

Department of Corporate and Community Services

Deputy Chief Executive: Caroline Innes BSc (Hons)

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Date: 11 December 2020

When calling please ask for: Eamonn Daly (07584 116619)

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TO: Provost Fletcher; Deputy Provost Cunningham; and Councillors Aitken, Bamforth, Buchanan, Convery, Devlin, Gilbert, Grant, Ireland, Lafferty, Macdonald, McLean, Merrick, Miller, O'Kane, Swift and Wallace.

EAST RENFREWSHIRE COUNCIL

A meeting of the East Renfrewshire Council will be held on **Wednesday 16 December 2020 at 7.00 pm.**

The agenda of business is as listed below.

Please note this is a virtual meeting.

Yours faithfully

Caroline Innes

C INNES
DEPUTY CHIEF EXECUTIVE

PROGRAMME OF BUSINESS

1. **Report apologies for absence.**
2. **Declarations of Interest.**
3. **Submit for approval as a correct record and signature the Minute of meeting of the Council held on 28 October 2020.**
4. **Submit for approval as a correct record and signature the Minute of meeting of the Council held on 26 November 2020.**

5. **Submit for approval as a correct record the Minutes of meetings for the period 29 October to 16 December 2020.**

6. **Items Remitted to the Council:-**

(i) **General Fund Capital Programme – 2020/21 – Report by Head of Accountancy (Chief Financial Officer) (copy attached, pages 5 -32)(Cabinet – 26 November 2020).**

Cabinet Recommendation

That the amendments to the Programme be approved.

(ii) **Housing Capital Programme 2020/21 – Report by Report by Head of Accountancy (Chief Financial Officer)and Director of Environment (copy attached, pages 33 - 40)(Cabinet – 28 November 2020).**

Cabinet Recommendation

That the amendments to the Programme be approved.

(iii) **Interim Treasury Management Report 2020/21 – Report by Head of Accountancy (Chief Financial Officer) (copy attached, pages 41 -54)(Audit & Scrutiny Committee – 26 November 2020).**

Audit & Scrutiny Committee Recommendation

That the Council approve the use of the organisations listed at Appendix II of the report for investment of surplus funds.

(iv) **Early Learning and Childcare Expansion 2020 - Report by Director of Environment (copy attached, pages 55 - 62)(Cabinet – 3 December 2020).**

Cabinet Recommendation

(a) **That additional capital expenditure of £910,000 be approved to cover the additional committed works; and**

(b) **That a compensation payment of £803,000 in relation to coronavirus issues be made to Heron Bros as outlined in the report.**

7. **Statements by Conveners/Representatives on Joint Boards/Committees.**

8. **Provost's Engagements – Report by Deputy Chief Executive (copy attached, pages- 63 - 64).**

9. **COVID-19 Recovery Actions: Update – Report by Chief Executive (copy attached, pages 65 - 76).**

10. **Eastwood Centre Leisure and Eastwood Park Masterplan – Report by Director of Environment (copy attached, pages 77 - 136).**
11. **Neilston Learning and Leisure Campus and Wider Regeneration Update – Joint Report by Director of Environment and Director of Education (copy attached, pages 137 - 142).**
12. **Ethical Standards in Public Life etc. (Scotland) Act 2000: Standards Commission Hearing – Report by Deputy Chief Executive (copy attached, pages 143 - 152).**

Resolution to Exclude Press and Public

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

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

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

13. **Additional Land Acquisition at Aurs Road Newton Mearns/Barrhead - Report by Director of Environment (copy attached, pages 153 - 156).**

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EAST RENFREWSHIRE COUNCILCABINET26 November 2020Report by Head of Accountancy (Chief Financial Officer)GENERAL FUND CAPITAL PROGRAMME**PURPOSE OF REPORT**

1. The purpose of this report is to monitor expenditure as at 30 September 2020 (Quarter 2) against the approved Capital Programme for 2020/21 and to recommend adjustments where necessary.

RECOMMENDATIONS

2. The Cabinet is asked to:-
 - (a) note and approve the movements within the programme; and
 - (b) note the shortfall of £0.425m and that income and expenditure on the programme will be managed and reported on a regular basis.

BACKGROUND

3. The General Fund Capital Programme for 2020-2030 was approved by Council on 27 February 2020. A report recommending adjustments to the 2020/21 programme resulting from timing movements and cost variations was approved by Cabinet on 27 August 2020.

CURRENT POSITION

- | | | |
|----|--------------------------------------------|-----------------|
| 4. | Total anticipated expenditure (Appendix A) | £46.875m |
| | Total anticipated resources (Appendix B) | <u>£46.450m</u> |
| | Shortfall | <u>£ 0.425m</u> |

The impact of COVID-19 is continuing to have a significant effect on the timing and cost of projects due to market forces, inflation and new safe ways of working. Further rescheduling has been reflected in this report however officers continue to review the Council's capacity to deliver planned projects in the current year.

INCOME MOVEMENTS

5. The main income movements are as follows: -
 - Borrowing
Planned borrowing in the current financial year has been reduced by a net total of £0.040m due to timing variances and other adjustments noted below.

- **Scottish Environmental Protection Agency (SEPA) Grant**
Grant allocated to 2020/21 has been reduced by £1.019m to match anticipated expenditure to be funded from this grant. Officers have agreed carry forward of grant to 2021/22 with SEPA.
- **Town Centre Fund**
Further Scottish Government grant funding has been approved for 2020/21 from the Town Centre Fund with the Council allocated £0.353m from an £18m total fund.
- **Regeneration Capital Grant Fund (RGCF)**
Funding of £0.499m has been approved from the RGCF to support work at Cowan Park gate lodge.
- **Capital Receipts**
Fiscal flexibilities announced by the Scottish Government permit the reassignment of capital receipt income to support COVID-19 efforts. While a decision on this has yet to be made and a timing adjustment for an element of anticipated receipts was required in any case, capital receipts allocated to the capital programme for 2020/21 have been reduced to zero.
- **Other resources**
A reimbursement of fees totalling £0.318m associated with the Barrhead High School new build has been received from Hub West Scotland.

EXPENDITURE MOVEMENTS

6. The total estimated expenditure has reduced by £2.839m below the level reported to Council on 27 August 2020. The main movements are as follows: -

Revised Project Timing

A prioritisation exercise has identified a number of projects that can be deferred until 2021/22 to allow focus on key deliverable projects in 2020/21.

- **Property - Schools**

Schools Major Maintenance – an element of the School Toilet Improvements (£0.075m) at St Josephs will now take place in 2021/22 due to the need for additional water and heating assessments. Much of the physical work (totalling £0.030m) on the Entrance and Main Door upgrades at Our Lady of the Mission primary school have been deferred to 2021/22 due to access requirements. The remaining projects within this grouping will be delivered where capacity allows and will remain under review.

Maidenhill Primary School – Further work around the site, entranceways and connecting pathways is continuing but much of this work will now run on into 2021/22. Outturn for 2020/21 has been reduced by £0.993m to £0.250m.

St Ninian's HS Additional Temp Accommodation – progress in this project has enabled some works to be brought forward to 2020/21 and as such the estimated outturn for the year has been increased by £0.350m. This will be met by a subsequent reduction in 2021/22.

Mearns Castle HS Sports Facility – with work on the project brief ongoing, this will not be on site in 2020/21 and much of the allocation can be deferred to 2021/22. Outturn has been reduced by £0.067m for 2020/21.

- Property – Culture & Leisure

Eastwood High School Sports Centre – the project had previously been deferred to 2021/22 however its now possible to bring the start date forward and therefore a small element of the budget has been brought forward to 2020/21 (£0.020m).

- Property – Other

St Andrew's House – project deferred (reduction in outturn of £0.040m) with project scope to be re-assessed.

Office Accommodation – work carried out under this line includes a new generator at Barrhead offices resulting in an increase in outturn of £0.035m. Budget previously deferred can be brought forward to cover this spend.

