

A meeting of the Environment & Regeneration Committee will be held on Thursday 25 August 2022 at 3pm.

Members may attend the meeting in person or via remote online access. Webex joining details will be sent to Members and Officers prior to the meeting. Members are requested to notify Committee Services by 12 noon on Wednesday 24 August 2022 how they intend to access the meeting.

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

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

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IAIN STRACHAN
Head of Legal & Democratic Services

BUSINESS

****Copy to follow**

1. Apologies, Substitutions and Declarations of Interest	Page
PERFORMANCE MANAGEMENT	
2. Environment and Regeneration 2021/22 Revenue Out-Turn and 2022/23 Revenue Budget as at 30 June, 2022 Report by Interim Director, Finance & Corporate Governance and Interim Director, Environment & Regeneration	p
3. Environment & Regeneration Capital Programme 2022/25 - Progress Report by Interim Director, Environment & Regeneration and Interim Director, Finance & Corporate Governance	p
NEW BUSINESS	
4. UK Government Shared Prosperity Fund: Inverclyde Proposals and Glasgow City Region Investment Plan Report by Interim Director, Environment & Regeneration	p
5. Port Glasgow Lower Quarter Report by Interim Director, Environment & Regeneration	p
6. Place Based Funding	

	Report by Interim Director, Environment & Regeneration		p
7.	Omicron Business Support Intervention Report by Interim Director, Environment & Regeneration		p
8.	Food Service Plan Report by Interim Director, Environment & Regeneration		p
9.	Property Assets Management - Public Report by Interim Director, Environment & Regeneration		p
ROUTINE DECISIONS AND ITEMS FOR NOTING			
10.	Proposed Traffic Regulation Order – The Inverclyde Council Disabled Persons' Parking Places (On-Street) Order No.2 2022 Report by Head of Legal & Democratic Services		p
<p>The documentation relative to the following items has been treated as exempt information in terms of the Local Government (Scotland) Act 1973 as amended, the nature of the exempt information being that set out in the paragraphs of Part I of Schedule 7(A) of the Act whose numbers are set out opposite the heading to each item.</p>			
NEW BUSINESS			
11.	Property Assets Management Report – Private Report by Interim Director, Environment & Regeneration making recommendations in respect of a number of property assets.	Paras 6 & 9	p
12.	Clune Park Report by Interim Director, Environment & Regeneration providing an update with respect to the Clune Park Estate.	Paras 8 & 9	p
13.	West Blackhall Street Regeneration - August 2022 Update Report by Interim Director, Environment & Regeneration providing an update on the regeneration of West Blackhall Street.	Para 8	p
14.	Landfill Waste Disposal Contract Report by Interim Director, Environment & Regeneration providing an update on the Inverclyde Council landfill waste disposal contract.	Paras 6, 8 & 9	p

The reports are available publicly on the Council's website and the minute of the meeting will be submitted to the next standing meeting of the Inverclyde Council. The agenda for the meeting of the Inverclyde Council will be available publicly on the Council's website.

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

Report To: Environment & Regeneration Committee **Date:** 25 August 2022

Report By: Interim Director Finance & Corporate Governance and Interim Director Environment & Regeneration **Report No:** FIN/50/22/AP/MT

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

Subject: Environment and Regeneration 2021/22 Revenue Out-Turn and 2022/23 Revenue Budget as at 30 June, 2022

1.0 PURPOSE AND SUMMARY

1.1 For Decision For Information/Noting

1.2 The purpose of this report is to advise the Committee of the 2021/22 Revenue Budget out-turn and the 2022/23 Revenue Budget projected position at 30 June 2022.

1.3 In 2021/22, excluding the carry forward of Earmarked Reserves, there was an overspend of £123,000 within the Environment and Regeneration Committee Revenue Budget. This was an increase in expenditure of £7,000 from the Period 9 projected outturn reported to Committee in January with more details provided in section 3 of the report.

1.4 The revised 2022/23 Revenue Budget for the Environment and Regeneration Committee is £21,968,000, which excludes Earmarked Reserves. The latest projection is an overspend of £283,000 (1.33%) with the main factor being projected shortfalls in income. More details are provided in section 3 and the appendices.

2.0 RECOMMENDATIONS

2.1 It is recommended that the Committee notes the outturn for 2021/22 and the current projected overspend for 2022/23 of £283,000 as at 30 June 2022.

2.2 It is recommended that the Committee note that the Interim Director Regeneration & Environment and Heads of Service will review areas where non-essential spend can be reduced in order to reduce the projected overspend. Progress against this and other proposals to bring the budget back on track will be reported at the next Committee.

Alan Puckrin
Interim Director Finance &
Corporate Governance

Stuart Jamieson
Interim Director Environment &
Regeneration

3.0 BACKGROUND AND CONTEXT

3.1 The purpose of this report is to advise the Committee of the current position of the 2022/23 budget as well as the 2021/22 out-turn and to highlight the main issues contributing to the overspend in 2021/22 and the projected overspend in 2022/23.

3.2 The revised 2022/23 budget for Environment and Regeneration, excluding earmarked reserves, is £22,553,000. This is an increase of £208,000 from the approved budget, prior to transfers to earmarked reserves. Appendix 1 gives details of this budget movement.

3.3 2021/22 OUT-TURN

The main variations from budget and movements from the projected outturn position at Period 9 for 2021/22, reported to the Committee in January, were as follows:

	Revised Budget 2021/22	Outturn 2021/22	Variance to Budget	Percentage Variance to Budget	Movement since Period 9
Regeneration & Planning	4,529	4,365	-164	-3.62%	-316
Property Services	2,114	2,302	188	8.90%	276
Environmental & Roads	12,789	13,209	420	3.28%	145
Public Protection & Recovery	3,000	2,817	-183	-6.11%	-95
Corporate Director	153	15	-138	-89.96%	-3
TOTAL NET EXPENDITURE	22,585	22,708	123	0.54%	7
Earmarked Reserves	-372	-372	0	0.00%	0
TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES	22,213	22,336	123	0.54%	7

3.4 The actual out-turn, excluding Earmarked Reserves, was £22,336,000 which represents an overspend of £123,000. This is an increase in spend of £7,000 from the position reported to Committee in January 2022.

The major variances making up this overspend were as follows:

- i. Turnover Savings across the Committee (not offset by other variances or income) of £886,000, due to delays and difficulties in filling vacant posts.
- ii. Agency costs of £301,000 required to cover vacant posts and skills gaps.
- iii. Increases transport costs of £245,000 due to social distancing measures and increased fuel costs.
- iv. Overspend on Central Repairs due to rising prices for construction materials.
- v. An under recovery in Planning income of £185,000 partly due to Covid and partly due to existing pressures.
- vi. An under recovery in Cremations income of £121,000 due to a decrease in the number of cremations taking place.

3.5 2022/23 PROJECTED OUT-TURN (£283,000 Overspend- 1.33%)

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

- a) £200,000 shortfall in Planning Income. This is a combination of historical trends and current staffing shortages. £110,000 was allocated as part of the 2022/23 Budget to reduce the income target but the shortfall in income remains in line with 2021/22
- b) £193,000 shortfall in Burials and Cremation Income This is after the allocation of £50,000 to reduce the income target as part of the 2022/23 Budget
- c) £60,000 shortfall in Trade Waste Income which is in line with previous years. Trade Waste is being reviewed as part of the Delivering Differently Programme with a report due from officers later this year.
- d) £30,000 overspend in fuel for vehicles. It is hoped this overspend will reduce now that fuel prices are reducing. £200,000 has been allocated to this budget from the Non-Pay Inflation Contingency Budget in 2022/23.
- e) The above are partially offset by a £261,000 projected over-recovery against the turn-over target due to delays in recruiting certain posts.

3.6 EARMARKED RESERVES

Appendix 4 gives an update on the operational Earmarked Reserves, ie excluding strategic funding models. Spend to date on these operational Earmarked Reserves is £417,000 (7.1% of projected spend). Expenditure levels are being reviewed to ensure that all expenditure is being allocated correctly.

4.0 PROPOSALS

- 4.1 The above figures for 2022/23 exclude any financial implications which may arise from a recent Tax Tribunal case involving the Council's residual waste contractor. A report on the potential implications is included in the private part of the Committee's agenda.
- 4.2 The projected over spend of £283,000 requires to be addressed via a report to the next meeting of the Committee. In the meantime the Interim Director will ensure that steps are taken to reduce expenditure where this will not have a direct impact on service delivery.

5.0 IMPLICATIONS

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

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

5.2 Finance

One off Costs

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

Annually Recurring Costs/ (Savings)

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

5.3 Legal/Risk

The approved Governance Documents set out the roles and responsibilities of Committees and officers in ensuring budgets are not overspent and the process to be followed in the event an overspend is unavoidable.

5.4 Human Resources

There are no HR implications arising from this report.

5.5 Strategic

There are no Strategic implications arising from this report.

6.0 CONSULTATION

6.1 The Interim Director and other budget holders have been consulted on the projections included in this report and have confirmed that these represent the best projections at this early part of the Financial Year.

7.0 BACKGROUND PAPERS

7.1 None.

Environment & Regeneration Budget Movement - 2022/23**PERIOD 3: 1st April 2022 - 30th June 2022**

Service	Approved Budget		Movements			Revised Budget
	2022/23 £000	Inflation £000	Virement £000	Supplementary Budgets £000	Transferred to EMR £000	2022/23 £000
Regeneration, Planning & Public Protection	6,602		6		(265)	6,343
Property Services	2,124	50	(46)			2,128
Roads & Environmental	12,543	99				12,642
Corporate Director	154					154
Totals	21,424	149	(40)	0	(265)	21,268

Movement Details

£000

External ResourcesInflation

Roads Client - external power	49,140
Roads	50,000
Property	50,000
Vehicle Maintenance - Fuel expenditure	200,000
Vehicle Maintenance - Fuel income	(200,000)
CCTV Contract from AMP	
	<u>149,140</u>

Virements

AMP	(46,000)
CCTV Contract from AMP	6,000
	<u>(40,000)</u>

Supplementary Budgets0109,140

ENVIRONMENT AND REGENERATION COMMITTEEREVENUE BUDGET MONITORING REPORTSUBJECTIVE ANALYSISPERIOD 3: 1st April 2022 - 30th June 2022

Subjective Heading	Approved Budget 2022/23 £000	Revised Budget 2022/23 £000	Projected Out-turn 2022/23 £000	Projected Over/(Under) Spend	Percentage Variance %
Employee Costs	16,945	16,945	16,737	(208)	-1.23%
Property Costs	3,812	3,822	3,800	(22)	-0.58%
Supplies & Services	4,131	4,230	4,861	631	14.92%
Transport & Plant Costs	2,385	2,585	2,817	232	8.98%
Administration Costs	557	557	726	169	30.35%
Payments to Other Bodies	6,586	6,586	6,562	(24)	-0.36%
Other Expenditure	1,827	1,827	1,826	(1)	-0.05%
Income	(14,820)	(15,020)	(15,514)	(494)	3.29%
TOTAL NET EXPENDITURE	21,424	21,533	21,816	283	1.32%
Transfer to Earmarked Reserves *	0	(265)	(265)	0	0.00%
TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES	21,424	21,268	21,551	283	1.33%

ENVIRONMENT AND REGENERATION COMMITTEEREVENUE BUDGET MONITORING REPORTOBJECTIVE ANALYSISPERIOD 3: 1st April 2022 - 30th June 2022

Objective Heading	Approved Budget 2022/23 £000	Revised Budget 2022/23 £000	Projected Out-turn 2022/23 £000	Projected Over/(Under) Spend	Percentage Variance %
Regeneration, Planning & Public Protection	6,602	6,608	6,733	125	1.89%
Property Services	2,124	2,128	2,067	(61)	-2.87%
Roads & Environmental	12,543	12,642	13,009	367	2.90%
Corporate Director	154	154	7	(148)	-95.68%
TOTAL NET EXPENDITURE	21,424	21,533	21,816	283	1.32%
Transfer to Earmarked Reserves *	0	(265)	(265)	0	0.00%
TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES	21,424	21,268	21,551	283	1.33%

ENVIRONMENT AND REGENERATION COMMITTEEREVENUE BUDGET MONITORING REPORTMATERIAL VARIANCESPERIOD 3: 1st April 2022 - 30th June 2022

<u>Out Turn</u> <u>2021/22</u> <u>£000</u>	<u>Budget</u> <u>Heading</u>	<u>Subjective Head</u>	<u>Budget</u> <u>2022/23</u> <u>£000</u>	<u>Proportion</u> <u>of Budget</u> <u>£000</u>	<u>Actual to</u> <u>30-Jun-22</u> <u>£000</u>	<u>Projection</u> <u>2022/23</u> <u>£000</u>	<u>(Under)/Over</u> <u>Budget</u> <u>£000</u>	<u>Percentage</u> <u>Variance</u> <u>%</u>
	REGENERATION, PLANNING & PUBLIC PROTECTION							
905	Planning Overall	Employee Costs	946	215	156	838	(108)	(11.42)%
							(108)	
(422)	Planning sales, fees & charges	Income	(627)	(157)	(98)	(427)	200	(31.90)%
							200	
	PROPERTY SERVICES							
937	BSU	Employee Costs	988	225	200	954	(34)	(3.44)%
754	Technical Services	Employee Costs	913	208	161	798	(115)	(12.60)%
							(149)	
33	Office Accommodation - Water	Property Costs	61	61	6	36	(25)	(40.98)%
							(25)	
114	Technical Services - Agency Costs	Administration Costs	0	0	21	80	80	
							80	
	ROADS & ENVIRONMENTAL							
731	Roads Operations	Employee Costs	729	166	142	700	(29)	(3.98)%
1,425	Env Services - Street Cleaning	Employee Costs	1,480	340	298	1,430	(50)	(3.38)%
882	Env Services - Vehicle Maintenance	Employee Costs	1,010	236	156	951	(59)	(5.84)%
1,474	Env Services - Management	Employee Costs	1,394	317	340	1,453	59	4.23%
							(79)	
41	Roads Parking Electricity	Property Costs	8	2	2	40	32	400.00%
							32	
285	Roads Operations Unit - Subcontractors	Supplies and Services	227	29	30	282	55	24.23%
1,018	Roads Operations Unit - Materials	Supplies and Services	1,005	54	157	1,365	360	35.82%
							415	

