It is recommended that Council:
 - (a) Notes the Local Child Poverty Action Report: Year 5, as required under the Child Poverty Act 2017; and
 - (b) Approves the report for publication, subject to IJB and NHS Greater Glasgow and Clyde CMT approval.

BACKGROUND & CONTEXT

3. The Child Poverty (Scotland) Act 2017 sets out ambitious targets for the Scottish Government to significantly reduce child poverty by 2030. The Act also places a duty on health boards and local authorities to work together to develop, produce and deliver Local Child Poverty Action Reports (LCPARs). The reports are expected to represent a 'step change' in action to address child poverty locally, both describing the current work underway in many areas and outlining plans for new and innovative efforts to tackle child poverty. The East Renfrewshire LCPAR is produced in partnership with NHSGGC.
4. Tackling child poverty is a goal, which is shared by both spheres of government; it cannot be solved by national or local government alone. This report should offer an opportunity to deliver a real focus in our approach to tackling child poverty. This focus will help identify more effective ways of working - for example to reflect on local governance arrangements, to build and strengthen local partnerships, utilise available data and evidence to identify and drive solutions and to involve communities in planning and delivering sustainable responses.

REPORT

5. The Council and its Community Planning Partners are committed to addressing child poverty in East Renfrewshire. It is seen as integral to achieving the vision set out in our Community Plan to create an "attractive thriving place to grow up, work, visit, raise a family and enjoy later life". We want to ensure "all children in East Renfrewshire experience a stable and secure childhood and succeed". The Community Plan contains our Local Outcome Improvement Plan (LOIP) which focuses on reducing inequality across groups and communities in East Renfrewshire.

6. The Children's Services Plan "At Our Heart" is one of the main delivery vehicles for the children and young people's outcomes within the LOIP
7. In order to meet legislative requirements, the local authority and health board are required to jointly demonstrate the actions being taken to address the drivers of poverty, identified by the Scottish Government as:
 - Increased income from employment
 - Increased income from social security and benefits in kind
 - Reduced cost of living for families
8. The national context around child poverty has evolved over recent years with briefings and feedback from both the Accounts Commission and the Improvement Service around how LCPARs can be most effective and align with Scottish Government's child poverty delivery plan 'Best Start, Bright Futures'. This has been, and will continue to be, taken into consideration at a local level.
9. The report highlights some key data in relation to child poverty in East Renfrewshire:
 - Child poverty in East Renfrewshire remains the lowest in Scotland, however it has increased since last year; from 12.8% (3,064 children) to 14.4% (3,288 children). All (mainland) authorities in Scotland have seen an increase in the last year and East Renfrewshire is the lowest of these increases. The average increase is 3% compared to a 1.6% increase seen in East Renfrewshire. However, the End Child Poverty Coalition that provide this data advise that comparisons between authorities and across years should be treated with caution and focus should be more on long-term trends.
 - Child poverty estimates differ across the authority with the highest rates in parts of Barrhead, Neilston, Mearns and Thornliebank.
 - Children living in lone parent households are significantly more likely to experience poverty than those in two-parent households.
 - Employment does not prevent poverty; two thirds of the children in poverty have one or more working adults in their household.

There are delays with some data sources published at a national level (including fuel poverty, poverty by geographical location, household composition). These timelags are outwith our control and the report refers to the most up-to-date figure available.

10. Over the past year, there have been some key successes in relation to increasing income from employment. There has been a range of engagement around Real Living Wage, resulting in 11 more local businesses achieving accreditation and therefore more people working in the area achieving an increased income. We have also consulted with local employers around any barriers to employing parents and will use these findings to plan and provide future employability support. We have supported many parents into work and/or to remain active in the workplace, train and gain progression through a range of projects including the Parental Employability Support Fund, No-One Left Behind and the Scottish Child Minding Association campaign.
11. Similarly, there have been some key successes in terms of increasing income from social security. We have worked on various school financial wellbeing projects,

including three embedded services, to provide direct support resulting in financial gains; to encourage the uptake of National Entitlement Cards which provide free bus travel; to deliver money awareness sessions with senior pupils and to provide financial wellbeing training to Isobel Mair school leavers. We have also worked to ensure frontline staff, including in schools and in universal family services, are poverty informed and have appropriate referral pathways.

12. The past year has seen a range of actions to reduce various essential costs for families including school attendance, the pregnancy pathway and energy costs. Key successes in reducing the cost of school attendance and participation include a focus on poverty-aware practice, refreshed guidance around the use of Pupil Equity Funding and a revised Dressing for Excellence policy. Actions have been taken to address barriers in the maternity pathway for those living in poverty and to increase early years referrals to money advice services through “Healthier Wealthier Children” and Special Needs in Pregnancy money advice services. Action to reduce energy costs for families has included a combination of direct financial support, administering energy efficiency grants, providing energy saving advice and providing direct energy saving support through the Home Energy Saver Scheme and Care and Repair.
13. In addition to annual progress updates, the LCPAR provides an overview of the future approach to child poverty in East Renfrewshire which will focus on an improved understanding of local need; mapping of existing activities; identifying gaps and future activities; and monitoring and evaluating progress.

FINANCE AND EFFICIENCY

14. There is no financial resource allocated to this plan; all action is delivered within existing budgets or Scottish Government allocations for a specified purpose

CONSULTATION AND PARTNERSHIP WORKING

15. The Child Poverty Oversight Group includes colleagues and partners from East Renfrewshire Council, HSCP, NHSGGC, ER Citizens Advice Bureau, Police Scotland, Barrhead Housing Association and Voluntary Action East Renfrewshire.

IMPLICATIONS OF REPORT

16. As this report is primarily a progress and performance update, there are no implications in terms of staffing, property, legal, IT, equalities or sustainability.

CONCLUSION

17. This report details the actions taken during 2022-2023 to support families in, or at risk of, poverty and, where possible, the impact which these actions have had. The report also sets out the planned approach to continued action going forward with an understanding that the impact of Covid and the cost-of-living-crisis have changed the profile of need in East Renfrewshire, and we must respond accordingly.

RECOMMENDATIONS

18. It is recommended that Council:

- (a) Notes the Local Child Poverty Action Report: Year 5, as required under the Child Poverty Act 2017; and
- (b) Approves the report for publication, subject to IJB and NHS Greater Glasgow and Clyde CMT approval

REPORT AUTHOR

Claire Coburn, Strategic Services Lead Officer; Claire.coburn@eastrenfrewshire.gov.uk

Louise Pringle, Director of Business Operations and Partnerships,
Louise.Pringle@eastrenfrewshire.gov.uk

Julie Murray, Chief Officer HSCP, Julie.Murray@eastrenfrewshire.gov.uk

BACKGROUND PAPERS

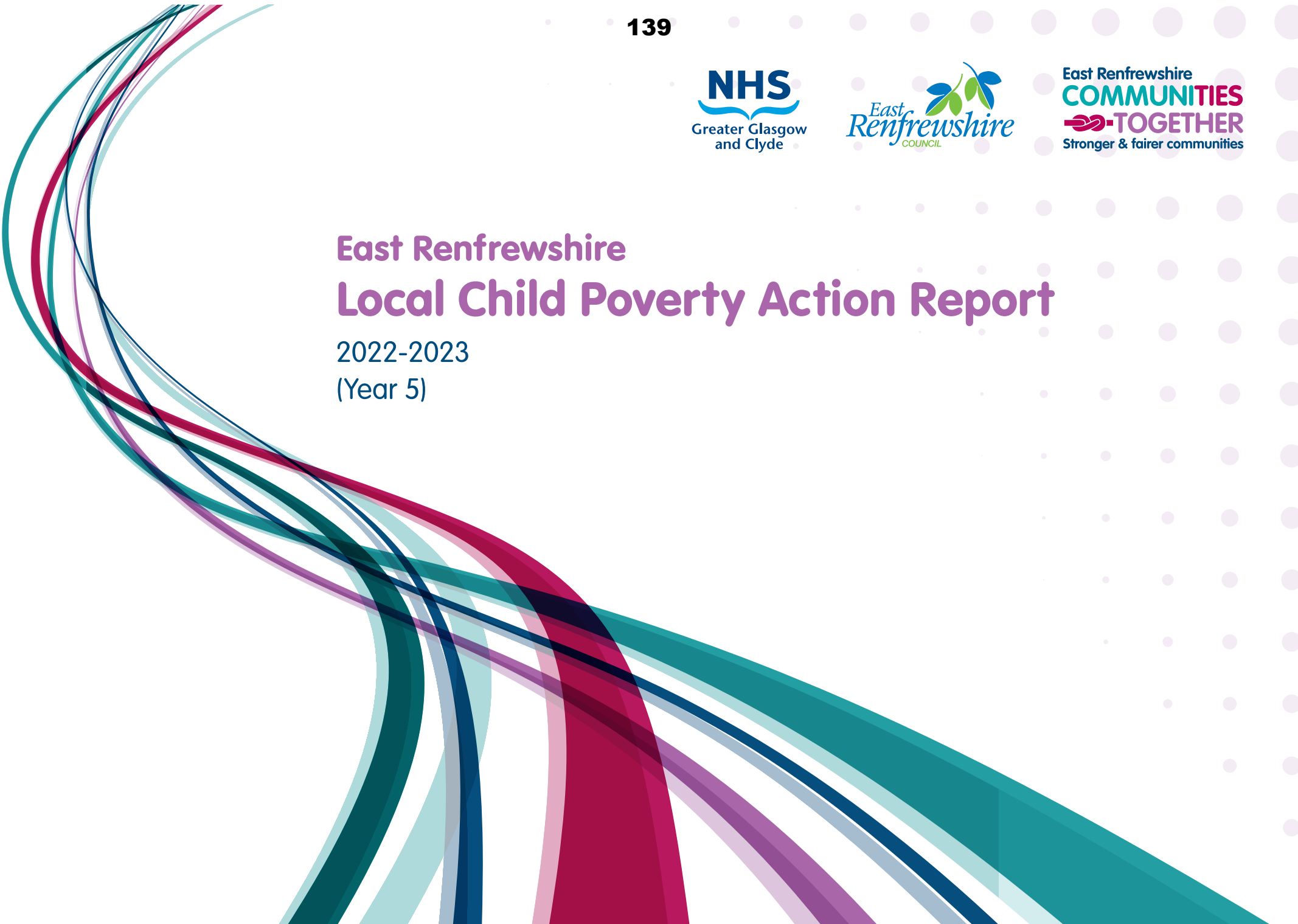
[Local Child Poverty Action Report: Year 4](#)

Annex 1- LCPAR (Full report)



East Renfrewshire Local Child Poverty Action Report

2022-2023
(Year 5)



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EXECUTIVE SUMMARY




- East Renfrewshire has the highest proportion of children in any local authority in Scotland and has more than double the average amount of large families
- Child poverty estimates across Scotland have increased over the past year. In East Renfrewshire, we have seen an increase from 12.8% to 14.4% (3,288 children)
- East Renfrewshire remains the lowest rate of child poverty in Scotland
- Child poverty estimates vary across the authority with the highest rates in parts of Barrhead, Neilston, Mearns and Thornliebank
- Around half of the children living in poverty are in lone parent households
- One third of those living in poverty are in workless households; the other two thirds have at least one working adult in the household
- Between April 2022 and March 2023, we have taken action to tackle each of the three drivers of poverty; income from employment, income from social security and costs of living.



**East Renfrewshire has
the highest proportion
of children in Scotland**

EMPLOYMENT

Local Indicators:




-  Increase in Living Wage Employers
-  Unemployment levels remain static
-  Number of 16-19-year-olds in work, training or employment remains static

Local Actions:

- Encourage Living Wage accreditations
- Support parents in the workplace, train and gain progression
- Use participatory budgeting to design employability programmes
- Implement a new Parental Transition Fund and Best Start, Bright Futures programme

SOCIAL SECURITY

Local Indicators:



-  Uptake of Free School Meals & Clothing Grants
-  Increase in number of families accessing financial advice
-  Increase in Scottish Welfare Fund applications

Local Actions:

- Offer financial inclusion support to all parents receiving employability support
- Provide financial wellbeing support in schools including parents, carers and staff
- Increase affordable credit options
- Make use of data to best target supports to eligible families

COST OF LIVING

Local Indicators:

-  Fuel poverty remains static but is expected to worsen
-  All 3- & 4-year-olds registered for funded Early Learning & Childcare

Local Actions:

- Reduce energy costs
- Increase affordable housing options
- Reduce the cost of school attendance and participation
- Reduce the cost of Childcare
- Reduce the cost of the pregnancy pathway.

Measures of progress: Critical indicators

Indicator	Measure and source	Previous data		Current data
Children living in poverty	Percentage of children living in poverty (after housing costs) in East Renfrewshire: End Child Poverty	15.8% 3,649 children (19/20)	12.8% 3,064 children (20/21)	14.4% 3,288 children (21/22)
Real Living Wage employers in East Renfrewshire	Number of real Living Wage accredited employers: Living Wage Scotland	16 (2020)	23 (2021)	34 (2022)
Working age unemployment level	Percentage of economically inactive residents aged 16 – 64 years: NOMIS	23.3% (2020)	27.6% (2021)	20.5% (2022)
Children and young people participation level	Percentage of 16-19 year olds participating in learning, training or employment: SDS Annual Participation Measure Report	96.7% (2020)	97.2% (2021)	97% (2022)
Free School Meal uptake at primary level as a result of low-income	Percentage of primary school pupils who access FSM payment during holiday period as proportion of school roll: Local data	No available data	9.3% 874 pupils (Dec 2021)	8.4% 792 pupils (Dec 2022)
Access to financial wellbeing advice	Number of families accessing MART financial wellbeing advice: Local data	1318 (20/21)	1232 (21/22)	1521 (22/23)
Fuel poverty	Percentage of households spending 10% or more of their net income on fuel costs and their remaining income is insufficient to maintain an acceptable standard of living: Scottish House Condition Survey	13% (2017)	13% (2018)	13% (2019)
Uptake of funded early learning and childcare entitlement	Percentage of 3 & 4 year olds registered for funded early learning and childcare: Scottish Government Schools Statistics	95% (2020)	100% (2021)	100% (2022)

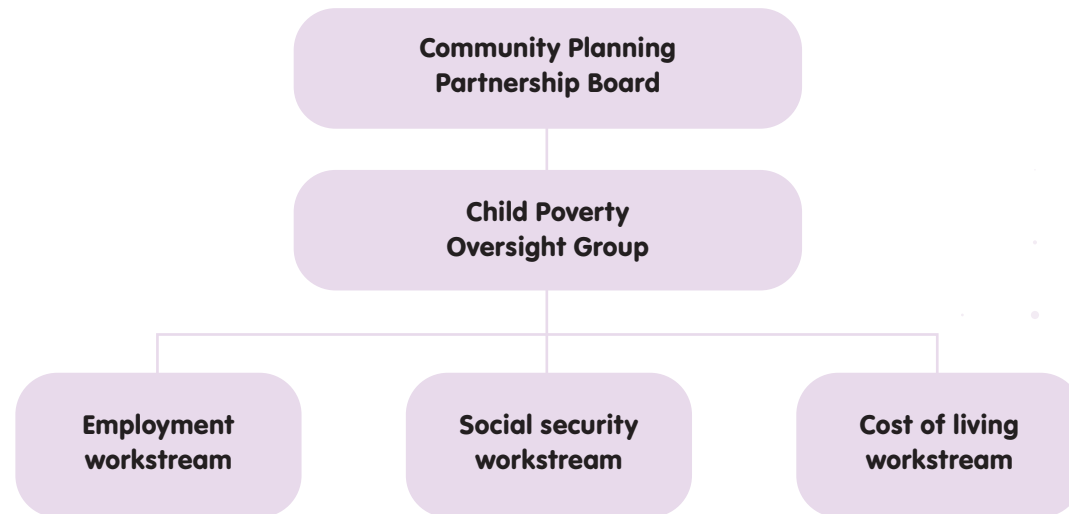
LOCAL STRATEGIC CONTEXT

The Child Poverty (Scotland) Act 2017 places a duty on local authorities and health boards to work together to report annually on what is being done to tackle child poverty with a sharp focus on the three key drivers of poverty:

- Income from employment
- Income from social security and benefits in kind
- Costs of living

In East Renfrewshire, we continue to be committed to addressing the issue of child poverty. This is integral to achieving the vision set out in our Community Plan to create an “attractive thriving place to grow up, work, visit, raise a family and enjoy later life”. The Community Plan contains our Local Outcome Improvement Plan (Fairer East Ren) priorities which are focused on reducing inequality across groups and communities in East Renfrewshire. Reducing child poverty is one of the five Fairer East Ren priorities.

The Community Planning Partnership is responsible overall for the Local Child Poverty Action Report and is supported by a Child Poverty Oversight Group. The oversight group has responsibility for creating a strategic environment which cultivates step-change in relation to tackling child poverty. The oversight group is jointly chaired by the council’s Director of Business, Operations and Partnerships and the Health and Social Care Partnership (HSCP) Chief Officer, and includes senior representatives from key council services, NHS Greater Glasgow and Clyde Health Board, the Third Sector Interface and partner organisations including Police Scotland, Barrhead Housing Association and Citizens Advice Bureau. The oversight group is supported by three workstreams aligned to each of the drivers of poverty. The workstream groups develop and deliver on critical activities to encourage step-change and identify critical indicators to measure progress.



The governance process for approval of the annual report includes East Renfrewshire Community Planning Board, East Renfrewshire Full Council, East Renfrewshire Joint Integration Board, NHS Corporate Management Team and NHSGGC Population Health and Wellbeing Committee.

NATIONAL CONTEXT

In September 2022, the **Accounts Commission** published a briefing report on Tackling Child Poverty. In its 'Key Messages', the report highlighted the challenges in demonstrating a clear shift in preventing child poverty and reporting on success in delivering action against child poverty targets.

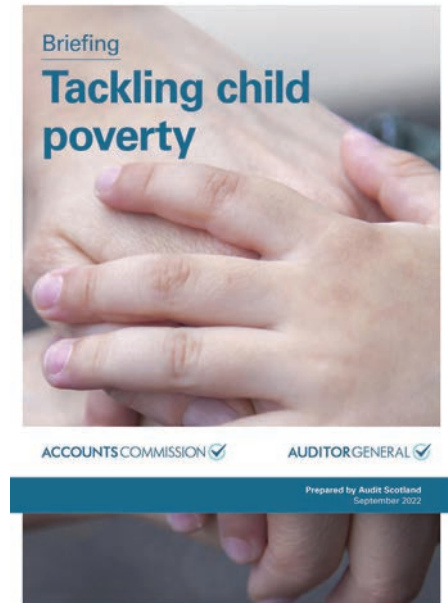
The report acknowledged that responsibilities for tackling child poverty sit at all levels of government, with the Scottish Government's second child poverty delivery plan, 'Best Start, Bright Futures' published in March 2022 setting out a more joined-up approach.

There were calls in the paper for more detailed joint planning between the Scottish Government and local government to deliver key actions and evaluate impact, with the lived experience of children and families living in poverty put firmly at the heart of any emerging plans. Gaps in data were also highlighted as a key challenge as was the impact of the current cost of living crisis on progress towards targets.

The Improvement Service hosts the National Co-ordinator for Local Child Poverty Action Reports and the UNCRC Project Officer. Further details on national and local approaches to child poverty can be found [here](#).

The Improvement Service have [informally analysed](#) the Year 4 (last year's) reports and concluded:

- There is evidence of dedication and commitment across the country, including around promoting a dignified approach to tackling child poverty
- LCPARs demonstrate an increasingly strategic approach to child poverty now, but there are concerns that small authorities' time is being taken up servicing the national LCPAR reporting requirements rather than 'doing'
- There are an increasingly wide range of levers being used to tackle child poverty. What is less clear is how child poverty is considered in relation to 'enablers' such as transport, housing and economic development. There is a need to ensure we are applying a child poverty lens to those areas
- There is a need to consider the impact of budget cuts on child poverty and lobby for better co-ordination of the various funding pots coming through and the cliff-edge that temporary funding presents
- Partnerships have further work to do to understand and be responsive to need. Better use of data and joining up methods should be priorities for evidence based decision-making
- There has been an evolution of partnership working on child poverty but there is more to be done to ensure truly shared activities and outcomes and leverage one another's resources for shared outcomes
- There is still progress to be made in terms of how we understand the impact of our action on child poverty. The reports would benefit from consistency in meaningful outcomes and indicators and monitoring and evaluation.

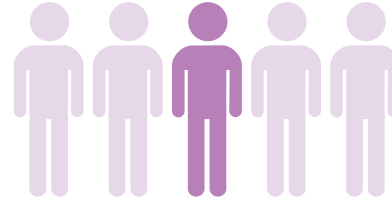


CHILDREN AND YOUNG PEOPLE IN EAST RENFREWSHIRE

General

East Renfrewshire has the highest proportion of children in any local authority in Scotland

One in five (19,701) are aged 16¹



The number of children and young people is increasing

514 young people aged 19 and under moved into the area in 2022²



There were 790 babies born in 2021³

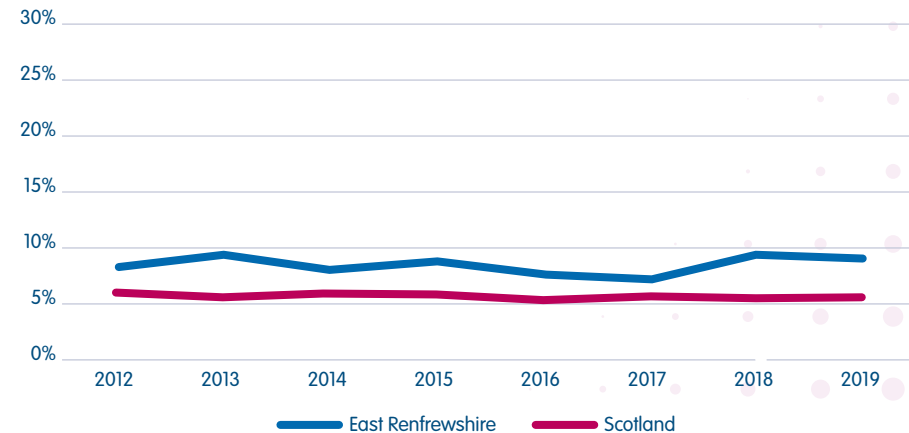


There are twice as many large family households in East Renfrewshire than the Scottish average

9% of households are large families, compared to 5% nationally⁴



% Large family households



Source: Scottish Government, Scottish Household Survey

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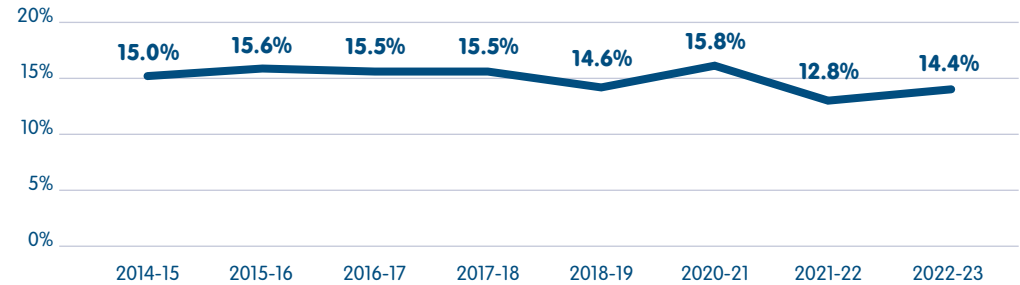
Child Poverty

Child poverty in East Renfrewshire is the lowest in Scotland

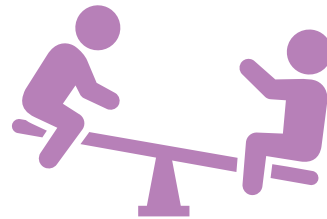
3,288 (14.4%) of children live in low-income families after housing costs⁵



Child poverty estimates (% after housing costs)



Source: End Child Poverty Coalition child poverty estimates (after housing costs)



Child poverty rates in all (mainland) Scottish local authorities have increased in the last year.

In East Renfrewshire they have increased from 12.8% to 14.4%⁷



Child poverty in East Renfrewshire is the lowest in Scotland

Child poverty levels vary across the authority



At least 1 in 3 children

- are in low-income families in parts of:
- Dunterlie, East Arthurlie and Dovecothall
 - Neilston and Uplawmoor⁸



At least 1 in 4 children

- are in low-income families in parts of:
- Auchenback
 - Mearns Village, Westacres and Greenfarm
 - South Thornliebank and Woodfarm
 - Arthurlie and Gateside⁹

Almost half (47%) of the children in poverty in East Renfrewshire are living in lone parent households

1,243 children living in poverty are in lone parent households

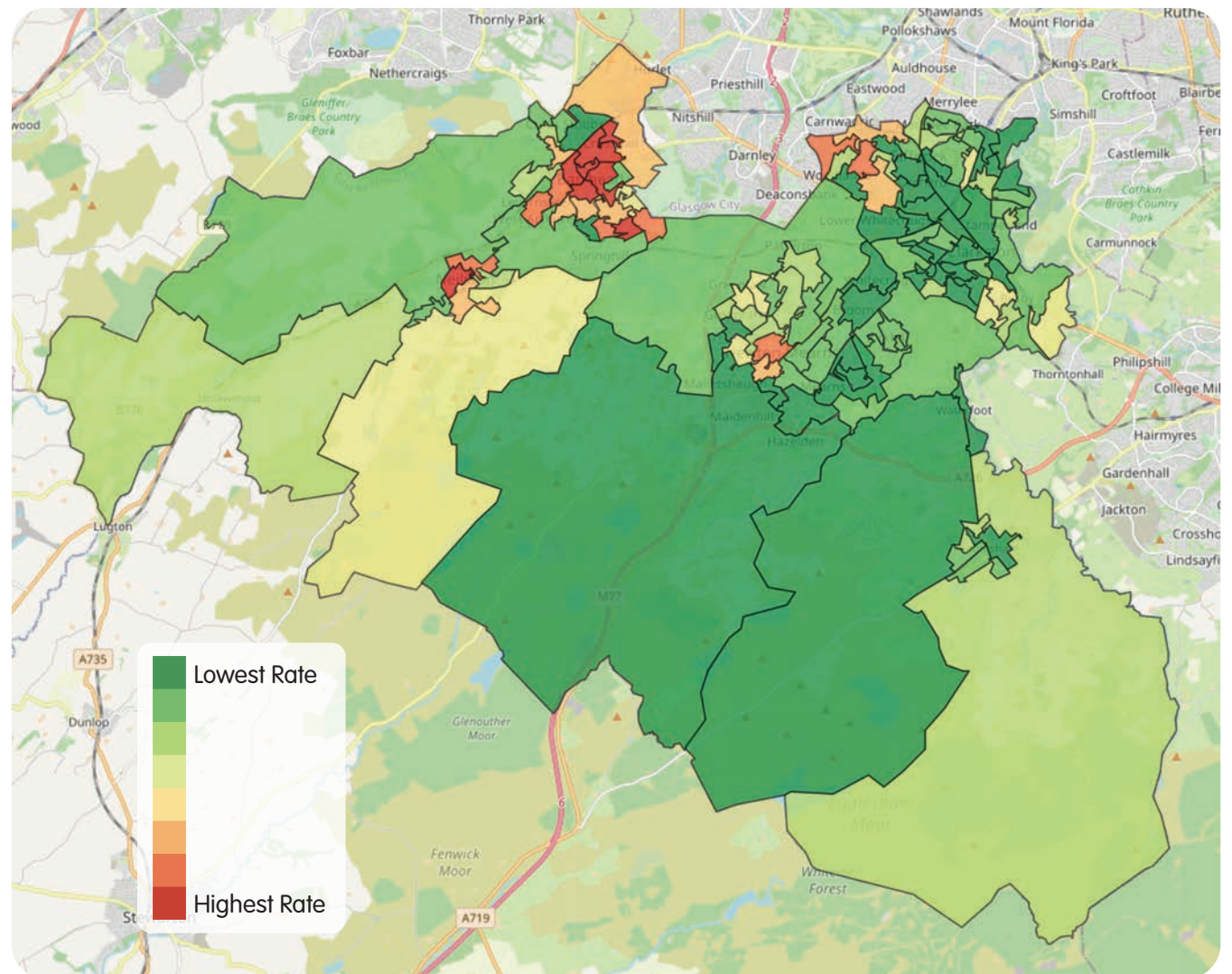


Around a third of children living in poverty in East Renfrewshire are living in a workless household

797 (32.5%) of children living in relative poverty, live in households where no adults are working¹¹



East Renfrewshire – % of Children in Poverty 2021/22



Scottish Government has identified 6 groups most likely to experience poverty. The key data in East Renfrewshire shows:

Lone parent families

11% of ER households with children are lone parent households.¹² which is lower than the Scottish average of 19%.

1,243 children, or 47%, of those living in poverty¹³ are living in lone parent households.

Minority ethnic families

There are currently 3,879 minority ethnic pupils enrolled in primary and secondary schools in East Renfrewshire.¹⁴

Families with a disabled adult or child

There are 218 (12.3 per 1,000) pupils in East Renfrewshire that have been assessed and/or declared as having a disability.¹⁵

There are 203 families in East Renfrewshire claiming Disabled Child Entitlement.¹⁶

Families with a younger mother (under 25)

There were 38 children born in 2021 to mothers who were under the age of 25. This accounted for 6% of all births in the area which is lower than the Scottish average of 16%.¹⁷

Families with a child under 1

In 2021 there were a total of 790 live births.¹⁸

In East Renfrewshire there are 179 children aged 1 year's old or younger living in relative poverty.¹⁹

Around 15% of families (249 out of 1607) claiming Universal Credit have a child aged 1yrs old or younger.²⁰

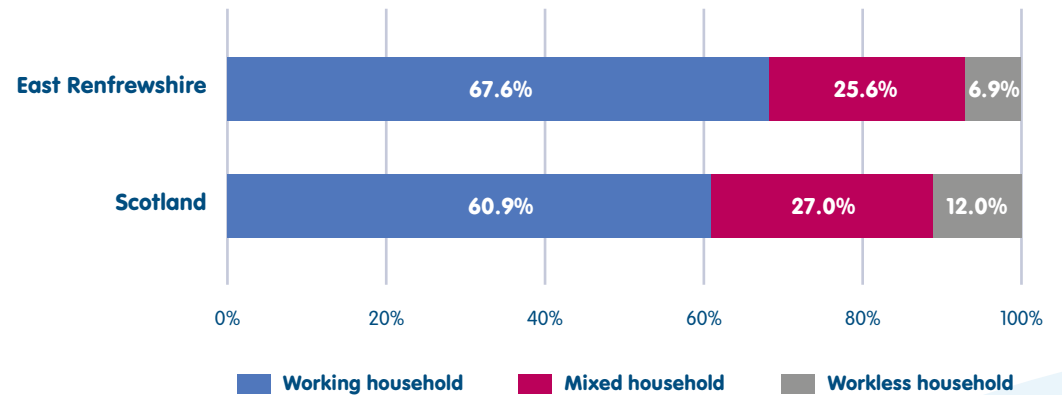
Larger families (3+ children)

9% of households are large families (two adults with 3 or more children, or 3 adults with 1 or more children). This is almost double the Scottish average, at 5%.²¹

CHAPTER 1: EMPLOYMENT



Children in working households (2021)



What we know about income from employment

Two thirds of children living in poverty in East Renfrewshire are living in household with at least one adult in employment



67.5% of children living in relative poverty, live in households where at least one adult is working ²²

Most children in East Renfrewshire live in households with at least one adult in employment

For two thirds (67%), all adults in the household are in employment; this is slightly higher than the Scottish average (60.9%) ²³



For one in four (25.6%), at least one adult is in employment and at least one other is unemployed or inactive ²⁴



Less than one in ten children live in a workless household



Only 6.9% of children live in a household with no adults in employment; this is almost half the Scottish average (12%) ²⁵

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Those living in East Renfrewshire earn significantly more than those working in the area

The median full-time gross earning for ER residents is £809.40 per week



Compared to £626.50 per week for those working here²⁶



Both are higher than the Scottish median of £622²⁷



NB. This relates to all employees; there is no available data to identify whether or not they have dependent children.

Employees in East Renfrewshire are twice as likely to earn less than the living wage than nationally

30.9% of adults aged 18 years or over earn less than the living wage in East Renfrewshire compared to 15.2% in Scotland²⁸

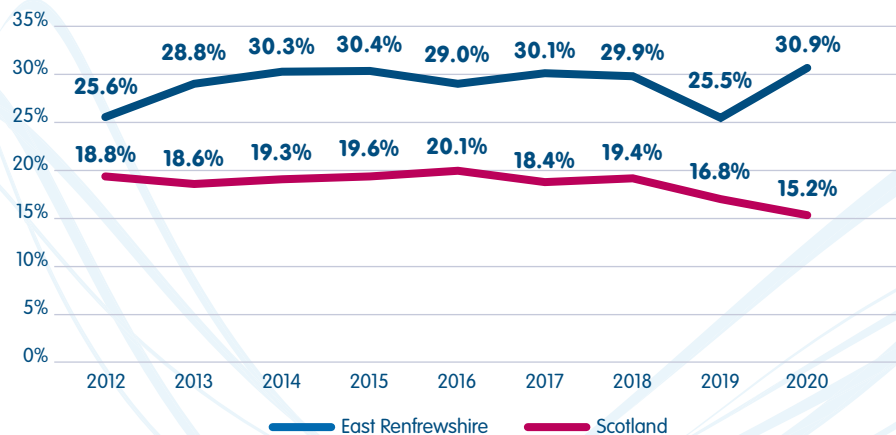


The number of Real Living Wage employers in East Renfrewshire is increasing

- There are 34 Real Living Wage accredited employers in the area; an increase of 11 since last year.²⁹
- 24 of these employ up to 50 people; 8 employ between 51 and 250 people; and only 2 employ 251+ people.³⁰



% Employees (18+) earning less than the living wage



Source: ONS Annual Survey of Hours and Earnings



Only 6% of the businesses in East Renfrewshire employ 50 or more people

- There are 2,660 businesses based in East Renfrewshire and the vast majority (2,435) are micro businesses that have less than 10 employees.³¹


2,660 businesses in East Renfrewshire




What action we have taken

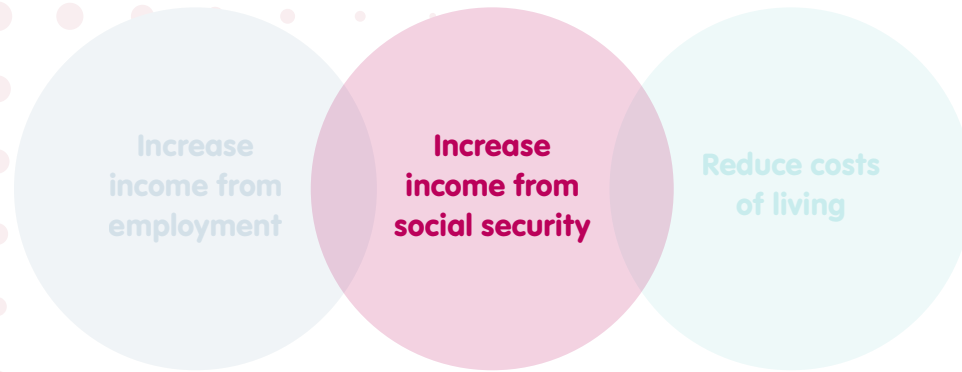
We said	We did
<p>Encouraging more businesses to become Real Living Wage accredited</p>	<p>We have undertaken a range of engagement work to encourage more businesses to become Real Living Wage accredited. This includes:</p> <ul style="list-style-type: none"> • Living Wage Scotland attending local business network meetings to promote the benefits of becoming RLW accredited • Meeting with the Poverty Alliance to discuss partnership working on how best support East Renfrewshire businesses through the accreditation process • Working directly with employers and funding their accreditation for 12 months through a RLW programme funded through Local Authority Covid Economic Renewal (LACER) • Running several RLW marketing campaigns to encourage local businesses to become Real Living Wage accredited <p>As a result, we have seen a further increase in numbers of RLW accredited employers since last year; 34 up from 23.</p> <div data-bbox="584 555 2085 628" style="background-color: #004a7c; color: white; padding: 5px;">CASE STUDY</div> <p><i>J&M Murdoch & Son Ltd is a family-owned transportation, waste management, disposal and recycling business based in Neilston. In October 2022, they became accredited as a Real Living Wage employer meaning all employees and contractors across the board are paid a fair wage.</i></p> <p><i>Over recent years, the impact of the pandemic and the cost-of-living crisis has had an impact on staff and J&M Murdoch & Son Ltd wanted to recognise and respond to this. Managing Director Drew Murdoch felt that reviewing staff wages was the right thing to do at this time as the workforce is what makes the business. It's important that the staff are happy, and their financial wellbeing is a big part of this. A happier workforce is good for the individuals which is, in turn, good for the business.</i></p> <p><i>Before becoming RLW accredited, there was disparity between the earnings of different employees. This difference has reduced now meaning more equity. There has also been an improvement in staff retention meaning skills and expertise remain in the business.</i></p> <p><i>Approximately 30 staff have seen an increase in their wages as a result of this change. One member of staff told us "My wages have gone up which has made a big difference to me and my family. Like everyone, all our bills have been going up lately. Getting paid a bit more each month has meant I've been able to manage this increase."</i></p> <p><i>J&M Murdoch & Son Ltd applied for the accreditation online and found the process straightforward. They are proud to be a RLW accredited employer in East Renfrewshire and would encourage other local businesses to do this too.</i></p> <div data-bbox="1312 1193 1771 1378" style="text-align: center;">  <p>MURDOCH SKIP HIRE WASTE MANAGEMENT HAULAGE</p> </div> <div data-bbox="1809 1187 2033 1369" style="text-align: center;">  <p>Living Wage Scotland</p> </div>

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We said	We did
	<p>We have had early discussions with partners to enable East Renfrewshire to become a Living Wage Place and we participated in Glasgow City Region discussions on Community Wealth Building and the Fair Work Charter.</p> <p>We are developing an East Renfrewshire employer charter to drive positive improvements in outcomes in our labour market.</p> <p>This scheme has four pillars;</p> <ul style="list-style-type: none"> • Fair Pay - increasing our average weekly wage in line with the Fairer Scotland Duty • Employ East Renfrewshire – ensuring that job opportunities go to ER residents • Buy East Renfrewshire – enhancing supply chain / procurement / community benefits • Be the Best – ensuring fair work practices which attract and retain employees <p>There has been limited traction with local businesses primarily due to the increase in the cost doing business.</p> 
<p>Increasing support for in-work parents to remain active in the workplace, train and gain progression</p>	<p>We continue to offer key worker employability and financial inclusion support to all in-work parents via our Parental Employment Support (PES) Programme. Between April 2022 and March 2023, the PES programme supported 27 in-work clients with the following outcomes:</p> <ul style="list-style-type: none"> • Funded 3 SVQ qualifications for parents to sustain employment • Funded CSCS training and card and Prince 2 qualification to enable parents to stay in employment • 12 parents achieving an increase in income • 3 parents into full time employment with a further 7 into part time employment • 9 parents sustaining employment or self-employment after 13 weeks; 6 after 26 weeks; 5 after 39 weeks and 1 after 52 weeks • 3 parents recruited via our Employment Recruitment Incentives. <div style="background-color: #004a7c; color: white; padding: 5px;">CASE STUDY</div> <p><i>Natasha was working 20 hours a week as a janitor/cleaner and was keen to complete a SVQ3 in Facilities Management to help progress her career. However, she wasn't able to commit to further training due to the hours she was working and the cost of this. Natasha worked with the PES team to review her finances and they helped her to review her benefits and reduce hours in current role to make time for studying. Her course was also funded through PES funding so it was not at a cost to her. Natasha is currently studying towards her qualification and, once complete, this will expand opportunities for her to take next step in her career.</i></p>
<p>Design and inputs to employability programmes via Participatory Budgeting (PB)</p>	<p>Work on developing our mainstreaming Participatory Budgeting approach is ongoing in East Renfrewshire with inter-departmental planning. Several PB ideas have been explored for Economic Development but due to set funding criteria, tight timescales for project development and consultation and capacity constraints this action has not yet been progressed.</p>

We said	We did
<p>Delivery of new Parental Transition Fund and Best Start, Bright Futures programme</p>	<p>Key worker employability and financial inclusion support continues to be offered via our Parental Employment Support (PES) Programme for unemployed parents and parents from our priority parental groups. Between April 2022 and March 2023, the PES programme supported 36 unemployed parents with the following outcomes:</p> <ul style="list-style-type: none"> • Funded 8 accredited training courses • 16 unemployed parents have seen an increase in income • Funded 6 childcare places via either afterschool or holiday clubs to enable parents to sustain their employment, take on new roles or undertake additional hours • 9 parents supported into full time employment with a further 20 into part time employment • Supported parents into the care sector via jobs fair and course in January 2023 • Work and wellbeing course for parents ran in March 2023 with accredited learning in food hygiene, first aid and wellbeing with employability. This will feed into the Facilities Management vacancies • 12 parents sustained employment or self employment after 13 weeks; 6 after 26 weeks; 5 after 39 weeks; and 2 after 52 weeks. <p>Alongside our PES programme, we have also funded 30 Long Term Unemployed posts through our No-One Left Behind funding in the public and third sector with over half of these posts being filled by local parents as the posts offer flexibility in terms of hours worked. Our parents have worked across a range of sectors including Housing, HR, Education, Money Advice, Third Sector, Peer Mentoring gaining invaluable work experience and building up confidence to re-renter the world of work and to progress.</p> <div data-bbox="1668 614 2060 798">  </div> <p>scma Scottish Childminding Association committed to quality childcare</p> <p>In January 2023, we also launched the Scottish Child Minding Association campaign which offers free funding and support to parents interested in becoming a childminder within the Newton Mearns and Clarkston areas where there is most need. This has been funded via PES and is being promoted to all local parents.</p> <p>In February 2023, we undertook an employer survey with local businesses to attempt to determine barriers employers and parents may face to employment. There were 64 responses from businesses across East Renfrewshire who employ staff; of which 66% employ parents from the priority groups. The key findings included:</p> <ul style="list-style-type: none"> • 78% of the respondents have no employment strategies in place to include parents from the priority groups, but 82% also said they don't face any challenges in employing such individuals • Flexi-working and school hours were the most commonly used employment schemes • The main challenges in using employment schemes are: staff cover during required business hours and the need for staff to be on site/location. Some businesses also highlighted that the nature of their industry makes it impractical for a huge degree of flexibility • Most businesses didn't require support to encourage them to employ parents, but those who did, would like financial assistance, either for training or to cover employee absence regarding childcare. <p>The full findings will be considered by the Local Employability Partnership and will inform future planning and decision making around parental employment support.</p>

CHAPTER 2: SOCIAL SECURITY



What we know about income from social security

Families in East Renfrewshire are less likely to receive income through social security than the other parts of Scotland

Only 4 out of 5 children (81%) of all children in East Renfrewshire are registered for child benefit³²



this is amongst the lowest proportion of all local authorities.