Thornliebank Depot Mechanical Extraction – expected outturn has been reduced by £0.032m to £0.007m in respect of works completed to date. No further work on this is anticipated in 2020/21 and officers will assess whether a saving is possible on this project.

- Open Spaces

White Cart Tributaries Environmental Improvements – work is expected to begin in March 2021 however the bulk of the work will run into 2021/22 and as such outturn has been reduced by £1.019m in 2020/21. This project is fully funded by SEPA grant.

- ICT

A number of ICT projects are now delayed or deferred:

- GDPR Requirements £0.190m – deferred until 2021/22
- PCI DSS – outturn reduced to £0.015m with further work deferred until 2021/22
- Public Wi-Fi network – project deferred and will be re-scoped therefore outturn has been reduced from £0.265m to zero in year.
- The Digital Workplace – deferred due to COVID-19 (£0.196m)
- Flexi-time Application – deferred due to COVID-19 (£0.040m)
- Major ICT Contract Renewals – a review of requirements has resulted in a total of £0.136m falling into 2021/22.
- Core Corporate Systems - £0.188m of work will now fall into 2021/22
- School Servers – reduction of £0.144m due to supply chain issues and a review of the scope of the project

Expenditure reductions resulting from revised project timing are not cost savings but simply a transfer of expenditure to future financial years.

Expenditure Variances and Transfers

- Property – Schools

Early Learning and Childcare Expansion – As previously reported, the cost of completing this project has increased mainly due to COVID-19 standstill and storm drain issues. Further revision of works has resulted in a reduction of excess costs of £0.587m. The project remains £1.795m over the pre-COVID-19/water issue estimate.

A separate report will be presented detailing these issues and proposals to fund the excess costs; however, officers will continue work to mitigate these costs and identify savings and resources to minimise the impact on borrowing.

- Property Other

Property Maintenance – the cost of boiler replacement works at Isobel Mair exceeds the boiler replacement allocation by £0.016m. This has been met by a transfer from provisional sums.

- Open Spaces

Cowan Park – This project consists of the regeneration of Cowan Park gate lodge to create an enterprise and community hub. Grant funding to support this work has been approved from the Regeneration Capital Grant Fund and the project budget has been increased by £0.499m to reflect this grant award.

Town Centre Fund – This budget has been increased by £0.353m to £1.201m to reflect the increased Scottish Government Town Centre Fund grant available.

COMMENT

7. The projected shortfall of £0.425m represents 0.91% of the resources available and is within manageable limits.

PARTNERSHIP WORKING

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

RECOMMENDATIONS

9. The Cabinet is asked to:-
 - (a) note and approve the movements within the programme; and
 - (b) note the shortfall of £0.425m and that income and expenditure on the programme will be managed and reported on a regular basis.

Further information is available from Mark Waugh, Principal Accountant – Capital, telephone 0141 577 3123.

Margaret McCrossan
Head of Accountancy Services (Chief Financial Officer)
MMcC/MW
10 December, 2020

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GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

	ANNUAL COSTS £'000		
	CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR
Property - Schools	17,750	16,348	4,127
Property - Culture & Leisure	865	885	112
Property - Other	5,412	5,375	2,245
Open Spaces	3,479	3,312	126
Roads	13,037	13,038	1,031
Corporate Wide - ICT	7,157	5,903	870
Fleet	2,014	2,014	458
TOTAL	49,714	46,875	8,969

	TOTAL COST £'000	
<i>SPENT PRIOR TO 31.03.20</i>	<i>PREVIOUS TOTAL COST</i>	<i>REVISED TOTAL COST</i>
	46,346	107,788
	3,647	32,632
	13,191	43,309
	1,553	8,942
	6,607	46,650
	8,502	39,502
	1,339	15,798
	81,185	294,621
		294,886

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Property - Schools

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR		SPENT PRIOR TO 31.03.20	PREVIOUS TOTAL COST	REVISED TOTAL COST
Grouped	Schools Major Maintenance	601	495	0	N/A	645	9,991	9,990
800050031	Maidenhill Primary School	1,243	250	8	Ongoing	13,807	15,050	15,050
800050033	St Cadoc'S Ps Remodelling To Provide Pre-Five Provision For 3 & 4 Years Olds	22	22	0	Budget increased to reflect applcation of developers contributions. Only retention remains	852	874	874
800050030	Kirkhill PS - Rewire	0	0	0	Project deferred until 2021/22	367	491	491
Grouped	Early Learning & Childcare - Expansion to 1,140 hours	12,552	11,965	4,087	Work in progress - revised costings	13,834	27,284	26,697
	Early Years - Crookfur/Fairweather/Overlee Masterplanning	10	10	0	Work to be programmed	0	10	10
800050039	St Ninian's HS Additional Temp Accomodation	1,450	1,800	6	Work in progress	40	2,492	2,492
	Learning & Leisure in Neilston	1,000	1,000	0	Work to be programmed	0	30,384	30,384
800050038	St Mark's Car Park	334	334	0	Project under review to assess accomodation needs	16	350	350
	Uplawmoor PS Upgrade	0	0	0	Project deferred until 2021/22	0	100	100
	MCHS Sports Facility	87	20	0	Feasibility study underway - possible outsource	0	1,726	1,726
	Improving Learning	200	200	0	Work to be programmed	0	2,000	2,000
800050017	Joint Faith Campus (New Denominational PS for Mearns Area & Relocation of Calderwood Lodge PS)	183	183	0	Complete - retention payments outstanding	16,488	16,671	16,671

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Property - Schools

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR		SPENT PRIOR TO 31.03.20	PREVIOUS TOTAL COST	REVISED TOTAL COST
800050012	Security (CCTV) Expansion	54	54	11	Ongoing	146	200	200
800050032	Education Provision In Neilston (Campus Development Study)	14	15	15	Complete	151	165	166
		17,750	16,348	4,127		46,346	107,788	107,201

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Property - Culture & Leisure

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR		SPENT PRIOR TO 31.03.20	PREVIOUS TOTAL COST	REVISED TOTAL COST
800200019	Eastwood Park Leisure - Refurbishment	298	298	41	Work programmed	2	26,000	26,000
800050049	ERCLT General Building Improvement Fund	366	366	62	Eastwood Leisure at Tender. Other planned projects at design stage. Adjusted to reflect 19/20 allocation	5	1,700	1,700
	Eastwood HS Sports Centre Changing Rooms/Disabled Facilities	0	20	0	Work programmed, main works deferred until 21/22	0	429	429
805600002	Equipment - Gym and Theatre	79	79	0	Work to be programmed	198	831	831
805600002	Education - Theatre Equipment	54	54	1	Work to be programmed	0	162	162
800200007	Barrhead Foundry Refurbishment (including Pool & Filtration System)	1	1	0	Retention	2,859	2,860	2,860
800200013	Barrhead Foundry Final Phase Works	67	67	8	Retention	583	650	650
		865	885	112		3,647	32,632	32,632

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Property - Other

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR		SPENT PRIOR TO 31.03.20	PREVIOUS TOTAL COST	REVISED TOTAL COST
	1. City Deal							
	Barrhead South Access - Balgraystone Road & Railway Station	1,470	1,470	1,253	Work in Progress	2,752	12,564	12,564
804000009	Country Park Visitor Centre & Infrastructure	7	7	0	At design stage, progress made on technical and legal fronts	300	4,836	4,836
804000006	Greenlaw Business Incubator And Innovation Centre & Employment Support Linked To Barrhead Foundry	127	127	33	Work complete - payments outstanding	5,595	5,722	5,722
	2. Environment Other Projects							
800420010	Cowan Park Changing Facilities	269	269	126	Work in Progress	11	280	280
800200018	Crookfur Pavilion Changing Upgrade	411	411	140	Work in Progress	394	805	805
	Muirend Synthetic	0	0	0	Deferred until 2021/22	0	150	150
	RGP Toilets Upgrade	0	0	0	Deferred until 2021/22	0	130	130
	St Andrews House Refurbishment	40	0	0	Deferred until 2021/22	0	40	40
	Overlee House Extension	0	0	0	Deferred until 2021/22	0	630	630