ENVIRONMENT AND REGENERATION COMMITTEE**REVENUE BUDGET MONITORING REPORT****MATERIAL VARIANCES****PERIOD 3: 1st April 2022 - 30th June 2022**

<u>Out Turn</u> <u>2021/22</u> <u>£000</u>	<u>Budget</u> <u>Heading</u>	<u>Subjective Head</u>	<u>Budget</u> <u>2022/23</u> <u>£000</u>	<u>Proportion</u> <u>of Budget</u> <u>£000</u>	<u>Actual to</u> <u>30-Jun-22</u> <u>£000</u>	<u>Projection</u> <u>2022/23</u> <u>£000</u>	<u>(Under)/Over</u> <u>Budget</u> <u>£000</u>	<u>Percentage</u> <u>Variance</u> <u>%</u>
272	Roads Operations - External Hires	Transport	286	37	41	395	109	38.11%
63	Roads Operations - Non - Routine	Transport	24	6	17	68	44	183.33%
38	Env Services - Street Cleaning - Non-routine maintenance	Transport	13	3	10	41	28	215.38%
13	Env Services - Cab/MOT - Non-routine maintenance	Transport	45	11	3	13	(32)	(71.11)%
351	Env Services - Overall- Fuel	Transport	286	72	96	327	41	14.34%
							190	
77	Roads Operations - Agency	Administration Costs	0	0	0	30	30	
							30	
454	Env Services - Waste Strategy - DMR	PTOB	463	116	74	498	35	7.56%
119	Env Services - Waste Strategy - Green Waste	PTOB	80	34	33	115	35	43.75%
27	Env Services - Waste Strategy - Food Waste	PTOB	54	14	4	26	(28)	(51.85)%
							42	
(763)	Roads Operations Unit - Recharges at Dayworks	Income	(580)	(74)	(104)	(632)	(52)	8.97%
(2,039)	Roads Operations Unit - Recharges at Schedule of Rates	Income	(2,256)	(287)	(250)	(2,677)	(421)	18.66%
(278)	Roads Parking - Income (PCNS)	Income	(231)	(58)	(26)	(200)	31	(13.42)%
(7)	Roads Parking - Other Income	Income	(2)	0	0	(24)	(22)	1100.00%
(232)	Env Services - Burial Grnds - Interment Income	Income	(262)	(63)	(26)	(227)	35	(13.36)%
(79)	Env Services - Burial Grnds - Sale of Lairs	Income	(111)	(27)	(10)	(78)	33	(29.73)%
(614)	Env Services - Crem - Cremations Income	Income	(743)	(156)	(74)	(596)	147	(19.78)%
(658)	Env Services - Refuse Collection- Trade Income	Income	(649)	(227)	(202)	(589)	60	(9.24)%
(23)	Env Services - Veh Main- Tyre Recharges	Income	0	0	(4)	(22)	(22)	0.00%
(69)	Env Services - RTS- Scrap Metal	Income	(31)	(8)	(15)	(71)	(40)	129.03%
(340)	Env Services - RTS- Tipping charges	Income	(298)	(75)	(54)	(327)	(29)	9.73%
(348)	Env Services - Waste Strategy Green Waste	Income	(370)	(370)	(337)	(348)	22	(5.95)%
							(258)	#DIV/0!
0	CORPORATE DIRECTOR CORPORATE DIRECTOR	Employee Costs	148	34	0	0	(148)	(100.00)%
							(148)	
Total Material Variances							222	

EARMARKED RESERVES POSITION STATEMENT

Appendix 4

COMMITTEE: Environment & Regeneration

<u>Project</u>	<u>Total</u>	<u>Phased Budget</u>	<u>Actual</u>	<u>Projected</u>	<u>Amount to be</u>	<u>Lead Officer Update</u>
	<u>Funding</u>	<u>To Period 3</u>	<u>To Period 3</u>	<u>Spend</u>	<u>Earmarked for</u>	
	<u>2022/23</u>	<u>2022/23</u>	<u>2022/23</u>	<u>2022/23</u>	<u>2023/24</u>	
	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>& Beyond</u>	
					<u>£000</u>	
Renewal of Clune Park Area	2,417	10	10	180	2,237	Expenditure in 2022/23 is over & above the expenditure reported through the Capital Programme. A report elsewhere on the agenda provides Committee with an update on progress.
Youth Employment	180	23	45	180	0	Continuing the graduate and Modern Apprentice programmes
Repopulating/Promoting Inverclyde/ Group Action Plan	257	12	12	257	0	Action plan under review and to be reported to the CMT.
Employability Initiatives	133	39	39	133	0	Continuing with the awards of contracts to local organisations and individuals for employability.
Climate Change	231	0	0	50	181	Future use linked to the Net Zero Action Plan due to go to Committee in October.
Resilience & Insurance Claims - Black Start Equipment	23	0	0	23	0	Contribution to purchase of Generator, Pottery St, tender issued August 2022.
Roadside Trees	31	5	5	31	0	Ongoing programme of works currently suspended due to nesting season, due to recommence and complete by October 2022.
COVID - Jobs Recovery	3,077	98	98	3,077	0	Committed on various posts/projects . Detailed update report on progress is to go to E&R.
Roads Assessments due to parking prohibitions contained in the Transport Scotland Act 2019.	23	0	0	23	0	Planned programme this financial year.
Omicron Business Support Funding - Parking	170	84	84	170	0	Budget utilised to cover suspension of parking charges to 30/09/22.
Project Resource	150	0	0	150	0	Full spend anticipated. Some to be used to support the task force.
Omicron Business Support Funding - Business Support Initiatives	579	0	0	579	0	Allocation approved by the P&R Exec Sub-Committee April, 2022. Report elsewhere on the agenda seeks approval for planned uses.
Employability Grant Funding 21/22 Allocation	1,035	124	124	1,035	0	Carry forward of 21/22 Employability grant funding. Will be spent in full.
Total Category C to E	8,306	395	417	5,888	2,418	

Report To:	Environment & Regeneration Committee	Date:	25 August 2022
Report By:	Interim Director, Environment & Regeneration and Interim Director, Finance & Corporate Governance	Report No:	ENV031/22/SJ
Contact Officer:	Stuart Jamieson	Contact No:	01475 712764
Subject:	Environment & Regeneration Capital Programme 2022/25 - Progress		

1.0 PURPOSE AND SUMMARY

- 1.1 For Decision For Information/Noting
- 1.2 The purpose of the report is to update the Committee in respect of the status of the projects within the 2022/25 Environment & Regeneration Capital Programme.
- 1.3 This report advises the Committee in respect of the progress of the projects within the Environment & Regeneration Capital Programme incorporating Roads and Environmental Services, Regeneration and Planning, Property and City Deal.
- 1.4 The Environment & Regeneration capital budget is £48.401m with total projected spend on budget. The Committee is projecting to spend £16.210m after net slippage of £0.133m (0.81%) being reported. No slippage is reported against the City Deal capital projects. Appendices 1-4 detail the capital programme.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that the Committee notes the current position and the progress on the specific projects of the 2022/25 Capital Programme and City Deal as outlined in the report and appendices.
- 2.2 The Committee is requested to note the agreement of the final account for the Greenock Municipal Buildings District Court Restoration and the allocation of funding from existing model resources (complete on site allocation) to contain the projected over expenditure.

Alan Puckrin
Interim Director Finance & Corporate Governance

Stuart Jamieson
Interim Director Environment & Regeneration

3.0 BACKGROUND AND CONTEXT

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

2022/25 Current Capital Position

3.2 The Environment & Regeneration capital budget is £48.401m. The budget for 2022/23 is £16.343m, with spend to date of £0.695m equating to 4.18% of projected spend. The current projection is £48.401m which means total projected spend is on budget.

3.3 The Committee is projecting to spend £16.638m in 2022/23 with net slippage of £0.133m (0.81%) being reported. This is an increase in slippage of £0.133m (0.81%) from the base position and is mainly due to slippage in the Comet Replacement (£0.428m) partially offset by advancement within the Roads Asset Management Plan (£0.084m), Scheme of Assistance (£0.100m) and minor advancements within Property Services. Appendices 1-3 detail the capital programme.

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

Roads and Environmental Services – Core Programme

3.5 **Cycling, Walking & Safer Streets:** The cycle route improvement works along Mirren Shore are complete. The Cycle Route improvements from the Beacon Centre to Cartsburn roundabout are planned to start in September 2022.

Officers are currently also progressing the design of the following reserve schemes:

- N75 Cycle Route Gourock - Improvements from Gourock Station to Battery Park: Improvements at Cove Road and Tarbet Street;
- N75 Cycle Route Greenock - Cartsburn Roundabout to James Watt Dock: Land searches and purchasing of land to widen the footway;
- N75 Cycle Route Port Glasgow - Kingston Dock to Port Glasgow: Improve signs and lines;
- N75 Cycle Route Various - Improvements to route from Lady Octavia: Lighting and widening of track. Officers are in discussion to secure funding from Sutrans to install street lighting;
- N75 Cycle Route improvements to link to A8 down Sinclair Street;
- Improvements in Kelburn Park and around the underpasses;
- Improvements and widening from Container Way to Cinema.

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

- Greenock Town Centre - Grey Place traffic lights are complete. Cycle Route Improvement works will include improvements to junctions on the route along Eldon Street, new road markings and the replacement of any damaged signs.
- Speed Reduction in Town Centres - Speed surveys have been undertaken and discussions are on-going with Police Scotland to reduce the speed limit to 20mph in Kilmacolm, Port Glasgow, Gourock, Inverkip and Wemyss Bay.
- Quality Bus Corridor - Ongoing programme of works to improve the existing bus shelter infrastructure.

- Port Glasgow Train Station Improvements - Network Rail are in discussion with Inverclyde Council to develop a project to improve access to both platforms at Port Glasgow Train Station including access to Highholm Park and Ride car park. A detailed report will be presented to the October Committee.
- 3.7 **Spaces for People:** Ongoing survey results on the performance of the Greenock cycle track will be reported to this Committee in October for consideration.
- 3.8 **Sustrans:** Lady Octavia to Devol Glen - Installing Street lighting along the path and general path upgrade works.
- 3.9 **Flood Risk Management Plan:** Officers are progressing the following:
- Gotters Water - The design is complete and the project is currently out for re-tender as no bids were received for the first tender.
 - Glen Mosston - All the approvals are in place with construction works to build a reservoir in Glen Moss programmed to commence in September 2022. This work will reduce the flow of water to Kilmacolm Centre during peak periods by attenuating the flow in the reservoir.
- 3.10 **Former St Ninian's School Site:** Topographical survey being undertaken prior to completion of outline design drawings in consultation with local community. Ground surveys have been undertaken. Site investigation being arranged to determine the condition and exact location of the mine shaft.
- 3.11 **Participatory Budget:** 4 carriageway resurfacing schemes and 5 footway resurfacing schemes are programmed to be delivered in 2022 as part of the Participatory Budget allocation as prioritised by public consultation.
- 3.12 **Inverclyde Traffic Study:** Another tender document and scope is being prepared for issue after the previous tender received no returns from Traffic Study Consultants. The proposed one way systems at Kirn Drive Gourock, Caledonia Crescent Gourock and Glen Huntly Terrace Port Glasgow will be considered on completion of the Traffic Study.
- 3.13 **Larkfield Rd / George Rd:** The consultation on the proposed 4 schemes will commence in September 2022.
- 3.14 **Kilmacolm Carpark:** Officers will progress the detailed design of the proposed car parks at the corner of Moss Road and Gilburn Road Kilmacolm and behind the Old Police Station.

Roads and Environmental Services – Roads Asset Management Plan

- 3.15 **Carriageways:** 5 of 20 carriageway resurfacing schemes, which includes 4 from participatory budget schemes, are now complete. 6 of 21 large carriageway patching schemes are also now complete. Inflation implications continue to be monitored and any impact to the programme will be advised to Committee when determined.
- 3.16 **Footways:** 8 of 18 footway resurfacing schemes, which includes 5 from participatory budget schemes, are now complete. 4 of 8 large footway patching schemes are also now complete.
- 3.17 **Structures:** Minor bridge repair works and Principal Inspections are on-going. Engineers will undertake survey and inspection works at Dunrod Road to determine the cause of structural road surface subsidence. This will allow an indicative repair cost to be determined.

- 3.18 **Street Lighting:** Street lighting project design is substantially complete with tender issue for column replacement contract to follow in August 2022.
- 3.19 **Traffic Calming:** The two prioritised sites at Newark Street and Union Street are currently being designed and costed to determine deliverability with available budget. This will then be programmed to be taken forward to the construction phase.