Only 1.26% (315) of all Education Maintenance Allowance claimants were from East Renfrewshire³³



Less than one in ten children in primary school receives free school meals based on low-income eligibility

8.4% of P1-P7 pupils receives free school meals (in December 2022)³⁴



There are around 1,600 families in receipt of Universal Credit in East Renfrewshire

249 of these have a child aged 1yr old or younger³⁵



203 of these are claiming Disabled Child Entitlement³⁶

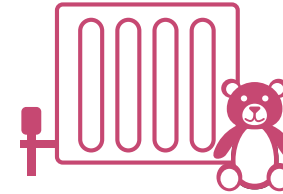


Families in East Renfrewshire are receiving new Social Security Scotland Grants

2,240 Scottish Child Payment applications authorised in East Renfrewshire since 2020³⁷



335 Child Winter Heating Assistance Payments were made in 2021/22 totalling £67,000³⁸



There is ongoing demand for social security support by East Renfrewshire families

APPLY



2,115 applications for Scottish Welfare Fund; 1,409 Crisis Grant applications and 706 Community Care Grant applications. Crisis Grant applications have risen by 39% from the previous year³⁹

(During 2022/23)

1,491 pupils were in receipt of free school meals based on low-income criteria. 792 were in primary school (8% of all primary school pupils)⁴⁰

(in December 2022)



Between April 2022 and March 2023, 2,279 food parcels were distributed to families with children, equivalent to 44 families a week accessing food parcels⁴¹

What action we have taken

We said	We did
<p>All parents involved with employability programmes are offered financial inclusion support</p>	<p>The Money Advice and Rights Team (MART) and Work EastRen provide a joint service to support parental employability. MART employ a part-time officer to provide advice and support to all Parental Employability Support Fund (PESF) clients; this ensures the parents are given tailored support around how any changes in earnings will impact on their social security entitlements.</p> <p>Key worker employability and financial inclusion support continues to be offered via our Parental Employment Support (PES) Programme for in-work and unemployed parents. During 2022-23, we supported:</p> <ul style="list-style-type: none"> • 12 parents (in-work) to achieve an increase in income • 16 parents (unemployed) achieve an increase in income • 57 parents were offered Social Security Advice resulting in £70,000 financial gain <p>Going forward, we hope to extend and enhance this support to include an additional focus on financial education and budgeting.</p>
<p>Improved knowledge of financial wellbeing among school aged residents, parents, carers and staff</p>	<p>We have worked directly with families to improve their knowledge of financial wellbeing.</p> <p>The Money Advice and Rights Team has embedded advice services within 3 primary schools; Cross Arthurlie and Thornliebank Primary Schools since October 2022, and Mearns Primary since February 2023. By March 2023, the project had:</p> <ul style="list-style-type: none"> • reached 271 families • achieved £21,154.56 financial gains • achieved an uptake of 288 National Entitlement Cards <p>In addition to the embedded service, the Money Advice and Rights Team has also worked with other schools:</p> <ul style="list-style-type: none"> • St Mark's Primary School, Giffnock Primary and Woodfarm High all held events to promote the MART service to families and encourage up take of entitlement • Barrhead High has established a referral pathway with the Wellbeing Officer hosted a Money Saving Expert session • Mearns Castle High had sessions on money awareness and management with senior pupils • Isobel Mair had financial literacy/wellbeing training delivered in partnership with HSCP for young people transitioning into adulthood (school leavers). <p>Events for young adults involved in the care systems from schools across the authority were also held in partnership with HSCP. Cost of living events were also delivered to residents with young families, in partnership with the Community Learning & Development team.</p> <p>We have also worked to improve the financial wellbeing knowledge of staff.</p> <p>MART delivered training to the Hardship Payments team who administer Free School Meals and Clothing Grants, to ensure that the team were able to signpost applicants to other support services where appropriate.</p> <p>Poverty awareness sessions were delivered to all Head teachers, Pastoral Care teachers and school Equality Coordinators, with the purpose of raising awareness with frontline staff and encouraging them to signpost families who might be facing financial hardship.</p> <p>Staff in Early Years settings are also receiving targeted awareness raising sessions to ensure they are able to identify signs of child poverty and are well informed about referral pathways. This is being delivered in partnership with psychological services.</p>

Money Advice



& Rights Team

We said	We did
<p>Improved parental access to benefits and income maximisation information and advice, including new referral pathways</p>	<p>A new process has been agreed around provision of discretionary free school meals for parents slightly above the Scottish Government threshold. For identified families, the Money Advice and Rights Team now undertake an income and expenditure forecast and make a recommendation to Education. Between April 2022 and March 2023, 28 pupils have received discretionary free school meals. This means each family could save over £400 compared to buying school meals during term time, and they also receive direct payments during holiday periods. It should be noted there is no additional budget for this so funding comes from existing Education budget. Only those in the most severe financial hardship will be referred via this mechanism.</p> <p>MART has also delivered awareness raising sessions with Health Visitors with the aim of increasing referrals to advice service as part of the universal provision. To date, this has resulted in a 50% increase in referrals.</p> <p>We have delivered outreach work and awareness raising sessions with a range of services and partners to improve access to benefits and income maximisation. These include, but are not limited to Back 2 School Bank, Autistic Collective, Alzheimer's Scotland, Healthier Minds/CAMHS, Health Improvement team, Willow Clinic, Busby Memory Lane, Neilston Development Trust, local MSPs and East Renfrewshire Culture and Leisure Trusts. We have targeted outreach work to coincide with relevant groups such as parent and toddler groups and Book Bug.</p> <div data-bbox="577 678 2049 798" style="text-align: center;"> </div>
<p>Improved availability of affordable credit options in East Renfrewshire</p>	<p>We have had initial discussions with Renfrewshire Council and some affordable credit providers with a view to improve availability in the area. Existing providers offer an online service which is open to East Renfrewshire residents currently. Going forward we will look at working in partnership with providers and the third sector to establish local outreach services and promote availability of existing online services.</p>
<p>Enhanced use of data to provide insights and interactivity</p>	<p>We commissioned data work to understand how the post Covid cost of living crisis is impacting in East Renfrewshire. The work uses a unique set of banking data and identifies 'wellbeing indicators' such as overdraft use, income from benefits and living beyond means. This data is then analysed against 'contextual data' such as family size, receipt of free school meals and use of money advice services.</p> <p>This work is being used to help us understand where the cost of living is hitting the hardest, what household types and factors are potentially financially vulnerable, and this is being used to target resources to support households.</p>

CHAPTER 3: COSTS OF LIVING



What we know about costs of living

Housing costs in East Renfrewshire are higher than average

Average property price is **£280,323** compared to **£180,287** Scottish average⁴²



Private rent in Greater Glasgow (data is not available at an East Renfrewshire level) is higher than the Scottish average for all property sizes.⁴³

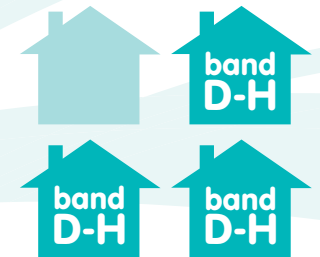
Property size	Greater Glasgow	Scotland
1 bed	£648	£580
2 bed	£858	£736
3 bed	£979	£906
4 bed	£1,773	£1,460

Fuel poverty in East Renfrewshire is the lowest in Scotland

In the period 2017-2019, the fuel poverty rate in East Renfrewshire was the lowest in Scotland at 13%, although it is expected that this figure is much higher in 2023 due to energy costs climbing significantly⁴⁶

Property value and size mean council tax costs are high in East Renfrewshire

Council Tax levels are around average however around three out of four properties (73.3%) are in council tax band D-H, which is almost double the Scottish average (39.8%)⁴⁴





The average amount of council tax that is paid in East Renfrewshire is **£1,734**⁴⁵



We said	We did
<p>Reducing energy costs for vulnerable families</p>	<p>We are working in partnership to provide families with financial support towards energy costs, energy efficiency grants, energy saving advice and energy saving direct support.</p> <p>East Renfrewshire Citizens Advice Bureau supported 137 clients on energy between April 2022 and March 2023. This includes helping with energy bills, debt, fuel poverty and helping with the government scheme.</p> <ul style="list-style-type: none"> • £18,891.53 received from the Home Heating Advice Scotland, this is split over 13 clients and has been used to write off client's energy debt to enable them to start a fresh. This is helped both clients on pre-payment and standard meters • £4361 has been provided from the Fuel Bank Foundation, who we are now a partner with. They provide £49 vouchers to clients on pre-payment meters to help them top up. This service has so far been provided to 89 clients • £196 has been provided from the Megafund. They again have provided vouchers of £49 to clients on a pre-payment meter. These have been issued to 3 clients • £900 refunds to clients from their energy accounts. <div data-bbox="584 663 2085 735" style="background-color: #008080; color: white; padding: 5px;"> <p>CASE STUDY</p> </div> <div data-bbox="584 735 2085 1193" style="background-color: #e0f2f1; padding: 10px;"> <p><i>Stephanie* is a single mum who contacted East Renfrewshire Citizens Advice Bureau (ERCAB) for a benefit check as she wasn't sure if she was receiving everything that she was entitled to. ERCAB advisors found that Stephanie had debt of £1,384 which had been passed to a debt collection agency, who was seeking a warrant to enter the property to change her meters from standard meters to pre-payment.</i></p> <p><i>Stephanie advised that when her mother passed away, she let the bills run away from her and she wanted to try get this sorted and was hoping to sort a payment plan with her energy provider.</i></p> <p><i>The advisor applied to the Home Heating Advice Scotland who accepted the application and awarded Stephanie £1,700. Her outstanding energy debt was paid directly to the debt collection agency and the remained was credited to Stephanie's utility account, to help her get back on her feet and set up her new monthly direct debit.</i></p> <p><i>Stephanie was relieved to have the debt paid and have some breathing space to set up her new payments. She said that without the help of ERCAB she and her son would be experiencing extreme financial hardship.</i></p> </div> <p>East Renfrewshire Council's Housing Service introduced the Home Energy Saver Scheme in Winter 2022. This initiative provides free and practical advice & assistance to local residents struggling with the cost of living and looking for ways to reduce energy bills. They carry out home energy checks and can undertake works such as radiator bleeding, replacing old bulbs with energy efficient LED lights, silicone sealing around doors and window frames, loft hatch insulation, and repairing or replacing window vents. Since this scheme began, 173 households have received a home energy check. On behalf of East Renfrewshire Council's Housing Service, Care & Repair's Winter Initiative has carried out a similar service and undertaken energy efficiency related works for a further 69 vulnerable households.</p>




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We said	We did
	<p>East Renfrewshire Council's Housing Service targeted Local Authority Covid Economic Recovery (LACER) funding towards families experiencing hardship who found themselves having to choose between paying rent or heating and eating. This funding provided rent relief on a temporary basis through the cold winter to vulnerable families to allow them to ensure their home could be kept warm whilst providing time to work with advice services. It was able to help students with young children and also working families who were just over the income threshold for benefits but experiencing real poverty due to the cost-of-living crisis. 103 families were helped in this way, with a total spend of £127,200.</p> <p>East Renfrewshire Council has worked in partnership with Voluntary Action East Renfrewshire and East Renfrewshire Culture and Leisure Trust to deliver Warm and Welcome Spaces during Winter 2022/23. Warm and Welcome Spaces provide a dignified space for those struggling to heat their homes to go, keep warm, have a hot refreshment and access holistic support.</p> <ul style="list-style-type: none"> • 46 Warm and Welcome Spaces opened across East Renfrewshire • 33 organisations received small grant funding from East Renfrewshire Council • There were over 3,500 attendees to spaces • 25% of people who attended spaces did so for the first time. <p>Many of our Warm and Welcome Spaces opted to include some element of food or drink provision in their offer including teas, coffees, biscuits, homemade soup and sandwiches.</p> 
<p>Increasing provision of affordable housing options to vulnerable groups</p>	<p>In 2022-2023, East Renfrewshire Council's Housing Service:</p> <ul style="list-style-type: none"> - Let 281 empty homes - Delivered 132 new units of affordable housing - 94 of these new units are a mix of 1-4 bedroom homes, including wheelchair adapted and ground level accessible homes <p>The Strategic Housing Investment Plan (SHIP) supports the delivery of additional affordable housing:</p> <ul style="list-style-type: none"> - 23 new social rented homes in Barrhead were delivered by Barrhead Housing Association - 3 rent off the shelf purchases of 2/3 bed homes - 15 homes have been provided as entry level priced homes for sale in Barrhead. <p>The SHIP aims to ensure that all existing and new social housing in East Renfrewshire is targeted to meet a range of local needs.</p> <p>In addition to increasing affordable housing provision, we have worked to reduce housing related costs. Barrhead Housing Association (BHA) worked in partnership with a local flooring supplier to provide new carpets in 36 homes at a cost of £30,000. 14 of these households had one or more children living in them. BHA also purchased and distributed £10,450 of food vouchers and kitchen equipment to household in need. 77 households were supported; 35 of which had one or more children living in them.</p> 

We said	We did
	<p>250 young people took part in Barrhead Housing Association's Tenancy Sustainment course; an initiative to address homelessness and reduce the potential of homelessness occurring. The 'Resettlement Passport' is a tenancy skills course designed to improve the skills and confidence of vulnerable people taking on a tenancy and was targeted at the most vulnerable housing applicants and new tenants. The course is made up of 10 units, covering areas key to sustaining a tenancy such as:</p> <ul style="list-style-type: none"> - Benefits and budgeting - Utilities - Shopping and cooking on a budget - Housekeeping and DIY - Security, emergencies and fire - Setting up your own place - Community awareness and isolation. <p>BHA has engaged over 250 young people from both Barrhead high schools and the schools have incorporated the Resettlement Passport into their curriculum with a focus on task management skills while carrying out a vocational project.</p>
<p>Reducing costs to families of school attendance and participation</p>	<p>A new Education Social Justice Framework and Strategy were developed between May and October 2022 and launched in February 2023. These documents provide practical guidance to support schools to adapt poverty-aware practice and signpost a range of supports for children and families living with poverty. The Strategy outlines actions to be taken in partnership with schools to reduce inequality from 2023-26.</p> <p>Refreshed guidance on the use of Pupil Equity Funding (PEF) was shared with schools in May 2022. In September 2022, all head teachers took part in meetings with their link Quality Improvement Officer and the Education Scotland Attainment Advisor for East Renfrewshire with a focus on effective planning for PEF. This was followed by peer moderation of PEF plans in January 2023. Evidence gathered suggests almost all schools have a strong rationale for their use of PEF and appropriate plans in place outlining well-considered interventions to reduce the impact of poverty on learning and attainment. 54% of plans detail work to reduce the cost of the school day. Evaluation of PEF plans and reports in April 2023 will inform next steps in using PEF to reduce the poverty-related attainment gap.</p> <p>A professional learning session for school equalities leads was held in September 2022 with a focus on the Cost of Living Crisis, with support from Business Operations and Partnerships and Money Advice and Rights Team colleagues.</p> <p>A revised Dressing for Excellence policy was shared with schools in March 2022 with impact on school uniform policies from April 2022. This includes a strong focus on reducing the cost of uniform and working in partnership with parents to develop sustainable and cost-effective approaches to uniform. Through the school equalities coordinators network and cost of the school day practice sharing group, lead staff were supported to further develop in-school approaches such as uniform banks and recycling schemes to reduce costs to families while preserving dignity.</p>

**THE COST OF
THE SCHOOL DAY**

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We said	We did
<p>Continuing to reduce costs to families of Early Learning and Childcare</p>	<p>We continued to provide 1140 hours to all that are eligible for it and apply for it. A daily hot meal and a snack is provided for children attending an Early Learning & Childcare setting including for those on a Blended model. Almost all children access this free food entitlement, although there are some parents who still choose to send in packed lunches. All parents who access this free provision are having a reduction in food bill costs for a free hot meal and snack 5 days a week.</p> <p>Following Scottish Government's review of eligibility criteria for 2 year old funded places in 2023, East Renfrewshire Council is working with the Department for Work and Pensions to identify children in East Renfrewshire who were newly eligible. We will proactively contact these families and work with them to take up their places.</p>
<p>Reducing costs to families of the pregnancy pathway</p>	<div data-bbox="1787 475 2092 692" style="float: right; text-align: center;">  <p>NHS Greater Glasgow and Clyde</p> </div> <p>NHS Greater Glasgow and Clyde (NHSGGC) is reviewing its maternity strategy and there is a process to integrate a response to child poverty and equalities in this including a specific Equality Outcome in place. Actions to address structural barriers in the maternity pathway for minority ethnic community and those living in poverty include:</p> <ul style="list-style-type: none"> • issuing and marketing a patient interpreting code to ensure access to the telephone triage system • development of a simple step by step guide to NHSGGC maternity services • review of patient facing materials (including the Badgernet app for maternity, child and neonatal records) in community languages • improvement plan for areas of care not meeting the needs of minority ethnic women (e.g. birthplans; poverty) • improvement plan for patient engagement • developing a staff training plan. <p>The review of NHSGGC's Maternity Strategy offered an opportunity to review the maternity pathway for minority ethnic women and planning is underway to carry out a suite of Equality Impact Assessments to ensure the pathway is accessible to all.</p> <p>In NHSGGC, there were 1,068 early years ('Healthier Wealthier Children') referrals to money advice services (913 health visiting, 204 midwifery), with a financial gain of £1.6million. In East Renfrewshire there were 97 East Renfrewshire referrals; 92 of which were from health visiting teams and 5 from midwives. This is an improvement from 2021/22 for health visiting referrals. This could still be improved, as could referrals from midwifery. A short life working group is working to improve health visiting referrals to money advice and East Renfrewshire is participating in that process.</p> <p>NHSGGC had 238 referrals to the Children's Hospital Money Advice service, and 273 repeat clients. This resulted in a total of £2,537,426.52 in financial gains and a total of £193,287.94 in debt managed. Of those who used the service:</p> <ul style="list-style-type: none"> • 56% had an annual income of <£15k before seeing the service and were living in poverty • 46% of those who used the service identified as having a disability with the service reaching families with a total of 120 children (<16 years) who also had a disability • 16% of those who used the service were from an ethnic minority background and 14% required a translator for their appointments.

We said	We did
	<p>(N.B. data below is at NHSGGC level and is not available at East Renfrewshire level).</p> <p>NHSGGS also had 190 referrals to the Special Needs in Pregnancy (SNIP) money advice service and 292 repeat clients. Financial gains were a total of £552,896.02 and total debt managed was £89,626.05. Of the new clients, 90% were living in poverty before seeing the service:</p> <ul style="list-style-type: none"> • 36% had an annual income of <£6k • 45% had an annual income of <£10k • 9% had an annual income of <£15k • 10% had an annual income between £15k and £25k <p>Of those who used the SNIP money advice service:</p> <ul style="list-style-type: none"> • 50% identified that they had a disability 50% of were <25 years old • 35% were lone parents with dependants • 45% were single parents expecting their first child • 45% of new SNIP service users were minority ethnic • 22% of new users needed an interpreter to engage with the service. <p>A total of 98 travel cards were provided to women who had no money to pay for travel to their Maternity Appointments.</p> <p>NHSGGC also had 107 referrals for Emergency maternity grants; totalling £4,985. This did not go live until until September 2022.</p>
<p>NHSGGC will widen access to employment; which includes a focus of Child Poverty Act priority groups</p>	<p>NHSGGC's Widening Access To Employment plan continues delivery in the areas aligned to our Workforce Strategy:</p> <ul style="list-style-type: none"> • Apprenticeships: Engagement with ongoing recruitment of modern apprentices aligned, expansion of Foundation Apprenticeship opportunities in partnership with Further Education and Education partners • Formal Graduate programmes: Post pandemic reintroduction of careers activity in line with Education partners linked to apprenticeships and other routes to employment • Employability Programmes: Completion and evaluation of Kickstart, Schedule of employability programmes supporting guaranteed interviews for particular posts • Career Pathways: Aligned to our workforce plan and Fair Work commitments visible career access, development and progression opportunities for our staff and community • Community Wealth Building: Align our workforce activity to the pillars within CWB as an Anchor institution, create connections between HSCP led employability programmes in the community to workforce opportunities.
<p>NHSGGC will increase supporting community benefits and role as procurer</p>	<p>NHSGGC is continuing to work with the Supplier Development Programme and our Public Health Colleagues to encourage more local small and medium-sized enterprises (SMEs) to become suppliers to the Board and focusing on increasing diversity. We are also increasing our spend in all local authority areas to above the 12%.</p>

MITIGATING THE IMPACTS OF POVERTY

In addition to taking action against the drivers of poverty, we have worked in partnership to reduce the impact of poverty in a number of ways.

Summer holiday provision

The local authority received £118,349 for the targeted provision of accessible activities, childcare and food for children from low-income families during the 2022 school summer holidays. We worked with our partners at the East Renfrewshire Culture and Leisure Trust and Include Me 2 Club to provide places at summer camps throughout the summer. The camps offered a range of sports, expressive arts and play based activity, with lunch and snacks provided every day. Camps also offered childcare opportunities for parents and carers and we worked with local after-school provider MACS to deliver wraparound care from 8am through to 6pm.

In total, around 330 children participated in these opportunities, ranging from 5 days to 30 days. In focus groups held to evaluate the offer, children spoke enthusiastically of healthy, stimulating fun facilitated by supportive, trained adults.



**330 children
participated in
summer camps**

One parent commented

“My child enjoyed the activities, atmosphere. Well organised, friendly staff. Also had a very positive, fun experience with MACS” .

and another stated

“He enjoys being active. He was able to be very active at the summer camp which was great. He also enjoyed meeting other children his age”.

Joint Adult Learning and Family First Project

Adult Learning services and Family First worked jointly with parents to support their child's learning at home and in nursery. Early Years establishments engaged with families who could benefit from the project and a referral process was also developed to allow staff to refer directly into the project with the permission of the families.

23 families have received family learning support from this project, which has led to increased confidence, and for some parents to move from volunteering into employment. 7 wellbeing sessions have been delivered in early years centres in response to what families wanted. Families reported this has improved their communication with others and most said that if they take time for own wellbeing as this helps their whole family feel better.

CASE STUDY

Martin* is a single dad to 3-year old Jaxon* and they recently moved into a new flat. Martin had little support around him, so when staff at Jaxon's nursery suggested this project he was happy to give it a try. During the initial 1-2-1 learning plan, Martin shared that he struggles with his own confidence, being in group settings and worries about his lack of experience dealing with his child's development and behaviour. He was unsure what he could do as a job. He also has dyslexia but didn't want any direct support for literacy.

Martin attended all the sessions including a visit to Glasgow Science Centre, taken part in group activities and discussions and has recently sought extra support with us for career planning. He is keen to attend the follow up personal development course.

Martin has shown improvement in all areas including personal confidence, employability, literacy and interactions with his child.

Martin told us:

"I was a new dad thrown into the deep end – not got experience, confidence – now I can swim better! I can see Jaxon has come on last few months. Jaxon has been insisting that I read books to him – I'm a bit more confident. I've come a long way from the start of this course – it's helped build my confidence socially with people, being in the group – I used to just sit in the house and now I'm more confident speaking to people outside even just at the park. I'm hoping that Jaxon gets in full time next year so that I can start looking for a job – I'd love to get into work again as we need the money."



Family First



Breakfast Carts

Building on the success of previous years, we have continued and expanded the provision of free breakfasts for pupils in a range of schools across Barrhead, Neilston and Thornliebank areas using short-term, Covid funding.

The initial project was piloted in two primary schools and one secondary school. It was utilised and evaluated positively by pupils, parents and school staff. The project was also recognised through a motion in parliament by Kirsten Oswald MP about the positive impacts of the project. Covid recovery funding enabled the roll out of the breakfast cart project to a total of 10 schools.

The carts are set up at 8.30am at the school door for young people to access as they enter the school building. The carts offer a variety of fruit, toast and selection of cereals. This enables children and young people to grab a breakfast and go with the exception of cereal when pupils have to attend the dining hall to access milk for the cereal.

In March 2022, 446 pupils were accessing the breakfast carts, this has increased by 12% to around 500 children and young people accessing breakfast on a daily basis.



**Around 500
children and young
people access
breakfast carts on
a daily basis**



**1,200 local people
took part in events
and activities
between April 2022
and March 2023**

Brighter Futures Barrhead

The Brighter Futures Barrhead Project was a co-ordinated partner and community volunteer approach to talking poverty and inequality for local families. Coordinated by Barrhead Housing Association, the project engaged 1,200 people between April 2022 and March 2023. The project has some key successes including:

- 25 parents took part in wellbeing sessions and 15 gained a Personal Development Award
- 13 parents completed a 'Parenting Matters' course and 2 parents completed facilitator training
- 60 children and their families engaged in 31 Bookbug sessions
- 100 people took part in the summer programme of 48 family activities, where 250 snack packs were distributed
- 350 people attended the free Summer Fun Day
- 50 young people took part in a drama course exploring how Covid-19 has affected their mental health.

CONCLUSION & FUTURE ACTIONS

Through the Child Poverty Oversight Group and Local Child Poverty Action Plan, East Renfrewshire Council, HSCP and partners are committed to tackling the increasing challenge of child poverty in our local communities.

While East Renfrewshire has the lowest rate of child poverty in Scotland, we are not complacent and are keenly aware of the gap that exists between our most affluent families and our most vulnerable.

We also recognise the potential for our poverty profile to change over time as we witness the impacts on the financially vulnerable, or families who are 'just about managing'. We remain concerned at the impact of the cost of living on local people and the outlook for future public sector finances will make it increasingly hard to fulfil our commitments to prevention and early intervention.

The Council, Health & Social Care Partnership and local partners are working closely together, making best use of the resources available and doing some innovative work on data which will inform and drive future strategic planning.

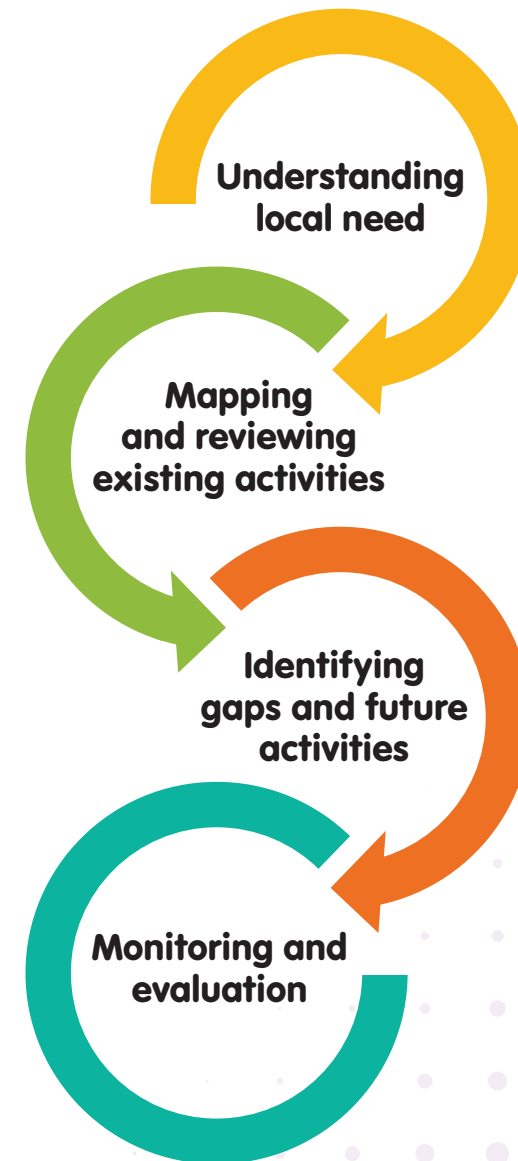
We will continue to take action against the critical activities we have identified for each of the three drivers of poverty (as outlined in the following driver diagram).

We will explore new and existing data to gain a better understanding of poverty in East Renfrewshire; including those who are experiencing generational poverty and those who are facing poverty due to the ongoing impacts of Covid and the cost-of-living crisis. We will use mapping information to understand the differing needs and vulnerabilities across different parts of the authority and respond accordingly.

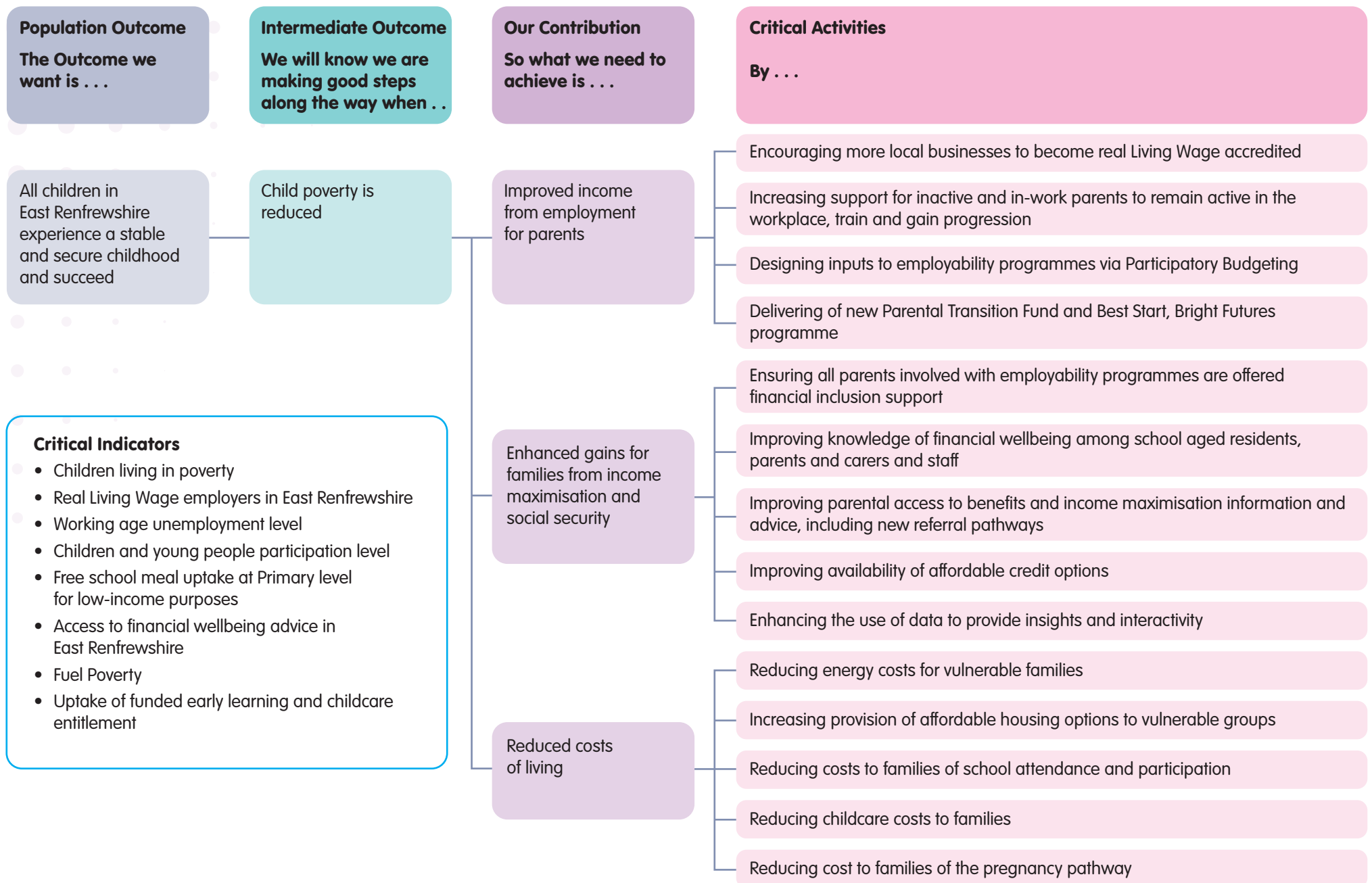
We will build upon the existing demographic information and any newly published data, including Census, to consider our local demographics in line with the 6 priority groups to allow us to target resources most effectively. Based on existing data, this will include a focus on lone parent households and larger families.

Over the year ahead, as a partnership, we will undertake an outcome planning exercise to understand local need; map and review existing activities; identify gaps and future activities; and agree how best to monitor and evaluate progress.

In doing so, we hope to identify some key, evidence-based actions to allow us to focus our limited resources in the most effective way.



2023-2024 ACTIONS



FOOTNOTES

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- ⁵ End Child Poverty Coalition child poverty estimates (after housing costs) <https://endchildpoverty.org.uk/child-poverty/>
- ⁶ End Child Poverty Coalition child poverty estimates (after housing costs) <https://endchildpoverty.org.uk/child-poverty/>
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- ¹⁷ National Records Scotland. 2021. *Live births, stillbirths and maternities, by sex of child, marital status of parents and age of mother, Scotland and administrative areas, 2021*. <https://www.nrscotland.gov.uk/statistics-and-data/statistics/statistics-by-theme/vital-events/general-publications/vital-events-reference-tables/2021/list-of-data-tables#section3>
- ¹⁸ National Records Scotland. 2021. *Live births, stillbirths and maternities, by sex of child, marital status of parents and age of mother, Scotland and administrative areas, 2021*. <https://www.nrscotland.gov.uk/statistics-and-data/statistics/statistics-by-theme/vital-events/general-publications/vital-events-reference-tables/2021/list-of-data-tables#section3>
- ¹⁹ Stat-Xplore. 2023. *Relative Low Income*. <https://stat-xplore.dwp.gov.uk/webapi/jsf/tableView/tableView.xhtml>
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- ³⁶ Stat-Xplore. 2022. *Households on Universal Credit*. https://stat-xplore.dwp.gov.uk/webapi/openinfopage?id=UC_Households
- ³⁷ *Social Security Scotland Agency data*; <https://www.gov.scot/publications/scottish-child-payment-high-level-statistics-to-31-december-2022/>
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Strategic Insight and Communities Team
Business Operations and Partnerships
Council Headquarters
Eastwood Park
Rouken Glen Road
Giffnock, G46 6UG

0141 577 4011
www.listening@eastrenfrewshire.gov.uk



EAST RENFREWSHIRE COUNCIL28 JUNE 2023Report by Chief ExecutiveVISION FOR THE FUTURE**PURPOSE OF REPORT**

1. This paper gives an update on progress to develop the Council's long-term strategic, "Vision for the Future"; seeks approval to move to the next stage focussing on three key themes; and outlines the next steps in the journey.

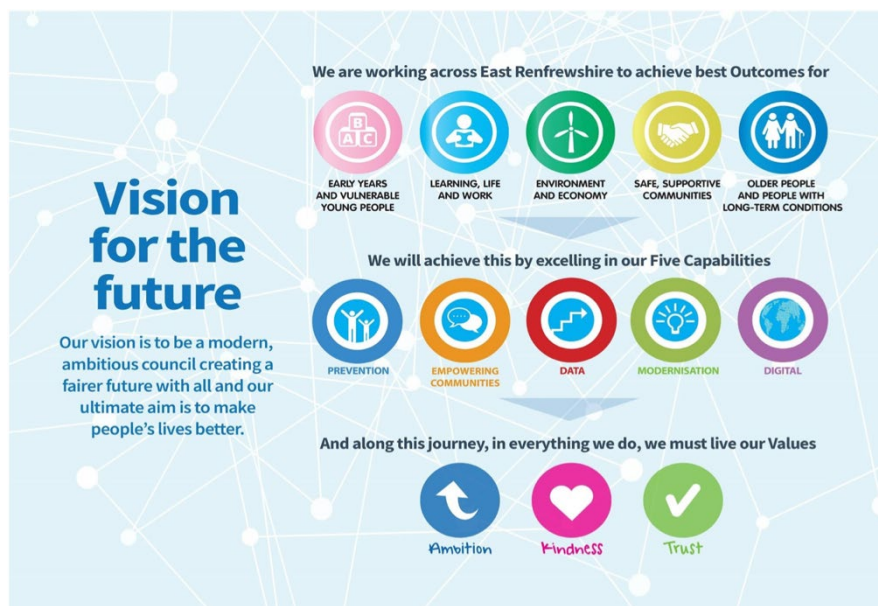
RECOMMENDATIONS

2. Council is asked to:
 - (a) Note the engagement to date, and that three themes are emerging to drive the focus of Vision for the Future: "Children & Young People"; "Communities & Place"; and "Promoting Wellbeing & Supporting the Vulnerable".
 - (b) Agree further work is done to develop these themes into three clearly defined high-level objectives;
 - (c) Agree, in-principle, the outline timeline set out in paragraph 22; and
 - (d) Agree that East Renfrewshire Council moves from five capabilities to three: Prevention, Empowering Communities, and Digital Change as set out in paragraph 9.