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Property - Other

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR		SPENT PRIOR TO 31.03.20	PREVIOUS TOTAL COST	REVISED TOTAL COST
802200019	Bonnyton House Upgrade	180	180	138	Work in progress	0	180	180
	3. Council Wide Property							
800050009	Retentions - All Services	41	41	24		0	491	491
Grouped	Property Maintenance	1,574	1,574	301	See annex 2	1,155	11,199	11,199
800420013	Eastwood Park Campus Improvements	212	212	0	Work to be programmed	310	522	522
800404017	Office Accommodation	15	50	50	Majority of work deferred until 2021/22	180	2,200	2,200
800420014	Capital Investment In Energy Efficiency Measures (NDEE Initiative)	300	300	38	Work underway on this programme	1,454	1,754	1,754
	Thornliebank Depot Mechanical Extraction	39	7	0	Work to be programmed	102	141	141
800050044	Overlee Pavilion Changing	538	538	135	Work in progress	367	905	905
802200016	Bonnyton House	48	48	0	Work in progress	386	434	434
800404015	Vacant (Surplus) Property/ Demolition	93	93	7	Will support demolition requirements at St Marks	183	276	276
800402003	Capelrig House Remedial Works	48	48	0	Work to be programmed	2	50	50

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Property - Other

		ANNUAL COSTS £'000			
COST CODE	PROJECT NAME	CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR	COMMENT
		5,412	5,375	2,245	

TOTAL COST £'000		
<i>SPENT PRIOR TO 31.03.20</i>	<i>PREVIOUS TOTAL COST</i>	<i>REVISED TOTAL COST</i>
13,191	43,309	43,309

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Open Spaces

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR		SPENT PRIOR TO 31.03.20	PREVIOUS TOTAL COST	REVISED TOTAL COST
	1. REGENERATION							
804000005	Country Park - Tourism Infrastructure And Economic Activity Projects	184	184	1	Work to be programmed	51	235	235
802000015	White Cart Tributaries Environmental Improvements	1,106	87	53	Site start expected March 2021	158	1,264	1,264
	Regeneration Projects - Provisional Sums	351	351	0	Work to be programmed	0	2,701	2,701
	2. Environment - Other Projects							
802200010	Environment Task Force	25	25	0	Work to be programmed	35	240	240
802000018	Town Centre Action	19	19	0	Work in progress	79	278	278
802200007	Parks, Cemeteries & Pitch Improvements	297	297	32	Work in progress	265	1,762	1,762
800200017	Cowan Park	308	807	0	Work to be programmed	8	316	815
803000066	Town Centre Regeneration	848	1,201	37	Work in progress	133	981	1,334
802000005	Public Realm/Town Centre Resilience	9	9	3	Work in progress	215	224	224
802000011	Land And Property Acquisitions	255	255	0	Plans being re-assessed	144	399	399

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Open Spaces

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR		SPENT PRIOR TO 31.03.20	PREVIOUS TOTAL COST	REVISED TOTAL COST
	Giffnock Town Centre Improvements	10	10	0	Work in progress	0	10	10
802000007	Other Public Realm	17	17	0	Work in progress	3	20	20
802000002	Clarkston Town Centre Action And Traffic Management Improvements	35	35	0	Work in progress	182	217	217
802200008	Woodfarm - Grass Pitches	2	2	0	Retention	57	59	59
802200011	Mearns Historic Kirkyard Protective Works	3	3	0	Retention	81	84	84
800050029	St Ninian's HS - Rugby Pitch	10	10	0	Retention	142	152	152
		3,479	3,312	126		1,553	8,942	9,794

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Roads

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR		SPENT PRIOR TO 31.03.20	PREVIOUS TOTAL COST	REVISED TOTAL COST
	1. City Deal							
	Levern Valley Accessibility Project	7,652	7,652	28	Work in progress	2,081	20,707	20,707
	2. ERC Roads							
803000004	Lighting - Core Cable & Equipment Replacement	139	139	0	Work in progress	181	1,760	1,760
803000007	Bridges Refurbishment & Pointing Work	16	16	0	Work in progress	92	585	585
803000015	Principal Inspection Group 1-6	56	56	0	Work in progress	0	245	245
803000025	Traffic Calming Studies	41	41	3	Work in progress	9	275	275
803000016	Road Safety Measures/Equipment at Schools	28	28	3	Work in progress	12	220	220
803000018	Safe Routes to School	5	5	5	Work in progress	38	223	223
803000042	A736 KELBURN STREET/LOCHLIBO ROAD RECONSTRUCTION	110	110	0	Work in progress	0	372	372
803000030	A77 Ayr Road Reconstruction	0	1	1	Deferred until 2021/22 - covid	414	805	805
803000033	B767 CLARKSTON ROAD RECONSTRUCTION	70	70	0	Work in progress	4	184	184
803000035	B769 Stewarton Rd (Rural) Reconstruction	0	0	0	Phase complete	355	637	637

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Roads

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR		SPENT PRIOR TO 31.03.20	PREVIOUS TOTAL COST	REVISED TOTAL COST
803000034	B767 Eaglesham Road Reconstruction	0	0	0	Phase complete	444	804	804
803000036	B769 Thornliebank/Spiersbridge Reconstruction	0	0	0	Complete	233	233	233
803000047	C2 Kingston Road Reconstruction	200	200	0	Work in progress	84	624	624
803000089	A736 MAIN STREET/LEVERN ROAD BARRHEAD	130	130	116	Work in progress	0	636	636
803000038	C1 Mearns Road	0	0	0	Deferred until 2021/22 - covid	0	640	640
803000048	B755 Gleniffer Road	0	0	0	Phase complete	105	595	595
803000049	B776 ROWBANK ROAD	110	110	1	Due to start Jan 2021	95	575	575
803000050	C2 NEILSTON ROAD	0	0	0	Deferred until 2021/22	64	321	321
803000051	C3 UPLAWMOOR RD / MAIN ST, NEILSTON	0	0	0	Phase Complete	84	324	324
803000024	Cycling, Walking & Safer Streets	419	419	39	Increased to include full Scottish Government Grant	0	419	419
803000045	Roads Online Costing System	26	26	0	Work in progress	174	200	200
803000031	A77 Fenwick Road Reconstruction	92	92	0	Work in progress	0	185	185
	Provisional Sums - Roads	81	77	0		0	81	77
	Roads Retention Works	0	4	4	Minor retention payments for completed projects, covered by transfer from provisional sums	0	0	4

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Roads

		ANNUAL COSTS £'000			
COST CODE	PROJECT NAME	CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR	COMMENT
Grouped	Roads Capital Works	3,862	3,862	831	Work in progress
		13,037	13,038	1,031	

TOTAL COST £'000		
<i>SPENT PRIOR TO 31.03.20</i>	<i>PREVIOUS TOTAL COST</i>	<i>REVISED TOTAL COST</i>
2,138	15,000	15,000
6,607	46,650	46,650

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Council Wide - ICT

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR		SPENT PRIOR TO 31.03.20	PREVIOUS TOTAL COST	REVISED TOTAL COST
805000002	ICT Infrastructure Projects	588	588	334	Work in progress	455	5,543	5,543
805000025	IT General Provision	1,248	1,248	31	Work in progress	500	14,129	14,129
805000005	Corporate Information Security	96	96	54	Work in progress	619	750	750
805000023	GDPR Requirements	190	0	0	Deferred	60	250	250
805000003	Education Network	145	145	83	Work in progress	56	1,101	1,101
805000016	Document Repository Refresh	7	7	0	Work in progress	43	50	50
805000017	PCI DSS	110	15	0	Part-deferred	25	135	135
	Public Wifi Network	265	0	0	Deferred	0	265	265
805000010	Wireless Local Area Network 2015	93	93	46	Work in progress	957	1,050	1,050
805000012	Enterprise Public Access Wifi (Incl BYOD)	3	3	0	Work in progress	112	115	115
805000026	Income Management E-Store	75	75	28	Work in progress	130	205	205
805400002	Corporate GIS	88	88	0	Work in progress	112	200	200
805000018	Modern Smart Forms	63	63	0	Work in progress	137	200	200
805000020	My Account Middleware & Vendor	25	25	9	Work in progress	185	210	210