Roads and Environmental Services – Environmental Services

- 3.20 **Cemetery Development:** Works commenced on the Knocknairshill Cemetery Extension project on Monday 8 November 2021 with completion originally programmed for July 2022. The project is progressing towards completion and currently circa 90% complete. As previously reported, the Contractor is behind programme due to adverse weather conditions over the programme to date and projecting completion by end of August/start of September.
- 3.21 **Cremator Replacement:** The contract for specialist cremator manufacturer has been awarded with the receipt of the signed Advance Payment Bond awaited prior to commencing manufacture. The agreement of the bond has been the subject of on-going work through the respective legal and technical teams. The planning and logistics for the delivery of the pre-assembled cremators is progressing in respect of the challenges associated with the weight of crane required to lift over the Crematorium. Alternative delivery methods are currently being explored. The design for the alterations to the building has progressed with Listed Building consent received and Building Warrant awaited. Tenders have been returned for the building alterations and the cost report is in progress, however, it should be noted that the initial indication is that additional funding will be required to progress the project. Pre-contract works to upgrade the incoming electrical supply will progress shortly.
- 3.22 **Vehicle Replacement Programme:** Budget for 2022/23 is £1.1m. Vehicle orders have been placed for the full budget amount to be delivered in this financial year, Supply issues across the fleet sector continue to be an issue and any delays will be reported to this Committee.
- 3.23 **Play Areas:** Work has commenced on the 6 priority play areas with the previously reported programme impacted by supply chain issues. Completion is now projected to be mid November 2022.
- 3.24 **Nature Restoration Fund:** The Works have commenced on the path improvements and naturalised seeding. Additional habitat improvement works for the full spend will be delivered in this financial year.
- 3.25 **Parks, Cemeteries and Open Spaces Asset Management Programme:** A programme of works for the balance of funding will be delivered in the current financial year.
- 3.26 **Birkmyre Park Kilmacolm MUGA Upgrade:** The works are now complete and facility in use.
- 3.27 **Port Glasgow Sculpture:** Paths and footways have been completed with the installation of lighting now planned. Landscaping works have been carried out around the perimeter of the sculpture and will be completed in this financial year.

Regeneration and Planning – Core Regeneration

- 3.28 **Town & Village Centres - West Blackhall Street:** The project is being led by the Roads Service with a full detailed report also being presented at this Committee.
- 3.29 **Town & Village Centres - Jamaica Street Car Park:** The project is complete with the installation of the pay and display machines to follow.

3.30 **Town & Village Centres - Former Babylon Building Demolition:** The works are complete with the exception of a small section of concrete coping which is anticipated to be complete by end of the first week in August.

3.31 **Town and Village Centres / Place Based Funding:** At the March Committee it was agreed to progress with the following projects from the 2021/22 allocation and these works have been instructed, with the exception of Inverkip which requires proposals against the allocation.

- Kilmacolm Village Centre Phase 1 St James Footpath improvements £75,000
- Port Glasgow Princes Street Canopy Improvements £31,000
- Port Glasgow Lamonts mural lighting £6,500
- Port Glasgow Comet Interpretation Boards £10,000
- Greenock Town Centre Signage £80,000
- Gourock Park Lighting pilot £74,000
- Inverkip £25,000
- Town and Village Centre pavement cleaning £57,000

Property – Core Property Assets

3.32 **Greenock Municipal Buildings:** Officers are progressing the following:

- Window Replacement Phase 6: The project addresses windows within the courtyard / air well at the Fire Museum including re-roofing of a small area of slated roof at the Dalrymple Tower which has not formed part of the roofing projects to date. Tenders have been returned and Contractor appointed. Windows are now in manufacture prior to site set up for installation.
- Grand Corridor Offices Ventilation: The works involve the provision of a permanent air handling unit (AHU) serving internal offices with limited natural ventilation. Listed building consent and Building Warrant have now been granted. Tenders were returned in mid-May with the exercise only resulting in a single tender return. Discussions with the tenderer on the method statement for installation of the unit on the roof have not reached a satisfactory conclusion and therefore the contract has not yet been awarded. Discussions are ongoing regarding a safe and competent method of installation, however, it should be noted that a re-tender exercise may be required.
- Greenock Town Hall: The January 2022 report provided background on the scoping of the project to address the last significant roofing project within the campus i.e. the Town Hall element. The project continues to be developed with surveys in progress to inform the process. A cost estimate will be prepared at the appropriate stage to inform the allocation required from the 2022/23 Core Property budget. The consultant Mechanical & Electrical and Structural Engineers have been appointed and an initial meeting with Historic Environment Scotland (HES) has taken place.

3.33 **Greenock Cemetery Complex (Ivy House):** Works are progressing on site with foundations complete and matching sandstone being sourced for repairs to the existing tower. Timber kit frame has been erected with windows installed. Plumbing and electrical work is in progress. The contractor has intimated a delay to the programme related to unforeseen works required to the existing tower chimney and difficult ground conditions with extension of time request submitted and currently being assessed.

3.34 **Waterfront Leisure Complex Lifecycle Works:** The project addresses the replacement of the fire/panic alarm systems and replacement of emergency lighting. The pre-start meeting with Inverclyde Leisure and the Contractor has taken place. Site works will commence 22nd August 2022 to be completed by the end of December.

- 3.35 **Boglestone Community Centre - Re-Roofing:** Works are now complete on site.
- 3.36 **Sea Walls/Retaining Walls:** Provision of £100K was made in the 2020/21 budget to address the progression of surveys and mapping of Council assets in order to establish condition and any current/future capital project works required. The survey and report to assess the condition of the sea defences at the Greenock Waterfront between the Ocean Terminal location and the Beacon Arts Centre has now been completed. Priority work identified from the recommendations of that survey is currently being progressed through a number of small projects utilising the blacksmith term contractor for shore side works and with a small works project being prepared for the marine side element. The scope and location of surveys continue to be assessed by Officers.
- 3.37 **Risk/DDA Works:** Provision of £0.400m was made available in the 2020/21 budget to address areas of risk and future claims against the Council including priority equality works.
- Customhouse Square: Available funding is being prioritised to address improvements to the existing cobbled roads surrounding Customhouse Square. Phase 1 works were completed in December 21. Commencement of Phase 2 was delayed to facilitate the Meliora Festival and commenced on the 21 June.
 - Watt Institute Lift: The project involves provision of a lift within the Watt Institute gallery space to address the lack of an accessible route to the upper exhibition floor. Listed Building Consent has been granted and tenders issued for the design and build of the lift. Building warrant application will be submitted subject to the detailed structural information provided by the successful lift contractor.
- 3.38 **Grounds Service Accommodation:** The project involves proposals to address the poor condition of four small garage/storage buildings across Inverclyde (Gourock Cemetery / Port Glasgow Cemetery / Birkmyre Park Kilmacolm / Parklea). The project is currently on hold with the position to be reviewed in the context of the review of service provision and pending decisions in respect of the forthcoming budget setting process.
- 3.39 **Caladh House Building, John Street, Gourock:** Works to address issues with the en-suite showers throughout the property are now complete.
- 3.40 **Vehicle Maintenance Facility Drying Room Alterations:** The project involves internal alterations to provide more space for changing and storing wet clothes for drying including building services improvements. Tenders have been returned and evaluated with a formal acceptance issued. Works are programmed to commence on 8th August 2022 with completion anticipated mid-September.

Property – Minor Works

- 3.41 **Inverclyde Leisure – Birkmyre Gym AHU:** The project involves the replacement/relocation of the existing life expired air handling unit. The project is currently on hold pending a review of the options for progression relating to concerns over the location of the proposed unit from a local community group raised as part of the initial planning process.

Property – Statutory Duty Works

- 3.42 **DDA/Equality - Greenock Town Hall Stage Lift:** A letter of acceptance has been issued with the lift currently in manufacture. The programme for installation is being co-ordinated in conjunction with Inverclyde Leisure with a view to completion by the end of October 2022.

- 3.43 **DDA/Equality – Port Glasgow Town Hall Lift Replacement:** The project involves the replacement of the existing lift which is nearing end of serviceable life and with components / parts no longer readily available. The works involve structural alterations to address current building standards and larger lift size. The tender for the supply and installation of the lift only has been returned, evaluated and accepted. The successful contractor is supplying the necessary technical information for the building warrant. Manufacture can commence while the building warrant progresses. It was previously indicated that the works may be progressed during October / November, however, the programme will require to be revisited to reflect the current manufacture process period, statutory approval process, and co-ordination with Inverclyde Leisure regarding booked events. The operation of the Vaccine Centre may also require to be considered and potentially relocated to the Greenock Town Hall for the duration of the Port Glasgow Town Hall works.

Asset Management Plan – Depots

- 3.44 **Kirn Drive Depot:** The June Committee noted the position regarding the project to address improvements to the existing Kirn Drive Civic Amenity facility. The existing Kirn Drive Depot building demolition and fuel tank removal has been completed. The tender for the improvements to the Amenity facility has not been progressed pending decisions in respect of the forthcoming budget setting process.
- 3.45 **Pottery Street Depot Resilience Generator:** The project involves the provision of a generator at the Pottery Street depot to enable the depot to be used as an emergency coordination centre for the Council in the event of a black start or other widespread power failure. Tender documents in progress with issue anticipated August 22.

Property – Complete On Site

- 3.46 **Greenock Municipal Buildings District Court Room Restoration:** The Committee has previously been advised that final account negotiations were ongoing and that additional funding would be required to address projected over expenditure. Updates were provided throughout 2019 and early 2020 with the majority of over expenditure in 2020/21. The final account has now been agreed with the Contractor and the final position is summarised in Appendix 5. The final position is being contained within the current funding model and complete on site allowances.

City Deal

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

3.48 **Inverkip:** The project is to construct a signalised junction on the A78 at the easterly junction with Main Street, Inverkip and another signalised junction at Harbourside along with a new signalised roundabout for the Power Station Development. The project is been procured through the SCAPE framework and it is currently at the first stage of budget pricing as a design and build contract. Officers are also in discussion with Scottish Power regarding the funding and contractual arrangements of the project.

3.49 **Inchgreen:** The Final Business Case was approved by the GCR Chief Executives Group. Since then the Joint Venture Company has been formed with Councillors McCabe and Curley joining the Board.

4.0 PROPOSALS

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

5.0 IMPLICATIONS

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

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

5.2 Finance

One off Costs

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

Annually Recurring Costs/ (Savings)

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

5.3 Legal/Risk

N/A

5.4 Human Resources

N/A

5.5 Strategic

N/A

6.0 CONSULTATION

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

7.0 BACKGROUND PAPERS

7.1 None.

COMMITTEE: ENVIRONMENT & REGENERATION

Project Name	1	2	3	4	5	6	7	8
	<u>Est Total Cost</u>	<u>Actual to 31/3/22</u>	<u>Approved Budget 2022/23</u>	<u>Revised Est 2022/23</u>	<u>Actual to 30/06/22</u>	<u>Est 2023/24</u>	<u>Est 2024/25</u>	<u>Future Years</u>
	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>
<u>Roads & Environmental Services</u>								
<u>Roads</u>								
<u>Core Programme</u>								
Cycling, Walking & Safer Streets	493		493	493		0	0	0
SPT	1,275		1,275	1,275	1	0	0	0
Road Safety Improvement Fund	116		116	116				
Flooding Strategy - Future Schemes	1,402	331	295	295		776	0	0
Kirn Drive Passing Places	200	8	15	15		20	157	0
Former St Ninians School Site	195	-	75	75		120	0	0
Roads & Footways (Participatory Budgeting)	250	-	250	250		0	0	0
Feasibility Studies	90	-	90	45		45	0	0
Complete on Site	8	-	8	8		0	0	0
<u>Roads - Core Total</u>	4,029	339	2,617	2,572	1	961	157	0
<u>Roads Asset Management Plan</u>								
Carriageways	6,510		1,578	1,800	185	2,210	2,500	0
Footways	500		320	250	58	250	0	0
Structures	500		136	250	54	250	0	0
Lighting	950		368	300	18	650	0	0
Other Assets	300		203	150	38	150	0	0
Staff Costs	688		318	318	13	370	0	0
<u>Roads Asset Management Plan Total</u>	9,448	0	2,923	3,068	366	3,880	2,500	0
<u>Roads Total</u>	13,477	339	5,540	5,640	367	4,841	2,657	0
<u>Environmental Services</u>								
Cemetery Development	1,600	802	666	666	232	132	0	0
Cremator Replacement	1,650	194	1,161	1,161	9	295	0	0
Zero Waste Fund	220		100	100	5	60	60	0
<u>Vehicles Replacement Programme</u>	3,605		1,015	1,047	1	1,279	1,279	0
Dog Park	20	-	20	20		0	0	0
Murdieston/Thom Dam Area	25	19	6	6		0	0	0
Overton Play Park surrounds	40	11	29	29		0	0	0
Play Area Strategy	514		414	414	34	100	0	0
Play Areas complete on Site	2		2	2		0	0	0
Barr's Brae Steps	40	-	40	40		0	0	0
Nature Restoration Fund	248	-	248	248		0	0	0
Park, Cemeteries & Open Spaces AMP	672		95	47	45	425	200	0
Birkmyre Park Kilmacolm MUGA Upgrade	80	12	63	63	60	5	0	0
<u>Environmental Services</u>	8,716	1,038	3,859	3,843	386	2,296	1,539	0
<u>ROADS & ENVIRONMENT TOTAL</u>	22,193	1,377	9,399	9,483	753	7,137	4,196	0

COMMITTEE: ENVIRONMENT & REGENERATION

Project Name	1	2	3	4	5	6	7	8
	<u>Est Total Cost</u>	<u>Actual to 31/3/22</u>	<u>Approved Budget 2022/23</u>	<u>Revised Est 2022/23</u>	<u>Actual to 30/06/22</u>	<u>Est 2023/24</u>	<u>Est 2024/25</u>	<u>Future Years</u>
	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>
Regeneration and Planning								
<u>Core Regeneration:</u>								
Port Glasgow Town Centre Regeneration	1,960	1,432	528	100		428	0	0
Central Gourock	150	130	20	20		0	0	0
T&VC - West Blackhall Street	3,712	125	487	487		3,100	0	0
T&VC - Jamaica Street Car Park	250	156	94	94		0	0	0
T&VC - Babylon Purchase & Demolition	680	441	114	114	85	125	0	0
T&VC - Other	835	293	342	342		200	0	0
T&VC - Complete on site	39		5	5	3	34		
Comet Replacement	541	-	0	0		541	0	0
Place Based Funding	1,259	-	1,259	1,259		0	0	0
Core Regeneration Total	9,426	2,577	2,849	2,421	88	4,428	0	0
<u>Public Protection:</u>								
Scheme of Assistance	2,469		640	740		996	733	0
Clune Park Regeneration	2,000	724	276	276	34	1,000	0	0
Public Space CCTV	201	186	15	15		0	0	0
Public Protection Total	4,670	910	931	1,031	34	1,996	733	0
Regeneration Services Total	14,096	3,487	3,780	3,452	122	6,424	733	0