BACKGROUNDCurrent Strategic Planning Framework

3. The Council's first "Vision for the Future" document was published in September 2015, providing a 10-year forward direction for the organisation. The document has undergone changes over time to take account of:
 - changing socio-economic demographics and anticipated future trends for the local area through our "Planning for the Future" analysis;
 - a broad assessment of the political, economic, social, technological, legal, environmental (PESTLE) trends that impact East Renfrewshire, as well as a self-evaluation of the Council's strengths, weaknesses, opportunities, and threats (SWOT);
 - Residents' priorities, as identified through the Citizens Panel and other engagement activities;
 - future financial planning scenarios, acknowledging that finance has been and remains one of the most significant areas of uncertainty.

4. Council approved an updated 'Vision for the Future' in February 2020. This set out the long-term ambitions for the work of East Renfrewshire Council and provided a platform and context to deliver our Community Plan, Local Outcome Improvement Plan (LOIP: Fairer) and the wider inter-connected family of strategies that guide the work of Council and partners. In 2020, it was agreed to begin an ongoing dialogue on the long-term ambitions for the work of East Renfrewshire Council over the next 10 years and beyond. The aim was to develop this vision over time, in conversation with a range of stakeholders and in tandem with important processes such as Local Development Planning and wider City Region work, with a particular initial focus on the themes of the environment/climate change and building communities. Clearly the onset of the pandemic significantly disrupted this work in recent years and a status update was given to Council in March 2022.
5. The Council and Community Planning Partnership have always had a strong "golden thread" running through their plans and strategies. For the Council this can be seen, in part, through the "strategy on a page" shown below with 5 Outcomes, 5 Organisational Capabilities, and Three Values.



6. Our family of key strategies and plans are underpinned by a common socio-economic analysis, informed by the Council's [Planning for the Future](#) document which sets out key population statistics and projections.
7. All statutory strategies and plans and the Council's [Outcome Delivery Plan](#) (the Council's contribution to the Community Plan) link to the five high-level community planning outcomes and we use driver-diagrams to set out Council and partner activities that will contribute to achieving our five outcomes. The driver diagrams set out the key SMART (Specific, Measurable, Achievable, Relevant, Timebound) success measures that are used to track performance at mid and end-year. This framework is also used in Council service planning which in turns feeds into staff annual quality conversations, completing the "golden thread".

Capabilities

8. As well as the five community outcomes, the Council's Outcome Delivery Plan has an additional focus on Customers, Efficiency (Finance and Transformation) and People

(staff). These elements are more focussed on how the organisation operates and serves its customers. This is where the Council's capabilities and values sit within the strategic planning framework.

9. The Council's five capabilities have informed our thinking around transformation and remain as relevant as ever. However, it has become clear the Data, Modernisation and Digital, capabilities overlap considerably. In addition, there is a recognition that the organisation needs to be able to embed digital changes into its business processes if it is going to become more efficient whilst remaining financially constrained. It is therefore proposed that Data, Modernisation, and Digital be combined into a single 'Digital Change' capability. This would make the three Capabilities: Prevention, Empowering Communities, and Digital Change. This change can be made now, while the broader strategic framework evolves.

Values

10. Staff were involved in identifying the Council's values of Ambition, Kindness, and Trust in late 2018 and our current values were formally adopted in early 2019. At this time there is no desire to alter them as the consensus is that they have served the organisation very well and were on display throughout the pandemic and through the ongoing recovery period.

POST-PANDEMIC RETURN TO LONG-TERM STRATEGIC PLANNING

11. The pandemic forced the organisation and our partners into response mode, to deal with rapidly changing situations and challenges. While the negative long-term impacts of the pandemic remain with us, over the past year, there has been a strong desire to get back to a more strategic, long-term, approach to improving East Renfrewshire and the lives of our residents. The immediate strategic focus of 2022 was to set a budget in an extremely challenging financial climate, but in 2023 we have been able to turn our attention to what the community, Council and partners want East Renfrewshire to look like in the next 10 to 15 years.
12. The table below highlights the engagement work that has been undertaken with key stakeholders in recent months to better understand needs, priorities, and ambitions for the area.

Elected Members	ERC Staff	Community Planning Partners	Community Engagement & Research
2 Budget Strategy Group Sessions (March & June 2023)	5 Sessions / discussions (March to June 23) included: CMT, Leadership Group, Education Staff, Chief Executive's Office Staff Business Operations & Partnerships Managers	2 Sessions (Oct 22 & May 23) including: Police, Fire, NHS, Voluntary Action, Scottish Enterprise, Skills Development Scotland, Colleges.	Budget Engagement Citizens Panel Local Action Plans Covid Impact Research & Cost of Living Analysis Children & Young People's Plan Pupil Councils Equalities Network

13. In addition to the engagement and research above there is also engagement underway in relation to the Local Housing Strategy, the Local Transport Strategy and the Council's "Get to Zero" Strategy, which will help inform Vision for the Future.

EMERGING THEMES

14. Three key themes have consistently emerged across all stakeholders:

- Children & Young People
- Communities & Place
- Promoting Wellbeing & Supporting the Vulnerable

Children & Young People

15. There is a desire to maintain East Renfrewshire's excellent educational standards and to close the poverty related attainment gap. We want our young people to thrive, have equal access to high quality opportunities, experiences, and outcomes – at school, in the community and at home. There is also a strong desire to improve young people's mental health and wellbeing and to proactively reduce risk taking behaviours (inc. drugs, alcohol, weapons carrying and early sexual activity) that will negatively impact their lives and those of others.

Communities & Place

16. Everyone we spoke with wants East Renfrewshire's towns and villages to thrive and for each place to have its own identity and to be environmentally and socially sustainable. The importance of cherishing our green spaces and enabling better public and active transport connections within and between our communities also came through strongly. People want a vibrant local economy that meets the needs of the area, including a high-quality evening and retail offering. People want high quality housing and there is a strong desire to build affordable housing so that young people can stay in the area rather than move out and return later in life.

Wellbeing & Vulnerable

17. Feedback has also been clear that well-being is important - people living physically and mentally healthy lives. We want strong social connections between people and communities to promote tolerance, inclusiveness, support one-another and foster well-being. There is a clear desire to close the outcomes gap between communities (e.g. employment, life expectancy etc.) and to find ways for services to return to preventative work. It is recognised that this is an extremely challenging ambition given the reality of the current fiscal climate, but this is a key lynchpin of the [Christie Commission](#).

NEXT STEPS & CONSIDERATIONS

18. Despite the huge financial and societal challenges facing public services, working together with our statutory and community partners, we can attract, utilise, and deploy significant resources, albeit over the long term. Taking a long-term approach has proven successful for East Renfrewshire in the past, such as our approach to Education, integrated health and social care, the physical regeneration of Barrhead, reductions in teenage pregnancy rates, and through outcome-focused planning approaches with partners.

19. For such approaches to deliver long-term, they require:
- a. a long-term horizon – at least a decade;
 - b. a clear vision and level of ambition that enjoys cross-party, community and partner support that is stable and consistent; and
 - c. a flexible delivery model which can adjust to changing circumstances while remaining true to the vision and ambition set out in the plan.
20. It is proposed that we use the three emerging themes (Children & Young People; Communities & Place; and Promoting Wellbeing & Support the Vulnerable) as the key foundations of Vision for the Future that will provide a long-term strategic focus for East Renfrewshire, the Community Planning Partnership and the Council. The next stage would see the focus and wording of each of these 3 areas sharpen. This would build clarity to allow them to sit at the top of our strategic planning framework, underpinned by specific outcomes, activities, key projects and specific success measures.
21. In developing East Renfrewshire’s three long-term and high-level objectives, we need to be mindful of the need for:
- unequivocal cross-party, partnership and community support for the ambitions within Vision for the Future;
 - ambitious and meaningful objectives which are specific to East Renfrewshire and can be easily understood by key stakeholders and local residents;
 - realistic expectations – recognising that the issues that we are seeking to address are often subject to local, regional, national, and global (macro and micro) factors that we have limited influence over and which can fundamentally constrain our ability to deliver everything that we would like to;
 - genuine partnership “muscle”, the objectives should be broad enough to require partnership working to achieve (i.e., not just be Council service delivery); and
 - clarity of what success would look like - a high-level, small, suite of high-quality measures that are relevant and can demonstrate the progress we are making towards meeting our ambitions.
22. The table below sets out a high-level timeline for moving from the three broad themes above to a clear, ambitious, long-term strategic planning framework that has core key success measures by the end of 2024. Each phase would culminate in Council and, where required, Community Planning Partnership approvals.

Autumn 2023	End of 2023	Spring 2024	Autumn 2024
Onboard new Chief Executive	Agree Outcomes - <i>Council & CPP approval required.</i>	Year One Plan Updated Driver Diagrams (How we deliver objectives)	10/15-year ambition – building a more detailed picture of Vision for the Future and what ER will look like in 10-15 years through a range of media.
Conclude Initial Engagement	Explore Expert Panel & Place/Engagement Tools	Key Year One Projects	3-year plan + measures Council & CPP approval
Agree Objectives – <i>Council & CPP approval required.</i>	Assess what ERC need to change	Key Success Measures	

Start Outcome Review	about how it works to deliver objectives.	Community Conference Agree CPP Structure <i>Council & CPP approval required for the plan, diagrams, measures & structure.</i>	Update Outcome Delivery Plan, inc. key transformation + org capabilities plan + measures – <i>Council approval</i> Community-Led Locality Plans (Statutory for LOIP) Implement new CPP Arrangements
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CONCLUSION

23. 'Vision for the Future' is intended to be a living document which will be regularly updated. It is a direction of travel rather than a detailed strategy. The Council doesn't claim to have all the answers and we genuinely want to hear ideas about how we can best work together to improve the lives of people across East Renfrewshire over the next 10-15 years. There are a range of powerful, interesting, and challenging themes emerging from our early conversations and our goal is to continue that dialogue with a broad range of stakeholders as we continue to build and shape our vision for the local area and its people.

RECOMMENDATIONS

24. Council is asked to:
- (a) Note the engagement to date, and that three themes are emerging: "Children & Young People"; "Communities & Place"; and "Promoting Wellbeing & Support the Vulnerable".
 - (b) Agree further work is done to develop these themes into three high-level objectives;
 - (c) Agree, in-principle, the outline timeline set out in paragraph 22; and
 - (d) Agree that East Renfrewshire Council moves from five capabilities to three: Prevention, Empowering Communities, and Digital Change as set out in paragraph 9.

REPORT AUTHOR

Jamie Reid, Head of Communities & Transformation, jamie.reid@eastrenfrewshire.gov.uk

For further information please contact Jamie Reid or Louise Pringle, Director of Business Operations & Partnerships, louise.pringle@eastrenfrewshire.gov.uk

BACKGROUND PAPERS

- Strategic Planning, Council 3 March 2022
- Vision for the Future, Council 27 February 2020

Annex 1 PESTLE
Draft PESTLE Analysis – For Discussion

PESTLE analysis is widely used in strategy planning. The aim is to look widely at the external forces which could affect an organisation and the impact on the organisation. This encompasses: Political, Economic, Social, Technology, Legal, and Environmental factors (PESTLE).

In the attached document, the first column is the main factor to be considered, the second column is more detailed list of factors to be considered. These are not specific to ERC or councils and are included as an aide memoire to make sure that the analysis is carried out thoroughly and nothing is missed.

The 3rd column looks at what factors are likely to affect the East Renfrewshire area and East Renfrewshire council over the next 10 years.

	Global Trade Agreements	<ul style="list-style-type: none"> • SG Community wealth building legislation during this parliament • Good Food Nation (Scotland) Act • National Care Service Bill 2022 will change the role of LG in social care. • Ongoing real term decreases in council budgets plus ring-fencing of Local Government funding leading to lack of certainty on long-term funding for local government. • Devolution • Brexit has led to changes in supply chains for food, energy, construction and changed trade agreements.
Economic	Globalisation	<ul style="list-style-type: none"> • Pressures on availability of housing from resettlement schemes • Impact of pandemics/animal to human infectious diseases (e.g. avian influenza)
	Economic Growth	<ul style="list-style-type: none"> • Recession followed by low economic growth predicted for the UK economy for a number of years • Low regional Productivity and low rate of new businesses • Public sector funding challenges
	Employment Rates	<ul style="list-style-type: none"> • High employment rates and low unemployment rates leading to labour market shortages • Shrinking working age population across Scotland leading to increases in dependency ratio • Skills shortages across Scotland and affecting ERC • Long term health conditions leading to significant numbers of people of working age being unable to work

	<p>Inflation</p> <p>Interest Rates</p> <p>Cost of Living</p> <p>Labour Costs</p> <p>Procurement</p>	<ul style="list-style-type: none"> • Insecure work with prevalence of short term / temporary / freelance / casual / zero hours contracts vs permanent jobs • Higher economic inactivity e.g. post-pandemic ‘big retirement’ • Challenging retention rates e.g. in social care sector <ul style="list-style-type: none"> • High inflation rates leading to increases in supplier costs and pay, with construction food and energy costs showing the biggest increase. <ul style="list-style-type: none"> • High Interest rates leading to increased cost of capital. <ul style="list-style-type: none"> • Rapid rise in in cost of living for residents leading to a cost-of-living crisis with a new cohort of individuals requiring support. • Cost of living increases leading to industrial action either on our own workforce or on our supply chain (e.g. fuel, partner agency suppliers) • Cost of living leading to increased homelessness <ul style="list-style-type: none"> • Higher labour costs because of labour shortage <ul style="list-style-type: none"> • Potential move to collaborative commissioning approach as part of National Care Service • Reduction in small and medium sized enterprises due to volatile market conditions, company failure and debt levels. • Shift to cloud computing away from on-premise, and rise of software as a service (SAAS) switches many ICT costs from capital to revenue. This adds pressure to constrained revenue budgets and increases scope for inflationary pressures.
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<p>Social</p>	<p>Demographics</p>	<ul style="list-style-type: none"> • Our population is growing faster than Scotland as a whole, and this can be attributed, in part, to migration into the area. We have higher-than-average family sizes (household size is expected to reduce slightly but less so than nationally). • Children and young people’s population expected to continue to grow over the next 25 years, growth currently most in Newton Mearns, Clarkston and Eaglesham which has implications for nursery and school provision. • Rising numbers of private sector rental properties also creating more demand for school places. • Rise in commuters working out with East Renfrewshire with increasing demands on public transport such as trains and the road network. • Increasing number of single person households across the UK and East Renfrewshire (expected to rise from 33% to 40% by 2043 locally) • Growing older population (see below)
	<p>Health</p>	<ul style="list-style-type: none"> • We have the some of the highest life expectancy rates in Scotland and, in turn, an increasing aging population. Most residents rate their general health as ‘good’ or ‘very good’, however, we have one of the highest proportions of population in Scotland with one or more long-term health conditions. • Growing number of over 85s requiring support. Over 85’s will increase from 20% to almost 25% by 2043 in East Renfrewshire. • Growing number of people with additional support needs in the adult population • After many years of increases life expectancy is static or going down • Reduction in health & wellbeing/wellness, fitness • Delays accessing healthcare due to COVID Downward • Increasing Isolation & loneliness in society • Increase in Mental health issues (incl. alcohol use) due to COVID and cost of living. • Uncertain impact of long-covid (c.1200-3600 cases locally) • Poverty & hardship increasing rapidly due to cost of living. • Growing health inequalities

	Cultural	<ul style="list-style-type: none"> • Loss of sense of community & shifts in social cohesion due to rising inequality, imbalances in economic opportunity & diversity in society. • Impact of pandemic on cohort of young people (e.g. disorder, school absence) • Socio-economic disparities in participation in culture & sport • Trust of institutions is reducing, including Councils. • Polarisation, extreme behaviours/lack of tolerance, perhaps facilitated by social media. • Change in way citizenship is perceived; rising entitlement culture • We are one of the most ethnically and culturally diverse areas in Scotland with established Christian and Jewish communities and growing Muslim and Hindu populations.
	Consumer Trends	<ul style="list-style-type: none"> • Customer demands – rising expectations of response – speed, choice, personalised, value-add with 24/7 expectations & behaviours. • Rise in expectations of service provision • Downward trend in customer satisfaction with councils including ERC
	Career Attitudes	<ul style="list-style-type: none"> • Changing expectations of work - flexibility, working conditions, especially post-pandemic • Lifestyle factors affecting what people want from work (e.g. 4 day weeks)
	Lifestyle Factors	<ul style="list-style-type: none"> • Remote working – greater flexibility; greater recruitment pool available for employers • Attitudinal differences by generation

Technology	Digital Uptake	<ul style="list-style-type: none"> • Pandemic boost to use of online services & digital skills in workforce & society • 5G connectivity & fibre broadband rollout will increase access. • Digital capacity issues – pressures on mobile networks • Digital inclusion issues for those less able or confident to interact with digital solutions.
	Skills & Governance	<ul style="list-style-type: none"> • Evergreen platforms, increased automation & platform power, and ease of access by staff are expected to create information governance challenges and introduce new risks to organisations. • Increase in platform complexity will present upskilling challenges, especially where councils cannot compete with private sector salaries and struggle to invest in learning and development.
	Automation / Robotics / AI	<ul style="list-style-type: none"> • Autonomous vehicles available • Machine learning, robotics and AI will change many jobs.
	Cyber Security	<ul style="list-style-type: none"> • Increasing risks of cyber-attack / security threats to critical systems/infrastructure • Business continuity challenges from increasingly digitised services • Risk of significant power outage nationally & impact on services
	Social Media	<ul style="list-style-type: none"> • Social media – powerful interaction tool vs. rising expectations and lack of control • Growing use of technology impacting communication & social patterns & time available for physical activity – mental health & wellbeing impacts • Data & insight vs privacy & security concerns
	Health Technology	<ul style="list-style-type: none"> • Increased illness through resistance to antibiotics • Increase in numbers living with long-term conditions due to technological advances e.g. cancer and dementia – issues for service provision

		<ul style="list-style-type: none"> • More communication aids available e.g. translation, interpretation & non-verbal communication • Biotech advances may bring opportunities for preventative medicine, lifestyle & longevity
Legal	Employment	<ul style="list-style-type: none"> • Flexible working changes to be introduced lessen control of employer • Legislation restricting industrial action may impact employee/union relations • Health and Care (Staffing) (Sc) Act – minimum staffing in social care settings from 2024 • Holiday pay decisions awaited.
	Brexit related	<ul style="list-style-type: none"> • Brexit Freedoms bill – new UK legislation in previously European governed matters - impact uncertain • Subsidy Control legislation
	Other	<ul style="list-style-type: none"> • Review of FOI legislation may increase scope and resource implications for Councils • Transforming Public Procurement Bill
Environmental	Environmental Legislation	<ul style="list-style-type: none"> • Deposit return scheme • SG National Planning Framework 4 will mean that Local Development Plans need to have more of a focus on environment and biodiversity issues • Challenging nature of climate targets
	Procurement	<ul style="list-style-type: none"> • Community wealth building legislation will include sustainable procurement • Emissions calculations to include supply chain emissions and embodied carbon • Growth of technologies to address climate change e.g. windfarms, electric vehicles • Low emission zone knock on effect on contract costs involving transportation

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Annex 2: SWOT (Strengths, Weaknesses, Opportunities, and Threats)

Strengths

1. Reputation/Brand

- People want to live in East Renfrewshire - high satisfaction with area & services.
- Excellent reputation for:
 - Education & Childrens' Services: performance, attainment & destinations
 - Service delivery & modernisation
 - High quality environment & recycling
 - Fiscal responsibility/budget management

2. Strategic Focus, Performance & results

- High level of ambition for East Renfrewshire and customers
- Strong, collaborative leadership, governance & planning
- Clear & understood strategy (outcomes, capabilities, values)
- Deep understanding of our communities & a diversity of views which helps shape delivery
- Significant number of improvement projects & ambitious programmes for change underway helping us to make efficiencies and modernise

3. Our Assets

- Strong & active partnership working (incl, HSCP, ERCLT, City Region, CPP) allows us to leverage skills and shared resources to benefit the local area
- Motivated, highly qualified & committed staff
- The size of ERC makes things doable

Weaknesses

1. Capacity & Limited Choices

- Ambitions greater than resources
- Constrained resources/central ring-fencing
- Balancing volume and pace of activity means need for better prioritisation

- Keeping pace with technological and societal change
- Ability to compete in the market for the skills we need
- Lack of land and assets constrains what the Council can do
- Limited potential to generate income
- Downside of being a smaller council is we operate with the same overheads as larger areas

2. Culture

- Scope for greater empowerment
- Low appetite for risk
- Work pressures and limited resources impacts learning and skills development and makes us less competitive
- Lack of a consistent culture of engaging with communities

3. Workforce

- Ageing workforce & diversity/representativeness of workforce profile vs balance of new skills coming into organisation
- Multiple singleton posts - unsustainable and lacks resilience
- Retirals & loss of experience & organisational knowledge

Opportunities

1. Strategy & Engagement

- Further develop vision for the area to shape & influence choices and attract investment
- Leverage emerging national policy for East Renfrewshire's benefit
- A more conversational engagement with stakeholders and communities, with scope for greater empowerment of staff and communities to help shape services and vision
- Involving users in service design and leveraging the skills and experiences of local residents will mean more efficient and effective services & prioritisation based on what matters most to customers
- Leading a place-based approach & building on the City Region partnership
- Ambitious investment prog. to enhance infrastructure for residents & attract visitors

2. Technology & Change

- Enhance use of insight from data & evaluation and increase automation for efficiency
- Building on technology to streamline and improve services to customers
- Learn from others and broaden our horizons to encourage innovation and enhance performance

3. Our Assets & Culture

- Physical location of East Renfrewshire brings opportunities to capitalise on City Region partnership and also benefit from close links to other local authorities & populations
- Succession planning & growing diversity, inclusion & talent in emerging skill areas to keep pace and better reflect the diversity of our local residents
- Grow and /or bring in new skills, emphasising the benefits of working and living locally to attract and retain talent
- Openness to new ways of working, both technologically and via better use of our assets

Threats

1. Political & Social Change

- Impact of financial settlements on the Council
- Increasing public expectations incl. speed of response which are difficult to achieve in fiscal circumstances
- Challenging targets for sustainability & climate change but lack of funding
- Increasing population puts pressure on local infrastructure, balance of land use & opportunities for sustainable resettlement programmes
- Increasing service demand at either end of the demographic scale, especially from the most vulnerable, means can't provide high quality we want to
- Digital exclusion could increase isolation, leave groups behind.
- Redrawing political boundaries and centralisation limits local decision-making
- Increased civil unrest and frequency of industrial action disrupts services

2. Organisational Change

- Speed of technology revolution makes it difficult to keep pace
- Cybersecurity - reliance on digital vs business continuity challenges
- Challenges in the external labour market & attractiveness of public sector jobs to emerging workforce (Gen y,z...) can lead to challenges recruiting, retaining & remunerating roles in new and emerging skill areas (e.g. User Research, service design, business analysis) thereby reducing speed of change
- More agile, less hierarchical ways of working may bring challenges in terms of retaining good governance & accountability

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EAST RENFREWSHIRE COUNCIL28 June 2023Report by Director of EnvironmentLOCAL DEVELOPMENT PLAN 3 (DEVELOPMENT PLAN SCHEME)**PURPOSE OF REPORT**

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

RECOMMENDATIONS

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

BACKGROUND

3. The Planning (Scotland) Act 2019 requires Planning Authorities to prepare and maintain a Development Plan Scheme (DPS) at least annually. The purpose of the DPS is to set out the Authority's proposals for preparing and reviewing their Local Development Plan (LDP), and what is likely to be involved at each stage. The Scheme must include a Participation Statement stating when, how and with whom consultation on the plan will take place and the Authority's proposals for public involvement in the plan preparation process.
4. Further requirements are that the DPS must contain a timetable, specifying proposed timings by quarter and year for publication of the Evidence Report, publication of the Proposed Plan, submission of the Proposed Plan to the Scottish Ministers and expected adoption of the LDP.
5. After adopting the DPS, the Local Authority is required to publish it (including electronically), send two copies to Scottish Ministers and make copies available to the public in local libraries. There is, no requirement to consult on the content of the DPS, however, when preparing the DPS, planning authorities must seek the views of the public on what the content of the Participation Statement should be, and have regard to any views expressed.

REPORT

6. The proposed Development Plan Scheme is contained in Appendix 1 to this report. The DPS is an important communication and project management tool and sets out our programme for preparing our third Local Development Plan (LDP3).
7. It is estimated that the first key stage in the preparation of LDP3, the publication of the Evidence Report, will happen by May 2024, with publication of the Proposed Plan by February 2026, submission of the Proposed Plan to the Scottish Ministers by September 2027 and that the Plan will be adopted by October 2027. The requirement for an annual review of the DPS will allow timescales to be updated if required.
8. Over the next 12 months we therefore expect to be focussed on gathering the evidence for LDP3 and engaging with people on that. It is anticipated that the Evidence Report will need to cover a wide range of relevant topics, including but not limited to: the characteristics of the land use and population of the plan area; plan outcomes; stakeholder involvement; infrastructure and services; housing land; employment land; education; and climate and environment. The evidence base is essential for assessing the requirements and priorities of all stakeholders and to make sure the LDP is based on a proper understanding of the area.
9. The Participation Statement is an important component of the DPS as it sets out how the Council, in preparing the LDP, intends to engage and consult with stakeholders, and particularly local residents and communities. It contains proposals indicating when public participation will take place and how the Council will facilitate this.
10. During May 2023 the Planning Service undertook Pre-engagement surveys on how people and organisations wished to be involved in the plan. The results of these two surveys have helped to shape our consultation plans for LDP3 and informed the Participation Statement set out in the proposed DPS.
11. Once approved, the DPS will, in accordance with the statutory requirements, be published, including electronically on the Council's web site, and copies will be submitted to the Scottish Ministers.

FINANCE AND EFFICIENCY

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

CONSULTATION

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

PARTNERSHIP WORKING

14. The DPS emphasises the importance of consultation, engagement and partnership working with a wide range of stakeholders including Council Services, key agencies, the public and other interested parties. This is outlined in the Participation Statement. The value of working collaboratively to prepare the Evidence Report will help to address key

spatial policy challenges over the 20-year LDP period and help to better shape future policy making.

IMPLICATIONS OF THE PROPOSALS

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

CONCLUSIONS

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

RECOMMENDATIONS

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

Director of Environment

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

June 2023

APPENDICES:

Appendix 1: Proposed Development Plan Scheme and Participation Statement June 2023

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Introduction

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

The DPS will be updated and amended annually, however, if there are any significant changes to the timetable then the Council may prepare an earlier revision.

Purpose

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

Its principal purposes are to:

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

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

Anyone who has registered through the LDP hub portal or through our LDP database will receive updates and announcements at key stages of development plan preparation.

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

Planning (Scotland) Act 2019

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

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

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

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

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

Development Plan

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

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

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

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

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

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



Scotland 2045

Scotland's Fourth National
Planning Framework



EAST RENFREWSHIRE Local Development Plan 2

Figure 1 – Statutory development plan and related plans

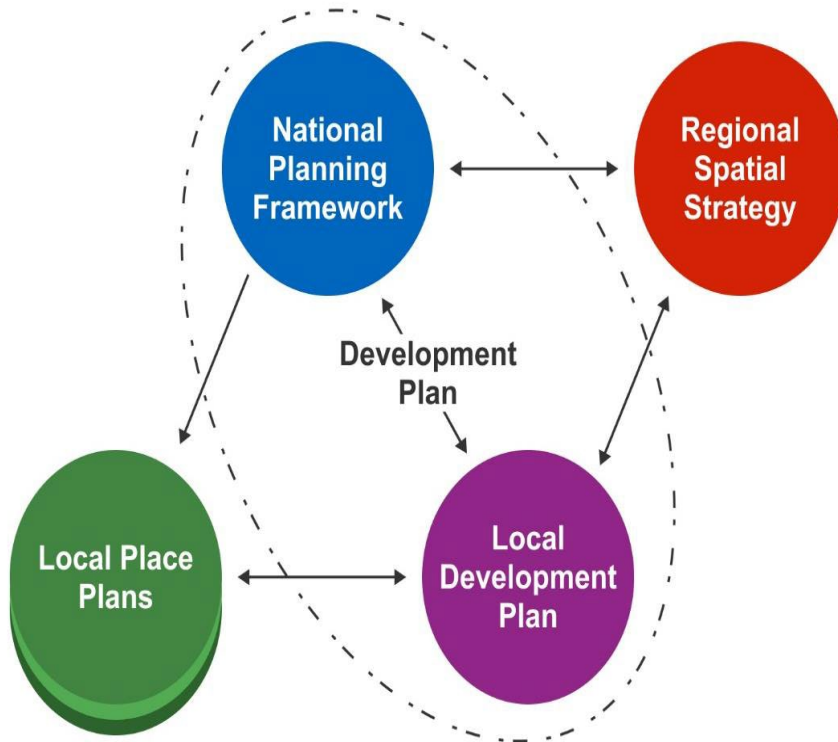


Table 1: Statutory development plan and related plans

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

Our Current Local Development Plan (LDP2 March 2022)



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

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

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

Supplementary Guidance

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

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

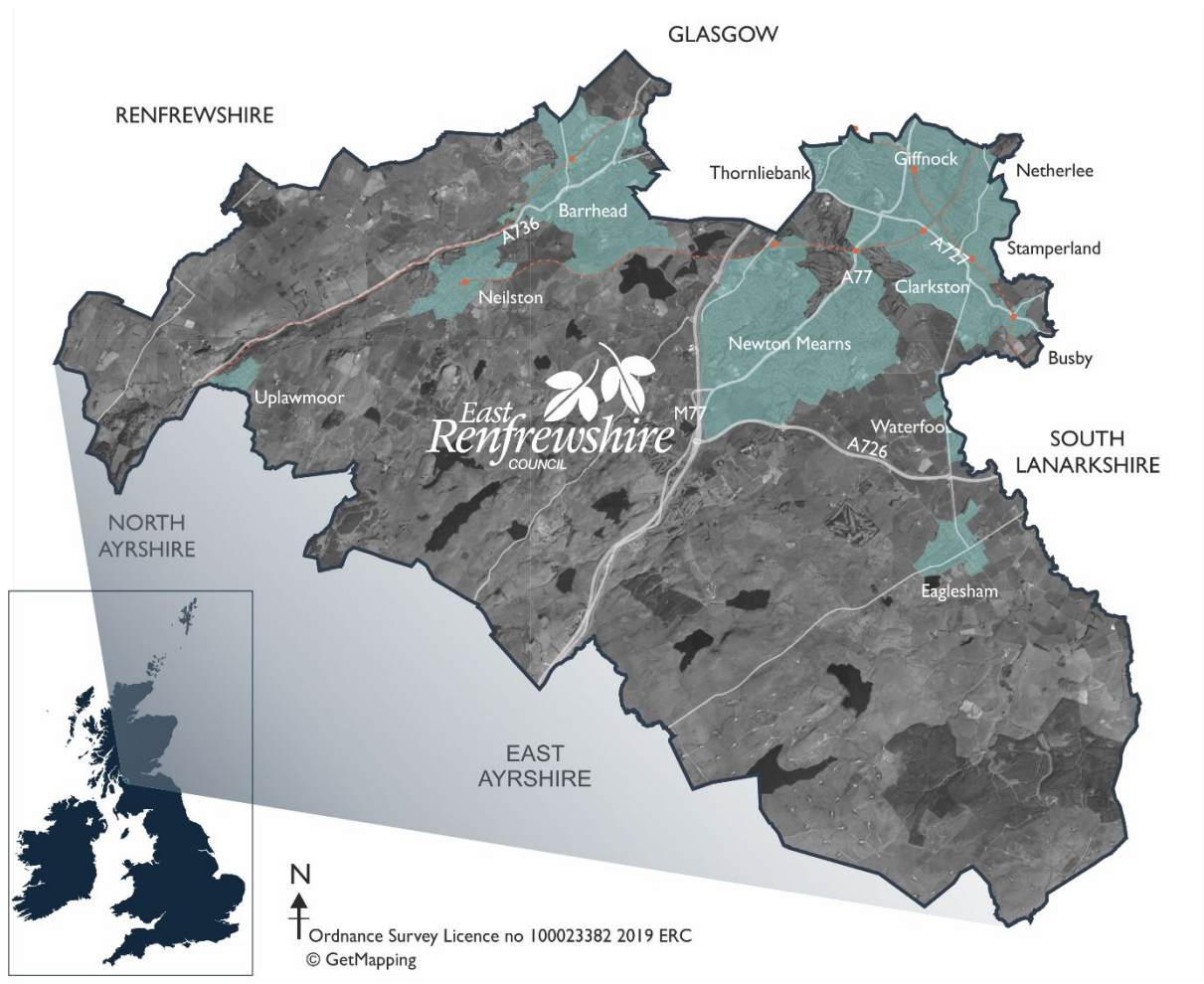
3 statutory Supplementary Guidance documents have so far been adopted alongside LDP2. These are:

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

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

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

Figure 2: Boundaries and Geographical Extent of East Renfrewshire



Future Local Development Plan (LDP3)

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

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

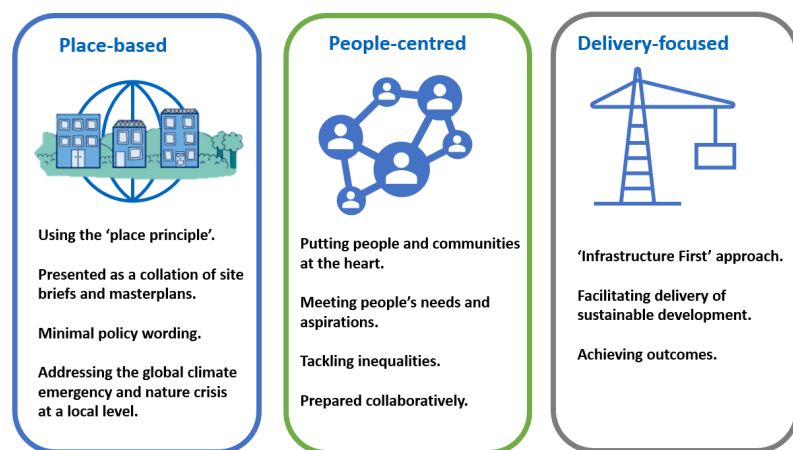
The LDP will be based upon an infrastructure first approach, supported by a robust evidence base to inform the plan, its spatial strategy and site selection. The LDP will place infrastructure considerations at the heart of place making.

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

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

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

Figure 3 – Key expectations of plans



Participation Statement - How you can get Involved

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

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

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

The Council aims to ensure that:

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

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

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

Who will be involved?

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

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

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

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

How can I get involved?

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

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

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

Pre-Engagement Surveys

In May we carried out Pre-engagement surveys on how people and organisations wished to be involved in the plan and to help inform the Participation Statement set out in this DPS. This highlighted a number of potential barriers to involvement and some suggestions on how these barriers could be overcome. It also gave an idea on people's preferences in terms of publicity and engagement methods.

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

Engaging with Children and Younger People

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

How will we publicise the LDP3 and engagement opportunities?

The council may use various consultation techniques to publicise LDP3:

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

What engagement are we likely to use?

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

- In Person – an in person interactive workshop covering a range of topics.
- Online workshops – an online interactive workshop covering a range of topics.
- In person exhibitions – local drop in events in communities to publicise the Proposed Plan.
- Online exhibitions – material hosted on our website to publicise the Proposed Plan.
- Tailored or targeted Resources – specific resources tailored or targeted to particular groups which will make it easier for them to participate. For example, as part of our engagement with children and young people, we could develop materials to allow them to explore their places and how these places may develop in the future.
- Online Resources – this would include using Commonplace features such as a map based tool where participants can provide comments linked to a location on a map.
- ESRI – GIS story-maps to visually display data, proposal and areas.

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

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

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

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

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

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

This involves:

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

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

This involves:

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

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

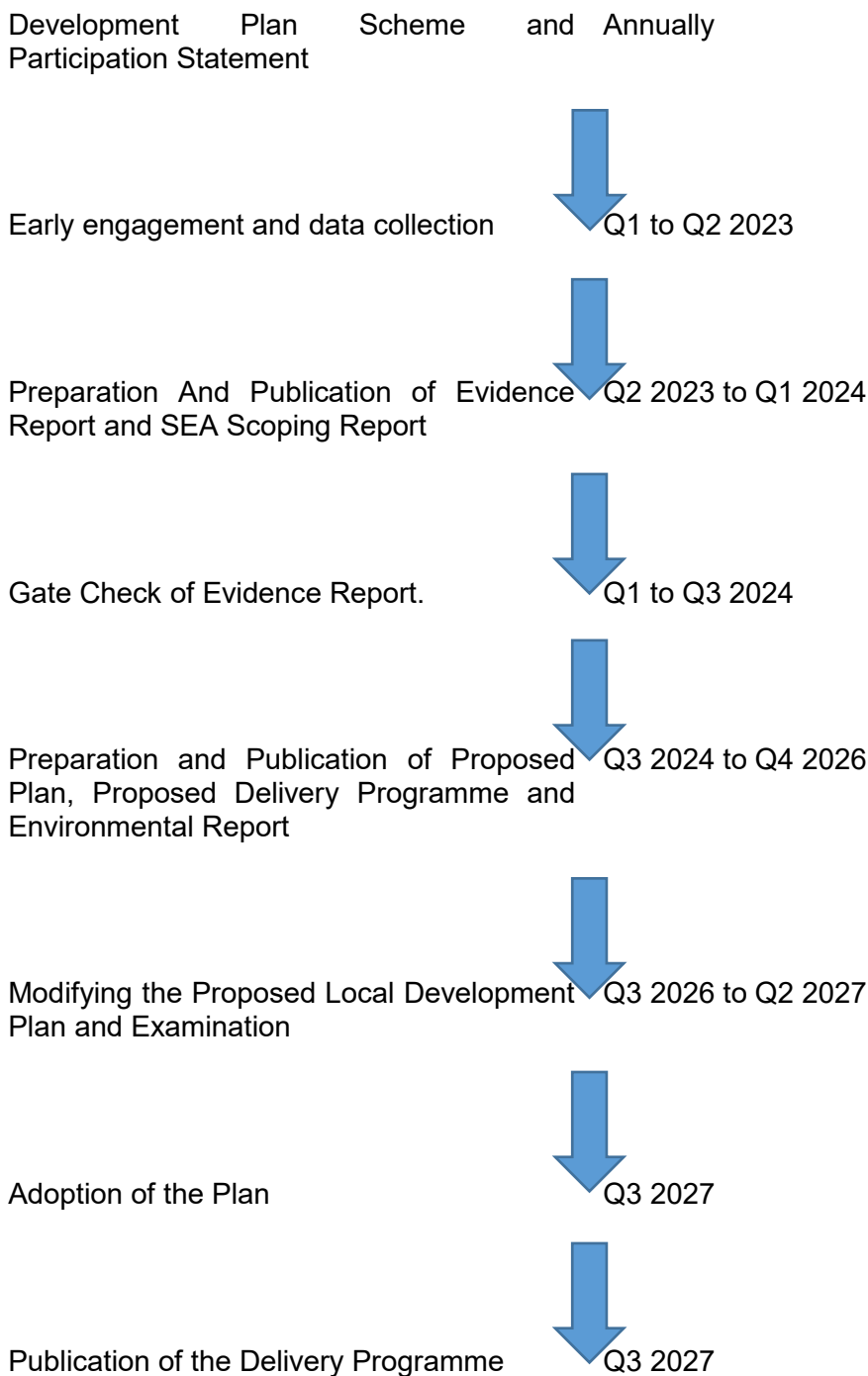
This involves:

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

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

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

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





Monitoring and Delivery

Q4 2027 onwards

Stage 1: Evidence Gathering

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

How	Promotion via Councils Facebook and Twitter pages and LDP3 webpage. Email sent to all stakeholders on LDP database. Surveys uploaded onto Commonplace LDP Hub. Notifications to all Commonplace LDP Hub subscribers.
Progress	<p><u>East Renfrewshire Council Member Briefing:</u></p> <ul style="list-style-type: none"> 18th May 2023– Overview of the new planning system; overview of NPF4 and implications for LDP3; overview of LDP3 process and issues. Awareness raising of LDP3. <p><u>LDP Monitoring :</u></p> <ul style="list-style-type: none"> Site visits and data capture commenced June 2023. <p><u>Pre-Engagement Surveys:</u></p> <ul style="list-style-type: none"> Consultation closed 31st May. 221 responses received to the Participation Survey. 14 responses received to Youth Engagement Survey. 311 News subscribers via Commonplace LDP Hub. Summary of results uploaded to Commonplace LDP Hub with all subscribers notified. Separate notification issued to all stakeholders on LDP database. <p><u>LPPs:</u></p> <ul style="list-style-type: none"> Guidance and forms uploaded to LDP3 webpage. News item added to Commonplace LDP Hub. Invitation issued to all stakeholders on LDP database. News item added to the Commonplace LDP Hub with all subscribers notified.