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Council Wide - ICT

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR		SPENT PRIOR TO 31.03.20	PREVIOUS TOTAL COST	REVISED TOTAL COST
805100002	Electronic Document Records Management (Rest Of Council)	124	124	0	Work to be programmed	229	353	353
805000020	Myaccount Signing In To On-Line Services	135	135	0	Work Programmed	150	285	285
	HSCP - Responder Service Modernisation & Safety Net Technology	180	180	0	Work Programmed	0	180	180
805000022	The Digital Workplace	199	3	3	Deferred	276	600	600
	Flexi Time Application Replacement	40	0	0	Deferred	40	80	80
805000024	Major ICT Contract Renewals	436	300	51	Work in progress	902	1,338	1,338
805000001	Core Corporate Finance, Payroll & HR	1,120	932	79	Work in progress	2,630	3,750	3,750
800050004	Education - Computer Equipment	516	516	105	Work in progress	323	5,353	5,353
805600001	ERCLT People's Network	40	40	0	Work in progress	9	229	229
	ERCLT Digital Platform	410	410	0	Work Programmed	0	410	410
805000009	School Servers Storage	174	30	0	Work in progress	176	350	350
	Carefirst	110	110	0	Work Programmed	0	110	110

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Council Wide - ICT

		ANNUAL COSTS £'000						
COST CODE	PROJECT NAME	CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR	COMMENT	TOTAL COST £'000		
						<i>SPENT PRIOR TO 31.03.20</i>	<i>PREVIOUS TOTAL COST</i>	<i>REVISED TOTAL COST</i>
	Education CCTV	268	268	0	Work in progress	0	626	626
	Telecare Service and Peripherals	300	300	0	Work Programmed	0	1,150	1,150
805100003	Agile (Rest Of Council)	3	3	1	Work in progress	257	260	260
805000008	Software Asset Management	9	9	5	Work in progress	56	65	65
805000021	Internet/Intranet Presence	41	41	41	Complete	9	50	50
800200008	Culture & Sport Self-Service Kiosk Hardware Refresh	56	56	0	Work Programmed	54	110	110
		7,157	5,903	870		8,502	39,502	39,502

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Fleet

		ANNUAL COSTS £'000			
COST CODE	PROJECT NAME	CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR	COMMENT
806000004	HSCP - Vehicles	288	288	0	Ongoing
806000001	Education - Vehicles	364	364	0	Ongoing
806000002	Environment - Vehicles	1,327	1,327	458	Ongoing
806000005	Environment - GPRS System	35	35	0	Ongoing
		2,014	2,014	458	

TOTAL COST £'000		
<i>SPENT PRIOR TO 31.03.20</i>	<i>PREVIOUS TOTAL COST</i>	<i>REVISED TOTAL COST</i>
0	1,164	1,164
0	1,122	1,122
1,339	13,197	13,197
0	315	315
1,339	15,798	15,798

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Annex 1 - Schools Major Maintenance Analysis

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR		SPENT PRIOR TO 31.03.20	PREVIOUS TOTAL COST	REVISED TOTAL COST
800000002	Carolside PS - Window Renewal	0	0	0	Deferred until 2021/22	63	207	207
800000019	ST Lukes Windows Entrance Area	0	0	0	Deferred until 2021/22	36	150	150
800000004	Woodfarm HS - Window Renewal	0	0	0	Deferred until 2021/22	66	298	298
800000014	School Toilet Improvements	150	75	0	Partly Deferred until 2021/22	296	550	550
	THORNLIEBANK PS PR 1- WINDOW RENEWAL	100	100	0	Work to be programmed	0	100	100
	OLM ENTRANCE & MAIN DOORS at Robslee	50	20	0	Work to be programmed	0	50	50
	Provisional Sums	108	107	0	Work to be programmed	0	8,259	8,258
800000008	Hazeldene Nursery - Window Renewal	1	1	0	Retention	2	3	3
	Braidbar PS - Roof Improvements	50	50	0	Work to be programmed	0	50	50
800000009	Mearns Castle HS - Window Renewal	25	25	0	Work to be programmed	29	54	54
	Mearns Castle HS - Rear Stair Improvements	3	3	0	Retention	0	3	3
	St Joseph's PS - Structural Improvements	4	4	0	Retention	0	4	4
800000013	St Joseph's PS - Fabric Improvements	1	1	0	Retention	2	3	3

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Annex 1 - Schools Major Maintenance Analysis

		ANNUAL COSTS £'000			TOTAL COST £'000			
COST CODE	PROJECT NAME	CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR	COMMENT	SPENT PRIOR TO 31.03.20	PREVIOUS TOTAL COST	REVISED TOTAL COST
800050002	St Luke'S HS - Roof Improvements (Gym Hall)	10	10	0	Work to be programmed	0	10	10
800000018	St Johns Windows and Gym	1	1	0	Retention	44	45	45
800000011	St Josephs Primary windows and entrance door	36	36	0	Work in progress	44	80	80
800000007	Giffnock Primary windows (original block and ext	62	62	0	Work in progress	63	125	125
		601	495	0		645	9,991	9,990

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Annex 2 - Property Maintenance Analysis

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR		SPENT PRIOR TO 31.03.20	PREVIOUS TOTAL COST	REVISED TOTAL COST
800401001	Disability Discrimination Act	88	88	4	Ongoing	98	186	186
800404001	HardWire Testing	97	97	18	Ongoing	38	135	135
800404003	COSHH Upgrade	109	109	35	Ongoing	94	203	203
Grouped	Asset Management	236	236	44	Ongoing	366	602	602
800404009	Fire Risk Assessment Adaptations	194	194	20	Ongoing	132	1,676	1,676
800404012	Structural Surveys & Improvements	98	98	24	Ongoing	28	486	486
800600001	CEEF/Salix Energy Efficiency	0	0	0	Deferred until 2021/22	0	855	855
800404005	Boiler Replacement	113	129	129	Ongoing	113	326	342
800404006	Roof Improvements	167	167	0	Ongoing	225	392	392
800404014	Legionella Remedial Improvements	105	105	27	Ongoing	45	150	150
800404011	Eastwood HQ Lighting Improvements	33	33	0	Ongoing	15	48	48
800200005	Community Facilities Improvements	129	129	0	Ongoing	1	130	130
	Provisional Sum	205	189	0		0	6,010	5,994

GENERAL FUND CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

Annex 2 - Property Maintenance Analysis

		ANNUAL COSTS £'000						
COST CODE	PROJECT NAME	CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR	COMMENT	TOTAL COST £'000		
						<i>SPENT PRIOR TO 31.03.20</i>	<i>PREVIOUS TOTAL COST</i>	<i>REVISED TOTAL COST</i>
	Corporate Total	1,574	1,574	301		1,155	11,199	11,199

GENERAL FUND CAPITAL PROGRAMME 2020/21

PROGRESS REPORT

RESOURCES

	£'000	£'000
Borrowing		33,207
Grants		
Capital Grant	5,339	
City Deal	1,343	
Early Learning and Childcare - 1140 Hours Expansion	3,200	
Cycling, Walking & Safer Streets	419	
Scottish Environmental Protection Agency	87	
Town Centre Fund	1,201	
Regeneration Capital Grant Fund	499	
Renewable Energy Fund	0	12,088
Developers Contributions		837
Salix/Central Energy Efficiency Fund		0
Sustrans		0
CFCR		0
Capital Reserve		0
Capital Receipts		0
Capital - Other		318
		46,450

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EAST RENFREWSHIRE COUNCILCABINET26 November 2020Report by Head of Accountancy (Chief Financial Officer) and Director of EnvironmentHOUSING CAPITAL PROGRAMME**PURPOSE OF REPORT**

1. The purpose of this report is to monitor expenditure as at 30 September 2020 (Quarter 2) against the approved Capital Programme for 2020/21 and to recommend adjustments where necessary.