COMMITTEE: ENVIRONMENT & REGENERATION

Project Name	1	2	3	4	5	6	7	8
	Est Total Cost	Actual to 31/3/22	Approved Budget 2022/23	Revised Est 2022/23	Actual to 30/06/22	Est 2023/24	Est 2024/25	Future Years
	£000	£000	£000	£000	£000	£000	£000	£000
Property Assets								
<u>Core Property Assets</u>								
General Provision	5,183	-	398	448		2,735	2,000	0
Additional Covid pressure allowance - General	129	-	29	29		100	0	0
Feasibility Studies	270	164	31	31		75	0	0
Greenock Municipal Buildings - Window Replacement	548	273	265	265		10	0	0
Greenock Municipal Buildings - Air Handling	100	14	86	86		0	0	0
Greenock Cemetery _ Ivy House Replacement	500	166	295	295	72	39	0	0
Waterfront Leisure Centre Lifecycle Works	1,318	1,045	253	253		20	0	0
Various Garages/Stores Replacement	120	6	104	104		10	0	0
Vehicle Maintenance Facility Drying Room Alterations	115	-	95	110		5	0	0
Sea Walls/Retaining Walls	100	30	60	60	2	10	0	0
Customhouse Square - Risk/DDA Works	300	136	99	99		65	0	0
Watt Institute - Risk/DDA Works	175	64	106	106		5	0	0
Net Zero	350	-	50	50		300	0	0
New Ways of Working	200	-	0	0		200	0	0
<u>Minor Works</u>								
Farms	30		25	25		5	0	0
Minor Demolitions	20		20	20		0	0	0
Inverclyde Leisure Properties	173		73	73	40	100	0	0
General Works	211		111	111	28	100	0	0
Design & Pre-Contract	26		26	26	4	0	0	0
Reservoirs	50		50	50		0	0	0
<u>Statutory Duty Works</u>								
Electrical	30		30	30	1	0	0	0
Lightning Protection	10		10	10		0	0	0
Lifts	12		12	12		0	0	0
Water	30		30	30	1	0	0	0
Gas	11		11	11		0	0	0
Asbestos	50		50	50	1	0	0	0
Fire Risk	51		51	51	1	0	0	0
DDA/Equality	175		100	100		75	0	0
<u>Former Asset Management Plan</u>								
Depot Demolitions - Balance	56	-	5	5		51	0	0
Kirn Drive Civic Amenity Site / Craigmuschat Recycling Facility	407	132	146	192	38	83	0	0
Pottery Street Depot Resilience Generator	77	-	72	72		5	0	0
AMP Complete on site	84	-	41	41		43	0	0
Capital Works on Former Tied Houses	600	240	3	3	13	150	60	147
Complete on Site Allocation	601		427	427	5	174	0	0
Core Property Assets Total	12,112	2,270	3,164	3,275	206	4,360	2,060	147
Property Assets Total	12,112	2,270	3,164	3,275	206	4,360	2,060	147

COMMITTEE: ENVIRONMENT & REGENERATION

Project Name	1	2	3	4	5	6	7	8
	Est Total Cost	Actual to 31/3/22	Approved Budget 2022/23	Revised Est 2022/23	Actual to 30/06/22	Est 2023/24	Est 2024/25	Future Years
	£000	£000	£000	£000	£000	£000	£000	£000
City Deal								
Greenock Ocean Terminal	9,693	6,966	2,624	2,624		103	0	0
Greenock Ocran Terminal - Wylie Funded	1,700	500	1,200	1,200		0	0	0
Greenock Ocean Terminal - Total	11,393	7,466	3,824	3,824	1,713	103	0	0
Inverkip	3,250	18	232	232		3,000	0	0
Inchgreen	9,427	87	5,842	5,842	272	3,498	0	0
City Deal Total	24,070	7,571	9,898	9,898	1,985	6,601	0	0

RESTORATION OF FORMER DISTRICT COURT, GREENOCK MUNICIPAL BUILDINGS

Appendix 5

TECHNICAL PROGRESS REPORT: AUGUST 2022

Project No 13/095a

ITEMS REQUIRING SPECIFIC APPROVAL IN TERMS OF THE COUNCIL'S FINANCIAL REGULATIONS

VARIATIONS IN THE CONTRACT RESULTING IN THE APPROVED COST BEING EXCEEDED

1. Architect's Instructions & Re-measured Works

Complete replacement of roofs over Catering Store and Magistrate's Corridor due to rot, including rot treatment and replacing slate and lead roof coverings	£27,902
Supply and fix remedial wall ties to tie existing external brick facing on north and south elevations back to internal solid brickwork	£17,307
Replacement of all existing aluminium ogee gutters with cast iron and lead roof vents to be fitted in lieu of plastic vents at the request of Historic Environment Scotland	£41,188
Replacement of existing defective sandstone lintels on north elevation including all scaffolding and temporary works	£38,157
Supply and fit bird netting over area above kitchen roof including scaffolding	£8,750
Remove friable stone from town hall roof include hire of access platform	£3,822

2. Extension of Time

Agreed costs for 25 week extension of time on the project	£50,000
-----------------------------------------------------------	---------

Total increase in project works

£187,126

Original Approved Budget	£465,000
Final Project Cost	£652,126
Percentage Increase	40.25%

Report To:	Environment & Regeneration	Date:	25 August 2022
Report By:	Interim Director, Environment & Regeneration	Report No:	E+R/22/08/02/SJ/JH
Contact Officer:	Jennifer Horn	Contact No:	01475 715573
Subject:	UK Government Shared Prosperity Fund: Inverclyde Proposals and Glasgow City Region Investment Plan		

1.0 PURPOSE AND SUMMARY

1.1 For Decision For Information/Noting

1.2 This report is to provide an update to Committee on Inverclyde Council and Glasgow City Region's progress with the UK Government's Shared Prosperity Fund (SPF). The report also seeks approval for the project proposals for Inverclyde and for Glasgow City Region to submit the Investment Plan based on these proposals.

1.3 Following engagement on a metropolitan region basis, the Regeneration Service has worked with internal and external stakeholders to make recommendation for inclusion proposals to progress within the investment plan, projects for core SPF and for Multiply, which along with admin costs, allocates the full SPF budget of £3,563,931.

1.4 The Regeneration Service has worked with the Glasgow City Region to prepare the investment plan, required to access our allocated funding, which reflects the investment themes and project proposals within this report. Following the extension of original SPF deadline, the Glasgow City Region will submit the Regional Investment Plan by the 1st of September.

2.0 RECOMMENDATIONS

2.1 That the Environment & Regeneration Committee delegate to the Interim Director, Environment & Regeneration the final preparation of the Investment Plan and submission of the Investment Plan to the UK Government.

Stuart W Jamieson
Interim Director, Environment & Regeneration

3.0 BACKGROUND AND CONTEXT

- 3.1 The UK Shared Prosperity Fund is a £2.6bn fund for local investment, with all areas of the UK receiving an allocation of funding. This fund is a central pillar to the UK Government's Levelling Up agenda and will replace European Structural Funds which will operate until December 2023. Inverclyde has benefitted from a range of European Structural Fund programmes which have focussed on people and place.
- 3.2 The UKSPF will support the UK government's wider commitment to level up all parts of the UK b delivery on each of the levelling up objectives of :-
- Boost productivity, pay, jobs and living standards by growing the private sector, especially in those places where they are lagging
 - Spread opportunities and improve public services, especially in those places where they are weakest
 - Restore a sense of community, local pride and belonging, especially in those places where they have been lost
 - Empower local leaders and communities, especially in those places lacking local agency.
- 3.3 As Inverclyde is part of the Glasgow City Region, the Glasgow City Region will be the lead strategic geography. Our allocation will be paid to us via the City Region.
- 3.4 Inverclyde Council is the local lead authority and our investment plan aims to allocate funding across the 3 themes set out by the UK Government.
- 3.5 At the June Environment and Regeneration Committee it was reported that Inverclyde has a total allocation of £3,563,961 (Core SPF £2,948,498 and Multiply £615,463) and that Inverclyde Council would work with the Glasgow City Region to prepare a region Shared Prosperity Investment Plan. It is important for Members to recognise that there is no flexibility to vire money between financial years or between the Core programme allocation and Multiply. It is also important to note that the guidance from the initial prospectus has developed through engagement with UK Government officials and our participation within the metropolitan city region, and that the multiply funds are to be developed for numeracy only skills.
- 3.6 In order to access the allocated funding lead authorities must complete an investment plan setting out how they intend to use and delivery the funding. As previously agreed, and as preferred by the UK Government, Inverclyde Council has worked with the Glasgow City Region to prepare Shared Prosperity Investment Plan. The investment plan is a high level plan outlining the strategic priorities of the Glasgow City Region, incorporating the priorities of Inverclyde Council.
- 3.7 Officers from the Regeneration Service have worked extensively with colleagues across the metropolitan city region to develop proposals which have "common" elements within each Member Authorities proposals within the City wide investment plan.
- 3.8 The Regeneration Service held a series of workshops with both internal and external partners, including our MP and MSP, across the 8th and 10th of June 2022.
- 3.9 The Regeneration Service carried out a call for project ideas with internal and external stakeholders.
- 3.10 The Investment Plan sets out indicative interventions based on the information thematic areas of SPF, the strategic needs of Inverclyde and the proposals put forward through the call for projects.

4.0 PROPOSALS

4.1 The UKSPF Prospectus outlines three thematic priorities and the adult numeracy intervention MULTIPLY. To address these priorities the GCR UKSPF Investment Plan is using the established framework of the Regional Economic Strategy (RES) grand challenges of: creating an inclusive economy, enhancing productivity and addressing the climate emergency.

4.2 Inverclyde's proposals reflect the RES grand challenges and the strategic needs identified in the Local Outcome Improvement Plan such as; working with the community to achieve the best for the community, realising opportunities to boost the local economy by growing the business base and tackle inequalities by improving employment opportunities by boosting skills and reduce barriers to employment and increase opportunities for residents to achieve well paid jobs.

4.3 Inverclyde Council has been developing activity under these priorities and a summary is noted below:

Communities and Place

- Town Centre Action Plans which provide a health check of the viability, vitality and vibrancy of the town centres and funding to make improvements.
- Improvements to the environment of public parks e.g lighting, public realm work.
- Improvements of community facilities and community growing initiatives which will promote wellbeing and foster sense of pride and belonging.

Local Business

- Expert and grant support to businesses on themes such as net zero, business growth, networking, new starts and business skills
- Growing the social economy through support for social enterprise start-ups and support existing social enterprises to grow capacity and resilience.

People and Skills

- A range of employability proposals such as key worker support and barrier removal to support those who are economically inactive into employment.
- Supporting young people into employment through volunteering opportunities and support for those with additional support needs transitioning from secondary school education into positive destinations.
- Programme of skills pathways to equip people with skills required for growth industries.

Multiply

- Numeracy courses and training to support adults improve numeracy skills for work, everyday numeracy skills of money management, cooking and supporting children.
- Supporting care leavers and prison leavers through bespoke programmes which increase confidence in numeracy.

4.4 Following the development work undertaken, the table below provides an indication of the Inverclyde UKSPF budget, split by thematic priority:

Thematic Priority	Percentage split across Inverclyde
Communities & Place	29%
Supporting Local Business	22%
People and Skills	50%

4.5 The table below provides an indicative summary of some of the main outputs from the UKG investment in the Inverclyde via UKSPF:

Communities & Place	Output
Amount of rehabilitated land	200 m2
Amount of public realm created or improved	200 m2
Number of neighbourhood improvements undertaken	3
Number of facilities supported/created	4
Number of people attending training sessions	35
Number of low or zero carbon energy infrastructure installed	50
Supporting Local Business	
Number of business receiving grants	48
Number of businesses receiving expert business advice	80
Number of social economy, co-operatives and social enterprises receiving support	28
Number of people attending training sessions	200
People & Skills	
Employment support for economically inactive people	102
Support for education and skills targeting vulnerable young people	60
Number of people supported to engage in life skills	250
Number of volunteering opportunities supported	90
Number of people supported to participate in education	75

Investment Plan

- 4.6 It was previously reported that the Investment Plan was due to be submitted by the 1 August 2022 but the Glasgow City Region had sought and extension to this timescale to accommodate the committee cycles and approval processes of the member authorities. The UK Government confirmed the extension allowing submissions up to the 1 September 2022.
- 4.7 The Glasgow City Region has consulted with stakeholders through the regions portfolio groups which include many regional and national organisations e.g. Employability Portfolio – DWP, Skills – higher and further education, Enterprise – Scottish Enterprise.
- 4.8 As well as engaging with the portfolio groups the Glasgow City Region has engaged with MPs and MSPs for the region.
- 4.9 Inverclyde Council has also engaged with local stakeholders through information sessions, call for projects and the Local Employability Partnership. We have also engaged with our MP and MSP.
- 4.10 The Glasgow City Region will present a paper for sign off of the Investment Plan, which will include the proposals above, to the Glasgow City Region Cabinet on the 30 Aug 2022 and following approval will submit to the UK Government by the 1 September 2022. Inverclyde have contributed to the regional investment plan with local information which supports our proposals.
- 4.11 The UK Government has indicated that the decision on the submission will be made by autumn but no date has been given yet. The payment of the first year's allocation will be made following sign off of the plan, and then each subsequent year's funding will be paid at the start of the financial year.