Stage 1b	<p><u>Publication of Development Plan Scheme and Participation Statement (required annually)</u></p> <p>The DPS sets out the programme for the production and review of the Local Development Plan and highlights who, how and when anyone can get involved.</p>
When	Approval by Full Council Q1: 28th June 2023 Publication Q2: July 2023
Who	East Renfrewshire Council Member Scottish Government Key Agencies All stakeholders on Local Development Plan database All Commonplace LDP Hub subscribers
How	Submit 2 copies of the DPS to Scottish Ministers. Copies of DPS will be made available in Council Offices, local libraries, as well as on the Council's website. Notify stakeholders on LDP database. News item will be added to the Commonplace LDP Hub with all subscribers notified.

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

	<p>Publication of Evidence Report and submission to Scottish Ministers – Q1 2024 (estimated May 2024).</p> <p>Submit SEA Scoping Report to Consultation Authorities – Q4 2024.</p>
Who	<p>East Renfrewshire Council Members Scottish Government</p> <p>Seek views of the following groups in the preparation of the Evidence Report. Prepare statement on how these views are taken into account in the report.</p> <ul style="list-style-type: none"> • Key Agencies; • The public; • Children and young people; • Disabled people; • Gypsies and Travellers; and • Community Councils. <p>Infrastructure providers, environmental organisations and development industry SEA Gateway All stakeholders on Local Development Plan database All Commonplace LDP Hub subscribers</p>
How	<p>There is no requirement to undertake a formal consultation on the content of the Evidence Report. However, we will undertake early engagement with stakeholders, to ensure collaborative and transparent evidence gathering, to assess the sufficiency of the evidence and to aim to resolve any issues raised by stakeholders:</p> <ul style="list-style-type: none"> • East Renfrewshire Council Member Engagement - Members workshops and regular briefings. • Internal Engagement – Workshops/meetings with Council Departments. • External Engagement - Targeted engagement with groups and organisations listed above and including older people, infrastructure providers, community groups, development industry, housing providers and their representative organisations. • Call for Evidence consultation - Surveys uploaded onto Commonplace LDP Hub. • Use ESRI Storymaps to display and publicise data and evidence. • Press releases. • Publicise preparation and publication of Evidence Report via the Council's social networking sites - Facebook/Twitter. • Notify stakeholders on LDP database. • News item will be added to the Commonplace LDP Hub with all subscribers notified.
Progress	<p>11th May Meeting with DPEA - Joint meeting between ERC & Renfrewshire Council to discuss DPEA requirements at Gate check stage</p>

Stage 1d	<p><u>Gate Check of Evidence Report</u></p> <p>An independent assessment of the Evidence Report will be undertaken to determine whether we have sufficient information to progress and prepare a Proposed Plan. Where disputes over the sufficiency of the evidence remain, the Gate Check provides an opportunity for the reporter to consider the different viewpoints. This may be informed either by requesting further written information or by convening a hearing. If the Gate Check concludes that insufficient evidence has been provided the planning authority may not be able to proceed with the Plan until that is addressed.</p>
When	Q1 to Q3 2024
Who	Independent assessment will be carried out by a Reporter appointed by the Scottish Ministers
How	<p>The Reporter will issue either:</p> <ul style="list-style-type: none"> • A letter confirming the conclusion that the evidence is sufficient to enable the LDP preparation process to proceed. Or • A letter confirming return of the Evidence Report to the planning authority and associated Assessment Report setting out the reasons why the reporter found the evidence was insufficient along with nay recommendations as to how that deficiency should be addressed. <p>Notify stakeholders on LDP database of the outcome of the Gate Check process.</p> <p>News item will be added to the Commonplace LDP Hub with all subscribers notified of the outcome of the Gate Check process.</p>
Progress	

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

Stage 2a	<p><u>Preparation and Publication of Proposed Plan, Proposed Delivery Programme and Environmental Report</u></p> <p>We will prepare a Proposed Plan, Proposed Delivery Programme and Environmental Report having regard to the Evidence Report, any adopted RSS, current National Planning framework (NPF), any Local Outcome Improvement Plans (LOIPs) for the area, and any registered Local Place Plans. The Proposed Plan will identify where new development should and should not take place. We will use the Evidence Report to develop a spatial strategy incorporating an infrastructure first approach and considering the spatial principles in NPF4.</p> <p>This is a key consultation stage where representations from stakeholders and the public can be submitted to the content of the plan. The plan preparation stage is about involving and collaborating with participants in preparing the spatial strategy and policy approach.</p> <p>We will undertake a 'Call for Sites and a Call for Ideas' Consultation Exercise. A site appraisal will be undertaken so that all sites are assessed using the site appraisal methodology agreed in the Evidence Report. This includes LDP allocated sites, sites promoted through the Call for Sites consultation and any additional land identified which may have potential for development. The appraisal will be linked to SEA requirements.</p> <p>We will prepare a Transport Appraisal to inform and assess impacts on the strategic transport network and to inform the Proposed Plan spatial strategy.</p> <p>We will prepare an Equalities Impact Assessment (EQIA), Fairer Scotland Duty Assessment, Public Sector Equality Duty Assessment and Habitats Regulations Appraisal (HRA).</p>
When	<p>Preparation of Proposed Plan, Proposed Delivery Programme, Environmental Report and Impact assessments - Q3 2024 to Q3 2025. Call for Sites/Ideas consultation – Q3: 2024 (6 weeks)</p> <p>Proposed Plan, Proposed Delivery Programme and supporting documents approved by Full Council – Q3 2025 (estimated Dec 2025).</p> <p>Publish Proposed Plan, Proposed Delivery Programme and supporting documents approved for consultation – Q4 2026 (min 12 weeks) (estimated Feb 2026).</p>
Who	<p>East Renfrewshire Council Members Scottish Government Central Scotland Green Network Key Agencies The public Children and young people Disabled people Gypsies and Travellers Community Councils</p>

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

	<ul style="list-style-type: none"> News item will be added to the Commonplace LDP Hub with all subscribers notified.
Progress	

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

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

Stage 3 - Delivery of the adopted LDP

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

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

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

Resources

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

Review of the DPS

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

Appendix 1: List of Consultees

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

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

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

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

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

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

Appendix 2: Impact Assessments

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

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

Other Supporting documents include:

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

	<p>under the Planning (Scotland) Act 2019. The transitional arrangements set out in the Chief Planner's Letter published on 8th February 2023, however, allow for Local Authorities to continue to prepare and adopt statutory supplementary guidance associated with LDPs until 31 March 2025. Supplementary Guidance adopted under those provisions is to be treated as forming part of the development plan for the area to which the LDP relates.</p>
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EAST RENFREWSHIRE COUNCIL28 June 2023Report by the Chief ExecutiveSECOND REVIEW OF SCOTTISH PARLIAMENTARY BOUNDARIES**PURPOSE OF REPORT**

1. This report seeks approval from Council to submit a response to Boundaries Scotland regarding the proposals to change the Scottish Parliamentary Constituencies, as they affect East Renfrewshire.

RECOMMENDATION

2. That the Council agree to submit the response in Appendix 1 to the consultation on the review of Scottish Parliamentary Boundaries.

BACKGROUND

3. Boundaries Scotland is an independent, non-political body, legally responsible for carrying out reviews of Scottish Parliament boundaries. It began its Second Review of Scottish Parliament Boundaries in September 2022 and it undertook to consult on its provisional proposals for constituencies from 17 May to 17 June 2023.
4. The First Review reported in 2010 and the current boundaries have been used in the Scottish Parliament elections of 2011, 2016 and 2021. Since the last review, there has been significant change to the electorate nationally, including the extension of the franchise for Scottish Parliamentary elections to those 16 and over. Changes to the population and the electorate have varied across Scotland, with some areas experiencing significant increases and others remaining relatively unchanged or falling. Even areas which have not experienced population growth or reduction may find that the constituency boundaries alter as a result of change required elsewhere to ensure that all constituencies and regions are of a similar electoral size.
5. In terms of the Scotland Act 1998, the review is required and will recommend constituencies, and regions, of similar electorate size while also taking account of local authority areas, special geographical circumstances, maintenance of local ties and any inconveniences caused by the alteration of the existing boundaries.
6. The review of constituencies covers the 70 mainland constituencies. The constituencies of Na h-Eileanan an Iar, Orkney Islands and Shetland Islands are protected in legislation. The overall number of MSPs (129) is fixed in legislation and will not change as a result of this review.
7. The electorate for this review is taken from the electoral register on 1 September 2022.

8. The average electorate of each Scottish Parliament constituency is 59,902 – the electoral quota, and is calculated by dividing the total electorate of Scotland (less the electorate of the three protected island constituencies) by 70 constituencies (73 less the three protected islands constituencies), as follows:

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

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

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

11. The following timetable gives indicative timeframes on the lead-up to any report for change, to be submitted to Scottish Ministers by 1 May 2025.

When	Action
May 2023	One month consultation on constituency provisional proposals (17 May to 17 June).
30 June 2023	Extension of time to allow for Council response.
Autumn 2023	Local inquiries held, dependent on responses to first consultation.
Late 2023/2024	One month consultation on constituency revised recommendations.
2024	One month consultation on constituency further recommendations, if required.
2024	One month consultation on region provisional proposals.
2024	One month consultation on region revised recommendations, if required.
1 May 2025	Boundaries Scotland to submit a report to Scottish Ministers. If subsequently approved by the Scottish Parliament, the new boundaries will be effective at the next Scottish Parliament election, expected in May 2026.

REPORT

12. Under Schedule 1, Paragraph 7(2) of the Scotland Act 1998, Boundaries Scotland gave notice that the one month consultation on its provisional proposals for Scottish Parliament constituencies, opened on 17 May and would close on 17 June 2023. During that one month period, representations could be made to Boundaries Scotland on its consultation site "consult.boundaries.scot" or by email or letter. The effect of the proposals is set out on its website and the consultation site where maps detailing the changes can be viewed.

13. Given that the initial deadline date for representations fell after the date of the scheduled meeting of the Council (28 June), the Chief Executive, wrote to Boundaries Scotland to seek an extension of time to allow the matter to be considered by Council. An extension of time has been granted until Friday 30 June 2023.
14. As the extension relates only to the Council's response, all other representations were to be submitted by 17 June 2023. The Chief Executive in her role as Returning Officer has submitted a response, containing the same key messages as the Council's draft response in Appendix 1 to this report.
15. Prior to the submission, a meeting was held with political group leaders (Councillor Merrick substituted for Councillor Buchanan), in respect of how the review relates to the East Renfrewshire area. There was broad agreement across the political representatives and the Returning Officer about the challenges presented by the proposals.
16. The specific proposal, as this relates to East Renfrewshire is for
 - the dissolution of the current Eastwood seat
 - a new seat called Glasgow Priesthill and Giffnock and
 - a change in the boundaries of the current Renfrewshire South seat.
17. A copy of the proposed new arrangements is attached as Appendix 2 to this report.

FINANCE AND EFFICIENCY

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

IMPLICATIONS OF THE PROPOSALS

19. The proposals will see
 - the dissolution of the current Eastwood seat
 - a new seat called Glasgow Priesthill and Giffnock and
 - a change in the boundaries of the current Renfrewshire South seat.

RECOMMENDATION

20. That the Council agree to submit the response in Appendix 1 to the consultation on the review of Scottish Parliamentary Boundaries.

Legislation

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

Report Author

Colin Sweeney, Democratic Services Manager
Email: colin.sweeney@eastrenfrewshire.gov.uk
Telephone: 0141 577 3023

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Draft Response by East Renfrewshire Council**Second Review of Scottish Parliament Boundaries – Publication of Provisional Proposals for Constituencies: Draft Response**

Thank you for your letter of 15 May 2023, which contained details of Boundaries Scotland's provisional proposals for the review of Scottish Parliamentary Constituencies.

Please see below, the Council's submission for the East Renfrewshire area in accordance with the revised deadline of Friday 30 June 2023.

The Council recognises the need for a second review given the steady growth in population and electorate and the extension of voting rights to those aged 16+ at Scottish Parliamentary Elections. The Council also understands that the principle of fairness should be applied (electoral parity in terms of the number of electors in each Constituency where this can be achieved) but this does not negate the statutory factors to be considered in such a review.

The Council further recognises that the East Renfrewshire area has too many voters to be one constituency and is too small to become two, without overlapping at least one neighbouring local authority. The new proposals for the East Renfrewshire area divide the Council area into 2, with one constituency shared with Glasgow and the other shared with Renfrewshire. This is a significant change from the existing situation where most of the East Renfrewshire area is part of the Eastwood constituency, with 1 ward and a small part of another ward shared with Renfrewshire in the Renfrewshire South constituency. Although the existing Renfrewshire South ward is not ideal in terms of The Scotland Act 1998, which states that Local Government areas must be considered, the Council accepts that some compromise was required to achieve a degree of electoral parity.

The new proposal is not acceptable in that it does not recognise the Local Authority area, does not relate to local ties and includes areas outside the responsibility of our ERO. The main reason for the change appears to be to reduce the number of constituencies in the Glasgow/Renfrewshire area whilst at the same time Glasgow, Renfrewshire and East Renfrewshire are all areas where the population is expected to grow.

In your consultation document, you have asked for alternative proposals if we do not accept the new proposals. The Council's proposals are below .

Eastwood

The Eastwood constituency should remain either with the existing boundaries or alternatively it could include the part of ward 2 which is excluded from the present constituency. When council wards were reorganised in 2018, the change in East Renfrewshire was significant. The inclusion of all of the new Ward 2 would reflect the Council ward arrangements. The revised Eastwood constituency would then consist of wards 2, 3, 4 and 5 of East Renfrewshire.

The Eastwood constituency serves a cultural diverse population with the Jewish community the most prominent but with rapidly growing Muslim and Hindu populations. Equalities issues should be taken into consideration when considering constituency change as the artificial splitting of communities may lessen effective representation.

Renfrewshire South

A constituency shared with Renfrewshire is not unreasonable. In practical terms we share an ERO and the 3 councils of Renfrewshire, Inverclyde and East Renfrewshire collaborate closely regarding elections, reflecting the shared ERO. However, it should be noted that the areas that have been linked in the present Renfrewshire South constituency have limited local ties, no easy transport route and are separated by hilly terrain with small local roads. Whilst on a map the areas appear close, the geography and transport routes mean that the communities are effectively on opposite sides of the Paisley conurbation.

The proposed new Renfrewshire South constituency is not practical and makes the division into 2 separate communities greater. It covers from Eaglesham to Lochwinnoch, areas to the very east of East Renfrewshire and the very West of Renfrewshire, with the majority of the voters resident in East Renfrewshire. Only 2 full wards are in common with the previous Renfrewshire South. The East Renfrewshire community and the Renfrewshire community have no geographical or community links and any MSP serving these communities would essentially be serving 2 very distinct geographical areas.

Assuming that the Eastwood constituency is maintained, a revised Renfrewshire South constituency should reflect natural ties between communities. Ward 1 which is presently part of Renfrewshire South has historical and transport links into Paisley and this would seem to be a more natural fit than with Lochwinnoch.

Glasgow Priesthill and Giffnock

The proposed Glasgow Priesthill and Giffnock constituency should be removed from plans. It does not reflect council boundaries and there are only limited local ties between communities. Its adoption would also mean that there would have to be significant changes to the regional arrangements, when these are considered later in the process.

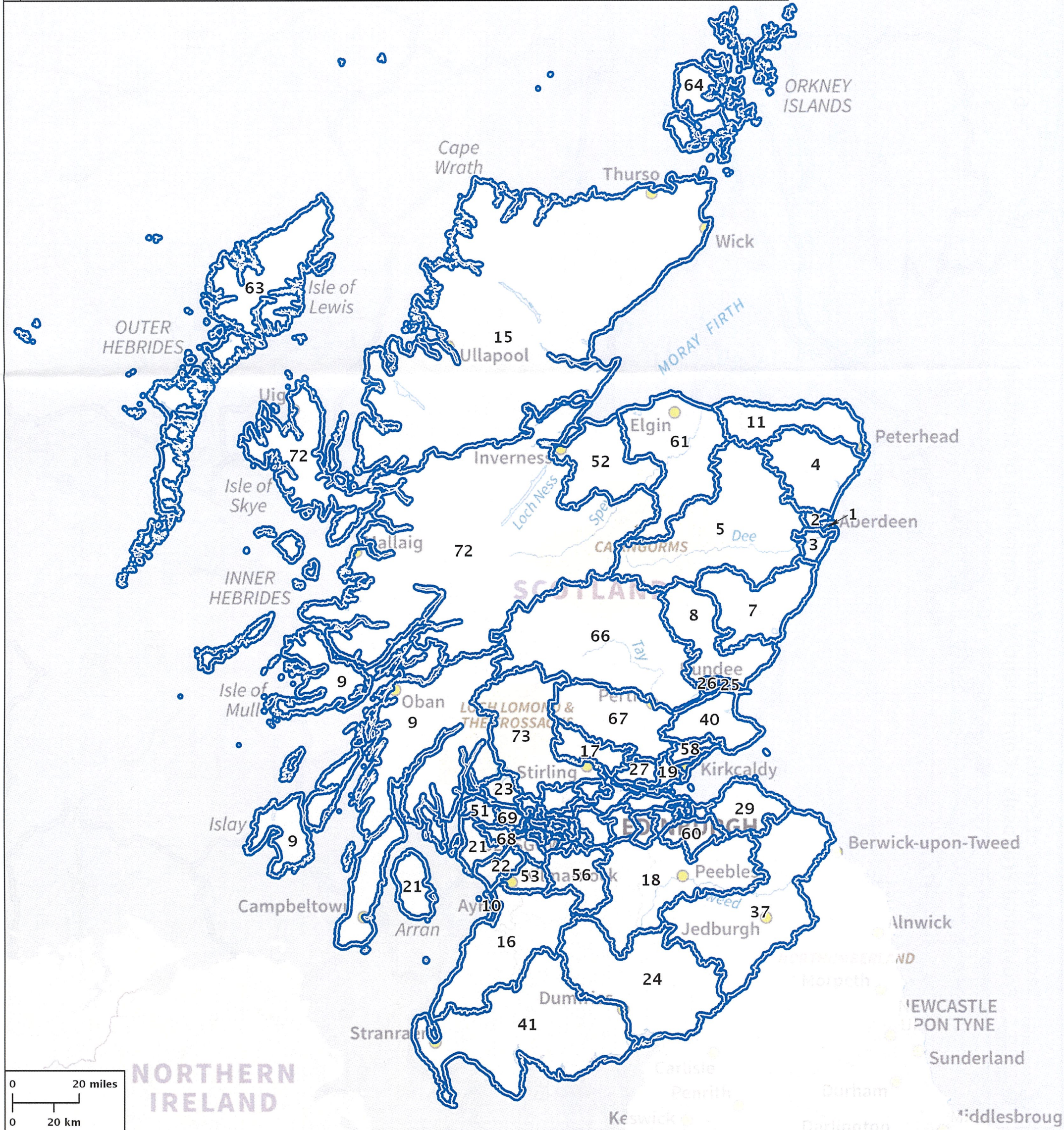
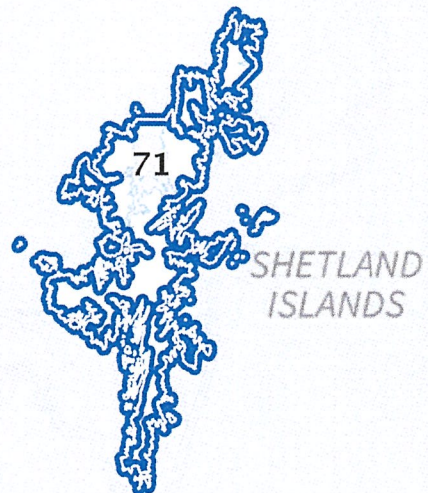
Conclusions

The Council strongly recommends that a local inquiry is held on these proposals and that further work be done within East Renfrewshire Council and with its neighbours to establish if there is a better boundary configuration that could meet the quora.

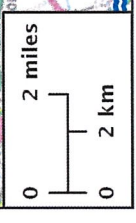
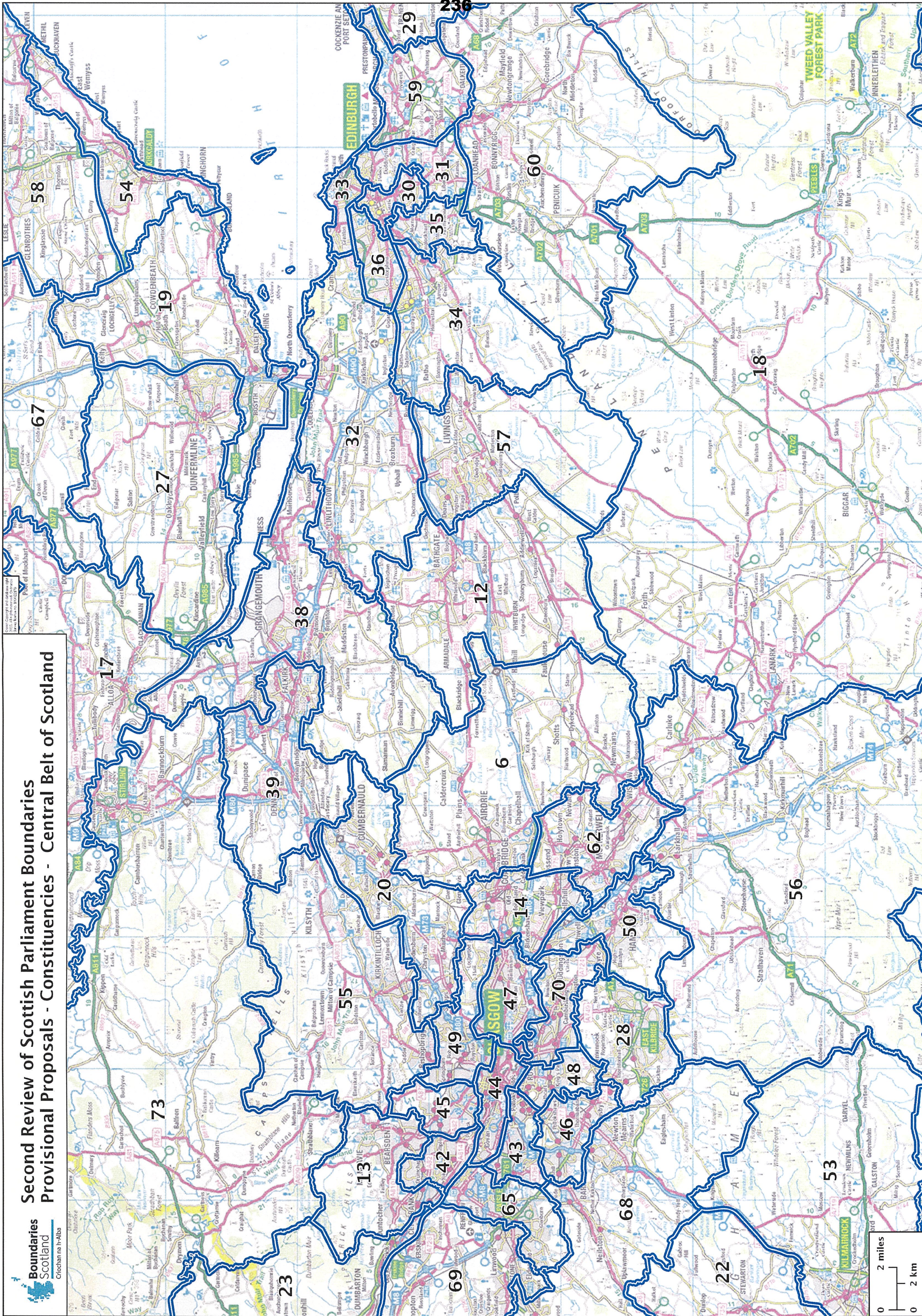
Second Review of Scottish Parliament Boundaries Provisional Proposals - Constituencies - All Scotland

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Constituency	Constituency	Constituency	Constituency
1 Aberdeen Central	20 Cumbernauld and Chryston	39 Falkirk West	58 Mid Fife and Glenrothes
2 Aberdeen Donside	21 Cunninghame North	40 Fife North East	59 Midlothian North and Musselburgh
3 Aberdeen South and North Kincardine	22 Cunninghame South	41 Galloway and West Dumfries	60 Midlothian South
4 Aberdeenshire East	23 Dumbarton and Helensburgh	42 Glasgow Anniesland	61 Moray
5 Aberdeenshire West	24 Dumfriesshire	43 Glasgow Cardonald and Pollok	62 Motherwell
6 Airdrie, Newmains and Shotts	25 Dundee City East	44 Glasgow Central and Govan	63 Na h-Eileanan an Iar
7 Angus North and Mearns	26 Dundee City West	45 Glasgow Kelvin and Maryhill	64 Orkney Islands
8 Angus South	27 Dunfermline	46 Glasgow Priesthill and Giffnock	65 Paisley and Renfrew
9 Argyll and Bute	28 East Kilbride	47 Glasgow Shettleston and Baillieston	66 Perthshire North
10 Ayr	29 East Lothian	48 Glasgow Southside and Cathcart	67 Perthshire South and Kinross-shire
11 Banff and Buchan Coast	30 Edinburgh Central	49 Glasgow Springburn and Provan	68 Renfrewshire South
12 Bathgate and Almond Valley	31 Edinburgh Eastern	50 Hamilton and Uddingston	69 Renfrewshire West
13 Bearsden, Milngavie and Clydebank North	32 Edinburgh Forth and Linlithgow	51 Inverclyde	70 Rutherglen
14 Bellshill and Coatbridge	33 Edinburgh Northern and Leith	52 Inverness and Nairn	71 Shetland Islands
15 Caithness, Sutherland and Ross	34 Edinburgh Pentlands	53 Kilmarnock and Irvine Valley	72 Skye, Lochaber and Badenoch
16 Carrick, Cumnock and Doon Valley	35 Edinburgh Southern	54 Kirkcaldy	73 Stirling
17 Clackmannanshire and Dunblane	36 Edinburgh Western	55 Kirkintilloch and Kilsyth	
18 Clyde Valley and Tweeddale	37 Ettrick, Roxburgh and Berwickshire	56 Larkhall and Clydesdale	
19 Cowdenbeath	38 Falkirk East	57 Livingston	



Second Review of Scottish Parliament Boundaries Provisional Proposals - Central Belt of Scotland



EAST RENFREWSHIRE COUNCIL28 June 2023Report by Head of AccountancyReview of Financial Regulations**Purpose of Report**

1. To advise the Council of the review of the Financial Regulations.

Recommendations

2. It is recommended that the Council:
 - (a) Considers the content of the revised Financial Regulations; and
 - (b) Approves the revised Financial Regulations.

Background

3. In line with good practice, the Head of Accountancy periodically reviews the Financial Regulations, setting out the financial procedures to be followed by all departments, and updates these to take account of changes to Council structures, processes and risks, and any external regulatory factors.

Report

4. The Head of Accountancy has consulted with all departments in reviewing and updating the Financial Regulations and the revised Financial Regulations are attached.
5. Changes relate mainly to alterations to the Council structure, in particular within the Business Operations and Partnerships department, all other changes have been highlighted.
6. Where more detailed instructions are required, these have been included as links within the Financial Regulations document. The links are updated as required between formal reviews of the main document.
7. Other changes at this time include:-
 - Increased focus on the need for accurate coding of expenditure (para 2.2);
 - tighter procedures for the control of additional expenditure that was not included in the Council's initial budget plans (paras 3.3 and 14.3);
 - specific mention of the need for managers to advise HR/payroll promptly of leavers (para 4.2);
 - new statutory accounting procedure in relation to rented, hired or leased in assets (para 15.4);
 - amendments to subsidy rules in the wake of Brexit (para 16.1).

Finance and Efficiency

8. The changes will not result in any direct impact on Council budgets but will assist in maintaining and improving financial control.

Consultation

9. All departments have been consulted in the course of reviewing these regulations.

Partnership Working

10. In order to ensure the effective application of the Financial Regulations, all directors must ensure that relevant staff are aware of their content.

Implications of the Proposals

11. This report does not have any implications in terms of staffing, legal, equalities or carbon matters.

Conclusion

12. The Financial Regulations have been updated to take account of all relevant structural, operational and regulatory changes.

Recommendations

13. It is recommended that the Council:
 - (a) Considers the content of the revised Financial Regulations; and
 - (b) Approves the revised Financial Regulations.

Further details can be obtained from Margaret McCrossan, Head of Accountancy, Tel 0141 577 3035. Email margaret.mccrossan@eastrenfrewshire.gov.uk

Convener – Councillor Owen O’Donnell

7 June 2023

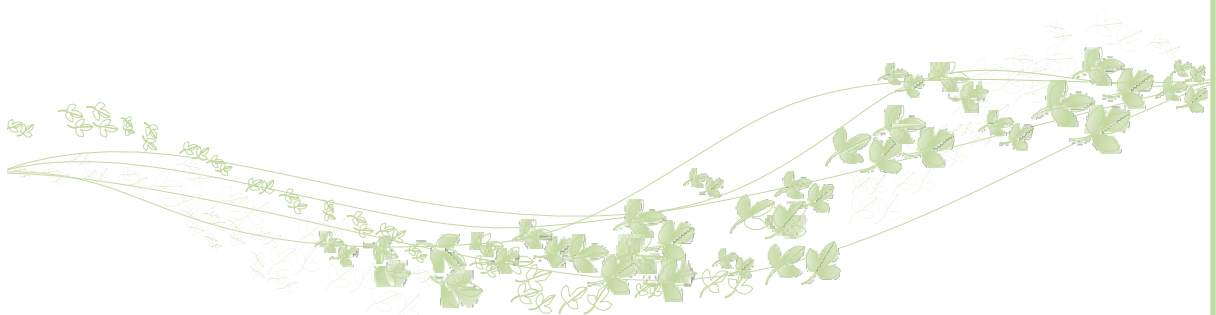
Key Words

Financial Regulations, review, structures, processes, risks



Financial Regulations

Accountancy Services



Approved by Council 28 June 2023

Reviewed: May 2023

Date of next scheduled review: May 2025



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1. Introduction

1.1 General

Throughout the financial regulations there are references to a range of procedures. While the detail of these procedures and policies are not contained within these regulations, they are issued under their authority and have the same status as if they were included in the body of these regulations.

Financial Regulations are an integral part of the stewardship of Council Funds. Adhering to the Regulations ensures that all financial transactions of the Council are conducted in a manner of openness, integrity and transparency.

The Regulations form a significant part of the Corporate Governance of the Council and apply to every member and employee of the Council or anyone acting on its behalf.

Following the establishment under the Public Bodies (Joint Working) Act 2015 of an East Renfrewshire Integration Joint Board (IJB), a separate set of [financial regulations](#) has been produced for that body. These regulations form the basis upon which the Chief Financial Officer of the IJB will discharge equivalent proper officer responsibilities for the Board.

1.2 Breach of Financial Regulations

Any breach or non-compliance with these regulations must be reported immediately to the Chief Financial Officer, who may then discuss the matter with the Chief Executive and/or any other Director or Head of Service as appropriate to decide what action to take.

1.3 Review of Financial Regulations

These regulations must be reviewed every two years by the Chief Financial Officer and, where necessary, subsequent adjustments will be submitted to the Council for approval



1. Introduction (cont'd)

1.4 Responsibilities

Chief Executive

The Chief Executive is charged with overall responsibility for the corporate management and operational functions of the Council, and this includes putting in place suitable arrangements to ensure an efficient use of resources.

Chief Financial Officer

The Chief Financial Officer, in terms of section 95 of the Local Government (Scotland) Act 1973, is responsible for the administration of the Council's financial affairs. As such, the Chief Financial Officer will act as financial advisor to the Council, the Cabinet and all Committees.

Directors

Directors must assist the Council and the Chief Executive at all times in achieving best value for money in the provision of services.

Directors are fully accountable for the financial performance of their service area against the budget allocated and may incur expenditure only when budgetary provision has been made.

Except in an emergency, or as authorised by [Standing Orders Relating to Contracts](#) and the [Scheme of Delegated Functions](#), Directors must consult with the Chief Financial Officer on any matter affecting their services which is liable to materially affect the finances of the Council before making any commitment.

Directors must ensure compliance with Standing Orders Relating to Contracts and Financial Regulations in relation to their service added activities and ensure that no expenditure is incurred unless it is within the legal powers of the Council.

For the purpose of these regulations, the Chief Officer HSCP falls within the definition of a Director.

Elected Members

Elected members' responsibilities regarding financial matters are as follows:

- Setting the Council's financial strategy, including budget-setting;
- Setting the Council's strategic direction and overseeing arrangements for securing best value;
- Ensuring proper control is exercised over the Council's expenditure through scrutiny of regular financial reports;
- Holding senior officers to account regarding discharging all relevant responsibilities within their control.



1. Introduction (cont'd)

Employees

Employees must report any personal interest which could potentially conflict with decisions made at work to their line manager. These interests must then be recorded in the Register of Employee Interests, held by the Director of Business Operations and Partnerships.

All offers of gifts, hospitality or sponsorship received from those with whom the Council does business must be recorded in the relevant department's Probity Register, whether or not they are accepted. Departmental contacts for these registers can be found [here](#).

For further guidance on personal interest and gifts or hospitality, please see the Council's [Code of Conduct for Employees](#) and the [Anti-Fraud, Bribery and Theft Strategy](#).

Internal Audit

The primary role of Internal Audit is to provide assurance to the Council on the adequacy of its control environment. Internal Audit will carry out independent examinations of financial and related systems of the Council to ensure that the interests of the Council are protected.

Internal Audit staff have authority to:

- Enter all Council premises or land at reasonable times;
- Have access to all records and systems;
- Request and receive any explanations necessary concerning any matter under investigation;
- Require any employee to produce cash, stores or other property under that employee's control;
- Make appropriate recommendations.

Directors must immediately report any evident or suspected irregularity of a financial nature to the Chief Auditor, who must deal with such irregularities in accordance with the Council's [Fraud, Bribery and Theft Investigation procedure](#).

The Audit and Scrutiny Committee must approve the [Internal Audit Charter](#) as well as approving an annual Audit Plan, which details the proposed work of the Internal Audit function and will be compiled in consultation with the Corporate Management Team. The Annual Audit Report will show progress achieved against the audit plan, and this report must include an assurance statement on the adequacy of controls.



1. Introduction (cont'd)

1.5 Authorised Persons

The Chief Financial Officer will ensure that a register of those persons who can authorise financial transactions, either through a financial system, by e-mail or by signature, along with the level of authorisation is updated annually. The HR Manager and the Senior Revenues Manager will assist the Chief Financial Officer in this regard.

Directors will ensure that the register is kept up-to-date for their staff by informing the Chief Financial Officer, the HR Manager or the Senior Revenues Manager, as appropriate, of any changes during the year.

1.6 Other Regulations of the Council

These Financial Regulations should be read in conjunction with other Regulations of the Council:

- [Scheme of Administration](#)
- [Scheme of Delegated Functions](#)
- [Standing Orders](#)
- [Standing Orders Relating to Contracts](#)
- [Code of Conduct for Employees](#)
- [Anti-Fraud, Bribery and Theft Strategy](#)
- [Fraud, Bribery and Theft Investigation procedure](#)



2. Accounting Procedures

2.1 Procedures and Records

All of the Council's accounting systems and the format of its accounting records must be approved by the Chief Financial Officer.

The Chief Financial Officer will make arrangements to preserve the integrity of the financial ledger by controlling the [user access](#), [Chart of Accounts](#) amendments and data entry processes.

2.2 Principles

All systems will incorporate internal controls to ensure that, as far as possible, all:

- Income of the Council is promptly and properly recorded and collected;
- Expenditure of the Council is properly incurred, authorised and paid; and
- Cash, stores and other Council assets are safely kept and controlled.

As far as possible, duties should be divided among employees so that:

- The calculation, recording or authorisation of sums due to or by the Council should not be the responsibility of one person;
- Those who calculate, record or authorise sums due to or by the Council should not be involved in the subsequent receipt or payment of those sums; and
- Those who examine or check cash transactions should not be directly involved in those transactions.

All expenditure and income must be coded to the relevant budget code (**even if no budget provision has been made on that line**) and VAT correctly treated. **Miscellaneous ledger codes should only be used if there is no appropriate alternative and after discussion with the relevant Finance Business Partner.** Assistance should be sought from Finance Business Partners/Senior Accountant (VAT), if required.

All claims, returns or written submissions relating to grants and financial data must be submitted to the Chief Financial Officer for approval.

Financial records must only be disposed of in accordance with the Council's Retention Policy for Financial Documents [[retention schedule](#)].

2.3 Financial Year End

Directors must supply the Chief Financial Officer all information necessary to enable the Council's Accounts to be prepared per the [Year End Instructions](#) and within the statutory timetable.



3. Revenue Expenditure

3.1 Legality of Expenditure

Directors must ensure that all expenditure incurred is within the legal powers of the Council.

3.2 Revenue Budget Planning

The Chief Financial Officer must prepare a [Long Term Financial Strategy](#) which will be updated annually and approved by the Council.

Every three years, or as otherwise determined by the Council, the Chief Financial Officer must also prepare multi-year departmental budgets to support medium-term financial planning.

The Chief Financial Officer must also provide to the Director of Business Operations and Partnerships details of the budget for the coming year, together with indicative budgets for the next two years for inclusion in the Council's [Outcome Delivery Plan](#).

The Chief Financial Officer will advise Directors of the guidelines and timetable detailing procedures to be followed for the preparation of the [Revenue Estimates](#).

Directors, with support from Finance Business Partners, must annually prepare detailed Revenue Estimates, in conjunction with the Chief Financial Officer, for their services in accordance with resource allocations and to the timetable mentioned above. Detailed estimates should include the revenue effects of the Capital Plan.

Each year the Chief Financial Officer must produce a consolidated Revenue Estimates volume for consideration by the Council, together with recommendation as to the level of Council Tax for the coming year.

The Director of Environment, in consultation with the Chief Financial Officer, must report to Council the implications of the Housing Revenue Account Estimates on Council house rents to allow rents to be set for the following year.

Once the Revenue Estimates/[Housing Revenue Account Estimates](#) are approved, and subject to all other requirements of the Financial Regulations and [Standing Orders Relating to Contracts](#), Directors can then proceed to incur that expenditure.

3.3 Limitation on Expenditure

No revenue expenditure will be incurred unless it has been included in the Revenue Estimates or [Housing Revenue Account Estimates](#), except:

- Where additional grant of no more than £50k has been allocated;
- Where additional spend (including grants over £50k) has been reported to Cabinet or other relevant Committee;
- Where a Supplementary Estimate has been approved by Council, acting on the Cabinet's recommendation;
- In an emergency, as defined in the scheme of delegation;



3. Revenue Expenditure (cont'd)

- As provided for in 'Virement' below.