RECOMMENDATIONS

2. The Cabinet is asked to:-
 - (a) note and approve the current movements within the programme; and
 - (b) note the shortfall of £0.135m and that income and expenditure on the programme will be managed and reported on a regular basis.

BACKGROUND

3. This report is presented in relation to the following:
 - A revised Housing Capital Programme for 2020-2025, reflecting changes to the programme detailed in the Strategic Housing Investment Programme (SHIP), particularly in relation to new build projects, was approved by Council on 27 February 2020.
 - Adjustments to the 2020/21 programme, reflecting timing movements across the new build programme, were approved by Council on 27 August 2020.

CURRENT POSITION

4.	Total anticipated expenditure (Appendix A)	£ 9.959m
	Total anticipated resources (Appendix B)	£ <u>9.824m</u>
	Shortfall	£ <u>0.135m</u>

EXPENDITURE

5. The total estimated expenditure for 2020/21 has reduced by £2.955m due to the following changes in respect of timing of expenditure and other adjustments.

Building Works Programme – Existing Stock

The impact of COVID-19 resulted in a pause to much of the works in the early part of the financial year with expenditure to date of £0.300m (30/09/2020). A number of timing adjustments are now required across the existing stock programme.

- Renewal of Heating Systems (reduced by £0.426m) – Restricted access due to COVID-19 have resulted in a later start and much of the planned work will now fall into 2021/22
- Aids & Adaptations (reduced by £0.134m) – COVID-19 has impacted on the ability to carry out these works safely and therefore the majority will now fall into 2021/22.
- Internal Element renewals (£0.168m) – a delayed tender process and government restrictions has resulted in a revised start date of January 2021 for these works and an element will now fall into 2021/22
- Communal Door Entry (reduced by £0.039m) – delayed due to restrictions and the need to reach agreement with occupiers.
- Sheltered Housing (reduced by £0.943m) – due to the need to carry out works safely and the increased risk to residents the majority of this work will be delayed until 2021/22.

In addition, some budget transfers are also required:

- Rewiring (increase of £0.159m) – additional expenditure will be required in this line due to the programme of installation of smoke detectors. This increase can be covered from a transfer from Internal Element Renewals (reduction in total budget of £0.159m).
- External Structural Works (increase of £0.176m) – the contract has been awarded with a start date of November 2020 and includes cavity wall insulation therefore an element of the Energy Efficiency budget earmarked for this purpose can be transferred to cover this increase (reduction of £0.176m).

Capital New Build – Phase 1 and 2

With construction at Fenwick Drive, Robertson Street and Blackbyres Road complete, the programme in 2020/21 includes Balgraystone Road, and the Phase 2 sites at Commercial Road, Barrhead; Barrhead Road, Newton Mearns; and the first two sites at Maidenhill. An allocation for retention payments for the completed sites is included in the projected outturn (£0.134m)

The impact of COVID-19 has had a significant effect on the timing and cost of projects due to market forces, inflation and new safe ways of working. Progress has been delayed at all sites as a result of the difficulty to obtain tenders from sub-contractors, inability to undertake site investigations and the requirement to follow government guidance in order to safely mobilise site starts.

- **Balgraystone Road, Barrhead**
The project started on site in October 2020 due to COVID-19 restrictions and planning delays. As a result, 2020/21 outturn for the project is likely to be £2.720m, £1.235m lower than the reported in August. Additional costs as a result of COVID-19 related health and safety measures and other abnormal costs associated with this development can be managed within the budget allocation however additional grant has been secured to cover these costs.
- **Maidenhill Area 6**
Work is underway on this site and the first batch of units are expected to complete in March 2021. A revised outturn of £1.900m in the current year is now expected (an increase of £0.080m) for Area 6 while overall costs remain on track. Initial fees and site investigation for the other Phase 2 projects at Barrhead Road (£0.026m) and Commercial Road (£0.030m) make up the total projected outturn of £1.956m

The impact of any changes will be reflected in the Housing Services 30 year Business Plan which is independently reviewed to ensure the programme remains affordable.

INCOME

6. Resources to support the Housing Capital Programme have been adjusted to reflect the changes noted above.
 - Scottish Government New Build Grant – additional grant has been secured to assist with COVID-19 health and safety measures and some of the abnormal site costs identified at Balgraystone Road (increase of grant available of £0.720m – grant adjusted to match anticipated expenditure).
 - Borrowing – Changes noted above in respect of project timing movements, transfers and additional grant has resulted in a net reduction in borrowing of £3.675m for 2020/21.

COMMENT

7. The projected shortfall of £0.135m represents 1.4% of the resources available and is within manageable limits.

PARTNERSHIP WORKING

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

RECOMMENDATIONS

9. The Cabinet is asked to:-
 - (a) note and approve the current movements within the programme; and
 - (b) note the shortfall of £0.135m and that income and expenditure on the programme will be managed and reported on a regular basis.

Further information is available from Mark Waugh, Principal Accountant – Capital, telephone 0141 577 3123.

Margaret McCrossan
Head of Accountancy Services (Chief Financial Officer)
MMcC/MW
10 December, 2020

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EAST RENFREWSHIRE COUNCIL

Appendix A

HOUSING CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT	TOTAL COST £'000		
		CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR		SPENT PRIOR TO 31.03.20	PREVIOUS TOTAL COST	REVISED TOTAL COST
835000002	Renewal of Heating Systems	872	446	0	Element of work delayed until 21/22	0	872	872
832000001	Rewiring (including smoke/carbon monoxide detectors)	938	1,097	47	Transfer from Internal Elements	0	938	1,097
831000002	External Structural Works	1,657	1,833	176	Transfer from Energy Efficiency	0	1,657	1,833
835000008	Estate Works	97	97	2	Work in progress	0	97	97
835000006	Energy Efficiency (Including Cavity Wall Insulation)	476	300	29	Transfer to External Structural in respect of Cavity Wall works	0	476	300
835000009	Aids and Adaptations	234	100	4	Element will now take place in 21/22	0	234	234
831500001	Internal Element Renewals (including kitchens, bathrooms and doors)	1,403	1,076	24	Revised start of Jan 2021, element transferred to Rewiring	0	1,403	1,244
835000005	Communal Door Entry Systems	59	20	0	Element of work delayed until 21/22	0	59	59
835000012	Sheltered Housing	978	35	18	Majority of work delayed until 21/22	0	978	978
N/A	Purchase of Property (CPO/Mortgage to Rent Acquisition)	25	25	0	Balance of ROTS budget approval - to be used to bring properties to higher standard	0	25	25
835000003	IT Systems	110	110	38	Work in progress	143	253	253
Grouped	Capital New Build Phase 1	4,179	2,854	107	First three sites complete with work in progress on remaining site	6,995	14,747	14,747
Grouped	Capital New Build Phase 2	1,876	1,956	36	Work in progress	69	22,401	22,401

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EAST RENFREWSHIRE COUNCIL

Appendix A

HOUSING CAPITAL PROGRAMME

PROGRESS REPORT

2020/2021

COST CODE	PROJECT NAME	ANNUAL COSTS £'000			COMMENT
		CURRENT YEAR APPROVED AT 27.08.20	PROJECTED OUTTURN FOR CURRENT YEAR	ACTUAL EXPENDITURE IN YEAR	
N/A	Retentions	10	10	0	
		12,914	9,959	481	

TOTAL COST £'000		
SPENT PRIOR TO 31.03.20	PREVIOUS TOTAL COST	REVISED TOTAL COST
0	10	10
7,207	44,150	44,150

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EAST RENFREWSHIRE COUNCIL
HOUSING CAPITAL PROGRAMME 2020/21

Appendix B

PROGRESS REPORT

RESOURCES

	20/21 Revised £'000
Borrowing	5,845
Grant - New Build Phase 1	2,720
Grant - New Build Phase 2	826
Recharges to Owner Occupiers (including HEEPS grant)	433
Total	<u>9,824</u>