5.0 IMPLICATIONS

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

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

5.2 Finance

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
Regeneration	Shared Prosperity Fund	22/23 to 24/25	££3,563,931		Year 1 allocation will be awarded once the investment plan is signed off. Year 2 and year 3 allocation will be awarded at the start of the financial year.

Annually Recurring Costs/ (Savings)

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

5.3 Legal/Risk

The Regeneration Service will work with Legal to create grant agreements for partners who are leading projects.

5.4 Human Resources

Funding has been allocated for administration of the fund which the Regeneration Service intends to use by allocating against 1.3 FTE.

5.5 Strategic

The investment plan and proposals reflect the aims and objectives of the LOIP.

5.6 Equalities and Fairer Scotland Duty

(a) Equalities

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

	YES – Assessed as relevant and an EqIA is required.
X	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, assessed as not relevant and no EqIA is required. Provide any other relevant reasons why an EqIA is not necessary/screening statement.

(b) Fairer Scotland Duty

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

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

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

5.7 Children and Young People

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

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

5.8 Environmental/Sustainability

Has a Strategic Environmental Assessment been carried out?

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

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

5.9 Data Protection

Has a Data Protection Impact Assessment been carried out?

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

X

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

6.0 CONSULTATION

6.1 None.

7.0 BACKGROUND PAPERS

7.1 None.

Report To:	Environment & Regeneration Committee	Date:	25 August 2022
Report By:	Interim Corporate Director Environment & Regeneration	Report No:	E+R/22/08/01/SJ/LM
Contact Officer:	Stuart Jamieson	Contact No:	01475 712402
Subject:	Port Glasgow Lower Quarter		

1.0 PURPOSE AND SUMMARY

- 1.1 For Decision For Information/Noting
- 1.2 The purpose of this report is to provide members with an update on the Port Glasgow Lower Quarter and to agree to utilising funds for project development in order that a project can be prepared in consideration for external funding bids.
- 1.3 The Council has made significant commitments to regeneration projects in Port Glasgow Town Centre over a number of years. The Members Budget Working Group considered a report in January of this year which identified that due to the unrealistic expectations of property values, punitive access requirements and increased costs that it was unlikely that the Council would be able to acquire shop premises and would be unable to meet their aspirations of the creation of public open space behind the Port Glasgow Town Hall within the available budget within the Port Glasgow Lower Quarter project.
- 1.4 Despite the significant pressures on the Council budget, it is felt appropriate that funds (up to £20,000) be allocated from the existing unallocated budget. The allocation would be used for the development of more comprehensive Lower Port Glasgow Quarter project including a potential replacement for the Port Glasgow Town Hall, housing and urban setting, in order that a shovel ready project is made available in the event of external funds becoming announced e.g. Levelling Up Fund Round 3.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that the Committee agree to the use of up to £20,000 from the existing unallocated budget to develop a Port Glasgow Lower Quarter Funding bid for consideration with external funding sources.

Stuart Jamieson
Interim Director
Environment and Regeneration

3.0 BACKGROUND AND CONTEXT

- 3.1 Through the Port Glasgow Charrette process the vision of the lower quarter, an area bounded by Shore Street, Church Street, Princes Street and King Street to realise the creation of public open space behind the Port Glasgow Town Hall was formed. Initial phases included the A8 Spur Road and the public open space in front of the Town Hall, both of which have been completed.
- 3.2 The project sought to acquire five shop units with a view to demolishing them and turning the vacant space into a civic square.
- 3.3 Following the initial acquisition of two of the five shop units the project stalled due to unrealistic monetary aspirations of the existing shop owners along with punitive access requirements of the remaining neighbouring owners. It is considered unlikely that the acquisition of these properties will move forward within the next 2 years.
- 3.4 As well as increased costs for the public open space, acquisition costs and costs of delivery the allocated budget was considered insufficient and in today's terms likely to be approximately £1 million short.
- 3.5 Following the decision to pause this project it is felt appropriate to consider a wider town centre regeneration project with similar ambition to the Levelling Up Fund 2 bid identified in Greenock. In order to promote such a project it will be necessary for to engage external support.
- 3.6 Any proposal would consider a potential replacement to the Port Glasgow Town Hall as part of wider considerations, possibly including housing, to ensure that Port Glasgow Town Centre remains viable and sustainable.

4.0 PROPOSALS

- 4.1 It is proposed that up to £20,000 be used engage external support to develop a shovel ready project for Port Glasgow Town Centre in order that in the event of a Levelling Up Fund type funding round being available the Council is well placed to submit such a bid.

5.0 IMPLICATIONS

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

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

5.2 Finance

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
E+R	PG LQ	2022/23	£20		

Annually Recurring Costs/ (Savings)

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

5.3 Legal/Risk

None.

5.4 Human Resources

None.

5.5 Strategic

The project support the strategic aims of the Council in the regeneration of Port Glasgow Town Centre.

5.6 Equalities and Fairer Scotland Duty

(a) Equalities

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

	YES – Assessed as relevant and an EqIA is required.
X	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, assessed as not relevant and no EqIA is required

(b) Fairer Scotland Duty

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

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

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

5.7 Children and Young People

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

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

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

Has a Strategic Environmental Assessment been carried out?

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

5.9 Data Protection

Has a Data Protection Impact Assessment been carried out?

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

6.0 CONSULTATION

6.1 None.

7.0 BACKGROUND PAPERS

7.1 None.

Report To:	Environment & Regeneration Committee	Date:	25 August 2022
Report By:	Interim Corporate Director Environment & Regeneration	Report No:	E+R/22/08/03/SJ/LM
Contact Officer:	Stuart Jamieson	Contact No:	01475 712402
Subject:	Place Based Funding		

1.0 PURPOSE AND SUMMARY

1.1 For Decision For Information/Noting

1.2 The purpose of this report is to provide members with proposals for the use of funding allocated by the Scottish Government as part of the Place Based Funding.

1.3 Place based funding, previously identified as Town and Village Centre Funding has been available to local authorities for a number of years. The allocation available to the Council in the current financial year is £584,000.

1.4 Officers have considered a number of potential project and these are set out Para 4.1.b

2.0 RECOMMENDATIONS

2.1 It is recommended that the Committee agree to the use of the Place Based funding in line with the interventions set out in Para 4.1.

Stuart Jamieson
Interim Director
Environment and Regeneration

3.0 BACKGROUND AND CONTEXT

- 3.1 The Scottish Government has allocated funds, over a number of years to support town and village centres for a number of years. This funding initially manifested itself within Town and Village Centre Funding and more recently Place Based funding. Funding allocations were made for the 2021/22 budget in March of this year.
- 3.2 The allocation made in the current financial year amounts to £584,000.
- 3.3 Officers have reviewed the interventions made in recent years and propose to use this year's funding as highlighted in Para 4.1.

4.0 PROPOSALS

- 4.1 It is proposed that the £584,000 be deployed as follows:-

Kilmacolm Village Centre Phase 2 St James Footpath improvements £100,000.
 Port Glasgow Town Centre Property Improvement Scheme £85,000.
 Port Glasgow Town Centre Regeneration Forum £40,000.
 Greenock Well Park lighting pilot £88,000.
 Greenock Town Centre Regeneration Forum £40,000.
 Gourock Town Centre Pressure Washing £35,000.
 Gourock Town Centre signage £40,000.
 Gourock Town Centre Regeneration Forum £40,000.
 Coastal Footpath Improvements £116,000.

5.0 IMPLICATIONS

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

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

5.2 Finance

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
E+R	Omicron	2022/23	£579		

Annually Recurring Costs/ (Savings)

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

It is not anticipated that there will be any legal risks associated with the project.

5.4 Human Resources

None.

5.5 Strategic

The project supports the strategic aims of the Council in the regeneration of Town and Village Centre.

5.6 Equalities and Fairer Scotland Duty

(a) Equalities

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

	YES – Assessed as relevant and an EqIA is required.
X	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, assessed as not relevant and no EqIA is required

(b) Fairer Scotland Duty

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

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

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

5.7 Children and Young People

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

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

5.8 Environmental/Sustainability

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

Has a Strategic Environmental Assessment been carried out?

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

5.9 Data Protection

Has a Data Protection Impact Assessment been carried out?

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

6.0 CONSULTATION

6.1 None.

7.0 BACKGROUND PAPERS

7.1 None.

Report To:	Environment & Regeneration Committee	Date:	25 August 2022
Report By:	Interim Corporate Director Environment & Regeneration	Report No:	E+R/22/08/09/SJ/LM
Contact Officer:	Stuart Jamieson	Contact No:	01475 712402
Subject:	Omicron Business Support Intervention		

1.0 PURPOSE AND SUMMARY

- 1.1 For Decision For Information/Noting
- 1.2 The purpose of this report is to provide members with proposals for the use of funding allocated to business support following the prevalence of the COVID-19 Omicron Variant.
- 1.3 Members supported the allocation of an additional £579,000 in funding to support local businesses and whilst at the time of allocation notional themes were identified, Committee has not had the benefit of approving detailed proposals.
- 1.4 Officers have reviewed the support mechanisms to local businesses and have set out proposal in Para 4.1

2.0 RECOMMENDATIONS

- 2.1 It is recommended that the Committee agree to the use of the Omicron Business Support earmarked reserve in line with the interventions set out in Para 4.1.

Stuart Jamieson
Interim Director
Environment and Regeneration

3.0 BACKGROUND AND CONTEXT

- 3.1 As part of the Councils response to the COVID pandemic an allocation of £579,000 was allocated to business support on the advent of the omicron variant.
- 3.2 Whilst a number of potential interventions were promoted the Committee has never had the opportunity to agree to detailed officer proposals.
- 3.3 Following the appointment of a number of staff in the business development section, including the Team Leader for Business Development, officers have reviewed the interventions available to local businesses both from a core budget perspective as well as from special interventions – this review has also sought the views of a number of local businesses.

4.0 PROPOSALS

- 4.1 It is proposed that the £579,000 omicron earmarked reserve be deployed as follows:-

1. Help businesses either launch or improve their digital presence

Offering 1-2-1 support to help companies with elements such as:

- Setting up a website
- Setting up other social media platforms eg Facebook, Instagram, Tik Tok
- Training staff

100 businesses @ 4 days each @ £500 = £200,000
Promotion £2,000
TOTAL: £202,000

2. Development of strategies to grow

Work with businesses to identify new opportunities to:

- Find new customers
- Diversify to find new markets
- Develop new products

30 businesses @ 5 days each @ £500 = £75,000
Promotion £2,000
TOTAL: £77,000

3. Increase the marketing grant from £500
Also expand the range of eligible expenditure.

Estimate: £30,000

4. Self-employment as a career option

Run various events followed by workshops and 1-2-1 mentoring sessions to encourage various groups eg women returners, recently redundant, school / college / university leavers to consider self-employment

6 events @ £1,500 = £9,000
3 lots of 4 workshops @ £2,000 = £6,000
1-2-1 mentoring sessions for 30 clients @ 2 days @ £500 = £30,000

Promotion £1,500
 Start up grants 10@£10,000
 TOTAL: £146,500

- 5. Supplier Development Programme
 Run various “Meet the buyer” events in conjunction with IC’s Procurement Team and the Supplier Development Programme to increase awareness of the opportunities with in Inverclyde Council for local businesses. SDP offers training on how to register with Public Contract Scotland and bid for contracts.

4 events @ £1,500 = £6,000
 Promotion £1,500
 TOTAL: £7,500

- 6. Suppliers to the largest businesses in Inverclyde
 Similar to (4), work with the biggest businesses in the area to highlight their supplier requirements to local smaller businesses.

5 events @ £1,500 = £7,500
 Promotion £1,500
 TOTAL: £9,000

- 7. Focus on some sector specific programmes eg retail, hospitality, food and drink, tourism to address particular issues they’re facing and provide 1-2-1 advice from experts in the particular field.

3 sectors @ £15,000 = £45,000
 Promotion: £2,000
 TOTAL: £47,000

- 8. Export support
 Work with other agencies eg Inverclyde Chamber of Commerce and Scottish Development International to support businesses who would like to either launch or expand their exporting activities.

Estimate: £50,000 – comprising mainly grant support to the businesses.

- 9. Cruise ships
 Put together a programme that would raise awareness of what shops etc are available locally, both to crew staff and holidaymakers.

Estimate: £10,000

5.0 IMPLICATIONS

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

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

5.2 Finance

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
E+R	Omicron	2022/23	£579		

Annually Recurring Costs/ (Savings)

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

5.3 Legal/Risk

None

5.4 Human Resources

None

5.5 Strategic

The project support the strategic aims of the Council in the regeneration of Port Glasgow Town Centre.

5.6 Equalities and Fairer Scotland Duty

(a) Equalities

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

<input type="checkbox"/>	YES – Assessed as relevant and an EqIA is required.
<input checked="" type="checkbox"/>	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, assessed as not relevant and no EqIA is required

(b) Fairer Scotland Duty

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

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

<input type="checkbox"/>	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
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X	NO – Assessed as not relevant under the Fairer Scotland Duty.
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5.7 Children and Young People

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

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

5.8 Environmental/Sustainability

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

Has a Strategic Environmental Assessment been carried out?

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

5.9 Data Protection

Has a Data Protection Impact Assessment been carried out?

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

6.0 CONSULTATION

6.1 None.

7.0 BACKGROUND PAPERS

7.1 None.

Report To:	Environment & Regeneration Committee	Date:	25 August 2022
Report By:	Interim Director, Environment & Regeneration	Report No:	ENV030/22/MM
Contact Officer:	Martin McNab	Contact No:	01475 714246
Subject:	Food Service Plan		

1.0 PURPOSE AND SUMMARY

- 1.1 For Decision For Information/Noting
- 1.2 The Food Law Code of Practice requires Local Authorities to complete an annual Service Plan detailing the interventions programme for the coming year. They should ensure such a programme is adequately resourced and the overall plan is subject to approval timeously at the appropriate governance level within the Local Authority. The plan is attached at Appendix 1.
- 1.3 In normal circumstances this plan would be approved at Head of Service level as it tends to be a fairly simple progression from the previous year's plan. Over the course of the Covid Pandemic however normal food law enforcement was suspended, resuming in October 2021 albeit with a further hiatus caused by the Omicron variant. This plan therefore details an important stage in the recovery process.