3.4 Virement (Budget Transfer)

Virement is the transfer of resources from one budget to another within a department. Prompt and well controlled virement is crucial to budget management and in year planning.

Except where arrangements are in place for Educational Establishments under Devolved School Management and for changes to the Health & Social Care Partnership (HSCP) budgets which are under the direction of the Integration Joint Board (IJB), virement must only take place for expenditure which was unforeseen when the Revenue Estimates were being compiled. Virement should be processed using the [virement approval form](#), subject to the following:

- Virement which does not impact on the published [Revenue Estimates](#) as approved by the Council requires the approval of the relevant Director in consultation with the Finance Business Partner;
- Virement of up to £50,000 which does affect the [Revenue Estimates](#) as approved by Council requires agreement between the relevant Director and the Chief Financial Officer. If agreement cannot be reached, the matter will be referred to the Chief Executive. Cabinet will be notified of any such virement through the normal Revenues Budget Monitoring report;
- Virement of over £50,000 which affects the [Revenue Estimates](#) requires approval of Cabinet, through normal Budget Monitoring reports.

3.5 Budgetary Control

The Chief Financial Officer must report regularly and timeously on all budgetary control matters to Cabinet, detailing actual expenditure and income and projected year-end variances.

Directors can obtain budgetary control statements, comparing actual expenditure and income with budgets, by directly accessing appropriate financial reporting systems.

Directors must ensure that individual cost centre budgets within the Revenue Estimates are not significantly over-spent and that total departmental net expenditure is within the authorised budget. The Chief Financial Officer will monitor this, at cost centre level, on a regular basis.

Directors must provide the Chief Financial Officer whatever assistance and information is considered necessary by the Chief Financial Officer, in order to ensure the effectiveness of the budgetary control system. This includes the allocation of budgets over divisions of each service, the phasing of budgets over accounting periods, the explanation of budget variances and the determination of probable outturns (i.e. forecasts of expenditure).

Directors must not accelerate expenditure at year-end in order to prevent budget under-spends.



3. Revenue Expenditure (cont'd)

3.6 Variances

The Chief Financial Officer must report to Cabinet on the details of variances and on remedial action required.

3.7 Reports to Cabinet / Council

All reports presented to Cabinet or Council must specifically identify the extent of any financial and efficiency implications. Any such implications must be clearly stated in the reports, identifying cost and income in the current and future years together with the impact on capital and revenue spending.



4. Payroll

4.1 Payment

All wages, salaries, travelling and subsistence expenses and other payroll items will be administered by the Director of Business Operations and Partnerships, who is responsible for the transmission of pension contributions, tax and National Insurance to the appropriate bodies.

4.2 Payment of employees

Directors or Heads of Service will provide the Director of Business Operations and Partnerships with details of all information affecting the payment of employees in accordance with specified [timetable](#) to allow the Council's Human Resources System to be maintained. **It is essential that managers inform HR/payroll promptly of any employees who are soon to leave the Council's employment.**

4.3 Authorisation

All payroll information must be approved by an authorised person, who is confirming the information is accurate and that any overtime and expenses relate directly and only to the Council's business.

4.4 Overtime and Allowances

All overtime and allowances should be claimed in line with the Council's procedures on Claiming [Overtime and Allowances](#).

For those employees who don't have access to the Intranet, overtime and allowances must be claimed using [this form](#), which will be made available from their departmental administration services.

4.5 Expenses

All expenses should be claimed in line with the Council's procedures on claiming [expenses](#).

In order to comply with Her Majesty's Revenue and Customs (HMRC) requirements, anyone claiming car mileage must ensure that they retain VAT receipts for fuel purchased.

These do not need to be attached to the mileage claim forms but must be available for potential HRMC inspection.



5. Members Allowance and Expenses

5.1 Responsibility

The Director of Business Operations and Partnerships is responsible for the administration and regulation of Members of the Council's allowances and expenses.

5.2 Scheme

At the commencement of a new Council, following a full election, the Director of Business Operations and Partnerships must submit a [Scheme of Members' Remuneration and Expenses](#) to the Council, which must be updated annually and approved by Council.



6. Procurement

6.1 Procurement Procedures

Arrangements for the procurement of all goods, works or services must comply with [Contract Standing Orders](#) established and maintained by the Chief Procurement Officer in consultation with the Chief Officer – Legal & Procurement.

Further specific procedures can be found on the following topics by clicking the appropriate heading:

- [Purchase Orders](#) (including details of exemptions from these requirements)
- [Quick Quotes](#)
- [Tendering](#)
- [Credit & Purchasing Cards](#)
- [Mobile Device Policy](#)

6.2 Interim Payments

Interim payments for contractors must only be made on a certificate issued by the Director of Environment or other delegated officers responsible for the control and supervision of the work, as agreed by the Chief Financial Officer and the Chief Officer – Legal and Procurement.

On no account should contract payments be authorised prior to the appropriate value of work having been carried out.



7. Payment of Sums Owed by the Council

7.1 Payment Method

The normal method of payment will be by the Bankers Automated Clearing System (BACS). Where this is not possible, payment will be made by cheque.

7.2 Authorisation

Directors must ensure that all goods, materials and services received are as ordered regarding price, quantity and quality.

7.3 Duplicate Invoices

Duplicate invoices or other payment vouchers will not be paid without authorisation from a Director or Head of Service, after consulting with their Finance Business Partner, that the original has not been paid.

7.4 Outstanding Accounts

Directors must return to the Chief Financial Officer, as per the [Year End Instructions](#), a list of all invoices paid outwith the Corporate Purchase Ordering System that are paid after the year end creditors cut off date.



8. Stores and Inventories

8.1 Storekeeping

Directors are responsible for the safe keeping and control of all stocks and stores in their services, and must arrange for regular stocktaking.

8.2 Stock Levels

Stocks and stores must not be in excess of normal requirements. Directors wishing to make exceptional arrangements must seek Cabinet approval.

For all issues relating to stock, reference should be made to [Stock Procedures](#)

8.3 Inventories

Inventories must be maintained of all assets other than those included in the Asset Register and must record adequate descriptions **and locations of those assets** (i.e. furniture, fittings, plant, equipment, machinery, computer equipment etc.). This must follow the Council's [Inventories Procedures](#)

8.4 Disposal of Inventory Items

Directors will authorise and retain an [Inventory Disposal Form \(INV/2\)](#) before disposing of any items of inventory, not listed in the Asset Register, that are deemed by the Department to be surplus to requirement or obsolete.

8.5 Removal

Council property, other than that required for agile working, must not be removed from Council premises unless specifically approved by the appropriate Director or Head of Service.

8.6 Valuations

Departments must supply annual, authorised stock certificates and inventories required for the closing of the Accounts to the Chief Financial Officer per the [Year End Instructions](#).

8.7 Write-off of surpluses of stock

The Chief Financial Officer will write off and authorise all stock items deemed by the Department to be surplus to requirement or obsolete.

8.8 Write-off of Plant and Equipment

The Chief Financial Officer will write off and authorise all Plant and Equipment, listed on the Asset Register, deemed by the Department to be surplus to requirement or obsolete.



9. Income

9.1 Setting of Charges

Directors must review annually, or more frequently where appropriate, their charges for goods or services and submit proposals to Cabinet for their consideration. The [Charging for Services](#) exercise will take account of current inflation rates and other relevant financial factors.

9.2 Accounting Arrangements

The Chief Financial Officer will make adequate financial and accounting arrangements to ensure the proper recording of all money due to the Council and for the proper collection, control and banking of cash in Departments of the Council.

9.3 Issuing a Debtors Account

Details of all charges to be made for work, supplies, goods or services, or other amounts due to the Council must be promptly notified to the Director of Business Operations and Partnerships who will issue [Debtor Accounts](#) for income due to the Council under arrangements approved by the Chief Financial Officer.

9.4 Money Collected

All money collected on behalf of the Council must be recorded and deposited promptly and intact with the Bank by the Director of Business Operations and Partnerships. No deduction will be made from such money, and no cash discount will be offered except in circumstances agreed by Cabinet.

Large cash transactions may be indicative of fraudulent activity. Guidance on this issue is contained in the Council's [Anti-Money Laundering Policy](#).

Regular reconciliations must be carried out to bank statements to ensure that all money is accounted for by the Chief Financial Officer. These reconciliations must be completed by an appropriate member of staff and checked and signed off by a manager.

All electronic receipts of income must go through an appropriate Income Management System to ensure card verification and correct posting of payments.

9.5 Debt Recovery

Procedures on how the Council recovers sums of money due can be found in the [Debt Recovery Policy](#). The policy also details those situations where Cabinet will consider writing off bad debts.

Procedures on the management of rent arrears can be found in the [Rent Arrears and Former Tenant Arrears Write Off Policy](#).

9.6 Grants



9. Income (cont'd)

The Chief Financial Officer must be advised of all relevant information necessary to submit or authorise applications for grants due to the Council, with all grants to be paid to the Council.

9.7 Maximising Income

Where possible, payment should be made in advance for all chargeable services. In other cases, invoices should be raised promptly (and no later than 10 working days) after the supply of goods or services. Managers must ensure that they are aware of levels of outstanding debt, if any, accumulating from individual service users.

9.8 VAT

Where new transactions are being considered, Directors must consult with the Senior Accountant (VAT/PFI) (VAT@eastrenfrewshire.gov.uk) on the VAT implications before introducing any new charges.

9.9 Transfer of cash, cheques etc.

Every transfer of cash, cheques and investment certificates etc. from one member of staff to another must be evidenced in the records of the departments concerned by the signature/confirmation email of the receiving officer.



10. Petty Cash (Imprest Accounts)

10.1 Petty Cash Procedures

These regulations should be read in conjunction with the Council's [Petty Cash Procedures](#).

10.2 Provision and Rules

The Chief Financial Officer will provide cash advances to services that require them for the purpose of minor items of expenditure. The person in the service who has responsibility for cash advances is referred to as an Imprest Holder.

Imprest accounts will be operated in line with the [Petty Cash Procedures](#) set by the Chief Financial Officer. These must be strictly adhered to.

Imprest holders must authorise the balance held as at 31 March each year per the [Year End Instructions](#).

10.3 Termination

Any Imprest Holder who leaves the Council, or otherwise ceases to be entitled to be an Imprest Holder, must account to the Chief Financial Officer for the amount of the advance.



11. Security

11.1 Responsibility

Directors are responsible for maintaining proper security, custody and control of all assets under their control, including that owned by third parties. The Chief Financial Officer shall be consulted where security is thought to be deficient or where special security arrangements may be needed.

11.2 Retention of Documents

The [retention](#) period for all financial records will be determined by the Chief Financial Officer.

11.3 Key Holders

Directors must ensure that keys for safes and similar security boxes for cash or other valuables are securely controlled by key holders, with a register of key holders to be maintained. Keys should not be left on the premises overnight. Any loss of such keys must be reported to the Chief Financial Officer.



12. Banking

12.1 Bank Accounts

All arrangements with the Council's Bankers will be made by the Chief Financial Officer, who is solely authorised to open and close bank accounts in the Council's name as considered necessary.

The Chief Financial Officer and, where appropriate, the Director of Business Operations and Partnerships will operate bank accounts, direct debits and standing orders as necessary, and are responsible for arranging BACS (Bankers Automated Clearing System) or CHAPS (Clearing House Automated Payments System) payments. They must ensure proper security procedures are in place.

12.2 Controlled Stationery

All receipt forms, books, tickets and other such items will be ordered and supplied by the Chief Financial Officer, or by arrangements approved by the Chief Financial Officer.

12.3 Cheques

All arrangements for ordering, storing, controlling and signing of manual cheques will be made by the Chief Financial Officer. Arrangements for cheques relating to the creditors system will be made by the Senior Revenues Manager.

12.4 Review

A review must be carried out by the Chief Financial Officer at least once every five years of all services provided by the Council's Bankers.

The Chief Financial Officer will be responsible for the appointment of the Council bankers.



13. Treasury Management

13.1 Treasury Management Policy Statement and Practices

The Council has adopted CIPFA's Treasury Management in the Public Services: Code of Practice and the Prudential Code for Capital Finance in Local Authorities.

Accordingly, the Chief Financial Officer must create and maintain a [Treasury Management Policy Statement](#) and suitable [Treasury Management Practices](#).

The Chief Financial Officer is responsible for all treasury-related decisions.

13.2 Reports to Council

The Chief Financial Officer must submit an annual [treasury management strategy](#), a treasury management annual report and a mid-year review of the treasury management strategy and performance to the Audit and Scrutiny Committee before seeking approval from Council.

13.3 Borrowing, Leasing and Rental Agreements

All borrowings must be arranged by the Chief Financial Officer and be held in the Council's name.

No leasing of assets will be undertaken without the Chief Financial Officer's approval.

The Chief Procurement Officer must sign all rental agreements.

13.4 Financial Documents

The Chief Financial Officer is responsible for ensuring that secure arrangements are made for the storing of stock certificates, bonds and other financial documents.



14. Capital Expenditure

14.1 Legality of Capital Expenditure

Directors must ensure that all expenditure incurred is within the legal powers of the Council.

14.2 Capital Plans and Estimates

The Chief Financial Officer will determine what constitutes capital expenditure in line with good accounting practice.

The Corporate Asset Management Group will assist the Chief Executive Officer and the Chief Financial Officer in the preparation of a rolling ten year [General Fund Capital Plan](#). The Capital Plan is developed and shaped to align capital spend with the Council's strategic aims and objectives, the Capital Investment Strategy and the Corporate Asset Management Plan and must identify the anticipated level of resources or funding required.

The Director of Environment, in consultation with the Chief Financial Officer, must prepare a rolling ten year [Housing Capital Programme](#).

Directors must provide all necessary information required to allow these Capital Plans to be prepared, in accordance with a timetable set by the Corporate Asset Management Group.

In particular, a [Capital Project Appraisal Form](#) must be prepared for each project submitted for inclusion in the General Fund [and Housing Capital Plans](#), ensuring that appropriate option appraisal, feasibility studies and consultation activity has taken place.

Once the Capital Plans are approved by the Council before the beginning of the financial year, the figures for the first year of the Plans become the Capital Estimates for the year. Departments can then proceed with projects within this first year (assuming all necessary approvals or permissions have been obtained).

Work connected with acquisitions, preliminary expenses and design for projects falling in the second or later years of the Capital Plan must only be progressed if this has been specifically approved by Council.

Given the rolling nature of the Capital Plans, Directors must review them annually and give due consideration to factors such as inflation and funding availability.

Further information can be found in the Council's [Capital Investment Strategy](#).

14.3 Limits on Expenditure

After Council approval of the Capital Plans, and subject to all other requirements of the Financial Regulations and [Standing Orders Relating to Contracts](#), departments can proceed with projects unless:



14. Capital Expenditure

- The tender cost or revised estimate exceeds the provision in the Capital Estimates, or
- The nature of the project has changed substantially from that originally envisaged.

In either case, further approval is necessary from the Council, usually following a recommendation from Cabinet.

Capital expenditure must only be incurred if the project has been included in the Capital Plan, or if funding for the project has been made available from other sources (such as external grants or a contribution from Revenue).

Any additional grant funding in excess of £50k must be reported to Cabinet as part of the Capital Budget Monitoring reports and those grants that include a discretionary element must be reported as part of a separate report to either Cabinet or other relevant committee

14.4 Variance from Capital Estimates

If it becomes clear that a capital project, once commenced, will be considerably under or over spent, or the phased expenditure for the current year is likely to vary significantly, the relevant Director must report to the Chief Financial Officer to allow remedial action to take place within the Capital Plan, with any agreed changes reported to Cabinet through the Capital Budget Monitoring reports.

14.5 Performance and Budget Monitoring

Performance management arrangements in relation to Capital projects are part of the remit of the Corporate Asset Management Group. Arrangements for performance monitoring are included in the [Capital Investment Strategy](#) under the role of the Corporate Asset Management Group.

Regular budget monitoring reports on capital expenditure must be submitted by the Chief Financial Officer to the Cabinet to allow the Council's capital investment activity to be properly scrutinised. Further details of what these monitoring reports must include can be found in the [Capital Investment Strategy](#).



15. Assets

15.1 Corporate Asset Management Plan

The Director of Environment will maintain a Corporate Asset Management Plan, which comprises the following individual Asset Management Plans:-

- [Housing](#);
- [Property](#);
- [Open Space](#);
- Roads;
- [Fleet](#) and
- [Information Communication Technology](#)

The purpose of these plans is to identify capital investment needs and priorities regarding the Council's Assets.

15.2 Asset Register

An up-to-date Asset Register is a prerequisite for proper fixed asset accounting and sound asset management, and the Chief Financial Officer will be responsible for its maintenance.

The Director of Environment will maintain the Register of Land & Buildings. This register should include details of location, description of property, cost, tenancies granted, rents payable and other interests in the property, and include cross-references to Title Deeds.

Directors must follow procedures and guidance issued by the Chief Financial Officer to allow the Asset Register to be updated, and these can be found in the annual [Year End Instructions](#).

15.3 Disposal of Assets

Where Land or Buildings are surplus to requirements, a report to Cabinet with a recommendation for sale must be submitted by the Director of Environment.

15.4 Rented, Hired or Leased Assets

The Chief Financial Officer will make appropriate accounting arrangements for any items rented, hired or leased in by the Council.



16. Subsidy Control

16.1 Responsibility

From 4 January 2023, public funding is subject to a new, UK-wide subsidy control regime. The framework for this new regime is provided in the Subsidy Control Act 2022. As part of this new regime, public funding bodies and local authorities will be required to adhere to provisions set out in the Act.

Directors are responsible for ensuring that any payments or in kind support made by their service are made in accordance with UK Government Guidance on Subsidy control.

East Renfrewshire Council has a duty to consider Subsidy Control and must refer to the Scottish Government's Subsidy Control Team, if advice is required. Email enquiries should be sent to subsidycontrol@gov.scot

If a Director is unsure as to whether a payment would constitute Subsidy Control or anti-competitive practice, further advice must be sought from the Economic Development Manager (0141 577 3325) or Legal Services (0141 577 3801), in the first instance.

Further information including examples of what constitutes Subsidy Control can be found here:- [Subsidy Control Guidance](#)



17. Insurance

17.1 Responsibility

The Director of Business Operations and Partnerships must ensure that the Council has insurance cover and will put in place appropriate arrangements for the negotiation of any claims, in consultation with other officers. All insurances held by the Council must be reviewed annually.

17.2 Insurance Risks

Directors must notify the Director of Business Operations and Partnerships promptly of all changes to risks, properties, vehicles, plant, equipment, etc. that require to be insured or which affect existing insurance arrangements.

17.3 Notification of Claims

Directors must immediately notify the Director of Business Operations and Partnerships of any losses or other events likely to lead to a claim and notify the Police where appropriate.

17.4 Fidelity Guarantee Insurance

The Director of Business Operations and Partnerships must arrange insurance for appropriate employees, to protect the Council from financial loss from theft or fraud.

17.5 Further Information

Information and application details on how to notify an insurance claim against the Council can be found [here](#).



18. Significant Trading Operations

18.1 Classification of Significant Trading Operations

The Chief Financial Officer must on an annual basis and after having taken into account current CIPFA/LASAAC guidance review the Council's classification of Council activities in terms of Trading Operations as defined by the Local Government in Scotland Act 2003. A report on that review must be submitted to the Cabinet prior to the 31 March to agree any Significant Trading Operations for the following financial year.

18.2 Business Plans

A Director with operational responsibility for a Significant Trading Operation must prepare Business Plans and Revenue Estimates in consultation with the Chief Financial Officer for the next three years.

18.3 Statutory Three-Year Breakeven Requirement

A Director with operational responsibility for a Significant Trading Operation must ensure that statutory trading accounts are maintained for each Significant Trading Operation and that each Significant Trading Operation must at least break even over a three year rolling period.

Directors will monitor the financial performance on a regular basis and report to Cabinet on any adverse variances, recommending a course of remedial action.

Directors will provide information to the Chief Financial Officer, as requested, to allow Annual Accounts to be prepared within the Statutory timescale.



19. Tax Management

19.1 Responsibilities

The Chief Financial Officer is responsible for all taxation procedures with the exception of those related to payroll where responsibility will be with the Director of Business Operations and Partnerships.

Each Director is responsible for implementing any tax-related procedures provided by either the Chief Financial Officer or the Director of Business Operations and Partnerships.

19.2 VAT

The Chief Financial Officer is responsible for the submission of VAT returns to HRMC in accordance with the pre-agreed timeframe.

Where transactions of a new or unusual nature are being considered, Directors must consult the Senior Accountant (VAT/PFI) (sean.deakin@eastrenfrewshire.gov.uk) on the tax implications before committing the Council.



20. Trusts and Charitable Funds

20.1 Council Responsibility

All Trust Funds will, where possible, be held in the name of the Council and all securities relating to the Trust deposited with the Chief Financial Officer, unless the deed provides otherwise.

20.2 Control of Funds

The Chief Financial Officer is responsible for the safe custody and control of all charitable funds held by the Council and must ensure that all expenditure is in accordance with the conditions of the relevant Trust deeds or available information, as appropriate.

The Chief Financial Officer must prepare a full set of financial statements for each registered charitable fund which will be subject to independent audit.



21. Partnership Working

21.1 Arms Length and External Organisations

Directors must apply the recommendations of the Accounts Commission's Following the Public Pound 2006 Report in relation to funding arrangements with Arms Length and External Organisations.

Formal contracts must be put in place at the outset of a new funding agreement, ensuring management arrangements over funding are defined from the outset and that termination arrangements are incorporated.

21.2 Private Finance Initiatives / Public Private Partnerships

Payments in relation to Private Finance Initiatives, Public Private Partnership and similar schemes must be in accordance with the Project Agreement and the Payment Mechanism.

21.3 Hub Projects

Procurement of projects via hub West Scotland must be considered where this will achieve best value for the Council and in particular where such schemes involve joint working with partners. The Chief Financial Officer will provide advice in this regard for any such potential schemes. Payments in relation to hub schemes must be in accordance with the Project Agreement and the Payment Mechanism.



22. Grants to Voluntary Organisations

22.1 Applications for Grants

All applications to the Council for grants must be made on the approved [application form](#) and must be accompanied by relevant financial statements for the organisation making the application.

Any application in excess of £1,000 must be referred to the Chief Financial Officer for financial appraisal.

Further information can be found in the Council's Grants to Voluntary and Community Organisations [procedures](#).



23. Glossary of Processes

Anti-Fraud, Bribery and Theft Strategy	Anti-Fraud, Bribery and Theft Strategy	1.4, 1.6
Anti-Money Laundering Policy	Anti-Money Laundering Policy	9.4
Capital Investment Strategy	Capital Investment Strategy	14.2, 14.5
Capital Project Appraisal Form	Capital Project Appraisal Form	14.2
Charging for Services	Charging for Services	9.1
Chart of accounts amendments	Chart of Accounts	2.1
Claiming Expenses	Expenses	4.5
Claiming Overtime and Allowances	Overtime and Allowances	4.4
Code of Conduct for Employees	Code of Conduct for Employees	1.4, 1.6
Corporate Asset Management Plan	Corporate Asset Management Plan	14.2, 15.1
Credit & Purchasing Cards	Credit & Purchasing Cards	6.1
Debt Recovery Policy	Debt Recovery Policy	9.5
Debtor Accounts	Debtor Accounts	9.3
Financial Forecasts	Long Term Financial Strategy	3.2
Financial Regulations for IJB	financial regulations	1.1
Financial System User access	Financial System User access	2.1
Fleet Asset Management Plan	Fleet	15.1
Fraud, Bribery and Theft Investigation procedure	Fraud, Bribery and Theft Investigation procedure	1.4, 1.6
General Fund Capital Plan	General Fund Capital Plan	14.2
Grants to Voluntary and Community Organisations Application	Application	22.1
Grants to Voluntary and Community Organisations Procedures	Procedures	22.1
Housing Asset Management Plan	Housing	15.1
Housing Capital Programme	Housing Capital Programme	14.2
Information Communication Technology Asset Management Plan	Information Communication Technology	15.1
Insurance	Insurance	17.5
Internal Audit Charter	Internal Audit Charter	1.4
Inventories Procedures	Inventories Procedures	8.3
Mobile Device Policy	Mobile Device Policy	6.1
Open Space Asset Management Plan	Open Space	15.1
Outcome Delivery Plan	Outcome Delivery Plan	3.2
Petty Cash Procedures	Petty Cash Procedures	10.1, 10.2
Payroll Deadlines	timetable	4.2
Procurement Procedures	procedures	6.1
Probity Register Contacts	Probity Register Contacts	1.4

**24. Glossary of Processes (cont'd)**

Property Asset Management Plan	Property	15.1
Purchase Orders	Purchase Orders	6.1
Quick Quotes	Quick Quotes	6.1
Rent Arrears and Former Arrears Write Off Policy	Rent Arrears and Former Arrears Write Off Policy	9.5
Retention Period for Financial Records	Retention Schedule	2.2, 11.2
Revenue Estimates Guidelines & timetable	Revenue Estimates	3.2
Revenue Estimates (as approved by Council)	Revenue Estimates	3.4
Roads Asset Management Plan	Link to follow	15.1
Scheme of Administration	Scheme of Administration	1.6
Scheme of Delegated Functions	Scheme of Delegated Functions	1.4, 1.6
Scheme of Members' Remuneration and Expenses	Scheme of Members' Remuneration and Expenses	5.2
Standing Orders	Standing Orders	1.6
Standing Orders Relating to Contracts	Standing Orders Relating to Contracts	1.4, 1.6, 3.2, 14.3
State Aid	State Aid Guidance	16.1
Stock Procedures	Stock Procedures	8.2
Tendering	Tendering	6.1
Treasury Management Policy Statement	Treasury Management Policy Statement	13.1
Treasury Management Practices	Treasury Management Practices	13.1
Treasury Management Strategy	Treasury Management Strategy	13.2
Virement Approval Form	Virement Approval Form	3.4
Year End Instructions	Year End Instructions	2.3, 7.4, 8.6, 10.2, 15.2



EAST RENFREWSHIRE COUNCIL28 June 2023Report by Director of Business Operations and PartnershipsCHANGE TO SCHEME OF DELEGATION – PROPER OFFICER**PURPOSE OF REPORT**

1. To amend the scheme of delegation to provide for substitute proper officers in the event that the Chief Officer – Legal and Procurement is unavailable to sign formal documentation on behalf of the Council

RECOMMENDATIONS

2. The Council is asked to:-
 - i) Approve new delegations to the Director of Business Operations and Partnerships and the Chief Officer – HSCP to act as substitute proper officers in the event of the Chief Officer – Legal and Procurement being unavailable;
 - ii) Insert in the Scheme of Delegation as new paragraphs 10(c) and 42(h) the following words to give effect to these delegations:-

“in the absence of the Chief Officer – Legal and Procurement, to act as proper officer for the purposes of the Local Government (Contracts) Act 1997 and section 193 of the Local Government (Scotland) Act 1973 and to execute all deeds and similar documents which require to be executed”

BACKGROUND

3. The Chief Officer – Legal and Procurement is currently identified as the Proper officer for the purposes of signing formal contractual documentation, deeds and other similar documents with legal effect on behalf of the Council. It is considered prudent to authorise further substitute Proper Officers for this purpose to ensure that Council business is not unnecessarily delayed in the event that the Chief Officer – Legal and Procurement is otherwise unavailable to carry out these tasks.

REPORT

4. The Local Government (Scotland) Act 1973 and the Local Government (Contracts) Act 1997 require certain formalities in order that various types of documentation issued by the Council have legal effect. These formalities include that the documents are signed by officers who have been authorised to bind the Council, such officers being known in the legislation as the Proper Officer for that purpose.
5. The current Scheme of Delegation identifies the Chief Officer Legal and Procurement and the Principal Solicitor as the Council's proper officers for the purpose of signing formal documentation. Pending finalisation of a Legal Services structure review the

Principal Solicitor's post is currently vacant following the retirement of the previous incumbent and it is therefore necessary to delegate this function to other officers of appropriate seniority so that there is an available signatory in the event that the Chief Officer Legal and Procurement is unavailable for whatever reason.

6. The Proper officer role for these purposes is administrative in nature. No legal qualification is required. The Director of Business Operations and Partnerships and the Chief Officer – HSCP have both been canvassed regarding their willingness to fulfil this role and have agreed to do so. Staff of Legal Services will continue to assess and advise on the appropriateness of signing any such documentation. In any event it is envisaged that performance of the role will only be required infrequently, at times when there is an urgency to completion of the documentation and the Chief Officer – Legal and Procurement is otherwise unavailable e.g. during periods of leave.

FINANCE AND EFFICIENCY

7. There are no financial implications arising from the proposal.

CONSULTATION

8. The report has been discussed with the Director of Business Operations and Partnerships and Chief Officer - HSCP

CONCLUSION

9. Approval of the proposed delegations will ensure business efficacy and ensure that the Council is able to conclude legal documentation without unnecessary delay.

RECOMMENDATIONS

10. The Council is asked to:-
 - iii) Approve new delegations to the Director of Business Operations and Partnerships and the Chief Officer – HSCP to act as substitute proper officers in the event of the Chief Officer – Legal and Procurement being unavailable ;
 - iv) Insert in the Scheme of Delegation as new paragraphs 10(c) and 42(h) the following words to give effect to these delegations:-

“in the absence of the Chief Officer – Legal and Procurement, to act as proper officer for the purposes of the Local Government (Contracts) Act 1997 and section 193 of the Local Government (Scotland) Act 1973 and to execute all deeds and similar documents which require to be executed”.

Report Author

Colin J Sweeney (Democratic Services Manager)

Background papers – none

EAST RENFREWSHIRE COUNCIL28 JUNE 2023Report by Director of Education and Director of EnvironmentSPORTS PITCHES TRANSFER PROJECT**PURPOSE OF REPORT**

1. The purpose of this report is to update on progress with the Sports Pitches Transfer Project and seek Council approval for the various actions required to complete the formal transfer of the agreed group of assets to East Renfrewshire Culture and Leisure Trust (ERCL).

RECOMMENDATIONS

2. Council is asked to:
 - (a) Approve the operational outline agreement summarised in paragraph 11;
 - (b) Request the Director of Education and the Director of Environment to complete negotiations with Trade Unions with regard to the transfer of affected staff to ERCL under TUPE regulations;
 - (c) Consider and agree the Service Level Agreement annexed to this report
 - (d) Note that ERCL has moved from the annex building at St John's Primary School to the Dickie Building and that the Transfer Agreement shall be updated to reflect this.
 - (e) Authorise the Director of Education and the Director of Environment, in conjunction with the Chief Officer Legal and Procurement, to finalise and conclude the legal documentation necessary to give effect to the transfer.

BACKGROUND

3. At the formation of ERCL in 2015, many sports, leisure and cultural assets were transferred to the management of ERCL. With the exception of Eastwood High School Sports Centre pitches, these did not include ERC's outdoor sports pitches, courts or athletics tracks.
4. The 2016 Business and Financial Review of ERCL carried out by Solace in Business highlighted the challenges customers face when looking to book and hire facilities and the need to improve processes.
5. In August 2018 Cabinet approved the [Indoor sports facilities and sports pitches strategies](#), these strategies state that '*consideration should be given to the merits of potentially transferring responsibility for Sports Pitch site management and community hire from the Council to ERCL. This could help to smooth the customer journey and develop greater synergy between sports development outcomes and focuses driven by the role of ERCL and community access to facilities, which along with maintenance by its Environmental department is presently administered by the Council*'.
6. A [Best Value Review of ERCL](#) was undertaken early 2020 during which the core objectives of ERCL Trust's existence were considered. The report which was considered by the Audit and Scrutiny Committee highlighted a number of recommendations for further improvement including:

'To explore further, the issue of dual booking arrangements for sports pitches and pavilions, involving joint discussions between the Council and the Trust, including clarification of the maintenance and support costs of providing the current services.'

7. The Sports Pitch Transfer Project commenced in August 2022, with representatives from Education, Environment, ERCL, Legal and HR as part of the working group.
8. This project aims to transfer the remaining sports and leisure facilities which are managed by ERC Environment Department, into the inclusion of ERCL's management contract to allow for a co-ordinated modernisation of outdoor facilities-usage focussing on:
 - More intensive utilisation of assets to manage demand and associated efficiency;
 - Improved customer journey for bookings (pitches and pavilions / changing facilities);
 - Alignment of lets with national and local sports development strategies, and programming to meet their objectives;
 - Harmonisation of internal / external lets; private, community / club and ERCL activities;
 - Dedicated management of indoor and outdoor sports facilities in line with the Council's Sports Facilities and Sports Pitches strategies;
 - Relationship management of clubs and hirers in the context of increasing demand; and,
 - Clear cost-benefit analysis and reporting (profitability/community benefit/subsidy rationales).

REPORT

9. In order to effect these changes a clear project plan was developed to incorporate the issues that needed to be addressed, including:
 - Staff and revenue costs;
 - Review of bookings (numbers, users, attendance, income);
 - Financial settlement;
 - TUPE implications of transfer;
 - Sports Pitch Maintenance Service Level Agreement (SLA);
 - IT Systems; and,
 - Update to Transfer Agreement.
10. An options appraisal exercise was undertaken to review the options available when considering the transfer of Pavilions as part of the Transfer of Pitches Project. This exercise considered the benefits and risks associated with including pavilions in the transfer of pitches. The exercise highlighted in order to achieve the aims highlighted in paragraph 8, pavilions should be included in the transfer.
11. An outline agreement on arrangements going forward has been developed and can be summarised as follows:
 - The Environment Department will continue to maintain all sports pitches, subject to this transfer, in line with their current maintenance regime;
 - The Council will retain their current maintenance budget;
 - A Service Level Agreement (Appendix 1) for sport pitch maintenance has been produced which will be the standard for both parties to work to;
 - ERCL will take over the lets and bookings process on an agreed timescale;

- ERCL will receive all future income from lets and bookings;
 - ERCL will take over responsibility for Health and Safety;
 - ERC will transfer pavilions and associated car parks to ERCL taking account of previous transfers between the two parties;
 - 12 ERC Pavilion Attendants (7.5 FTE) will be transferred to ERCL via TUPE regulations;
 - Agreed staffing resource related to bookings and management time to be included in financial settlement; and,
 - Bookings software procured by Environment will be transferred to ERCL to manage the bookings process.
12. Any works required by ERCL out with the standard agreed within the SLA will be required to be arranged via ad hoc day works requests or can be added to the SLA, as standard, with a subsequent reduction in funding, and reviewed annually. This does not preclude ERCL arranging these works with a third party contractor or engineering works through Property and Technical Services.
 13. Should the proposal be approved there will be a transfer of a staffing group which will take place in accordance with the Transfer of Undertakings (protection of employment) Regulations 2006 (TUPE) from ERC to ERCL.
 14. ERC will work in partnership with colleagues in ERCL to create as smooth a transition as possible in accordance with the transfer date of 11 August 2023.
 15. Neighbourhood Services will continue to link with clients to ensure all the fixtures and lets are in place for the commencement of August 2023 season. Leading up to and following the transfer, ERCL and Neighbourhood Services will work in partnership to ensure a smooth transition for all parties including the customer. In addition to this, as recruitment for staffing related to the day to day operation of bookings will not have been completed by ERCL by the transfer date, Environment will continue to support this until the vacancy is filled.
 16. Should future savings proposals from the Council include an option to cancel the maintenance of all grass football pitches within East Renfrewshire and sports pitch bookings have transferred to ERCL by this time, management and booking of grass pitches would have to be reviewed in terms of potential for Community Asset Transfer, amendment to the financial settlement or cessation of maintenance/bookings.
 17. ERCL are currently located in St John's Primary School annex building. Early Learning and Childcare places are being expanded in Barrhead with the establishment of a Family Centre at St John's Primary. As a result, ERCL will vacate St John's annex building and move to the Dickie Building. ERCL transfer agreement list of assets will be amended to reflect this change.

FINANCE

18. The accountancy teams representing both the Council and ERCL have agreed a financial settlement between ERC and ERCL. Accountants from both parties have completed work on calculating the net transferrable sum, with this sum equating to £30,000 (income of £252k more than offset with expenditure (exclusive of regular pitch maintenance) of £282k). This sum will be offset through an increased payment to ERCL management fee. In arriving at this net transferrable sum, the following has been considered:
 - 2019/20 pitch let income was agreed as a reasonable baseline for basing the financial settlement on given the disruption caused by the pandemic since then. The annual Charging for Services inflationary uplifts have been applied to this baseline and an adjustment has also been made for ERCL sports pitch bookings. This gives an adjusted income figure of £252,000.

- Included in the above settlement figure is a sum of £10,000 in relation to an average annual cost of pitch repairs – this includes both repairs to the synthetic pitches and necessary fence repairs.
 - In order to meet the burden of administrative costs, a monetary value of £34,000 (equivalent to 1FTE GR6) is included in the overall settlement figure.
 - It has been agreed that a sum of £16,000 will be included in the settlement figure in relation to Management overheads – this sum has been arrived at by applying agreed % allocations to Neighbourhood Services management and supervisory staff costs.
 - As discussed in further detail in paragraph 26, Neighbourhood Services Attendants will transfer to ERCL. The budget transferring for these costs is £222,000.
 - Grass cutting and maintenance of synthetic pitches are accounted for by a separate SLA and no transfer of resource is therefore required.
19. It is worth noting that there is a significant capital budget of £400k per annum available for repair of artificial pitches, which includes goal posts, floodlights and fencing where appropriate. There are no proposals to amend existing capital budgets.
20. Ultimately there should be no financial detriment to either party once the settlement is in place. The net transferrable sum should be offset by an increased payment on the management fee to ERCL.
21. All parties have agreed to a review period at the end of year 1 of the transfer to ensure that the financial settlement has achieved the goal of no financial detriment for either party. This review will be undertaken by senior accountants for ERCL and the Council.

CONSULTATION

22. The proposal has been recommended by two reports commissioned by the Council (Solace in Business report, 2016; Best Value Review, 2019), and the Sports Pitches Strategy approved by the Council in 2018. It has been agreed by representatives from Education, Environment and ERCL.
23. Legal, HR and Finance have been consulted on this report, involved in the working group and updated agreement.
24. There is a requirement to undertake consultation with Trade Unions, and for both group and individual consultation meetings to be conducted with employees affected by the transfer. This consultation with the TUs and staff will be undertaken jointly between ERC and ERCL.
25. As ERCL will manage lets rather than have exclusive use of pitches, under Common Good regulations, there is no requirement for a public consultation.

IMPLICATIONS OF THE PROPOSALS

Staffing

26. It has been identified that there is a staffing group within ERC where the TUPE regulations will apply. The staffing group of Neighbourhood Services Attendants within Neighbourhood Services in the Environment Department will transfer in accordance with the regulations stated in paragraph 13.
27. Following discussions with ERCL it is anticipated that there will be no impact on employees that transfer to ERCL given that the delivery of the service and work connected with the pitches provision to the local community will continue.
28. The transfer of the team will be undertaken in accordance with the relevant TUPE requirements in conjunction with, ERC, ERCL and HR.

29. Employees transferring will transfer on existing East Renfrewshire Council terms and conditions, and all current contractual terms including pay arrangements, shift patterns and working hours. Their pension entitlement will also not be affected.
30. Currently there are 2 vacancies within the pavilion attendant team and an agreement has been made that these will be recruited prior to the transfer. In addition to this, any outstanding training requirements will be completed where possible.
31. It is proposed that the Council will continue to provide core back office support to ERCL on its establishment. This will mean that support functions such as HR, Accountancy, IT, Legal and Property will continue to be provided through a service level agreement (SLA) and as such SLAs should be updated to take into account any changes required as a result of the transfer of pitches.