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EAST RENFREWSHIRE COUNCILAUDIT & SCRUTINY COMMITTEE26 November 2020Report by Head of Accountancy (Chief Financial Officer)INTERIM TREASURY MANAGEMENT REPORT FOR 2020/21**PURPOSE OF REPORT**

1. To advise the Audit and Scrutiny Committee on the treasury management activities for the first 6 months of 2020/21.

RECOMMENDATIONS

2. It is recommended that Members:-
 - a) Note the interim Treasury Management Report 2020/21;
 - b) Recommend to the Council that the attached organisations for investment of surplus funds be approved (see Appendix II); and

BACKGROUND

3. The treasury management policy statement requires the Chief Financial Officer to report every 6 months on the activities of the Treasury Management operation and on the exercise of the powers delegated to her.
4. In addition, in line with the CIPFA Code of Practice on Treasury Management 2017, the Audit & Scrutiny Committee is responsible for ensuring the effective inspection of treasury management activities.
5. The attached Interim Treasury Management Report for the financial year 2020/21 is submitted in accordance with these requirements.

TREASURY MANAGEMENT ACTIVITIES IN 2020/21

6. The interim report for period 1 April 2020 to 30 September 2020 is attached as Appendix I. The report reflects both routine activities and the additional challenges we have faced in the last six months. The Council's prudent treasury management position has allowed it to cope with additional cash flow demands arising from the ongoing Covid-19 pandemic. In addition the Capital Financing Requirement has now been reviewed to include the Clyde Valley Waste Plant liability in line with the finalised annual accounts.

RECOMMENDATIONS

7. It is recommended that Members:-

- a) Note the interim Treasury Management Report 2020/21;
- b) Recommend to the Council that the attached organisations for investment of surplus funds be approved (see appendix II); and

Report Author

Further information is available from Barbara Clark, Chief Accountant, 577 3068

Key Words

Treasury Management, Interest Rates, Prudential Indicators, investment.

EAST RENFREWSHIRE**INTERIM TREASURY MANAGEMENT REPORT 2020/21**

Table 1

1. Actual External Debt

	Borrowing 01/04/20 £m	Average Interest %	Borrowing 30/09/20 £m	Average Interest %	Change in Year £m
<u>Long Term Borrowing</u>					
Public Works Loan Board	99.57	3.52	99.04	3.49	(0.53)
LOBO (Lender Option Borrower Option)	14.40	4.60	14.40	4.60	0.00
PFI / PPP Finance Lease	88.70	7.09	88.70	7.09	0.00
SALIX Energy Efficiency Loan	0.02	0.00	0.01	0.00	(0.01)
Total borrowing	202.69	5.16	202.15	5.15	(0.54)
<u>Short Term Lending</u>					
Temporary Investments	(73.82)	1.01	(71.37)	0.22	2.45

2. During the period no new borrowing was undertaken from the Public Works Loan Board and loans totalling £0.53 million matured.

3. The opening cash surplus of £ 73.82 million has decreased to £71.37 million due to both revenue and capital cash flows.

4. At 30 September 2020 the Council had 7.12% of its total borrowing outstanding in variable rate loans. This was also the peak of borrowing outstanding in variable rate loans during the period 01/04/20 to 30/09/20. For the Council to gain a high level of stability in overall borrowing costs the Council's Treasury Policy Statement requires the exposure to variable rate loans to be less than 30% of the total borrowing outstanding.

5. The attached tables chart the following:

Table 2 The Council's debt maturity profile – which is in line with the Council's Treasury Policy Statement

Table 3 Bank base rate movements

Table 4a and 4b The Council's activity in the temporary market

Table 5a and 5b Interest rate movements in the temporary market

6. Prudential Indicators

In line with the agreed monitoring arrangements for the Prudential Indicators, listed below there is a table showing prudential indicators comparing the approved indicator, as reported to the Council on 27 February 2020 along with the projected outturn figures for the year end, demonstrating that the Council is operating well within the limits set.

Prudential Indicator	Approved indicator	Projected Outturn for the year end	COMMENT
1. Capital Expenditure	£60,682,000	£56,985,000	Projected Capital Expenditure re-profiled from planned expenditure, reflecting the revised work schedules within both the Housing Capital and General Fund Programmes.
2. Capital Financing Requirement	£235,072,000	£231,132,000	Overall CFR is lower than the approved position due to reduced capital expenditure from that planned in the previous and current years offset by a reduction in anticipated capital receipts and the addition of the new Waste Recycling project finance lease introduced in 2019/20.
3. Operational Boundary for External Debt	£239,625,000	£230,347,000	Movement is due to the projected in year net debt repayment of £5.3m being made, in addition to the movement in the Capital Financing Requirement.
4. Authorised Limit For External Debt	£262,707,000	£252,859,000	Approved indicator included an allowance to cover any unusual temporary movements, it is anticipated that this will not be required during the year. The projected outturn figure also includes the projected net debt repayments of £5.3m, in addition to the movement in the Capital Financing Reserve.
5. Gross Debt	£223,187,000	£203,064,000	Gross debt is lower than the approved position due to a reduction in the anticipated in-year borrowing offset by the addition the new Waste Recycling Project finance lease introduced in 2019/20 which has now been included in the projected year end figure.
6. Code of Practice For Treasury Management	The Council has adopted the CIPFA Treasury Management in the Public Services: Code of Practice and Cross-Sectoral Guidance Notes	All of the approved activities within the Council Treasury Management Policy Statement have been complied with.	

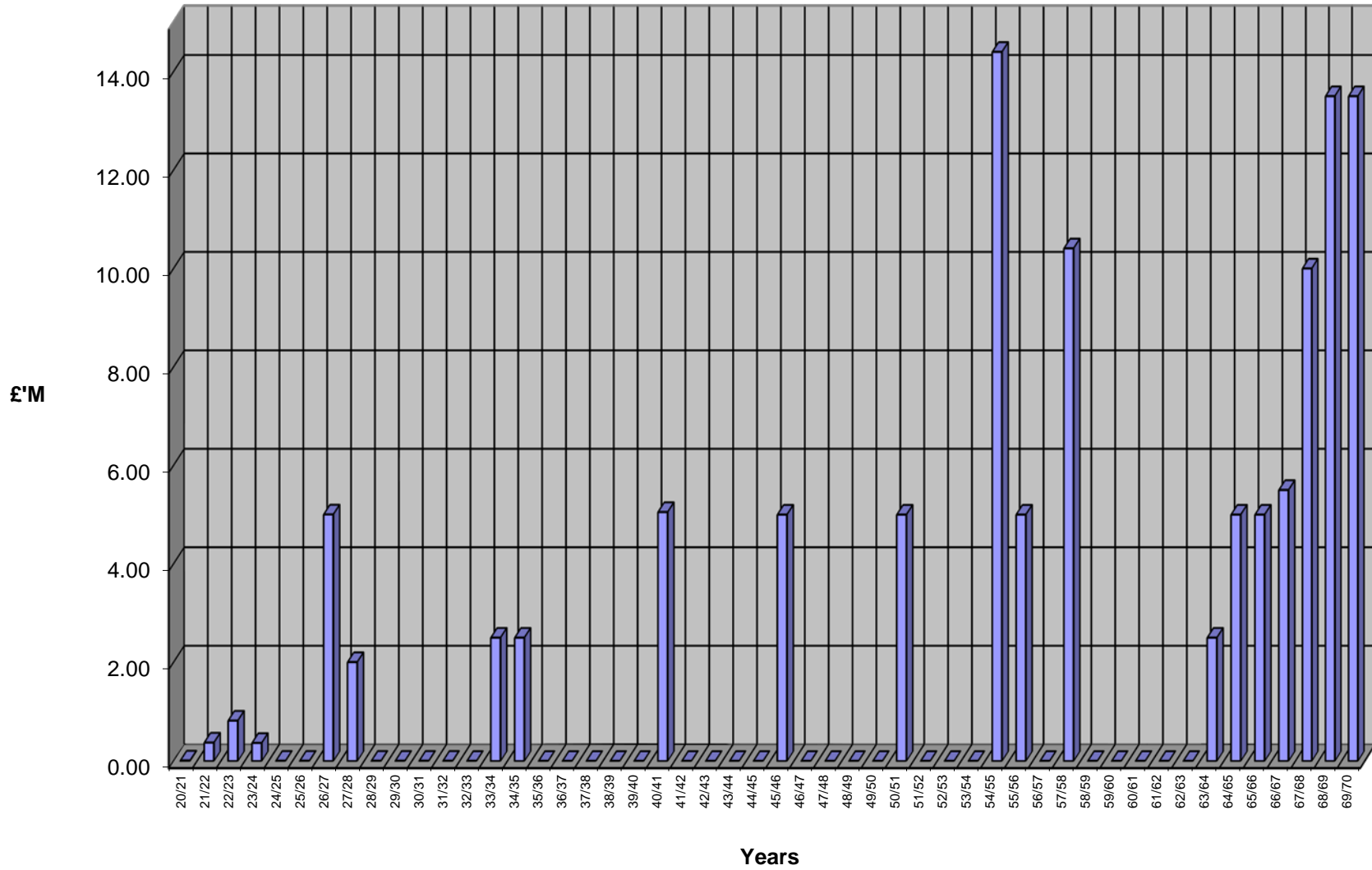
7. Approved Organisations for Investment