2.0 RECOMMENDATIONS

- 2.1 That the Committee approves the Food Service Plan.

Stuart Jamieson
Interim Director, Environment & Regeneration

3.0 BACKGROUND AND CONTEXT

- 3.1 The Food Service Plan is an explicit requirement of the Food Law Code of Practice which local authorities are audited against by Food Standards Scotland (FSS), the competent body for food law in Scotland. In normal years the plan outlines the inspection programme and the resources available to complete it to satisfy FSS that there are sufficient resources available for local authorities to fulfil their obligations under the Code of Practice.
- 3.2 The Service Plan is generally approved by the Head of Service however as this year's plan details an important stage in the recovery process from Covid 19 it seemed appropriate to bring it to Committee for approval. The recovery process began in October 2021 with the highest risk outstanding inspections being targeted first. There remain significant numbers of inspections of medium risk to be worked through in 2022-23 however and experience across Scotland has been that there has been a significant slippage in standards in certain sectors since the onset of Covid. This has been taken into account in the planning for this year's programme.

4.0 PROPOSALS

- 4.1 That Committee approves the 2022-23 Service Plan.

5.0 IMPLICATIONS

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

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

5.2 Finance

One off Costs

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

Annually Recurring Costs/ (Savings)

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

5.3 Legal/Risk

None.

5.4 Human Resources

None.

5.5 Strategic

None.

5.6 Equalities and Fairer Scotland Duty

None.

(a) Equalities

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

	YES – Assessed as relevant and an EqIA is required.
X	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, assessed as not relevant and no EqIA is required

(b) Fairer Scotland Duty

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

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

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

5.7 Children and Young People

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

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

5.8 Environmental/Sustainability

Has a Strategic Environmental Assessment been carried out?

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

Has a Data Protection Impact Assessment been carried out?

	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
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X	NO – Assessed as not relevant as this report does not involve data processing which may result in a high risk to the rights and freedoms of individuals.
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6.0 CONSULTATION

6.1 None.

7.0 BACKGROUND PAPERS

7.1 None.

Inverclyde Council Official Food Controls Service Plan 22/23

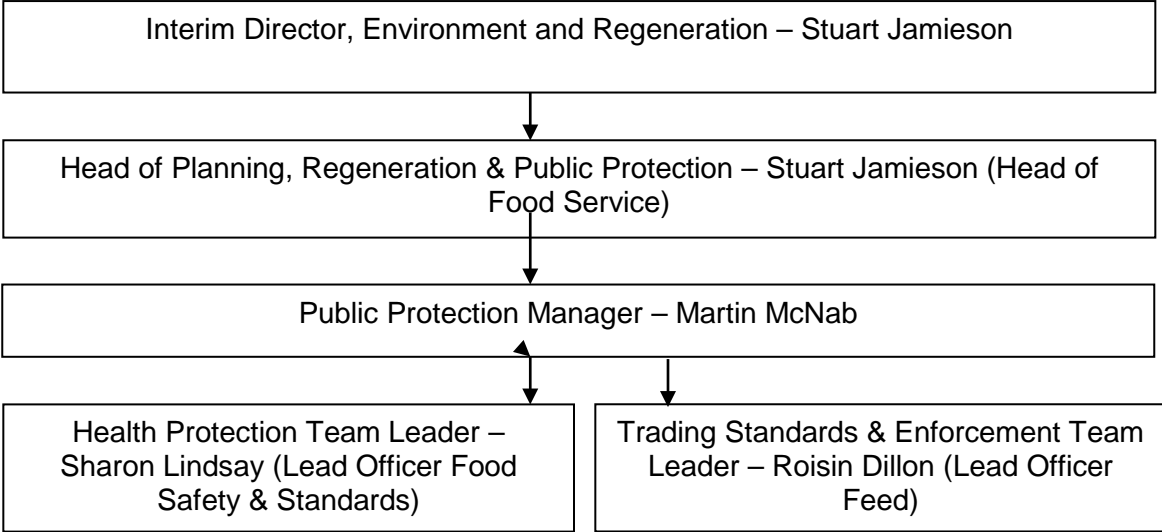
1. Service Aims and Objectives

<p>1.1 Aims and Objectives</p>	<p>The aims of the Inverclyde Council's Planning, Regeneration and Public Protection Service in relation to Food Control are</p> <ul style="list-style-type: none">• To complete the planned inspection programme for 2022/23 – this is a revised programme owing to the COVID pandemic which caused the suspension of the regular programme in March 2020. The programme runs for 12 months until March 2023. The revised programme has been created with reference to the Scottish Food Enforcement Liaison Committee (SFELC) Recovery Process Guidance. Further information on the programme is included in Appendix 1• To work with local businesses in as open and transparent a manner as possible in order to help them where necessary, improve the safety of food and level of compliance with relevant legislation in line with the service's Food Law Enforcement Policy. All enforcement will be in line with the principles of better regulation.• To respond efficiently to complaints about food quality, food premises, food labelling or food composition, originating from premises or purchases made within Inverclyde.• To play a full role in the West of Scotland Food Liaison Group and to co-operate in full with SFELC, Food Standards Scotland and The Society of Chief Officers of Environmental Health (SoCOEH) to improve consistency and best practice in the role of food enforcement among Scottish local authorities.• To continue to provide advice and guidance on all food law matters to the businesses of Inverclyde.
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<p>1.2 Links to corporate objectives and plans</p>	<p>In carrying out the above effectively the service will contribute to the following wellbeing outcomes for Inverclyde's Citizens from Inverclyde Council's Corporate Plan 2018-2023:</p> <p>Safe Protected from abuse, neglect or harm and supported when at risk. Enabled to understand and take responsibility for actions and choices. Having access to a safe environment to live and learn in.</p> <p>Healthy Achieve high standards of physical and mental health and equality of access to suitable health care and protection, while being supported and encouraged to make healthy and safe choices.</p> <p>The work of the service also contributes to the delivery of the following Inverclyde Council Corporate Plan organisational priorities.</p> <ul style="list-style-type: none"> • To safeguard, support and meet the needs of our most vulnerable families and residents • To improve the health and wellbeing of our residents so that people live well for longer • To deliver services that are responsive to community needs and underpinned by a culture of innovation, continuous improvement and effective management of resources
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2. Background

<p>2.1 Profile of the Local Authority</p>	<p>Inverclyde covers an area of 61 square miles stretching along the south bank of the estuary of the River Clyde. Inverclyde is one of the smaller local authorities in Scotland. The main towns of Greenock, Port Glasgow and Gourock sit on the Firth of Clyde. The towns provide a marked contrast to the coastal settlements of Inverkip and Wemyss Bay, which lie to the south west of the area, and the villages of Kilmacolm and Quarrier's Village which are located further inland.</p> <p>The Council recognises that there are a number of challenges for the area, including population decline. According to the NRS Mid-2021 population estimates, Inverclyde's estimated population was 76,700 as at 30th June 2021, which is 1.4% of the total population of Scotland. Inverclyde has had the largest population decline of all Scottish council areas over the period 2001/21. Fewer births than deaths is the major driver of population decline locally, however a more positive picture is emerging with regard to migration with the number of people moving into the area estimated to be higher than</p>
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	<p>the number moving out between mid-2016 to mid-2017, mid-2018 to mid-2019 and most recently mid 2020-mid 2021. The age profile of Inverclyde's population is similar to that of Scotland, with an ageing population that is predicted to grow, particularly in the over 75 age group.</p> <p>Similar to many areas in Scotland, particularly where there has been a decline in traditional industries, Inverclyde suffers from areas of deprivation and inequality. In the 2020 Scottish Index of Multiple Deprivation 21 (18.4%) of Inverclyde's 114 data zones were in the 5% most deprived data zones in Scotland; this was almost double the level in 2016 when 11 data zones were in the 5% most deprived. Of the seven SIMD domains in SIMD 2020, levels of multiple deprivation in relation to Income, Employment and Health are all particularly high.</p>
<p>2.2 Organisational Structure</p>	<p>The food service falls within the Health Protection Team in the following directorate structure:</p>  <pre> graph TD A["Interim Director, Environment and Regeneration – Stuart Jamieson"] --> B["Head of Planning, Regeneration & Public Protection – Stuart Jamieson (Head of Food Service)"] B --> C["Public Protection Manager – Martin McNab"] C --> D["Health Protection Team Leader – Sharon Lindsay (Lead Officer Food Safety & Standards)"] C --> E["Trading Standards & Enforcement Team Leader – Roisin Dillon (Lead Officer Feed)"] </pre> <p>Planning, Regeneration & Public Protection is part of the Environment, Regeneration and Resources Directorate reporting to the Environment and Regeneration Committee.</p>
<p>2.3 Scope of the Feed and Food Service</p>	<p>The Health Protection Team within Public Protection is responsible for delivering all aspects of Food Safety and Standards enforcement within Inverclyde. The team also has responsibility for Health and Safety at Work, Port Health, Infectious Disease Control, Private Water Supplies, Noise Control and Air</p>

	<p>Quality.</p> <p>The Health Protection Team consists of four Environmental Health Officers, a Food Safety Officer and an enforcement officer.</p> <p>Three EHOs and the Food Safety Officer are primarily involved in food enforcement. Other EHOs and enforcement staff including those from other teams can provide additional capacity should this be required.</p>
<p>2.4 Demands on the Feed and Food Service</p>	<p>Within Inverclyde at 1st April 2022 there were 707 food premises of various types and sizes over which it has enforcement responsibility.</p> <p>This includes two premises approved under product specific legislation giving each of these businesses a unique Approval Number. Both are involved in meat products production with one producing meat preparations.</p> <p>Of the 707 premises by classification on 1 April 2022 there were 2 primary producers, 17 manufacturers/packers, 14 distributors, 148 retailers, 190 restaurants & caterers, 99 caring establishments, 12 hotels/guest-houses, 20 mobile food units, 69 pubs/clubs, 81 take-away, 32 schools/colleges and 8 fishing vessels.</p> <p>The food service is currently delivered from 105 Dalrymple St, Greenock; normal working hours are 8 a.m. – 6 p.m. Monday to Friday however staff carry out a number of enforcement visits out of hours and at weekends. In the event of a food related emergency, senior members of Public Protection staff are contactable out of hours. Contact numbers are available to both Food Standards Scotland and Greater Glasgow & Clyde Health Board, the latter through the joint Incident Control Plan.</p> <p>The COVID pandemic was a significant additional external factor impacting on the service although the suspension of the food programme in March 2020 allowed resources to be diverted to assisting businesses navigate the various restrictions. As the situation has improved, the resources required for COVID have reduced and the bulk of resources can now be focussed fully on routine Environmental Health work.</p> <p>Following the Brexit deal, the UK is now a 3rd country when trading with the EU. The operator of the port of Greenock has applied to become a Border Control Post to allow certain goods from the EU to be imported through Greenock. The joint work done in this area by the Port, the Council and other</p>

	<p>agencies (primarily Food Standards Scotland (FSS) and the Animal and Plant Health Agency (APHA) has been superseded by the UK Government's decision to suspend the imposition of new import controls until at least the end of 2023. We are currently unclear what controls if any will be required at that time. At the time of writing it remains to be seen if the port wishes to progress the development of a Border Inspection Post to allow imports of high risk food and other products from outwith the EU.</p>
2.5 Regulation Policy	<p>The Food Service operates in line with a Food Law Enforcement Policy to ensure that compliance with food law is achieved in a proportionate, transparent and consistent manner. This policy is kept under regular review.</p>

3. Service Delivery

3.1 Interventions at Food Establishments	<p>Food businesses are assigned a rating under the Food Law Rating System set out in the Interventions Food Law Code of Practice (Scotland) 2019.</p> <p>Generally speaking Group 1 businesses are larger or more complex businesses including manufacturers, exporters and distributors.</p> <p>Group 2 businesses are mostly caterers including restaurants, cafes and takeaways.</p> <p>Group 3 are retailers and other lower risk businesses.</p> <p>Within these groupings, each business is rated according to levels of compliance with A being the most compliant and E the least compliant. This rating determines how frequently the businesses should receive an intervention. A detailed breakdown of planned interventions for 12 months until end of March 2023 is shown in Appendix 1</p>
3.2 Food Complaints	<p>The food service deals with a varying number and type of food complaints from both members of the public about locally purchased food and from other enforcement authorities regarding locally produced food.</p> <p>All complaints are handled in line with our documented policy and are thoroughly investigated. The majority of complaints do not result in formal action; however they may be referred to the procurator fiscal in accordance with the Enforcement Policy.</p> <p>In 2021-22 the service dealt with 44 complaints of which 30 related to the hygiene of food premises.</p>