Property

32. As already stated, the Council will continue to own and be responsible for the maintenance of all assets included in the transfer. It is the management and operation of these facilities which transfer to the Trust. For avoidance of doubt, the Trust cannot decide to close a facility for any reason, that decision, should it be required, rests with the Council.
33. The Transfer Agreement shall be amended to give rights to ERCL to occupy additional facilities with the right to use any car parking adjoining or adjacent to the facilities which is owned by the Council and is normally used in connection with the facility in question as at the transfer date with a right to use all service media serving the facilities exclusive or in common.
34. East Renfrewshire Council will retain the ownership of the properties that are licensed to the Trust. The Transfer Agreement shall set out the purposes for which they can be used. The assets that are being included have been identified and their boundaries clearly demarcated (Appendix 2).

ICT

35. The Council will continue to provide IT support to ERCL through Service Level Agreements. The Council will pass over a newly implemented Pitchbooking System and processes, which will be handed over with up to date club data. It is proposed that the Council will provide training and support until both parties feel it is no longer required.

Legal

36. The Transfer Agreement shall be updated to take into account the transfer of pitches. The legal documentation necessary to give effect to these changes is currently being finalised between the Council and Trust's respective legal advisers and will be concluded prior to the proposed date of transfer (11th August 2023).

Impact Assessments

37. In making this proposal an equalities, fairness and rights impact assessment (EFRIA) has been carried out and has evaluated the proposal as having: no adverse impacts; the potential to advance equality and foster good relationships; and the potential to advance children's rights.
38. A Climate Change Impact Assessment (CCIA) has been completed and has found that there are no relevant impacts (positive or negative).

CONCLUSION

39. This paper recommends the transfer of pitches and other assets to the management of ERCL in order to bring cohesion and harmonisation to the letting and usage of sports facilities both indoor and outdoor, the realisation of sports and activity objectives and the delivery of sports strategies in East Renfrewshire.

40. Should the Council decide to move forward on this proposal, following the agreed date of transfer ERCL will manage all indoor and outdoor lets from that date onwards, thereby providing a single booking system for all sports related facilities.
41. ERC will retain ownership of the assets and will maintain sports pitches as specified within the Service Level Agreement.

RECOMMENDATIONS

42. Council is asked to:
 - (a) Approve the operational outline agreement summarised in paragraph 11;
 - (b) Request the Director of Education and the Director of Environment to commence negotiations with Trade Unions with regard to the transfer of affected staff to ERCL under TUPE regulations;
 - (c) Consider and agree the Service Level Agreement annexed to this report
 - (d) Note that ERCL has moved from the annex building at St John’s Primary School to the Dickie Building and that the Transfer Agreement shall be updated to reflect this.
 - (e) Authorise the Director of Education and the Director of Environment in conjunction with the Chief Officer Legal and Procurement to finalise and conclude the legal documentation necessary to give effect to the transfer

Mark Ratter
Director of Education

Caitriona McAuley
Director of Environment
28 June 2023

Report Authors

Siobhan McColgan, Head of Education Services (Equality and Equity)
Siobhan.McColgan@eastrenfrewshire.gov.uk

Andrew Corry, Head of Environment (Operations)
Andrew.Corry@eastrenfrewshire.gov.uk

Appendices

1. SLA
2. Asset Plans

APPENDIX 1

DRAFT SPORTS PITCH MAINTENANCE – ANNUAL SERVICE LEVEL AGREEMENT

Objectives and Scope of Service

Neighbourhood Services are committed to providing ongoing maintenance of pitches that will facilitate the effective and efficient letting of pitch bookings.

Services to be Provided

Grass Pitches:

Grass cutting: 27 cuts using tractor mounted machinery (mid March – Mid September)

Tru Grooming: 10 occasions fortnightly (mid September – mid March)

Cutting lines: 10 occasions

Pitch lining: 46 occasions

Vertidrainage: Goal mouths 2 occasions (11 a side pitches)

Synthetic Pitches:

Brush: 50 times per year

Weedkill: 2 times per year

Extras: agreed hourly rate

Measure and marking pitches

Over seeding (seed extra)

Vertidrainage (sand extra – if required)

General maintenance (materials extra)

Grass cutting by Tractor mounted machinery. Normal summer maintenance by tractor mounted Roller Mower, which will finely cut grass on pitches to the required playing height and rolling the ground at the same time.

Tru Grooming which is predominately winter maintenance on pitches with tractor and tractor mounted machinery. The True groom consists of towed attachment that uses a row of metal tines to remove overlying build-up of thatch, followed by a row of Star blades that slit the top 1” of soil to improve drainage, followed by a brush that breaks up and levels uneven soil on surface, which is then followed by a light roller to firm and level the surface area.

Cut Lines using hand pedestrian lawnmowers. This allows the lines to be put on surface grass that is at a low enough level so that normal grass cutting won't cut and remove the lines.

Verti-draining is a tractor mounted attachment that uses 12” metal spikes that punch holes into the surface every 6”.

Duties and Responsibilities of both Parties

Neighbourhood Services and ERCL will be responsible for maintaining pitches to a standard that maximises availability of facilities. Whilst pitches should be properly maintained, usage should be appropriate to pitch and not result in the need for additional maintenance work.

Performance Management

Meetings between the Neighbourhood Services and the Trust will take place throughout the year as deemed necessary.

On completion of year 1 of the initial SLA, the SLA will be reviewed to consider if all areas were captured accurately within the financial planning and maintenance schedule with regards to both parties.



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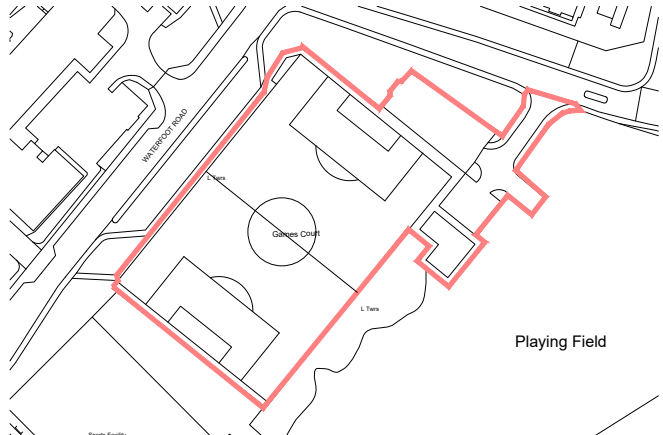
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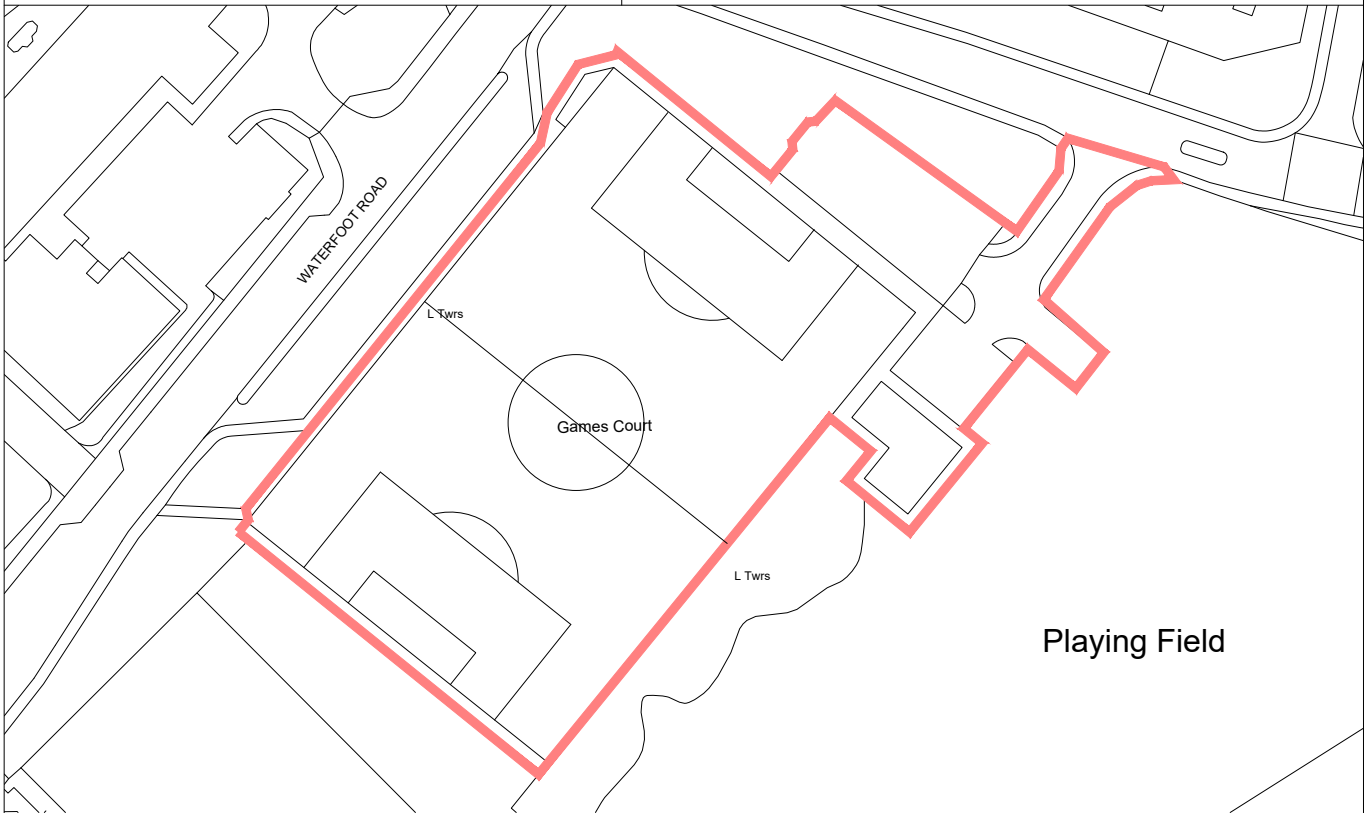
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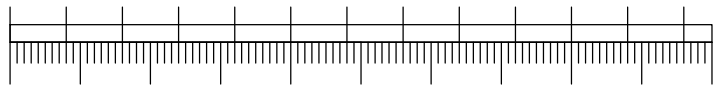
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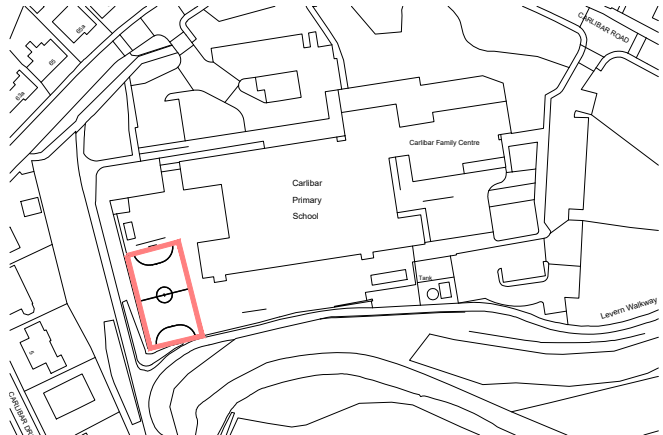
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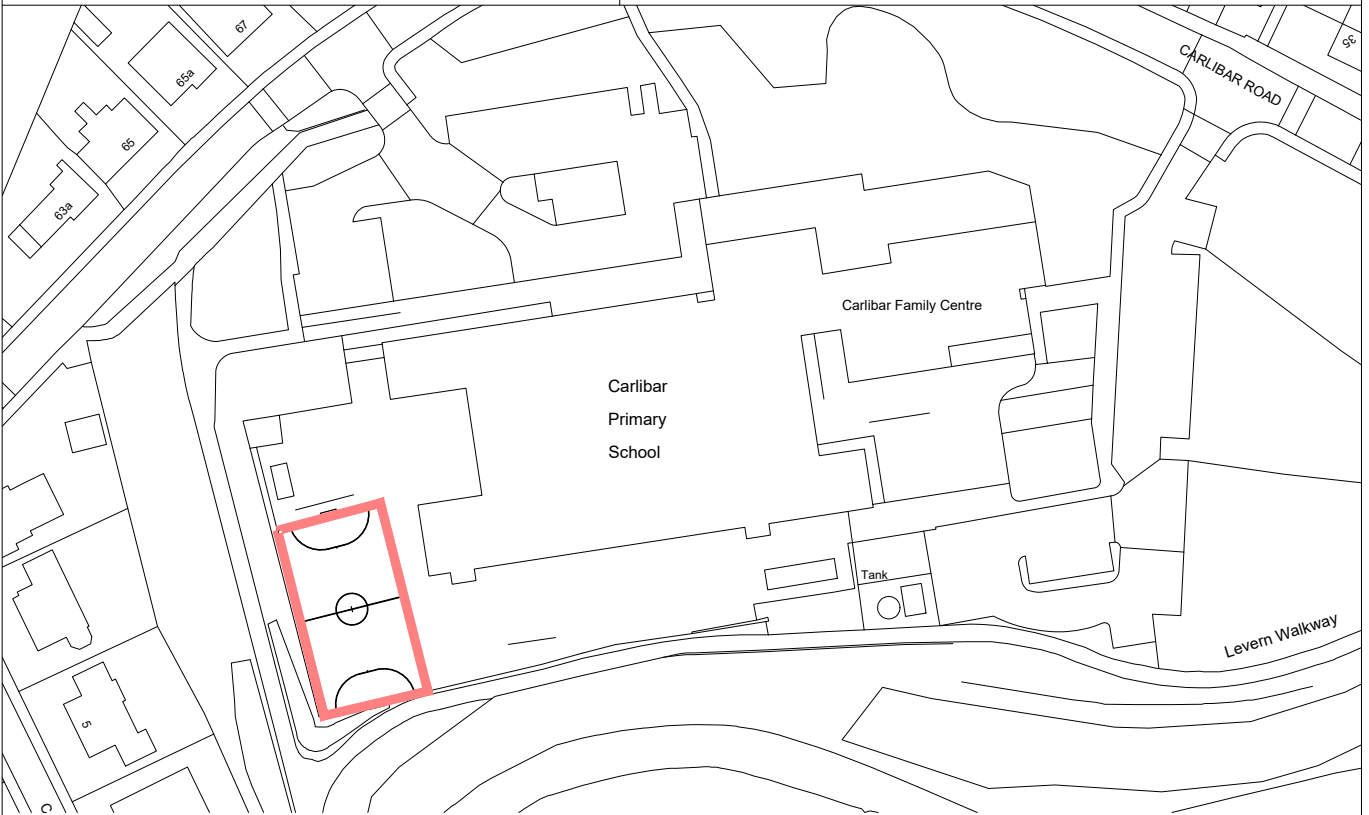
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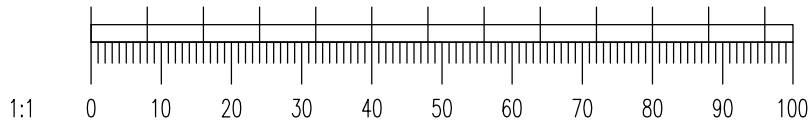
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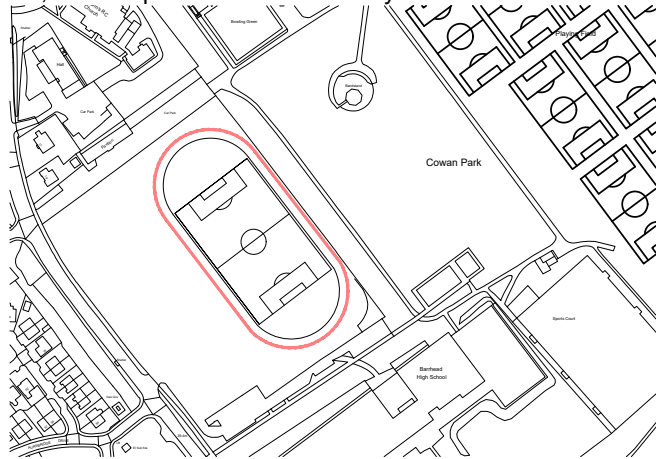
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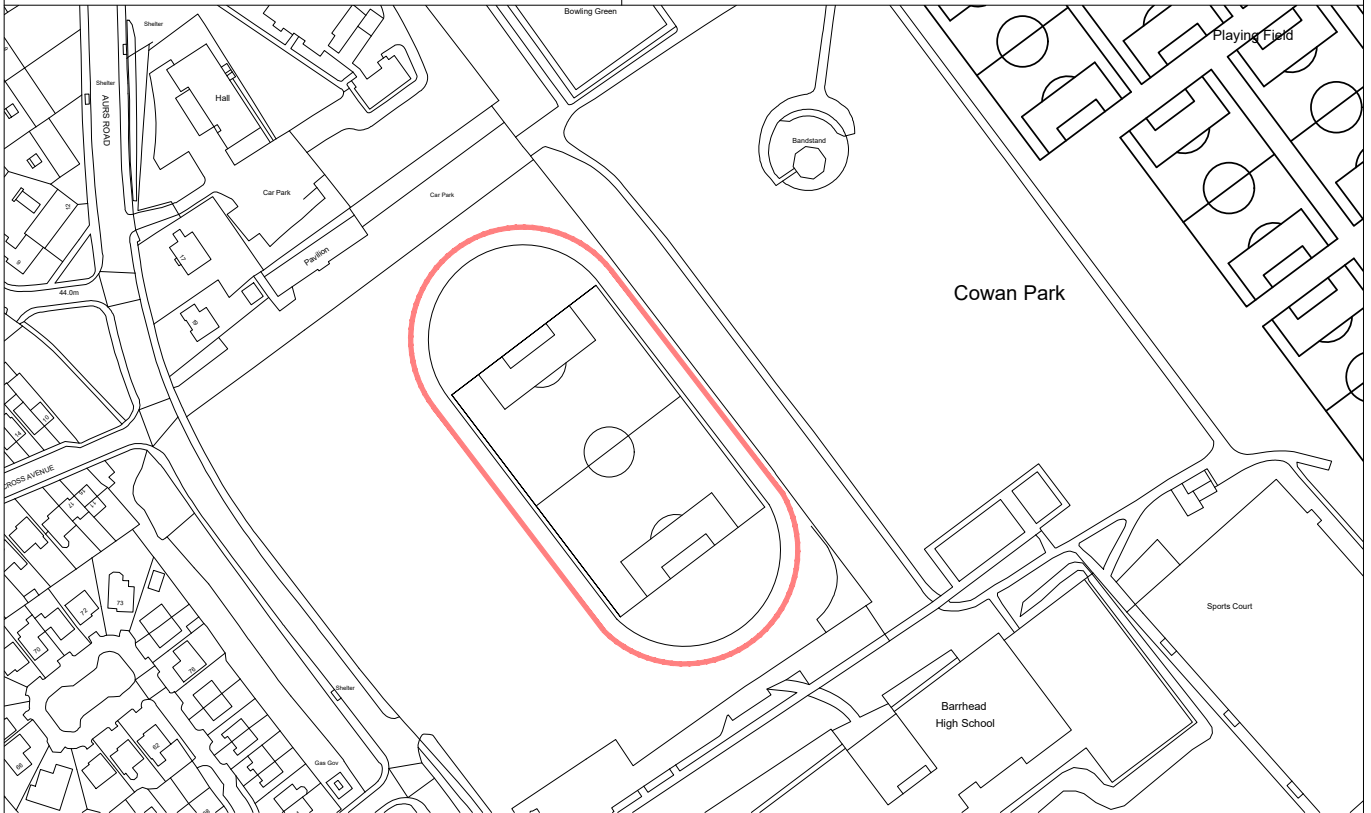
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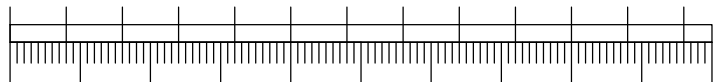
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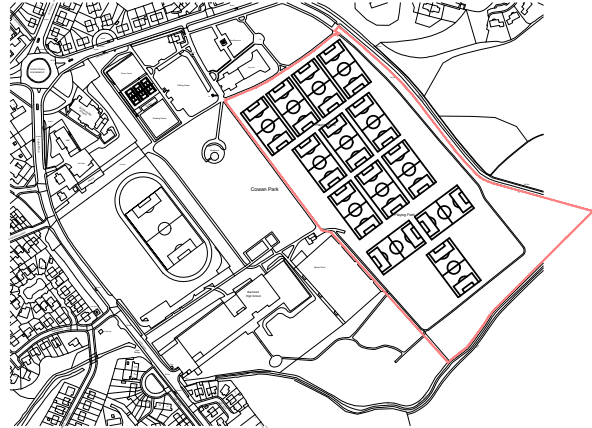
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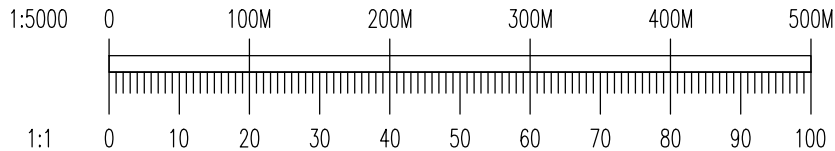
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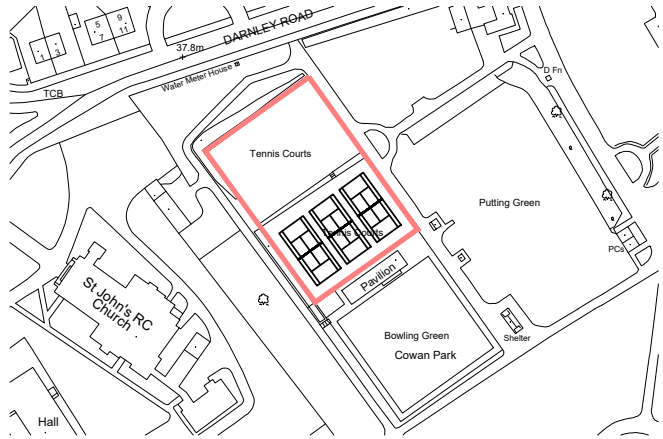
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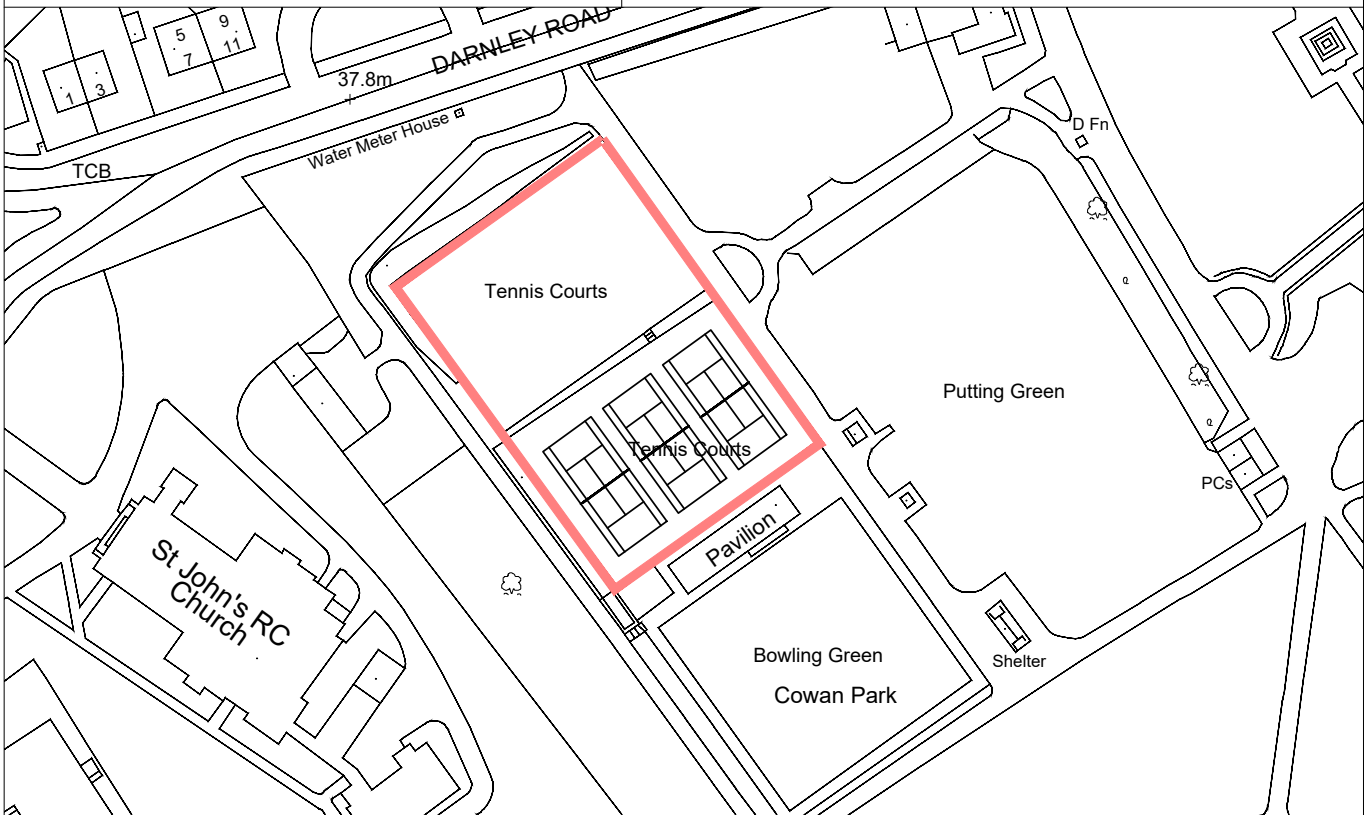
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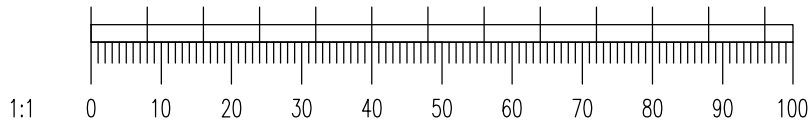
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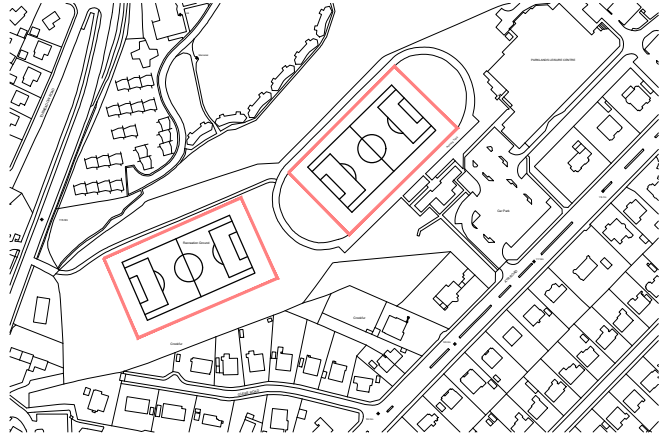
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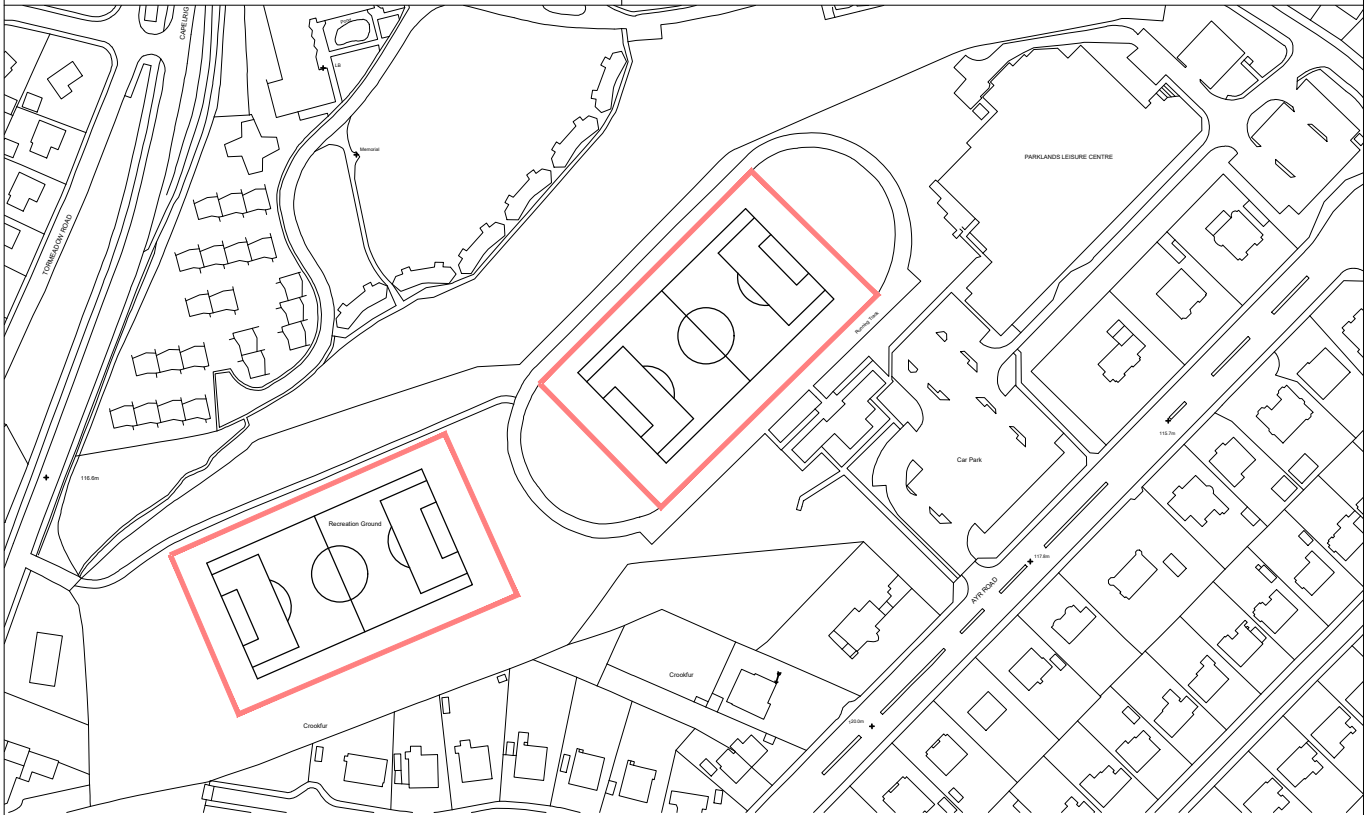
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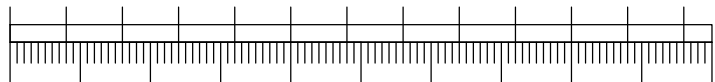
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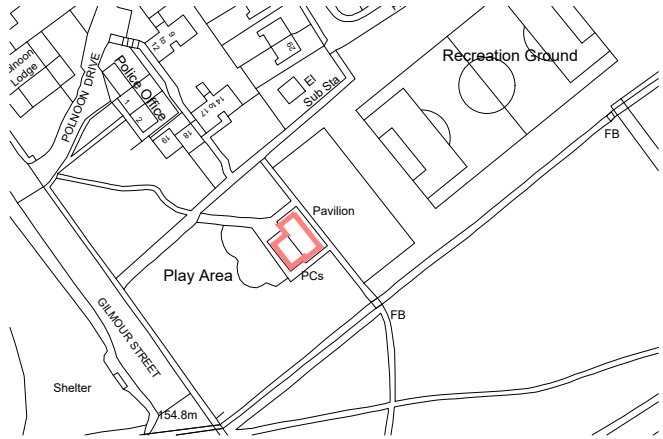
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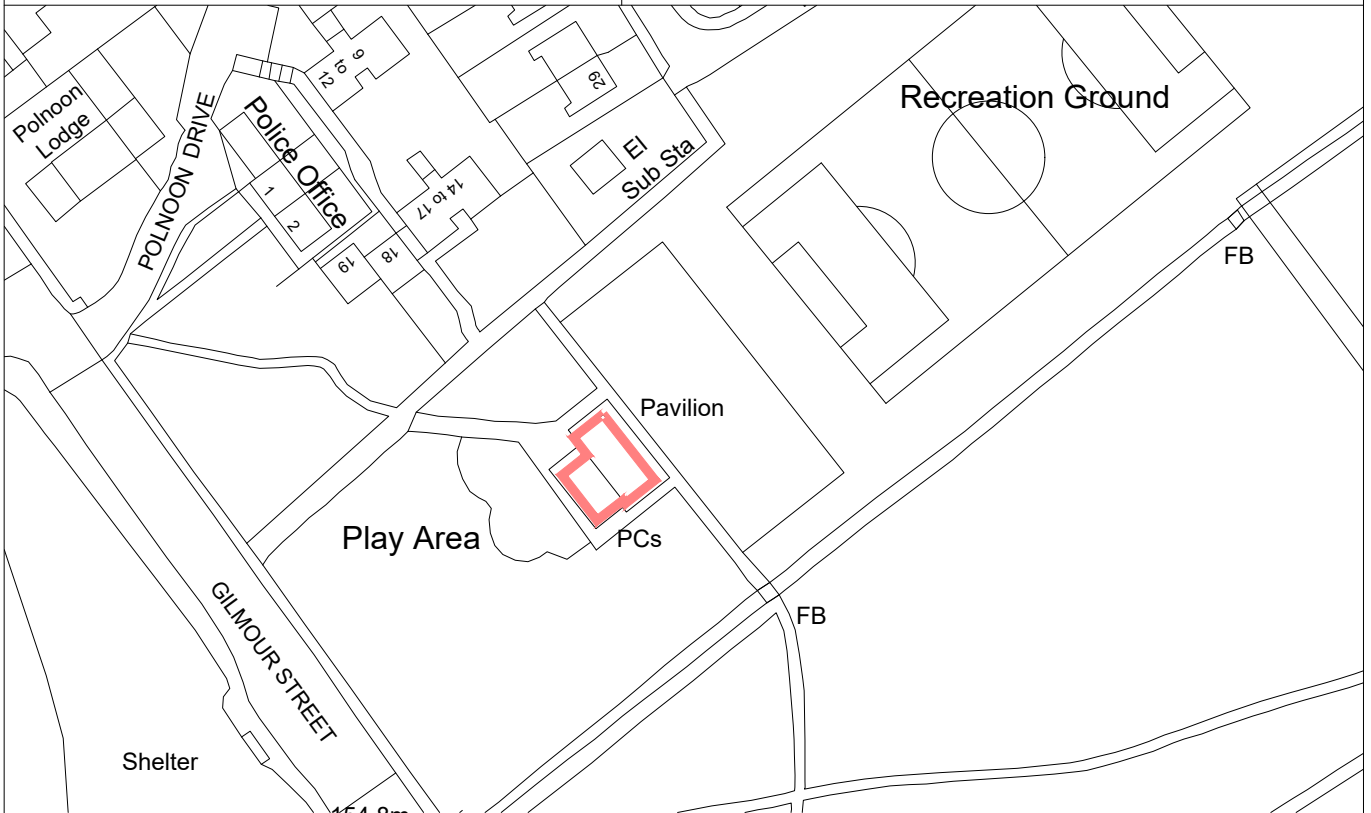
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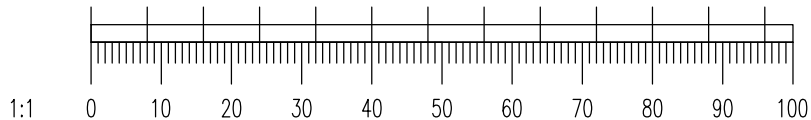
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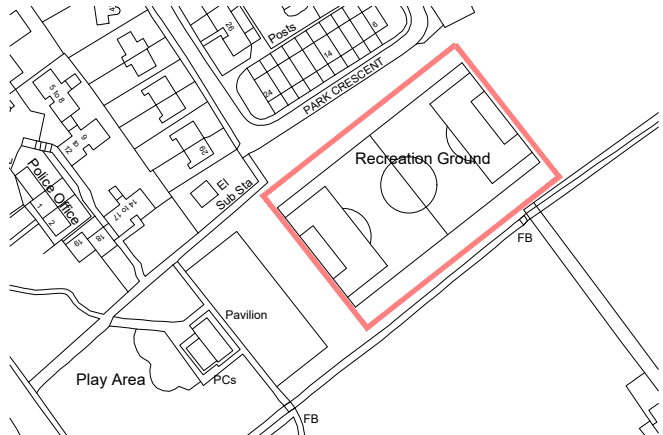
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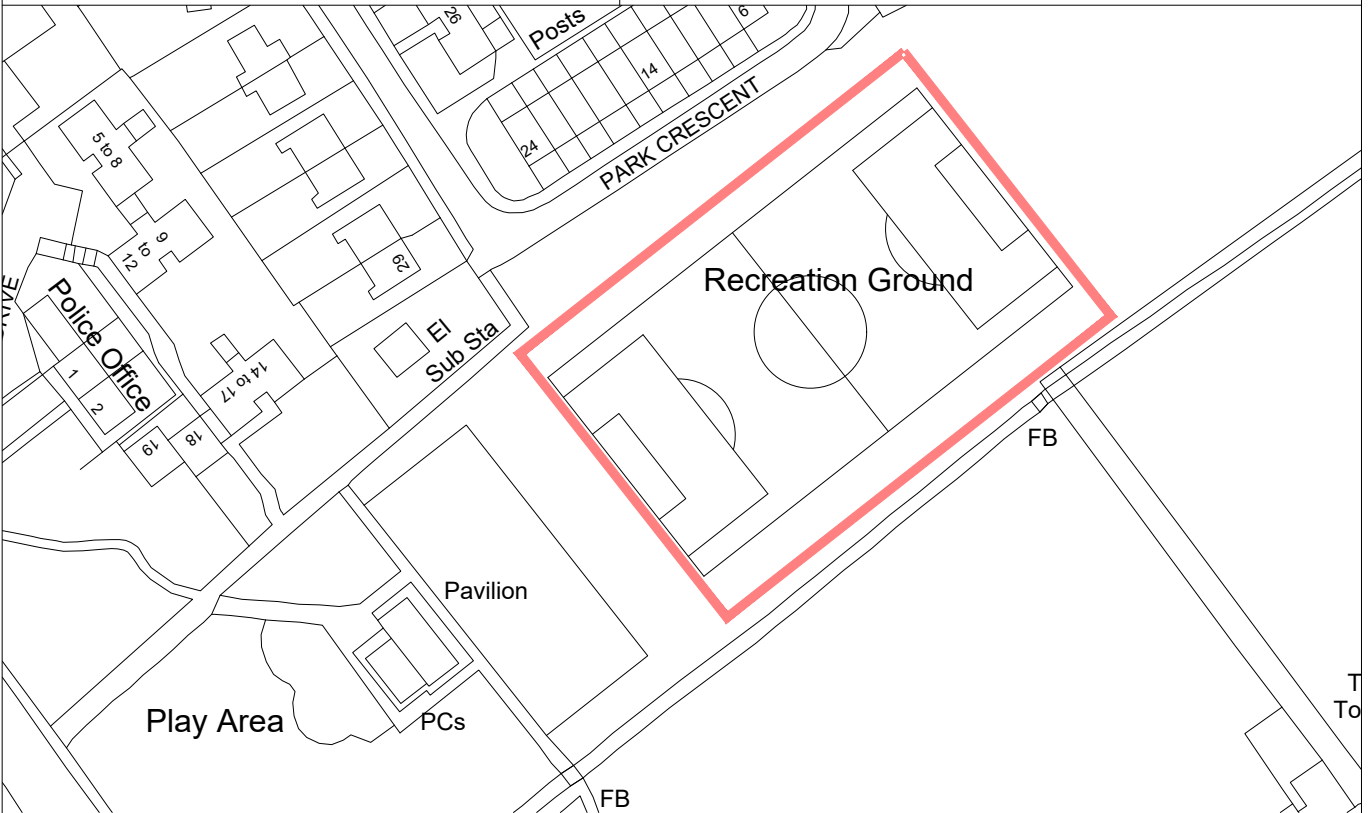
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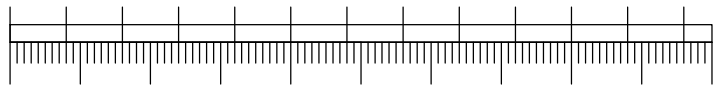
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Notes:



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1:1 0 10 20 30 40 50 60 70 80 90 100





Environment Department
 Strategic Services - Technical Services
 Council Offices
 2 Spiersbridge Way
 Thornliebank
 G46 8NG

O.S.Map	Ward	File No.
Title No.	Drg. No.	Revision
Drawn by	Job Code	Survey Date
Drawn/Date	Checked	Issue Date
Address Huntly Pavilion, Huntly Avenue, Giffnock G46 6LP		Purchaser(s)

BOUNDARY INFORMATION

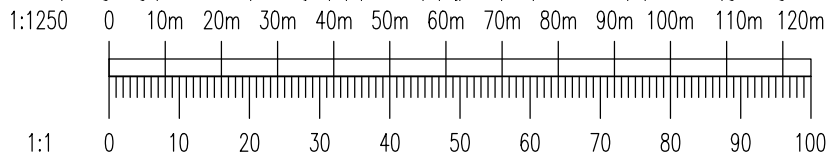
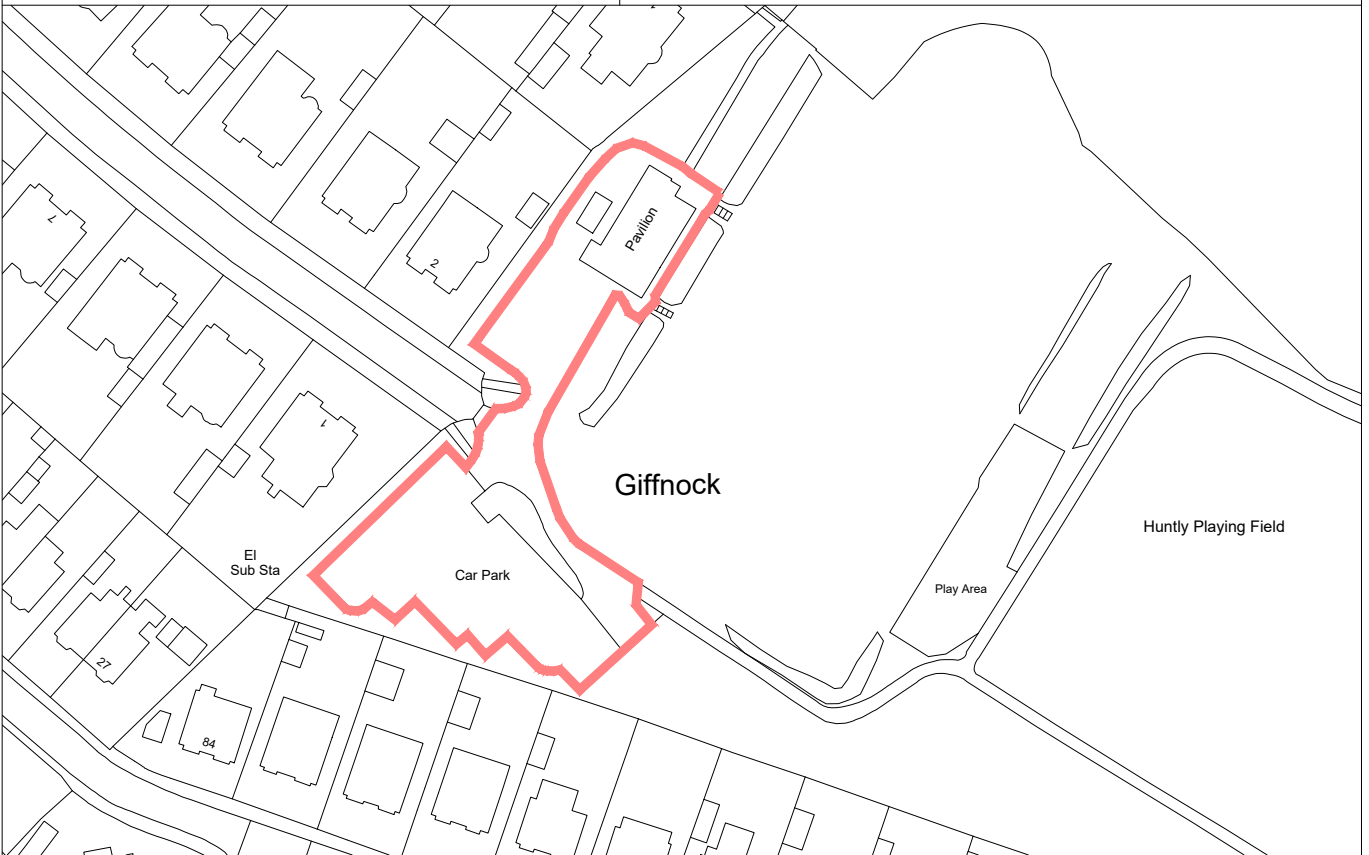
PLOT INFORMATION

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Notes:





Environment Department
 Strategic Services - Technical Services
 Council Offices
 2 Spiersbridge Way
 Thornliebank
 G46 8NG

O.S.Map	Ward	File No.
Title No.	Drg. No.	Revision
Drawn by	Job Code	Survey Date
Drawn/Date	Checked	Issue Date
Address	Purchaser(s)	
Huntly Playing Fields Huntly Avenue, Giffnock G46 6LP		

BOUNDARY INFORMATION

PLOT INFORMATION

LINE & POINT	DISTANCE (m)	FEATURE

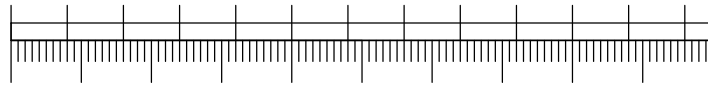
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Environment Department
 Strategic Services - Technical Services
 Council Offices
 2 Spiersbridge Way
 Thornliebank
 G46 8NG

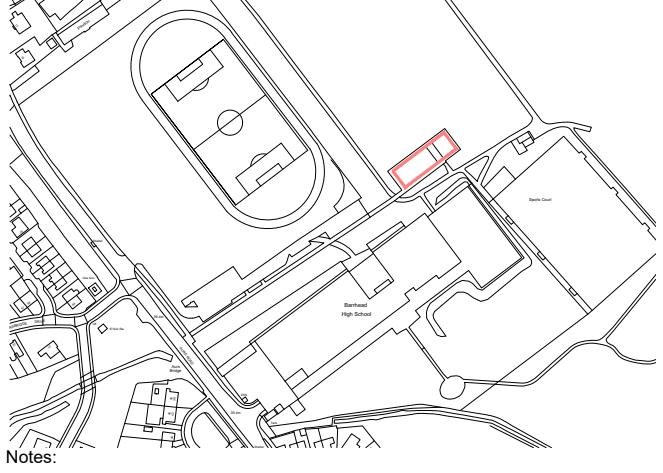
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Drawn by	Job Code	Survey Date
Drawn/Date	Checked	Issue Date
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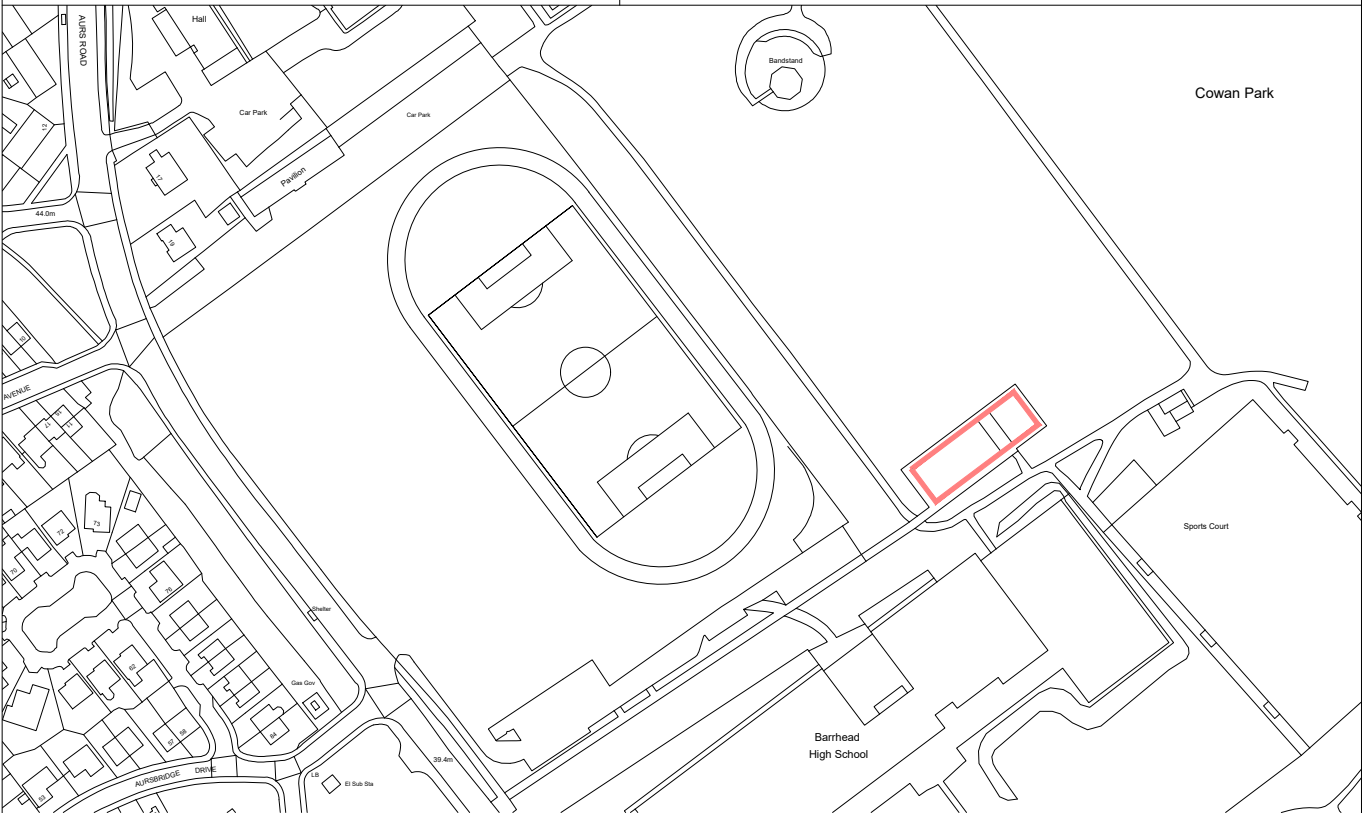
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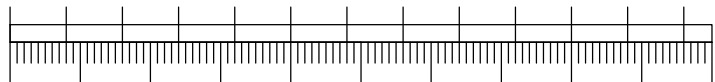
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Notes:



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Environment Department
 Strategic Services - Technical Services
 Council Offices
 2 Spiersbridge Way
 Thornliebank
 G46 8NG

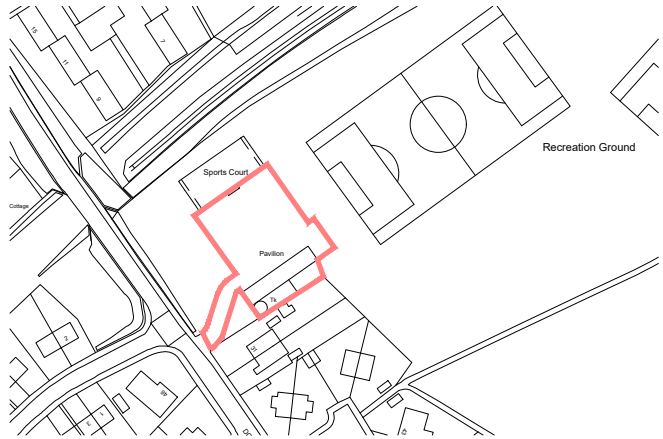
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Drawn by	Job Code	Survey Date
Drawn/Date	Checked	Issue Date
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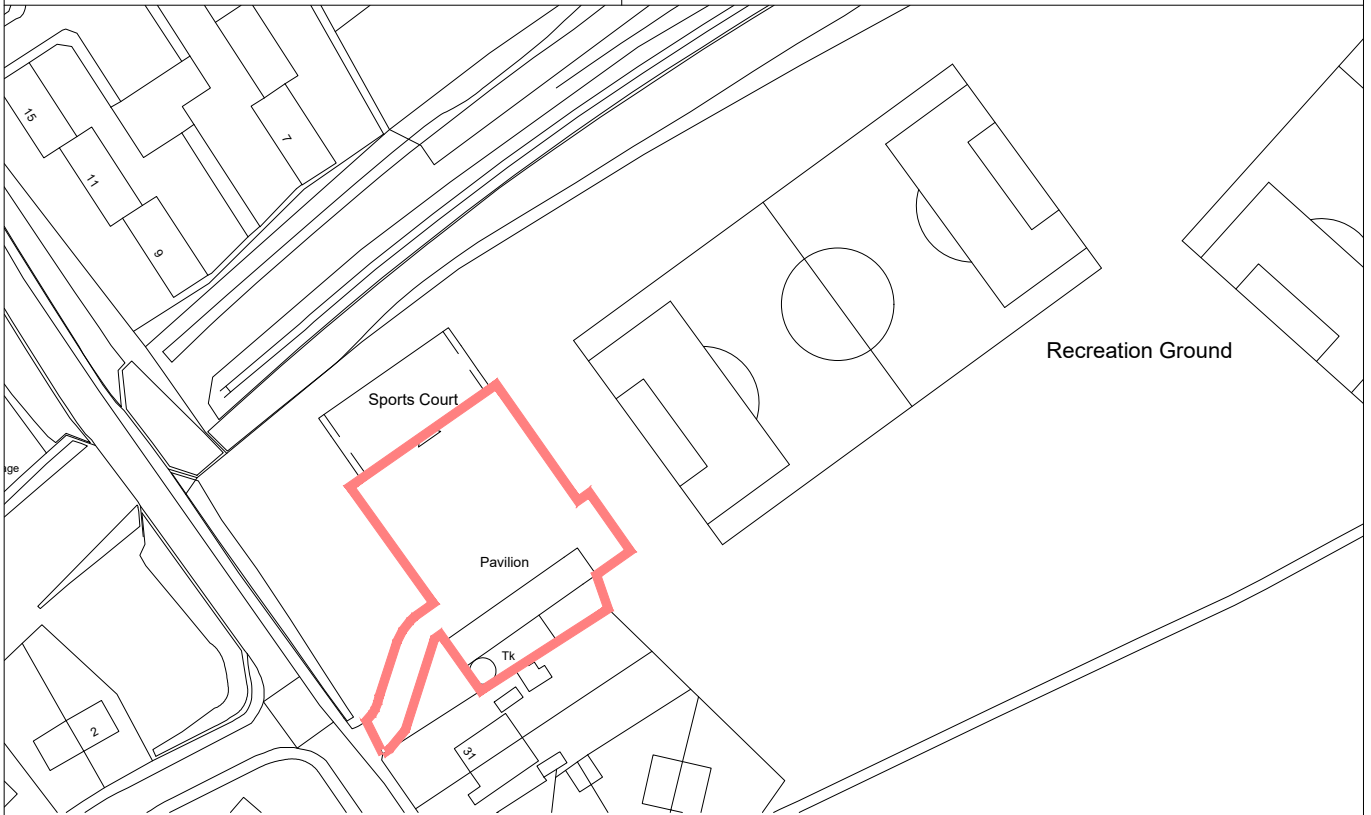
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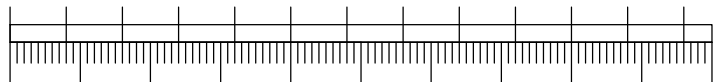
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Notes:



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Environment Department
Strategic Services - Technical Services
Council Offices
2 Spiersbridge Way
Thornliebank
G46 8NG

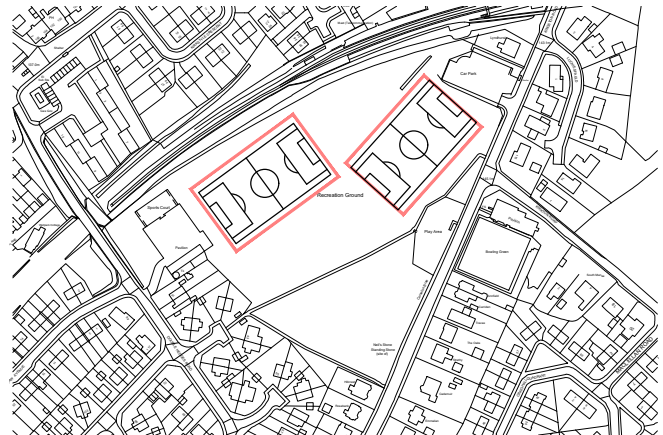
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Drawn/Date	Checked	Issue Date
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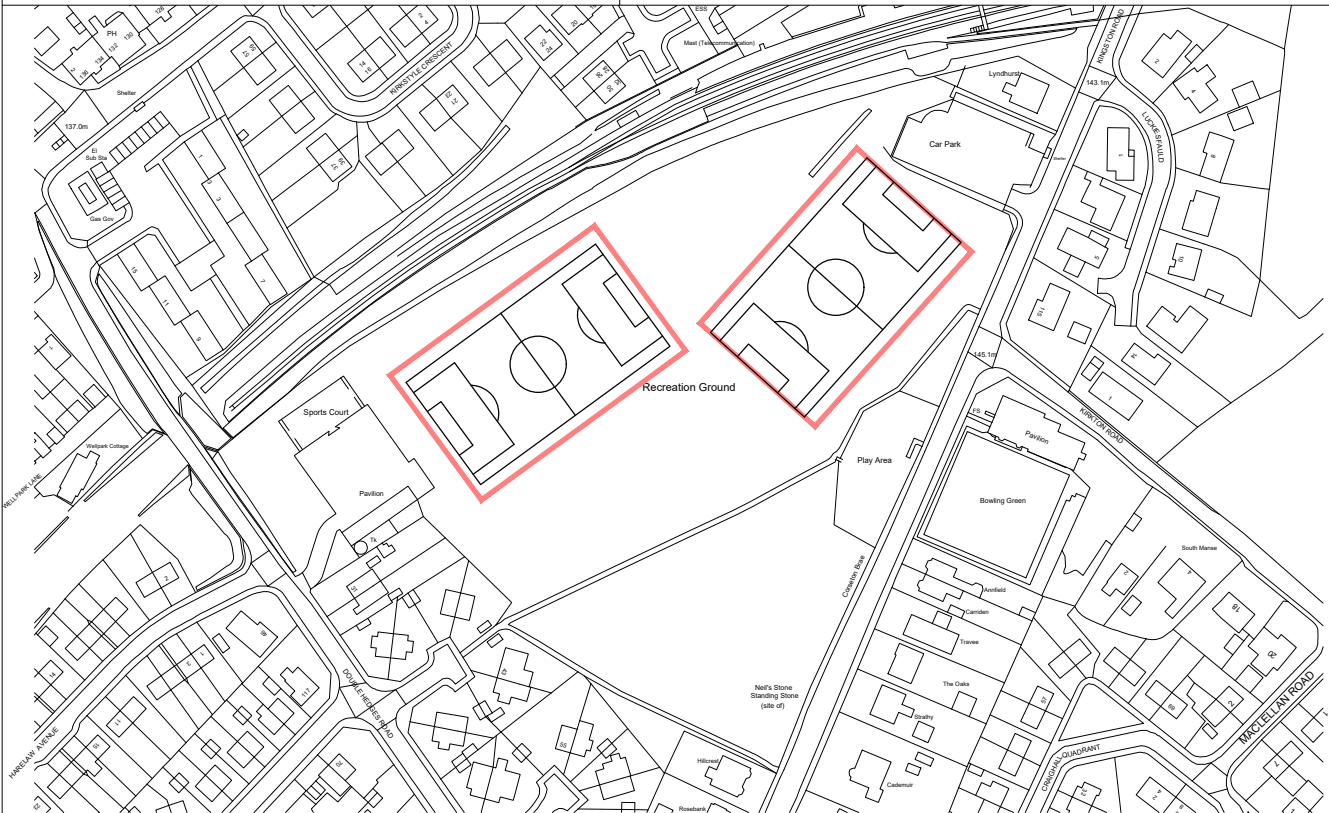
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LINE & POINT	DISTANCE (m)	FEATURE

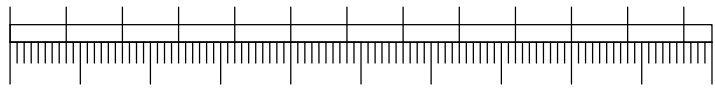
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Notes:



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Environment Department
 Strategic Services - Technical Services
 Council Offices
 2 Spiersbridge Way
 Thornliebank
 G46 8NG

O.S.Map	Ward	File No.
Title No.	Drg. No.	Revision
Drawn by	Job Code	Survey Date
Drawn/Date	Checked	Issue Date
Address Mearns Castle High School, Waterfoot Road, Newton Mearns G77 5GU		Purchaser(s)

BOUNDARY INFORMATION

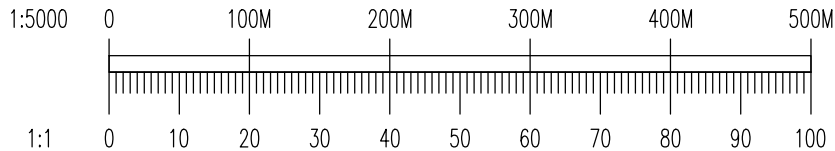
PLOT INFORMATION

LINE & POINT	DISTANCE (m)	FEATURE

Contents within the boundaries coloured Red :
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Notes:





Environment Department
 Strategic Services - Technical Services
 Council Offices
 2 Spiersbridge Way
 Thornliebank
 G46 8NG

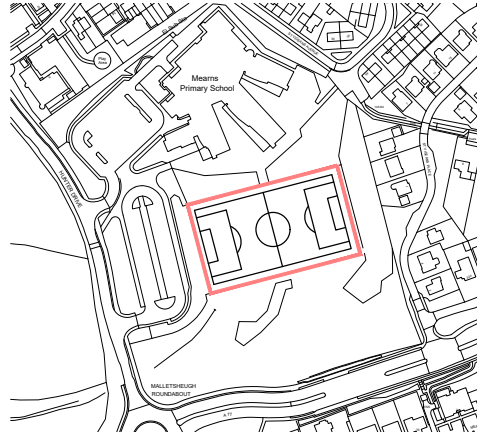
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Title No.	Drg. No.	Revision
Drawn by	Job Code	Survey Date
Drawn/Date	Checked	Issue Date
Address Mearns Primary School, Hunter Drive, Newton Mearns G77 6PR		Purchaser(s)

BOUNDARY INFORMATION

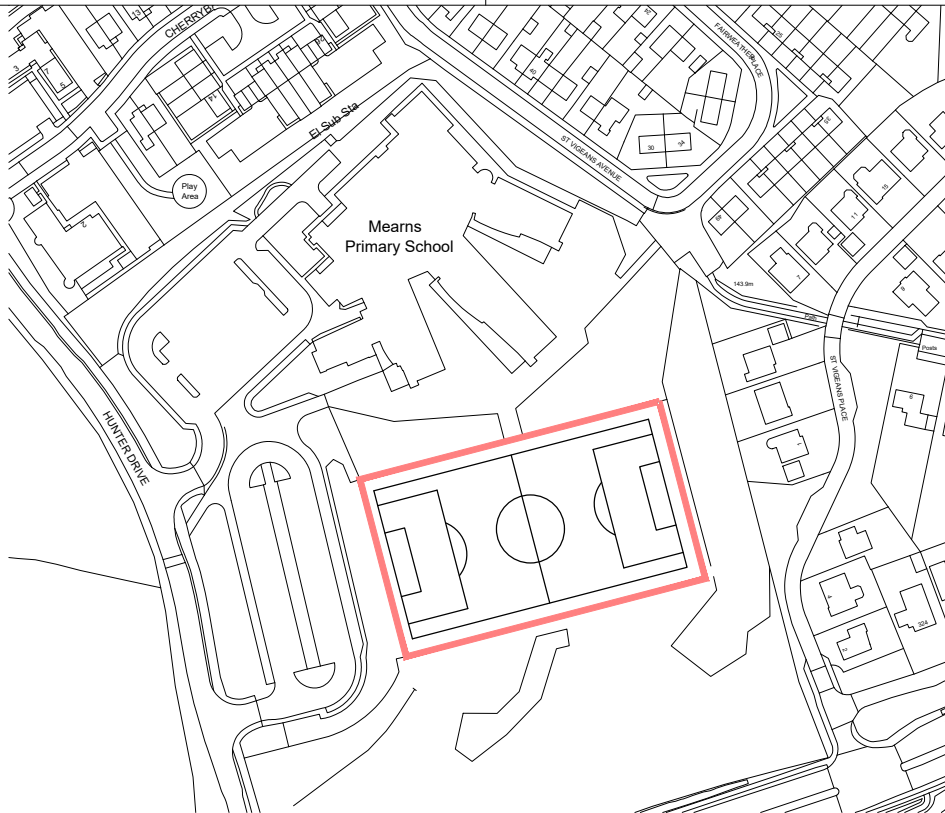
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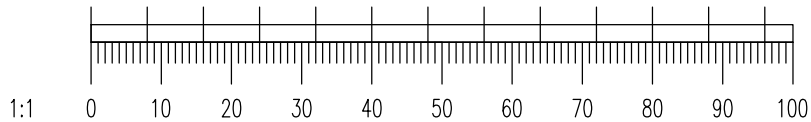
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Notes:



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Environment Department
 Strategic Services - Technical Services
 Council Offices
 2 Spiersbridge Way
 Thornliebank
 G46 8NG

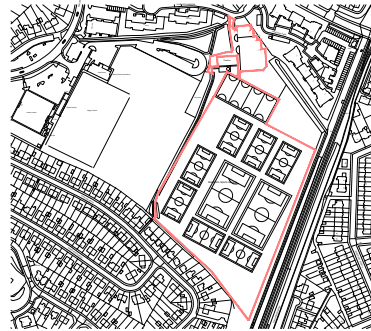
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Title No.	Drg. No.	Revision
Drawn by	Job Code	Survey Date
Drawn/Date	Checked	Issue Date
Address Muirend Playing Fields, Hazelden Gardens, Muirend G44 3HQ		Purchaser(s)

BOUNDARY INFORMATION

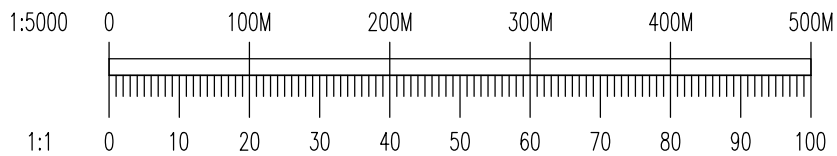
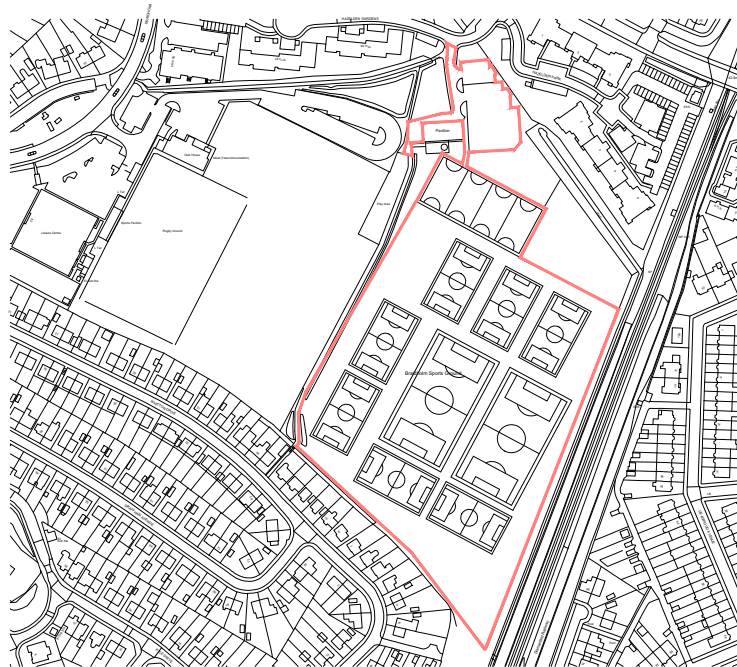
PLOT INFORMATION

LINE & POINT	DISTANCE (m)	FEATURE

Contents within the boundaries coloured Red :
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Notes:





Environment Department
 Strategic Services - Technical Services
 Council Offices
 2 Spiersbridge Way
 Thornliebank
 G46 8NG

O.S.Map	Ward	File No.
Title No.	Drg. No.	Revision
Drawn by	Job Code	Survey Date
Drawn/Date	Checked	Issue Date
Address Overlee Playing Fields, Moray Drive Clarkston G78 7NL		Purchaser(s)

BOUNDARY INFORMATION

PLOT INFORMATION

LINE & POINT	DISTANCE (m)	FEATURE

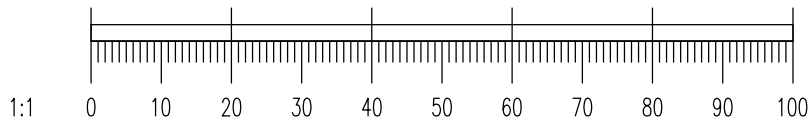
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Notes:



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Environment Department
 Strategic Services - Technical Services
 Council Offices
 2 Spiersbridge Way
 Thornliebank
 G46 8NG

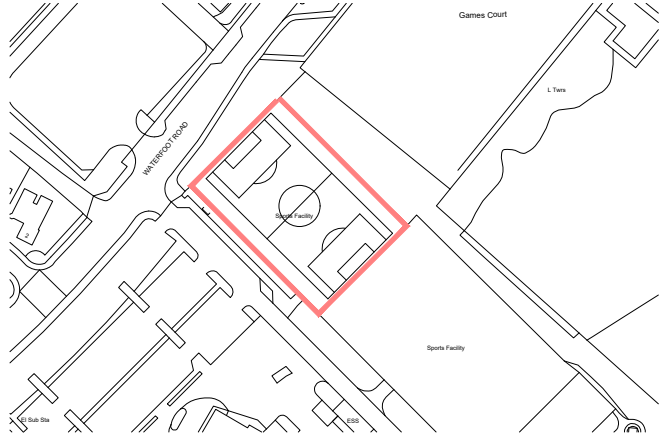
O.S.Map	Ward	File No.
Title No.	Drg. No.	Revision
Drawn by	Job Code	Survey Date
Drawn/Date	Checked	Issue Date
Address St. Clare's Primary School, Waterfoot Road, Newton Mearns G77 5GU		Purchaser(s)

BOUNDARY INFORMATION

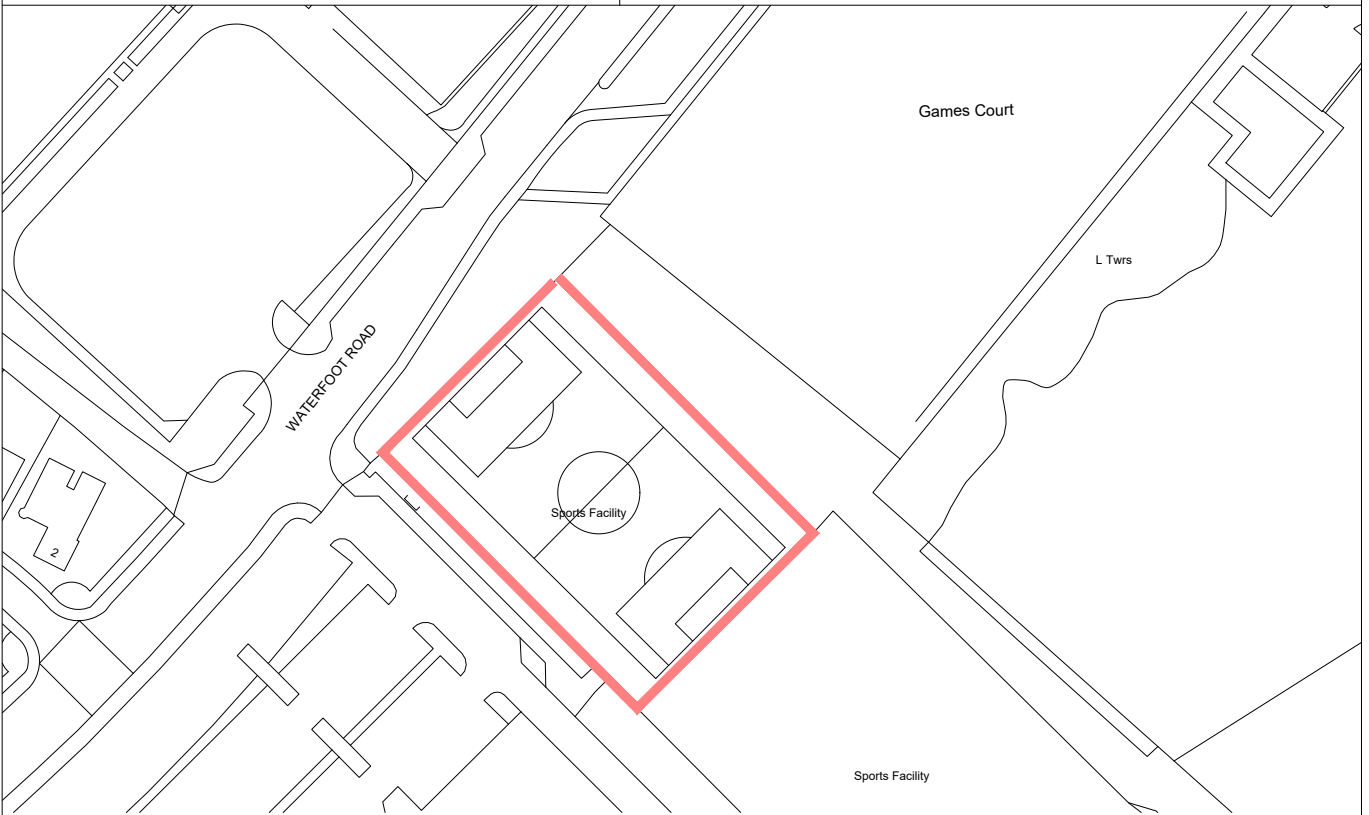
PLOT INFORMATION

LINE & POINT	DISTANCE (m)	FEATURE

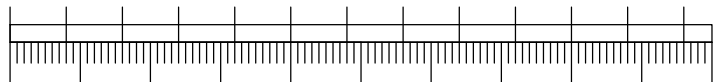
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Notes:



1:1250 0 10m 20m 30m 40m 50m 60m 70m 80m 90m 100m 110m 120m



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Environment Department
Strategic Services - Technical Services
Council Offices
2 Spiersbridge Way
Thornliebank
G46 8NG

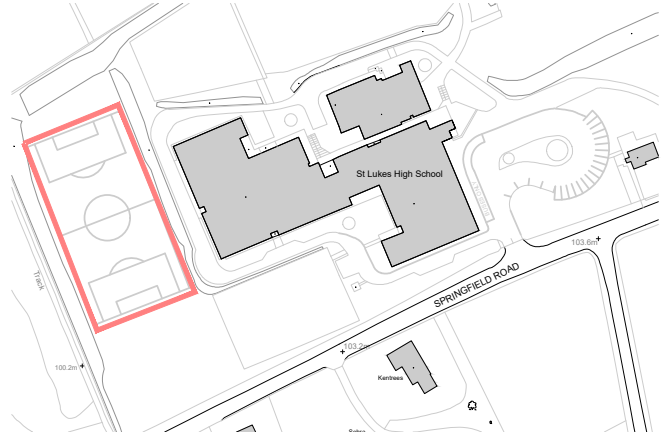
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Title No.	Drg. No.	Revision
Drawn by	Job Code	Survey Date
Drawn/Date	Checked	Issue Date
Address St. Luke's High School, Springhill Rd. Barrhead G78 2SG		Purchaser(s)

BOUNDARY INFORMATION

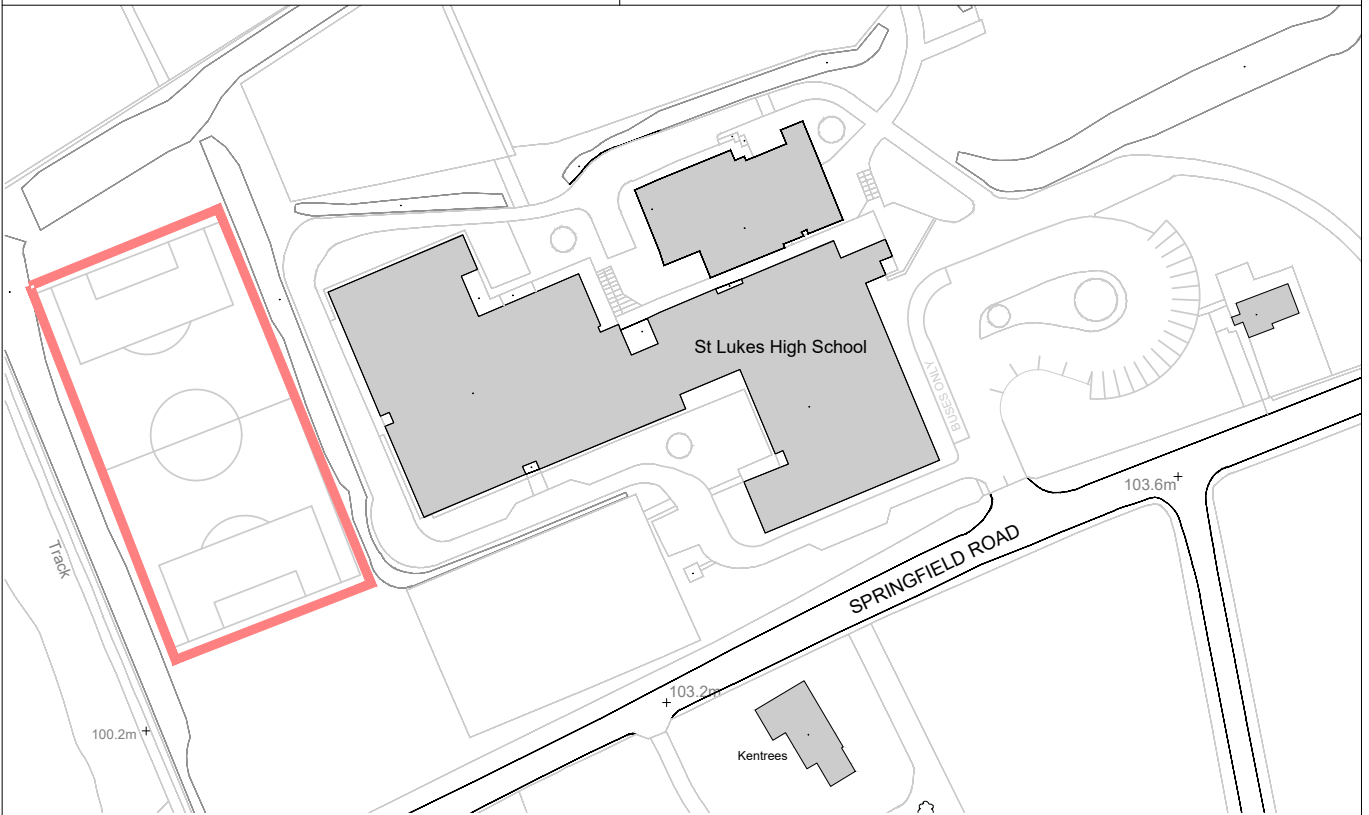
PLOT INFORMATION

LINE & POINT	DISTANCE (m)	FEATURE

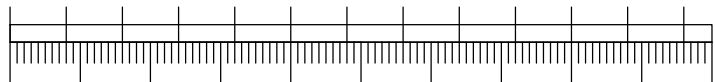
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Notes:



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Environment Department
Strategic Services - Technical Services
Council Offices
2 Spiersbridge Way
Thornliebank
G46 8NG

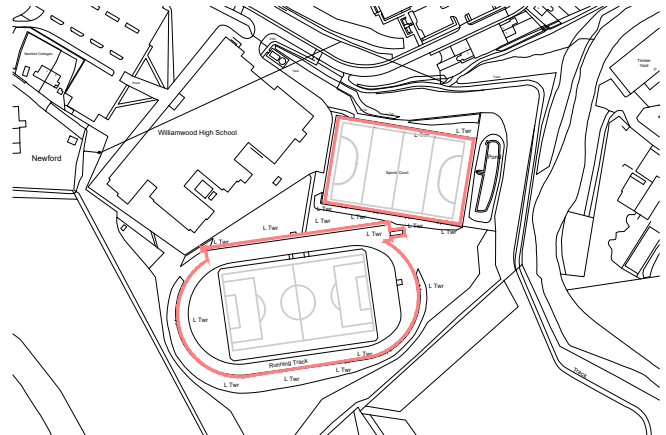
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Drawn/Date	Checked	Issue Date
Address Williamwood School Eaglesham Rd. Clarkston G76 8RF		Purchaser(s)

BOUNDARY INFORMATION

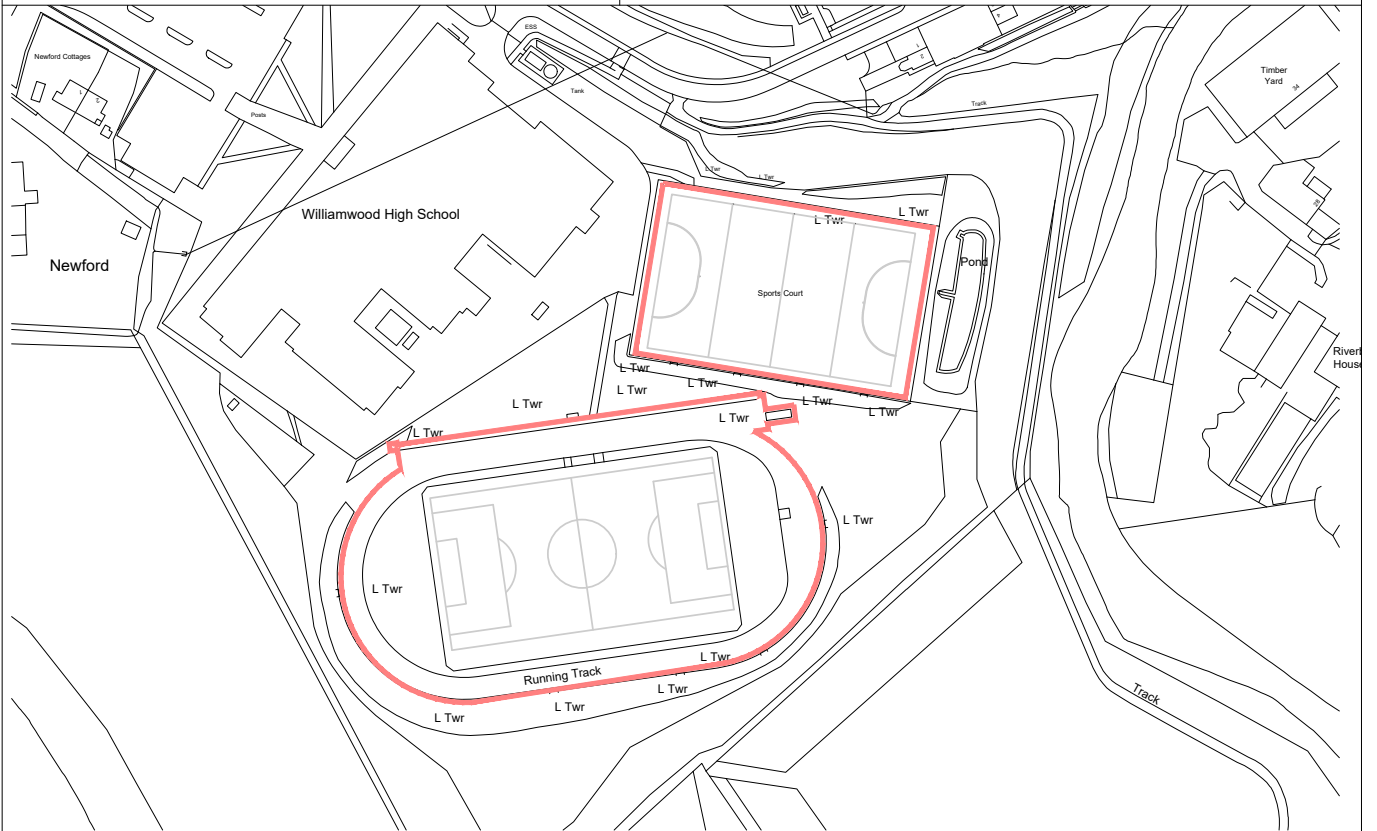
PLOT INFORMATION

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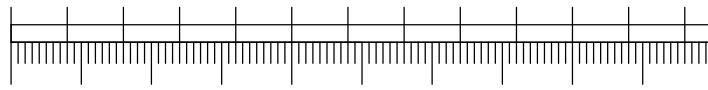
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Notes:



1:2500 0m 20m 40m 60m 80m 100m 120m 140m 160m 180m 200m 220m 240m



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Environment Department
Strategic Services - Technical Services
Council Offices
2 Spiersbridge Way
Thornliebank
G46 8NG

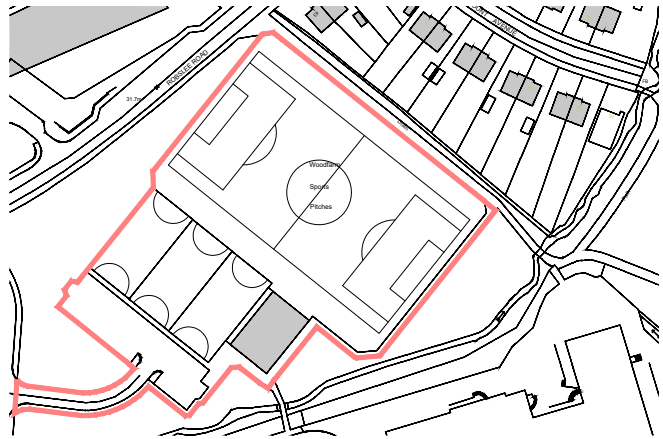
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Drawn/Date	Checked	Issue Date
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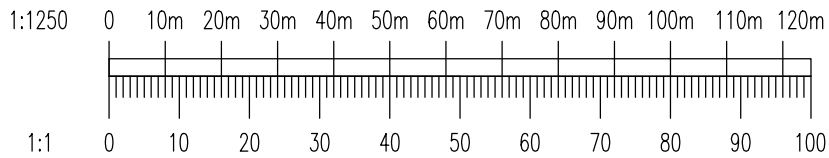
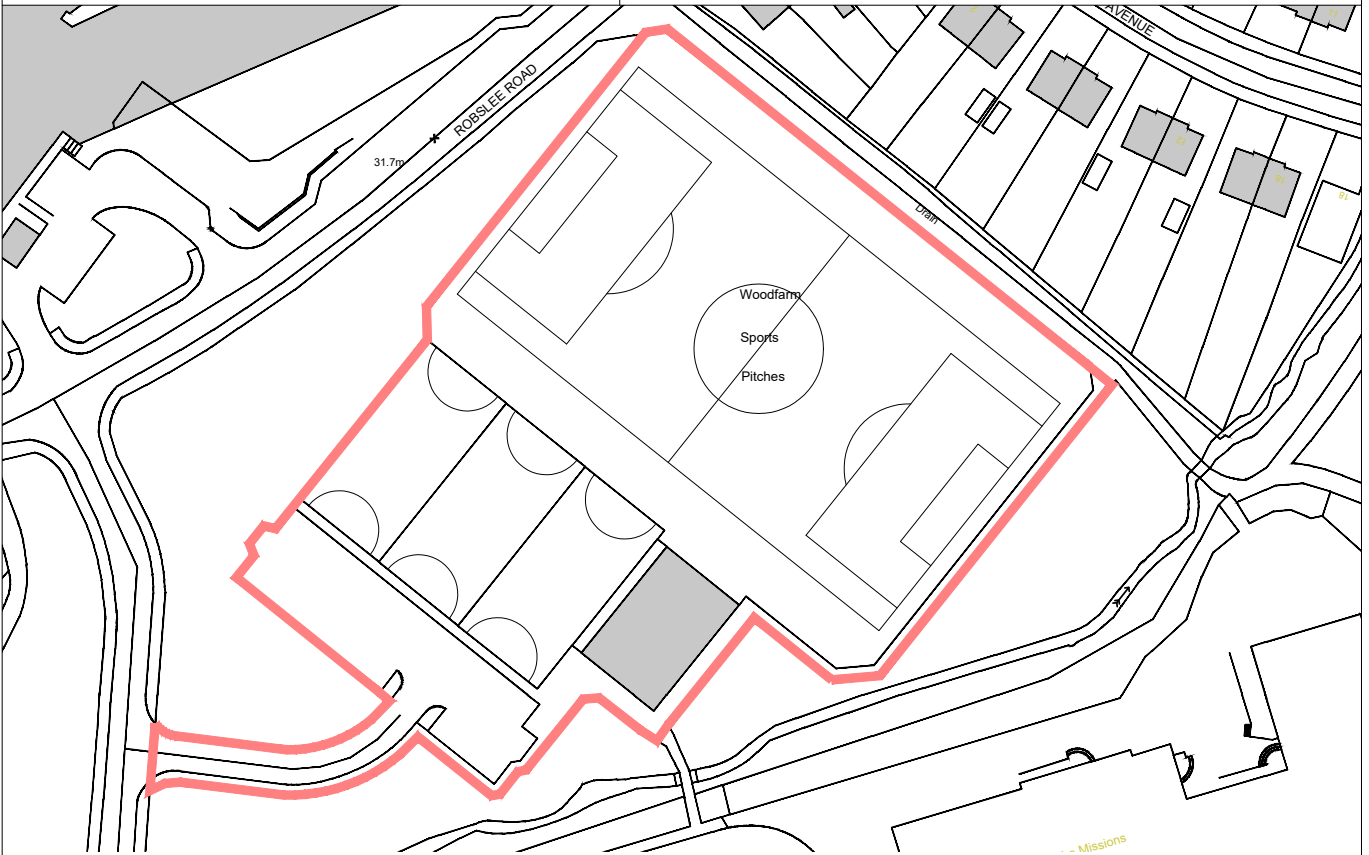
PLOT INFORMATION

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Notes:



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EAST RENFREWSHIRE COUNCIL28 JUNE 2023Report by Director of Business Operations and PartnershipsCHANGES TO ORGANISATIONAL STRUCTURE**PURPOSE OF REPORT**

1. The purpose of this report is to seek Council approval for a proposed restructure of Head of Service remits within the Environment Department and approval for an Appointments Committee for the Head of ICT and Resilience post.

RECOMMENDATIONS

2. The Council is asked to:
 - a) Approve the changes to the Head of Service remits within the management structure in the Environment Department and further delegate authority to the Director of Environment to make further minor adjustments as required;
 - b) Approve the recruitment procedure for the Head of ICT and Resilience as detailed;
 - c) Provide nominations to the Appointments Committee;
 - d) Delegate to the Head of HR and Corporate Services, in consultation with the Director of Business Operations and Partnerships and the Director of Environment, to make the necessary arrangements; and
 - e) Authorise the Director of Business Operations and Partnerships to put in place appropriate interim management arrangements for the Department.

BACKGROUND

3. There are many changes taking place both internal and external to the Council and it is important that senior management structures are continuously reviewed to ensure services and the Council's ambitious programme of change and improvement are delivered in the most efficient and effective manner.
4. In December 2019, Council approved the current remits for the Heads of Service within the Environment Department management structure, which included the introduction of the post of Head of Environment (Chief Planning Officer) in response to the changes from the Planning (Scotland) Act 2019.
5. In addition, in the Business Operations and Partnerships Department, the Head of Digital and Community Safety intimated his intention to resign in June 2023 following 7 years' service within East Renfrewshire Council. The Head of Service has made a valuable contribution to East Renfrewshire including a lead role in Civil Contingencies which was particularly demanding over the last few years.

REPORT

Environment Department

6. There are currently three Heads of Service in the Environment Department and the current structure is shown in Appendix 1a:
 - Head of Environment (Operations)
 - Head of Environment (Planning Officer)
 - Head of Environment (Strategic Services)
7. Since the last restructure, and following on from recent global and national health and economic shocks as a result of COVID and more recently war in Ukraine, there is a need to focus on the consequential challenges and consider how we maximize the capacity and capability of the department to support East Renfrewshire's recovery and meet our Vision for the Future ambitions.
8. Amongst the greatest challenges the department is experiencing, are significant increased levels of homelessness (50%) and demand for social housing, ambitious Get to Zero targets and our preparedness, and the impact of inflation and supply disruptions on property and major capital programmes. Along with these challenges, there are new ways of working and funding opportunities (post Brexit) which require increased partnership working and strong strategic and policy support.
9. It is proposed to make changes to the portfolio of services that each Head of Service leads. The purpose of this change is:
 - To align and strengthen resources in key areas to support Council priorities linked to regeneration and placemaking.
 - To concentrate leadership resource on the challenges and strategic priorities in delivering the council's housing service, major capital and property development programmes.
 - To strengthen the department's strategy and policy development work by aligning transport, economic development, regeneration and development planning strategy as part of a place based approach led by a Head of Service.
10. To support the above changes, roads operations will move from Planning to become part of the Environment Department's Operations Service along with cleansing, waste, fleet, prevention services and parks. Economic Development and Regeneration will move from reporting as part of the Strategic Services portfolio to be aligned with Planning, City Deal and Infrastructure, and a proposed Place Strategy team.
11. Taking this all into account it is prudent to make changes to the remits and post titles of the Heads of Service. The proposed structure is as follows with full detail provided in Appendix 1b. The Heads of Service structure would become:
 - Head of Environment Operations would assume responsibility for Roads Operations. This would join with existing operations for Cleansing, Waste, Parks, Fleet, and Prevention Services.
 - Head of Place would assume responsibility for Economic Development, Town Centre Regeneration, Transport Strategy and Sustainable and Active Travel resources. In addition, this team would retain responsibility for Strategic Planning and Development Management, Building Standards, City Deal and Infrastructure.

- Head of Housing, Property and Climate Change would retain responsibility for Housing, Major Capital Projects, Property and Get to Zero teams.
12. Subject to Council approval, this proposed structure will result in changes to line management responsibilities and the appropriate processes will be followed to communicate these changes. Some further minor changes may be required across respective services to ensure that resources are fully aligned to the new portfolios and delegated authority is sought for the Director of Environment to make these as required.

Business Operations and Partnerships Department

13. The Business Operations and Partnerships Department has three Heads of Service (Appendix 2a) with the remits:
- Head of Communities and Transformation
 - Head of Digital and Community Safety
 - Head of HR and Corporate Services
14. Given the resignation of the Head of Digital and Community Safety, the chance has been taken to review roles and responsibilities in the department (Appendix 2b). The responsibilities for ICT and Community Safety will now be separated. This will better reflect the recruitment market for the ICT function and give greater clarity to the focus of the role, particularly given the ongoing importance of digital to the Council.
15. The job title Head of Digital and Community Safety will be changed to Head of ICT and Resilience. The resilience aspects of the role will include continued leadership of the Council's Civil Contingencies arrangements; business continuity planning and also emphasise the critical importance of information and cyber security.
16. The Head of Communities and Transformation will assume responsibility for Community Safety.
17. It is proposed that an Appointments Committee, comprising 5 Elected Members, be established to recruit a new Head of ICT and Resilience. If for any reason a member of the Appointments Committee is unable to attend then the appointment of a substitute will be made. Due to the technical content within this post it is recommended to bring an external advisor onto the Appointments Committee.
18. The following is the proposed timetable for the appointment to the post. There is an extended time for advertisement due to the school holiday period.
- | | | |
|------|--------------------------------------|-----------------|
| i. | Post advertised: | 30 June |
| ii. | Closing date: | 13 August |
| iii. | Shortlisting by Interview Committee: | 22 or 23 August |
| iv. | Shortlist by Assessment Centre: | 31 August |
| v. | Interview date: | 12 September |
19. This post will be advertised externally and the assessment centre will focus on ensuring the candidates have the correct skills mix to be considered for appointment by the Committee.

20. The Director of Business Operations and Partnerships will be required to put in place interim management arrangements to ensure stability and continuity within the service until such time as a suitable replacement can be recruited. As is normal practice in such situations, the Director will put in place these arrangements within the existing team. In addition, the Head of Environment (Operations) has agreed to assume interim responsibilities for chairing the Council Resilience Management Team (CRMT) until the new Head of ICT and Resilience is in post.

FINANCE AND EFFICIENCY

21. There are no additional financial implications as no new posts are being added into the structure. All costs associated with the recruitment process will be found from within existing budgets.

CONSULTATION AND PARTNERSHIP WORKING

22. Consultation in relation to these proposals has been undertaken with affected employees and the Trade Unions.

IMPLICATIONS OF THE PROPOSALS

23. There are no IT, sustainability, equalities or other implications associated with this report.

CONCLUSIONS

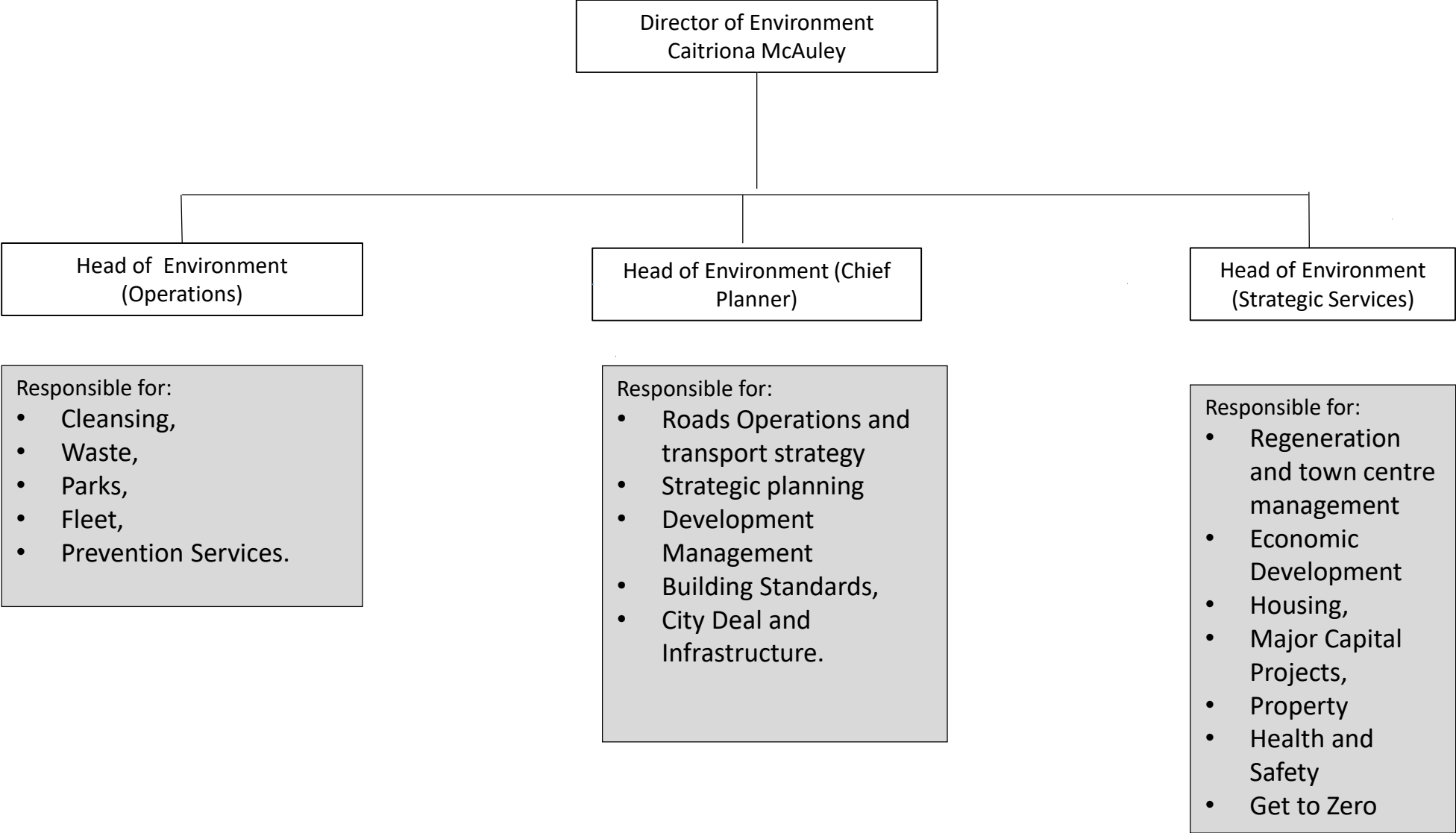
24. The proposals contained within this report allow changes to the senior management teams which will ensure continued focus on service delivery.

RECOMMENDATIONS

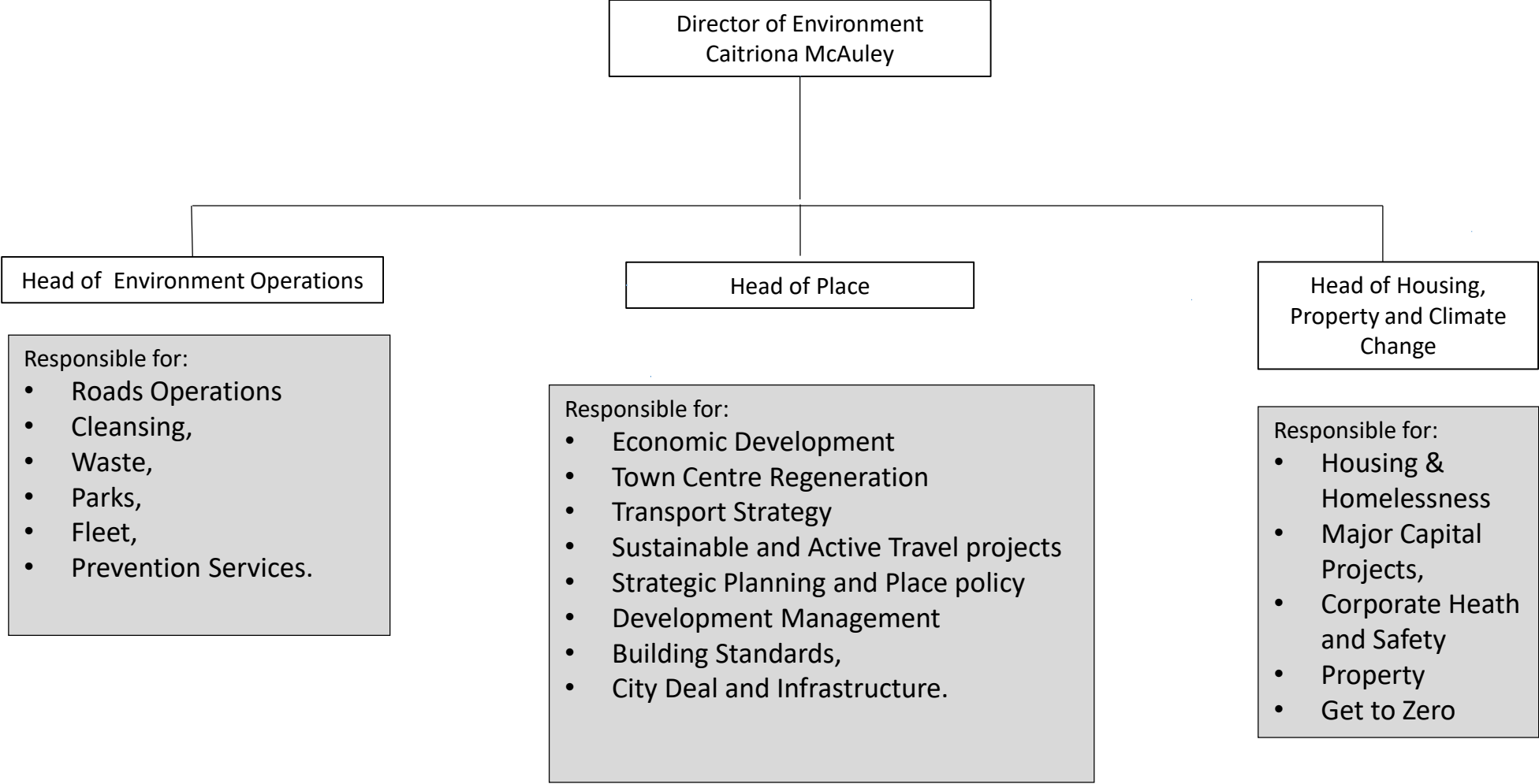
25. The Council is asked to:
- a) Approve the changes to the Head of Service remits within the management structure in the Environment Department and further delegate authority to the Director of Environment to make further minor adjustments as required.
 - b) Approve the recruitment procedure for the Head of ICT & Resilience as detailed;
 - c) Provide nominations to the Appointments Committee;
 - d) Delegate to the Head of HR and Corporate Services, in consultation with the Director of Business Operations and Partnerships and the Director of Environment, to make the necessary arrangements;
 - e) Authorise the Director of Business Operations and Partnerships to put in place appropriate interim management arrangements for the Department.

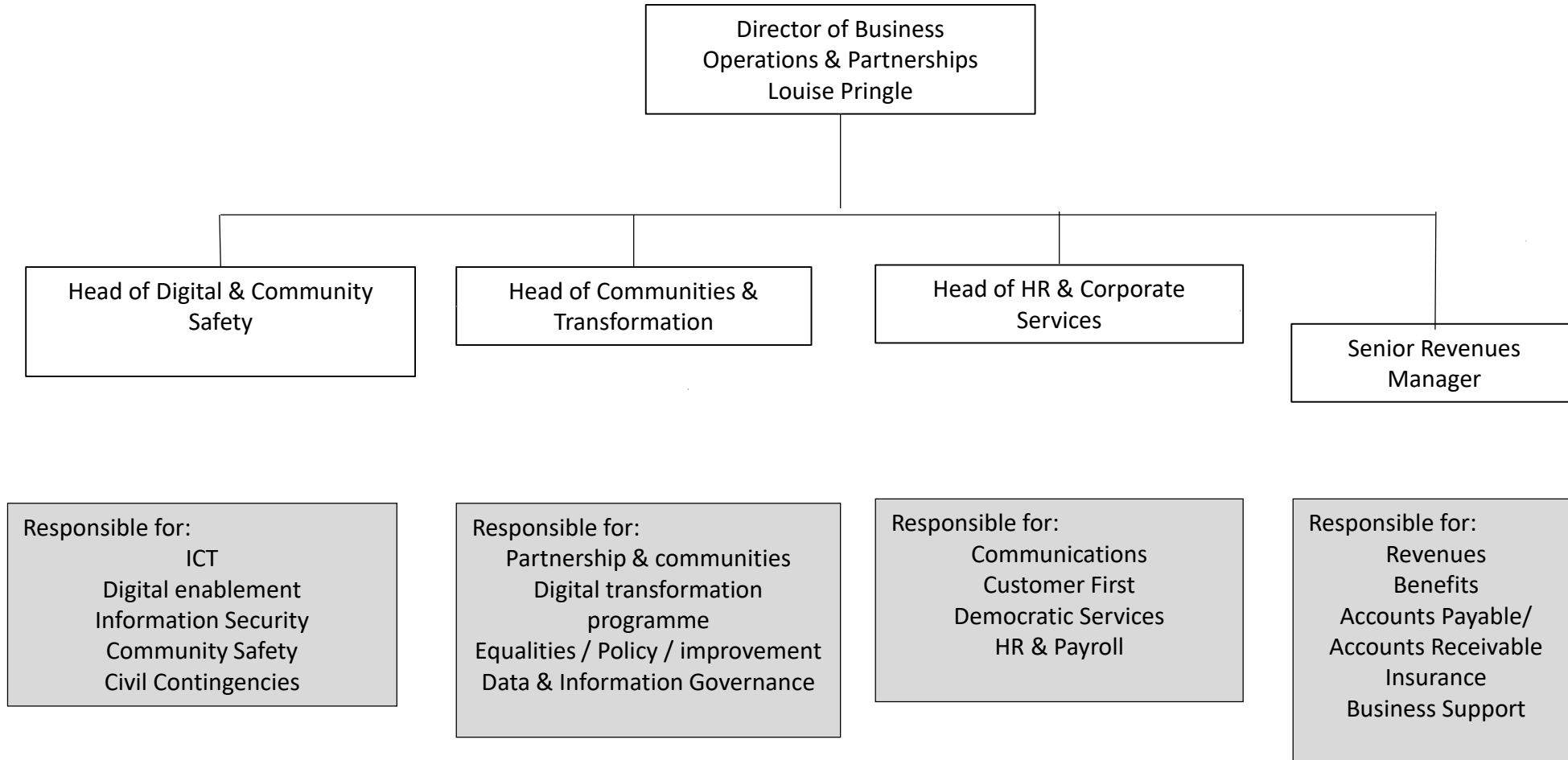
REPORT AUTHOR: Sharon Dick, Head of HR and Corporate Services, 07741 235242
CONVENER: Councillor Owen O'Donnell, Leader
June 2023

309
AS IS Structure
Environment - June 2023



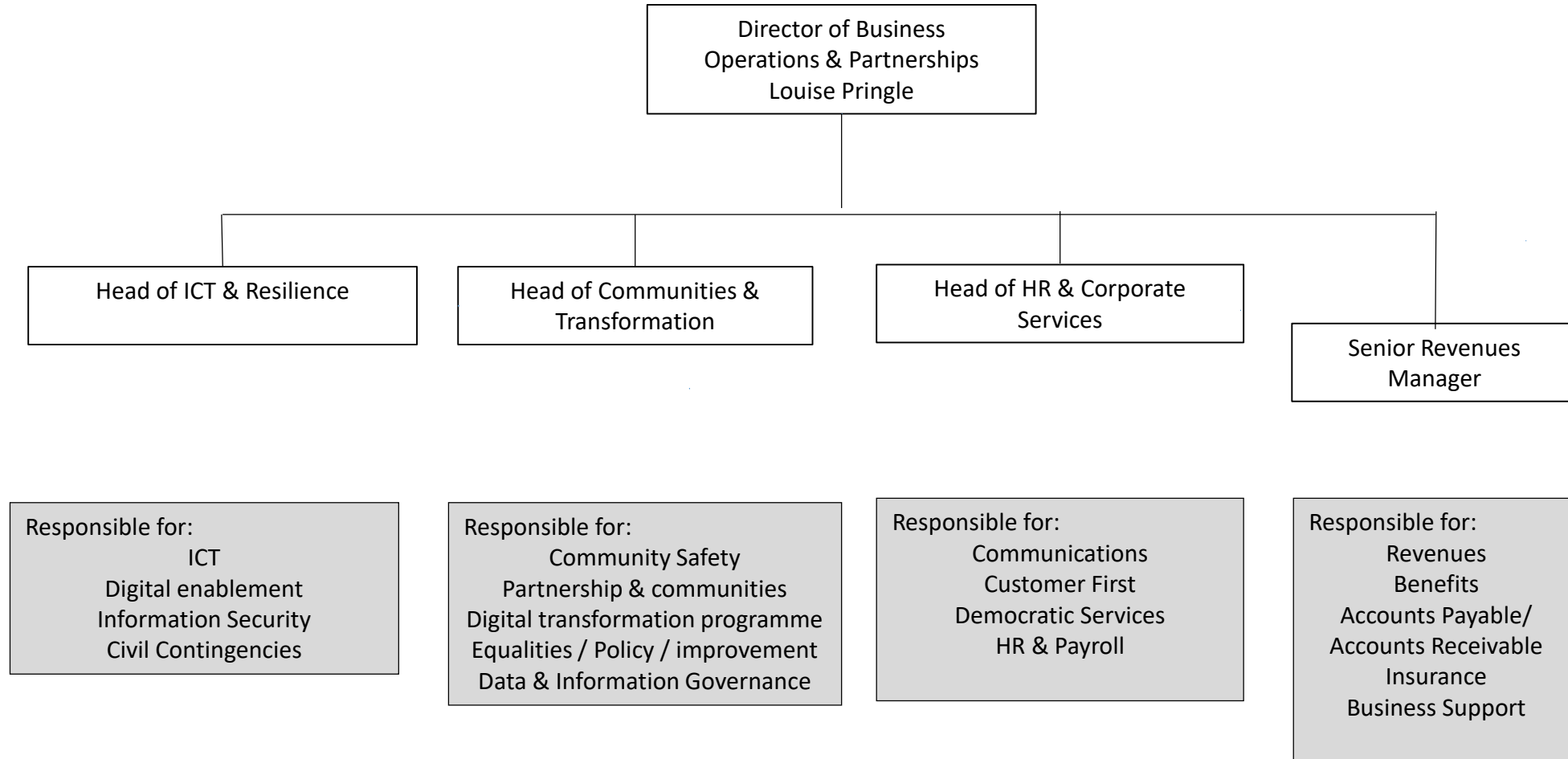
310
Proposed To Be structure
Environment - July 2023





312
Proposed TO BE structure
Business Operations & Partnerships - May 2023

Appendix 2b



EAST RENFREWSHIRE COUNCIL28 JUNE 2022Report by Director of Business Operations and PartnershipsCalendar of Meetings 2024 and Change to Proposed Date of Council Meeting in
September 2023**PURPOSE OF REPORT**

1. Council is asked to consider and approve its Calendar of Meetings for 2024 (attached at Appendix 1 to this report) and to further consider and approve that the meeting of the Council currently scheduled to be held on Thursday 28 September 2023, be rescheduled to 4pm on Tuesday 26 September 2023.

RECOMMENDATION

2. That Council:
 - a) Approves the 2024 calendar of meetings, as detailed in Appendix 1 to the report;
 - b) Approves that the meeting of the Council currently scheduled to be held on Thursday 28 September 2023, be rescheduled to now be held at 4.00pm on Tuesday 26 September 2023; and
 - c) Notes the draft dates of meetings of the Integration Joint Board.

BACKGROUND

3. In terms of the Council's Standing Orders, it is necessary for the full Council to approve the calendar of meetings of the Council, subject to the ability of committees to revise dates thereafter. The proposed calendar of meetings for 2024 is attached as Appendix 1 to this report.
4. Insofar as the Calendar of Meetings for 2023 dictates, a meeting of the Council is currently scheduled to be held on Thursday 28 September 2023 to consider the Council's Accounts. This date clashes with CoSLA's Annual Conference and Exhibition 2023 ("Is Scotland Living Well Locally?") to be held at the Crieff Hydro Hotel, Perthshire on 28 and 29 September 2023 at which, attendance by some Members is anticipated.
5. Given that the accounts are presented to Council following their initial consideration by the Council's Audit and Scrutiny Committee (ASC), it is

proposed that the meeting of the Council follow-on from that initial consideration by the ASC on Tuesday 26 September 2023.

6. Therefore, Council is also asked to consider and approve that the meeting of the Council currently scheduled to be held on Thursday 28 September 2023, be rescheduled to now be held at 4.00pm on Tuesday 26 September 2023.

REPORT

7. To give Members as much notice as possible of future meeting arrangements, the calendar of meetings is routinely prepared well in advance.
8. As usual, the proposed calendar takes account of all meetings in respect of which the dates have been determined, but does not take into account those ad-hoc meetings, which will be held as and when necessary (e.g. Appeals Committee, Appointments Committee, Planning Pre-determination hearing etc.) and any other special meetings that may be called from time to time.

Council

9. In recent years, due to the late approval of the Scottish Government budget and the subsequent late confirmation of local government funding levels, it has been necessary for the originally scheduled budget meeting to be cancelled and rearranged at relatively short notice. This has caused inconvenience for a number of Members. To deal with this, it has been agreed for the previous four years that the scheduled budget meeting take place at the end of February. This arrangement worked satisfactorily and did not require the rescheduling of the budget meeting due to any last minute announcements by the Scottish Government. A similar arrangement has been proposed for 2024.

Education Committee

10. Every effort has also been made to ensure that meetings of the Education Committee are not held on the day of Jewish festivals.

Audit and Scrutiny Committee

11. Similar arrangements have been retained in relation to the timing of the presentation of the Treasury Management Strategy to the Audit and Scrutiny Committee and the full Council, the draft Annual Accounts to the Audit and Scrutiny Committee and the final Annual Accounts to the Audit and Scrutiny Committee and the Council, and appropriate dates built in to the calendar.

Integration Joint Board

12. For Members' information the draft dates of meetings of the Integration Joint Board have been included in the calendar. Should the IJB agree different dates, the calendar will be amended.

RECOMMENDATIONS

13. That Council:
- a) Approves the 2024 calendar of meetings, as detailed in Appendix 1 to the report;
 - b) Approves that the meeting of the Council currently scheduled to be held on Thursday 28 September 2023, be rescheduled to now be held at 4.00pm on Tuesday 26 September 2023; and
 - c) Notes the draft dates of meetings of the Integration Joint Board.

Local Government (Access to Information) Act 1985

Background Papers – None

Convener: Provost Mary Montague

Report Author: Colin J Sweeney, Democratic Services Manager

Telephone: 0141 577 3023

E-mail: colin.sweeney@eastrenfrewshire.gov.uk

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317 SUMMARY OF MEETING DATES

January to December 2024

COUNCIL – 5.00pm (Wednesday)	CABINET – 10.00am (Thursday)	CABINET (Police and Fire) – 10.00am (Thursday)	EDUCATION COMMITTEE – 10.00am (Thursday)
N.B. Meeting marked with an asterisk (*) will start at 10.00am. Meeting marked with a double asterisk (**) will start at 4pm on Thursday			
	25 January		
28 February (*)	22 February	8 February	1 February
	7 and 28 March		
24 April	11 and 25 April		18 April
	9 May and 30 May		
26 June	20 June	13 June	6 June
	15 August		22 August
11 and 26 (**) September	5 and 19 September	12 September	26 September
23 October	3 and 24 October		
	7 and 21 November	28 November	7 November
11 December	5 December		

PLANNING APPLICATIONS COMMITTEE 2.00PM (Wednesday)	LOCAL REVIEW BODY 2.30 PM (Wednesday)	AUDIT & SCRUTINY COMMITTEE 2.00PM (Thursday) N.B. Meeting marked with an asterisk (*) will start at 1.00pm on Wednesday.	LICENSING COMMITTEE 10.00 AM (Tuesday)
		18 January	
14 February	14 February	22 February	13 February
		28 March	12 March
3 April	3 April		9 April
		9 May	14 May
5 June	5 June	20 June	11 June
7 August	7 August	8 August	6 August
		26 September	3 September
2 October	2 October		8 October
27 November	27 November	21 November	5 November
			3 December

JOINT CONSULTATIVE COMMITTEE (1st TIER) 2.00 PM (Thursday)	INTEGRATION JOINT BOARD 10.00 AM (unless otherwise stated) (Wednesday)
	31 January
15 February	
	27 March (10.30 am)
16 May	
	26 June (1.00 pm)
	14 August
12 September	25 September (1.00 pm)
	20 November (10.30 am)