<p>3.3 Home Authority Principle and Primary Authority Scheme</p>	<p>At present Inverclyde Council has a formal Home Authority agreement with one business based in the area as with the enforcement policy this requires review to ensure that it remains appropriate following the hiatus caused by Covid 19. Informal arrangements exist with a number of other businesses and we would always seek to respond to all enforcing authority questions on food produced and labelled within Inverclyde in accordance with our enforcement policy.</p>
<p>3.4 Advice to Business</p>	<p>The food service is proactive in advising businesses in the course of normal contacts. We provide advice to businesses considering operating in Inverclyde and can advise on layout and structural finishes. We encourage local businesses to engage with our service on labelling issues, we can then engage with Trading Standards colleagues and provide food and weights and measures advice prior to labels being produced.</p>
<p>3.5 Feed and Food Sampling</p>	<p>Inverclyde participates in sampling programmes instituted by a number of bodies, such as the West of Scotland Food Liaison Group.</p> <p>All of the analysis is carried out by Glasgow Scientific Services which is a NAMAS accredited laboratory.</p> <p>Inverclyde has a documented policy for sampling. An annual sampling programme is produced as part of the policy.</p> <p>The chemical samples included food samples, food complaints and radiation samples. Sampling is carried out to monitor food poisoning incidents, complaints, manufacturing processes and general hygiene trends. It is strongly based on locally produced foods.</p> <p>Inverclyde has a major port in the Greenock Ocean Terminal which was to become a Border Control Post for the import of goods, including food, from the EU and other countries as previously mentioned. Depending on the type of controls planned in future and also whether there is any proposal to bring in high risk foodstuffs from outside the EU at the port there could be a significant shift of sampling resource to imported foods.</p> <p>In 2021/22 37 food samples were taken for bacteriological quality and 93 for composition.</p>
<p>3.6 Control and Investigation of Outbreaks and Food</p>	<p>The Food Section liaises with Greater Glasgow & Clyde Health Board through the Consultant in Public Health Medicine in the investigation of food poisoning incidents within Inverclyde. A protocol is in place dealing with the investigation of isolates. In case of a major outbreak an Incident Control Plan is in</p>

<p>Related Infectious Disease</p>	<p>place which operates in line with the Guidance on the Management of Public Health Incidents.</p> <p>A major outbreak of food poisoning would inevitably have a long term impact on the day to day work of the section given the relatively low staff numbers. Mutual aid agreements with other authorities in the West of Scotland Regional Resilience Partnership should mitigate the effects of this.</p>
<p>3.7 Feed/Food Safety Incidents</p>	<p>Inverclyde is part of an electronic alert system operated by Food Standards Scotland. Contact can be made with the Service Manager and Environmental Health Team Leaders on a 24 hour basis. The Food Section is committed to fully implement the Code of Practice with regard to food safety incidents. Incoming Food Alerts are automatically cascaded to all members of the team.</p>
<p>3.8 Liaison with Other Organisations</p>	<p>To ensure that enforcement action taken by Inverclyde's Food Section is consistent with those of neighbouring authorities, the Food Section participates in the West of Scotland Food Liaison Group which represents 13 of Scotland's 32 authorities and includes representatives from Glasgow Scientific Services, through the liaison group with the Scottish Food Enforcement Liaison Committee (SFELC) and Food Standards Scotland.</p> <p>There is close Liaison with Greater Glasgow & Clyde Health Board and the other authorities in its area at the Public Health (Health Protection) Liaison Working Group. This group include representatives from Animal Health, SEPA, Scottish Water and Health Protection Scotland.</p>
<p>3.9 Food Safety and Standards promotional work, and other non-official controls interventions</p>	<p>We endeavour to distribute any promotional work through the Council's Communications section. Any new legislation will be the subject of targeted mail shots.</p>

4. Resources

<p>4.1 Financial Allocation</p>	<p>Estimated Staffing Costs for 2022-23 - £127508</p> <p>Travel & Subsistence - £800 (estimated)</p> <p>IT – Food & Feed enforcement's share of annual licence fees is estimated at £2,000 per annum.</p> <p>Sampling – Overall the Service spent approximately £67000 on sampling in 2021/22 (there is a minimum charge to GSS regardless of the number of samples taken which would have been lower than usual in 2020/21 and 2021/22 owing to Covid) of which approximately 75% or £50,250 is allocated to food sampling. In 2022/23 a similar sampling budget is available for the service as a whole.</p> <p>Other costs including property costs, printing etc. estimated at £8000.</p> <p>No growth is expected beyond any increase in salary costs. It is clearly difficult to estimate the increase in salary costs at this time.</p>
<p>4.2 Staffing Allocation</p>	<p>At the time of writing there are a total of 2.42 qualified FTEs working in Food. These are made up of a proportion of the working time of 4 staff in total. Of those 4, 3 are authorised at the highest level (to serve EPN/HEPN etc.) and 1 at a medium level (service of IN/HIN/RAN etc).</p> <p>A further 0.2 FTE contribute to the service as support staff/management</p>
<p>4.3 Staff Development Plan</p>	<p>All staff members attend external events for CPD as far as availability allows. Being a relatively small service, staff CPD in food & feed enforcement can largely be gained through a combination of FSS low cost training events and internal staff development e.g. consistency exercises. Full records are kept of staff training and these are reviewed regularly to ensure that staff with a need to attend particular courses (e.g. FSS HACCP auditing etc.) are identified and given preference when places become available.</p>

5. Quality Assessment

5.1 Quality assessment and internal monitoring	The Food Section currently has a system for monitoring the quality of food hygiene inspection. These are reviewed on a regular basis to take account of any changes in external factors, e.g. Code of Practice requirements. As a small authority, the use of a formal quality system is considered to require a disproportionate amount of officer time and expense to achieve any benefit.
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6. Review

6.1 Review against the Service Plan	It is our intention to review service delivery against this plan and report on performance as appropriate.
6.2 Identification of any Variation from the Service Plan	The Team Leader Health Protection will identify any variance from the plan and identify the reasons e.g. large food poisoning outbreak or national food crisis.
6.3 Areas of Improvement	Where a review of the service plan highlights an area for improvement this will be incorporated in the plan for the following year.

Appendix 1

Full Time Equivalent Officer Resource

The team comprises 3 EHOS and 1 Food Safety Officer. We have estimated two EHOs spend 0.6 of their Full Time Equivalent time on Food Law and one spends 0.4 of FTE time. The Food Safety Officer is Food Law only but works 4 days a week (0.82) so we have a total FTE for the service of 2.42

We have in the past made use of other EHOs within the service to carry our lower-risk inspections but they are not expected to be utilised to the same extent in 2022/23 as they have their own recovery work to catch up with.

The guidance on restart suggests that 220 working days is a typical estimate for a year, therefore the FTE for Inverclyde is:
 $2.42 \times 220 = 532.4$ days

With reference to the Official Control Verification Guidance, 1 day is estimated to be equivalent to 5 hours officer time so this provides a total FTE of $532.4 \times 5 = 2,662$ FTE hours.

Intervention Times

We have benchmarked the total time taken to inspect each Business Group including travel, admin both before and after, enforcement action, any subsequent revisits, etc. against East Renfrewshire Council which is of a similar size to Inverclyde.

Business Group	Intervention Time (hrs)
1A	14
1B	18
1C	23
1D	27
1E	32
2A	7
2B	7
2C	8
2D	11

2E	14
3A	3
3B	5
3C	6
3D	7
3E	13

Priority Descriptors from Food Recovery Guidance

Priority 1 – All Group 1 businesses within Cop intervals. Unrated Group 1 within 6 months.

Priority 2 – Group 2D and 3D within 6 months. Unrated Group 2 within 12 months

Priority 3 – Group 2C within 18 months, Group 3C within 36 months. Unrated Group 3 within 24 months

Priority 4 – Group 2B within 24 months, Group 3B within 48 months

Priority 5 – Group 2A within 48 months

Priority 6 - Group 3A within 60 months

Current State of Play

The table below shows the interventions due before end of March 2023 (in red). Explanatory detail below the table.
(Inspections of priority 1 and 2 businesses were carried out as the first stage of the recovery plan between October 2021 and March 2022)

Business Group – Code of Practice (CoP) interval in brackets	Programmed Inspections	Priority 3 Inspections (including unrated)	Total Interventions Due by March 2023	Hours Required
1A (18 months)	0	0	0	0
1B (12 months)	3	0	3	(3x18) 54
1C (6 months)	0	0	0	0
1D (3 months)	0	0	0	0
1E (1 month)	0	0	0	0
Unrated Grp 1	0	0	0	0
2A (24 months)	0	0	0	0
2B (18 months)	0	0	0	0
2C (12 months)	35	162	197	(197x8) 1576
2D (3 months)	4*	0	4	(4x11) 44
2E (1 month)	0	0	0	
Unrated Grp 2	0	22**	22	(22x8) 176
3A (60 months)	0	0	0	0
3B (36 months)	0	0	0	0
3C (24 months)	0	36	36	(36x6) 216
3D (3 months)	0	0	0	0
3E (1 month)	0	0	0	0
Unrated Grp 3	0	12	12	(12x6) 72
Total	42	232	274	2,138

* Assumed all Group 2D businesses (4) move to 2C requiring no further interventions during 2022/23.

** Assumed 22 Unrated Group 2 businesses become 2C or better (12 monthly or longer) after inspection.

Strategy until end of March 2023

To complete all programmed inspections, inspecting all Priority 3 businesses and all current unrated businesses by the end of March 2023.

We have assumed that all unrated Group 2 businesses will become 2C or better after inspection a risk rating which would make them next due for inspection in Year 2023/24 or later. Experience of the past 2 years however has shown that a large number of Group 2 premises (especially takeaways) have required formal enforcement action and many follow up visits when we have had reason to visit i.e. for complaints. It is likely that a proportion of Group 2 businesses – both rated and unrated - will become 2D or even 2E after inspection and require a considerable amount of additional work which cannot be fully accounted for. This could have a significant impact on the available resources for the rest of the year's plan.

2D premises are 3 month frequency visits so there is potential for these businesses to require additional inspections during the year. As we have already interacted with these businesses since restart we have estimated all current 2D premises will move to 2 C or better requiring no further inspections during 22/23.

We have assumed that all unrated Group 3 businesses will become 3C or better after inspection and risk rating which would make them next due for inspection in Year 2024/25 or later.

This gives a total inspection program of 274 visits. The breakdown is in the table above and requires an estimated FTE officer requirement of 2,138 hours. We also have 2 Approved premises which manufacture meat products. They sit outside the scope of the Food law Rating System – intervention approach is modelled on the Official Control Verification scheme which estimates 20 hours for each business. We have 1 such business due for intervention during 2022/23. The total resource time required for planned interventions is therefore 2158 hours.

Other Food Law Work

Estimated annual times in hours for additional food law work is detailed below:

Sampling –	
Micro Formal	10 hours
Micro Informal	30 hours
Chemical Formal	10 hours
Chemical Informal	30 hours
Food Complaints	120 hours
Food Incidents	10 hours
Food Alert for Information	5 hours
Food Alerts for Action	10 hours
Infectious disease investigation	50 hours
Complaints against service	10 hours
Food Business registration	120 hours
CPD/Training	120 hours
Management of Food Info Scheme	30 hours
Export Health Certificates	60 hours
Planning/Licensing	60 hours
Total	<u>675 hours</u>

Adding this figure to the interventions total gives a total resource requirement of $2158 + 675 = \underline{2813}$

As this is higher than the calculated FTE of 2,662 hours there is a resource deficit of 151 hours. As this is an estimate relying on a number of individual resource requirement estimates the service is confident that the programme can be delivered using additional resource from within the service as required.

Report To:	Environment & Regeneration Committee	Date:	25 August 2022
Report By:	Interim Director, Environment & Regeneration	Report No:	ENV032/22/SJ
Contact Officer:	Audrey Galloway	Contact No:	01475 712102
Subject:	Property Asset Management - Public		

1.0 PURPOSE AND SUMMARY

1.1 For Decision For Information/Noting

1.2 The purpose of this report is to request Committee to declare the former Neil Street Children's Home and the former Glenbrae Children's Centre as surplus to requirements and to seek authority to place same on the open market for sale.

2.0 RECOMMENDATIONS

2.1 It is recommended that Committee declares the former Neil Street Children's Home and the former Glenbrae Children's Centre surplus to requirements and grants delegated authority to the Interim Director Environment and Regeneration to place the same on the open market for sale, thereafter to set a closing date when the level of interest justifies it and notes that a further report will be brought before this Committee with a recommendation to accept whichever offer is deemed to provide the greatest economic benefit to the Council.

Stuart Jamieson
Interim Director, Environment & Regeneration

3.0 BACKGROUND AND CONTEXT

Former Neil Street Children's Home

- 3.1 The client service reported on the future operating model of the children's Homes in 2009 at which time they advised that the old homes were aging and no longer fit for purpose. Since then a programme of new build children's homes has been underway. The last of these, Crosshill House, is due to complete in August 2022. The former Neil Street Children's Home is currently in use as temporary decant accommodation for the Crosshill residents and will be vacated when the new facility is operational.
- 3.2 Following the transfer of the residents to the new facility, as the former Neil Street property will be vacant, authority is sought to declare it as surplus to requirements, to grant authority to place same on the open market for sale, set a closing date when the level of interest justifies it and return to this Committee with recommendations to sell the property for what is considered to give the best economic value to the Council. The site is shown on the plan at **Appendix 1**.

Former Glenbrae Children's Centre

- 3.3 The Council's programme of investment across the school estate included a number of early years facilities and this investment was co-ordinated with the Scottish Government commitment to the expansion of Early Learning & Childcare. The former Aberfoyle Road offices were the subject of conversion and comprehensive refurbishment to provide accommodation for Glenbrae Children's Centre as this property was more suitable than their existing facility. The new Glenbrae facility opened in 2018.
- 3.4 Since then, the former Glenbrae Children's Centre has been used as decant accommodation for Hillend Children's Centre and most recently for storage to support the completion of the remaining school estate and early years capital projects. All remaining projects have now been completed and the former Glenbrae building is currently vacant with no anticipated future use. As such, Committee is asked to declare the property as surplus to requirements, to grant authority to place same on the open market for sale, set a closing date when the level of interest justifies it and return to this Committee with recommendations to sell the property for what is considered to give the best economic value to the Council. The site is shown on the plan at **Appendix 2**.

4.0 PROPOSALS

- 4.1 Subject to the Committee's approval of the recommendations in this report, Officers propose to progress marketing of the former Neil Street Children's Home and the former Glenbrae Children's Centre and bring a future report to the Committee on outcome of same, all as detailed above.

5.0 IMPLICATIONS

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

SUBJECT	YES	NO	N/A
Financial	x		
Legal/Risk		x	
Human Resources		x	
Strategic (LOIP/Corporate Plan)		x	
Equalities & Fairer Scotland Duty		x	

Children & Young People's Rights & Wellbeing		x	
Environmental & Sustainability		x	
Data Protection		x	

5.2 Finance

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
Capital Fund – Former Neil Street Children's Home, Greenock	Sale of	2023/24	TBC		
Capital Fund – Former Glenbrae Children's Centre	Sale of	2023/24	TBC		

Annually Recurring Costs/ (Savings)

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

5.3 Legal/Risk

None.

5.4 Human Resources

None.

5.5 Strategic

None.

5.6 Equalities and Fairer Scotland Duty

(a) Equalities

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

	YES – Assessed as relevant and an EqlA is required.
X	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, assessed as not relevant and no EqlA is required. Provide any other relevant reasons why an EqlA is not necessary/screening statement.

(b) Fairer Scotland Duty

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

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

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

5.7 Children and Young People

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

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

5.8 Environmental/Sustainability

Has a Strategic Environmental Assessment been carried out?

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

5.9 Data Protection

Has a Data Protection Impact Assessment been carried out?

X

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

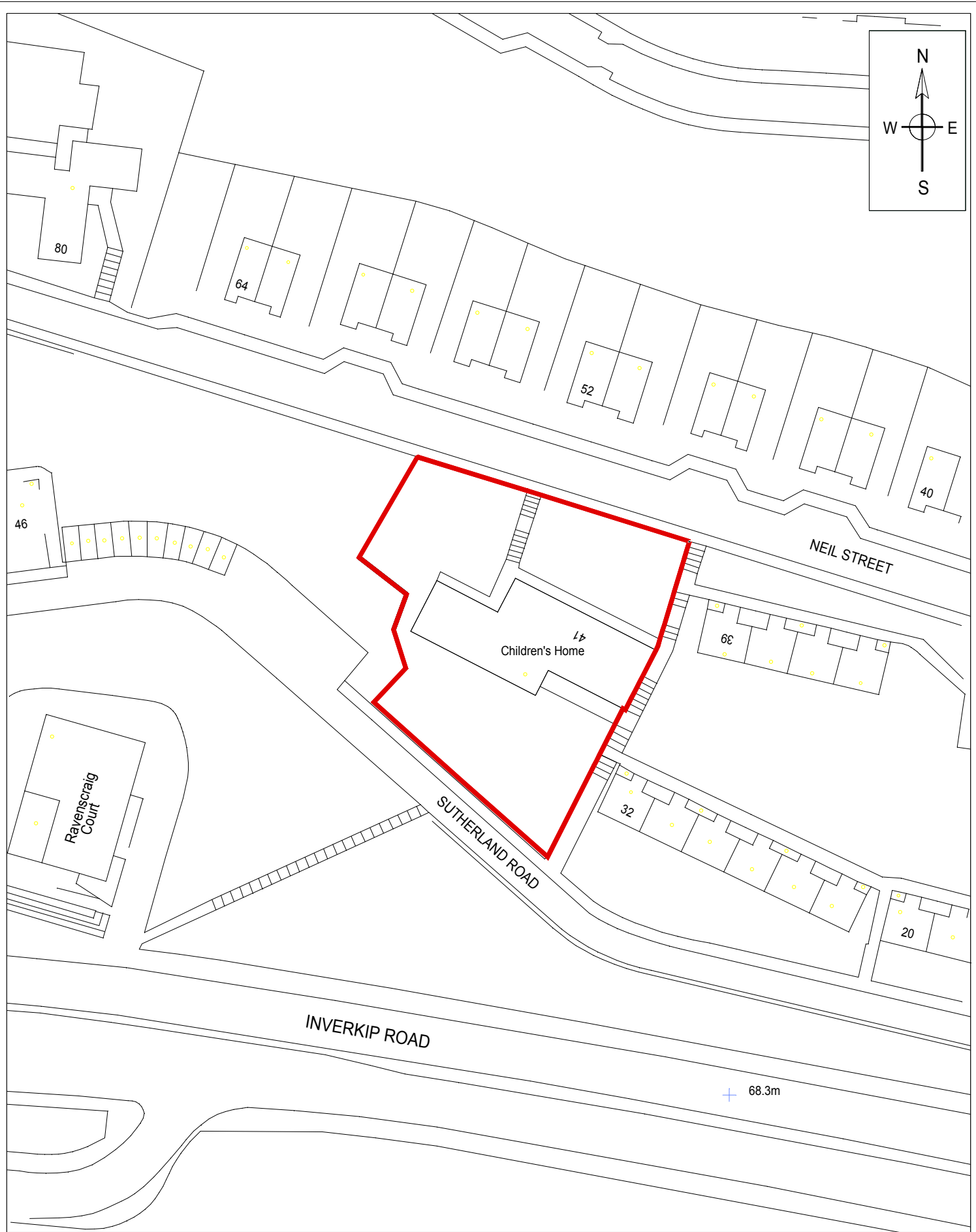
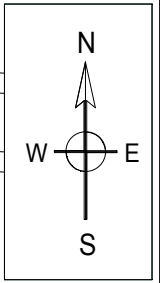
NO – Assessed as not relevant as this report does not involve data processing which may result in a high risk to the rights and freedoms of individuals.

6.0 CONSULTATION

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

7.0 BACKGROUND PAPERS

7.1 None.



Neil Street Children's Home

Appendix 1

SCALE: 1:750

DRAWN BY:

DATE 03/08/2022

Originating Group:

Drawing No.

Neil Street Children's Home, Greenock



Appendix 2

SCALE: 1:1250

DRAWN BY:

DATE

Originating Group:

Drawing No.

THIS PLAN IS INDICATIVE ONLY.

Report To:	Environment & Regeneration Committee	Date:	25 August 2022
Report By:	Head of Legal and Democratic Services	Report No:	LS/63/22
Contact Officer:	Emma Peacock	Contact No:	01475 712115
Subject:	Proposed Traffic Regulation Order (TRO) – Inverclyde Council Disabled Persons’ Parking Places (On-Street) Order No.2 2022 The Local Authorities’ Traffic Orders (Procedure) (Scotland) Regulations 1999		

1.0 PURPOSE AND SUMMARY

1.1 For Decision For Information/Noting

1.2 The purpose of this report is to advise the Committee in relation to the above proposed TRO that the person who had, as part of the public consultation, objected to the proposed TRO (the Objector) has now withdrawn their objection dated 4 March 2022 (the Objection); and advise the Committee that, further to the Committee’s decision of 16 June 2022 to hold a special meeting of the Committee in order to hear the objection, such special meeting is no longer required. As there are no objections to the proposed TRO, the proposed TRO has therefore now been approved by the Head of Legal and Democratic Services. The TRO shall be made under his delegated authority.

2.0 RECOMMENDATIONS

It is recommended that the Committee:

2.1 Note that the Objector has withdrawn the Objection to the proposed TRO and therefore there shall be no Special Meeting of the Committee to hear the Objection. The proposed TRO has now been approved by the Head of Legal and Democratic Services. Once made, the TRO may not be implemented until the making of the Order has been advertised to allow any persons who so wish a period of six weeks to question the validity of the Order in terms of the Road Traffic Regulation Act 1984 as amended (the Act).

Iain Strachan
Head of Legal & Democratic Services

3.0 BACKGROUND AND CONTEXT

- 3.1 Local Authorities are empowered to make Orders under the Act and under the Council's Scheme of Delegation the Head of Shared Services Roads is responsible for the making, implementation and review of Traffic Management Orders and Traffic Regulation Orders.
- 3.2 Officers proceeded with a public consultation process in accordance with the legislation. At its meeting of 16 June 2022 this Committee was updated as to the consultation process and it authorised officers to make arrangements for the holding of a public hearing in the form of a special meeting of the Committee in order to hear an objection to the TRO that had not been withdrawn.
- 3.3 Officers have continued to engage with the Objector since that date to advise them of the arrangements for and proposed procedure at the special meeting.
- 3.4 The Objector wrote to officers on 8 August 2022 advising that their Objection is withdrawn. There are therefore no maintained objections to the proposed TRO.

4.0 PROPOSALS

- 4.1 The form of the Proposed TRO is included at Appendix 1 of this report. This has been submitted to the Head of Legal and Democratic Services for approval and shall be made under his delegated authority.
- 4.2 The Committee is asked to note that, once the proposed TRO has been made, the TRO may not be implemented until the making of the Order has been advertised to allow any persons who so wish a period of six weeks to question the validity of the Order in terms of the Act.

5.0 IMPLICATIONS

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

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

5.2 Finance

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
83290	Other Assets	22/23	£500		Sign and road markings

Annually Recurring Costs/ (Savings)

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

5.3 Legal/Risk

As a local authority, the Council has power in terms of the Act and the Regulations to make Traffic Regulation Orders. In accordance with the statutory procedure, the proposed TRO has been publicised and one objection has been received and subsequently withdrawn.

5.4 Human Resources

There are no Human Resources implications associated with the making of the proposed TRO.

5.5 Strategic

There are no Strategic implications associated with the making of the Proposed TRO.

6.0 CONSULTATION

6.1 The Head of Shared Services Roads has been consulted on the terms of this report.

7.0 BACKGROUND PAPERS

7.1 None.

THE INVERCLYDE COUNCIL
DISABLED PERSONS' PARKING PLACES
(ON-STREET) ORDER NO.2 2022

TRAFFIC REGULATION ORDER

THE INVERCLYDE COUNCIL
DISABLED PERSONS' PARKING PLACES (ON-STREET)
ORDER NO.2 2022

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

1. This Order may be cited as "The Inverclyde Council Disabled Persons' Parking Places (On-Street) Order No.2 2022" and shall come into operation on #####.
2. In this Order the following expressions have the meanings hereby assigned to them:-
 - "Council" means The Inverclyde Council or its successors as Roads Authority;
 - "disabled person's badge" means:
 - (a) a badge issued under Section 21 of the Chronically Sick and Disabled Persons Act 1970 (as amended);
 - (b) a badge issued under a provision of the law of Northern Ireland corresponding to that section; or
 - (c) a badge issued by any member State other than the United Kingdom for purposes corresponding to the purposes for which badges under that section are issued;and which has not ceased to be in force;
 - "disabled person's vehicle" means a vehicle lawfully displaying a disabled person's badge;
 - "parking attendant" means a person employed in accordance with Section 63A of the Act to carry out the functions therein;
 - "parking place" means an area of land specified by number and name in Columns 1 and 2 in the Schedule to this Order;
 - "traffic sign" means a sign prescribed or authorised under Section 64 of the Act; and
 - "vehicle" unless the context otherwise requires, means a vehicle of any description and includes a machine or implement of any kind drawn or propelled along roads whether or not by mechanical power.
3. The Schedule titled "Disabled Persons' Parking Places (On Street) Order No.2 2022" forms the Schedule to this Order.
4. Each area of road which is described in the Schedule Part 1 to this Order and the plans relative to this Order is hereby designated as a parking place.
5. The parking places shall only be used for the leaving of disabled persons' vehicles displaying a valid disabled person's badge.

6. The limits of each parking place shall be indicated on the carriageway as prescribed by The Traffic Signs Regulations and General Directions 2016, as amended.
7. Every vehicle left in any parking place shall stand such that no parking place is occupied by more than one vehicle and that every part of the vehicle is within the limits of the parking place provided that, where the length of a vehicle precludes compliance with this paragraph, such vehicle shall be deemed to be within the limits of a parking place if:-

the extreme front portion or, as the case may be, the extreme rear portion of the vehicle is within 300mm of an indication on the carriageway provided under this Order in relation to the parking place; and

the vehicle, or any part thereof, is not within the limits of any adjoining parking place.
8. Any person duly authorised by the Council or a police officer in uniform or a traffic warden or parking attendant may move or cause to be moved in case of any emergency, to any place they think fit, vehicles left in a parking place.
9. Any person duly authorised by the Council may suspend the use of a parking place or any part thereof whenever such suspension is considered reasonably necessary:-

for the purpose of facilitating the movement of traffic or promoting its safety;

for the purpose of any building operation, demolition, or excavation in or adjacent to the parking place or the laying, erection, alteration, removal or repair in or adjacent to the parking place of any sewer or of any main, pipe, apparatus for the supply of gas, water electricity or of any telecommunications apparatus, traffic sign or parking meter;

for the convenience of occupiers of premises adjacent to the parking place on any occasion of the removal of furniture from one office or dwellinghouse to another or the removal of furniture from such premises to a depository or to such premises from a depository;

on any occasion on which it is likely by reason of some special attraction that any street will be thronged or obstructed; or

for the convenience of occupiers of premises adjacent to the parking place at times of weddings or funerals or on other special occasions.
10. A police officer in uniform may suspend for not longer than twenty four hours the use of a parking place or part thereof whenever such suspension is considered reasonably necessary for the purpose of facilitating the movement of traffic or promoting its safety.

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

INVERCLYDE COUNCIL

**DISABLED PERSONS' PARKING PLACES (ON-STREET)
ORDER No.2 2022**

SCHEDULE

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

Column 1	Column 2
<u>Ref No.</u>	<u>Address of Disabled Person's Parking Place to be created "ex-adverso"</u>
2152	4 Glenview Terrace, Murdieston Street, Greenock

DISABLED PERSONS' PARKING PLACE



Inverclyde
council
Roads & Transportation

Address: 4 Glenview Terrace, Murdieston Street, GREENOCK

27/07/2021



Environment, Regeneration & Resources
Stuart Jamieson, Interim Service Director – Environment and Economic Recovery
Municipal Buildings
Clyde Square
Greenock, PA15 1LY
Tel: 01475 712712
Fax: 01475 712731
stuart.jamieson@inverclyde.gov.uk

Place No.: 2152

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