In line with normal practice the status of all Banks & Building Societies approved on the 9 September 2020 has been reviewed (see Appendix II). In this respect, the deposit limits have been increased with Bank of England and the overall total of permitted investment with the Money Market Funds has also been increased, this is to accommodate the new borrowing taken last year, taking advantage of historically low interest rates. All lending is in line with the permitted methods of investment which were approved by Council on 27 February 2020 as part of the Treasury Management Strategy report.

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

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

Long Term Debt Maturity Profile as at 30/09/20



**Bank of England
Base Rate Movements
1st April 2020 to 30th September 2020**

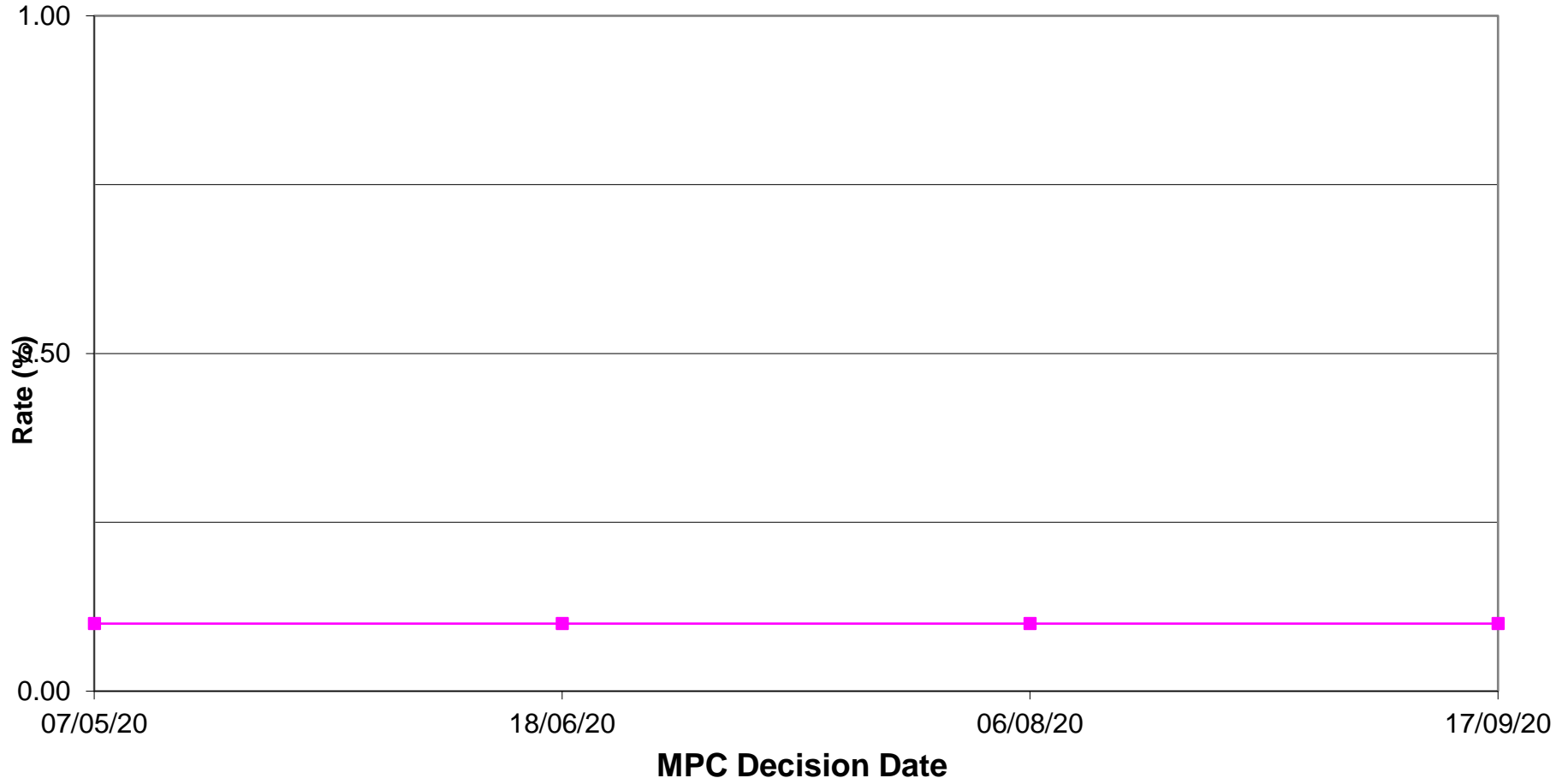
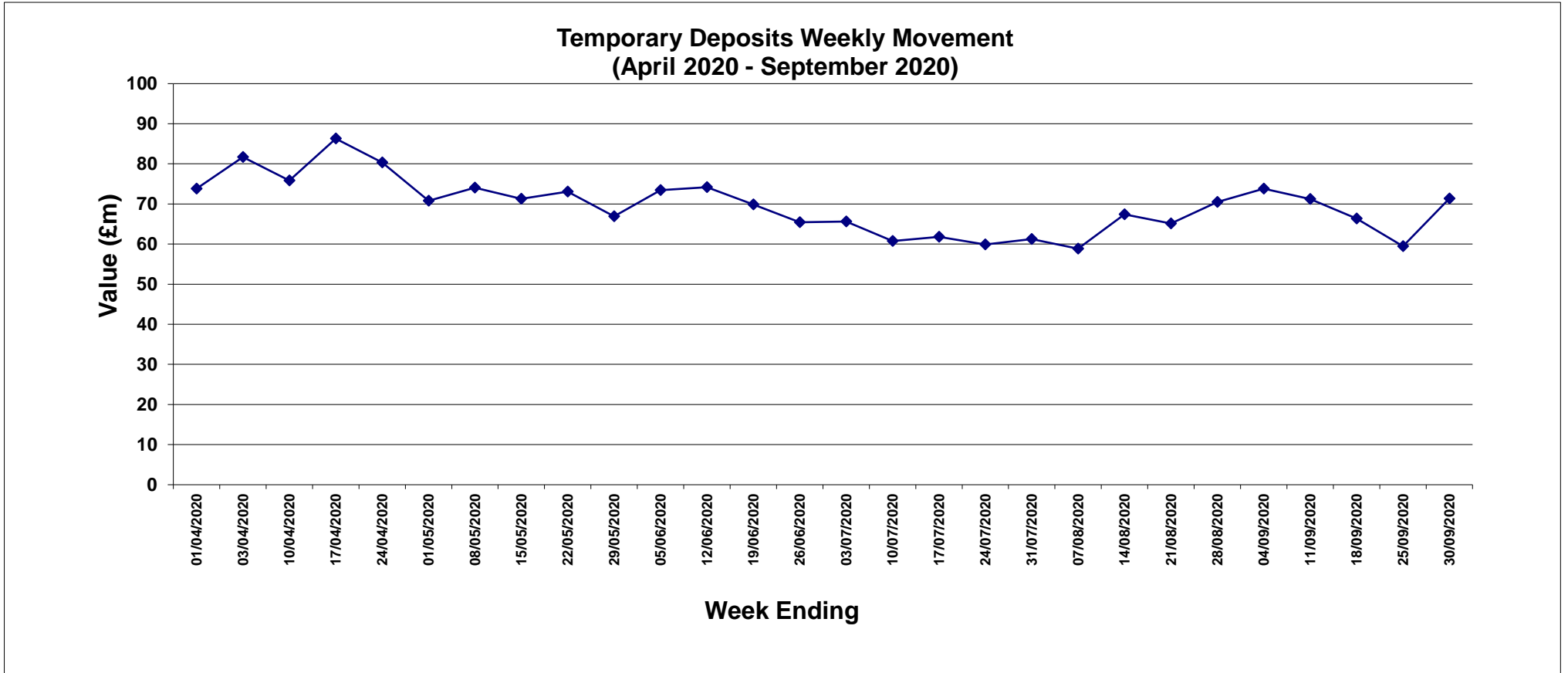
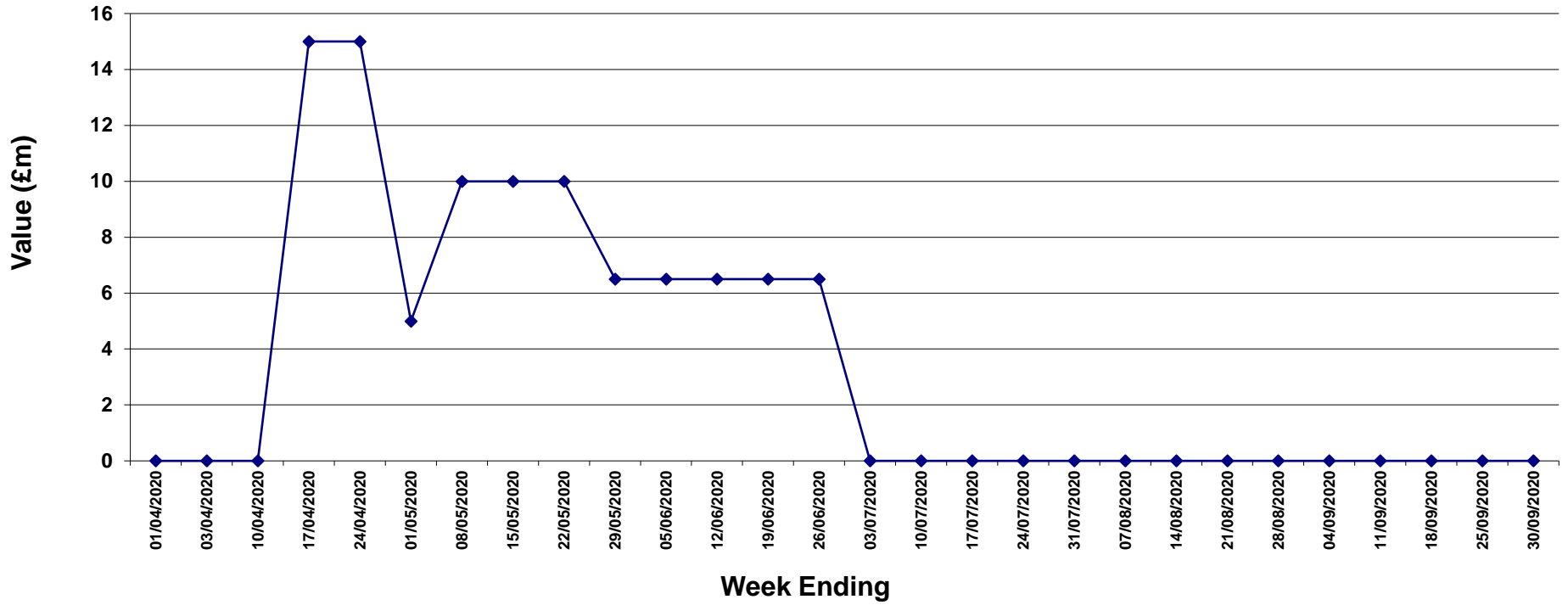
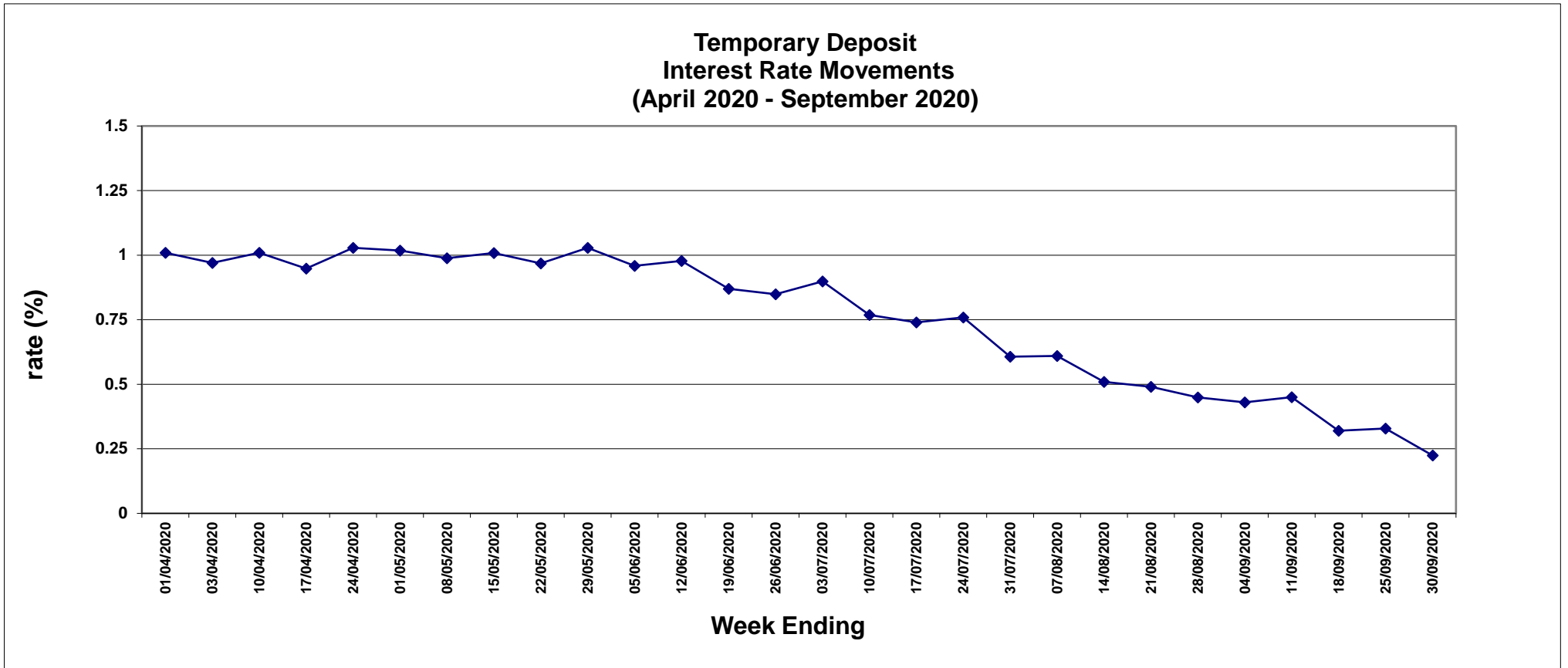


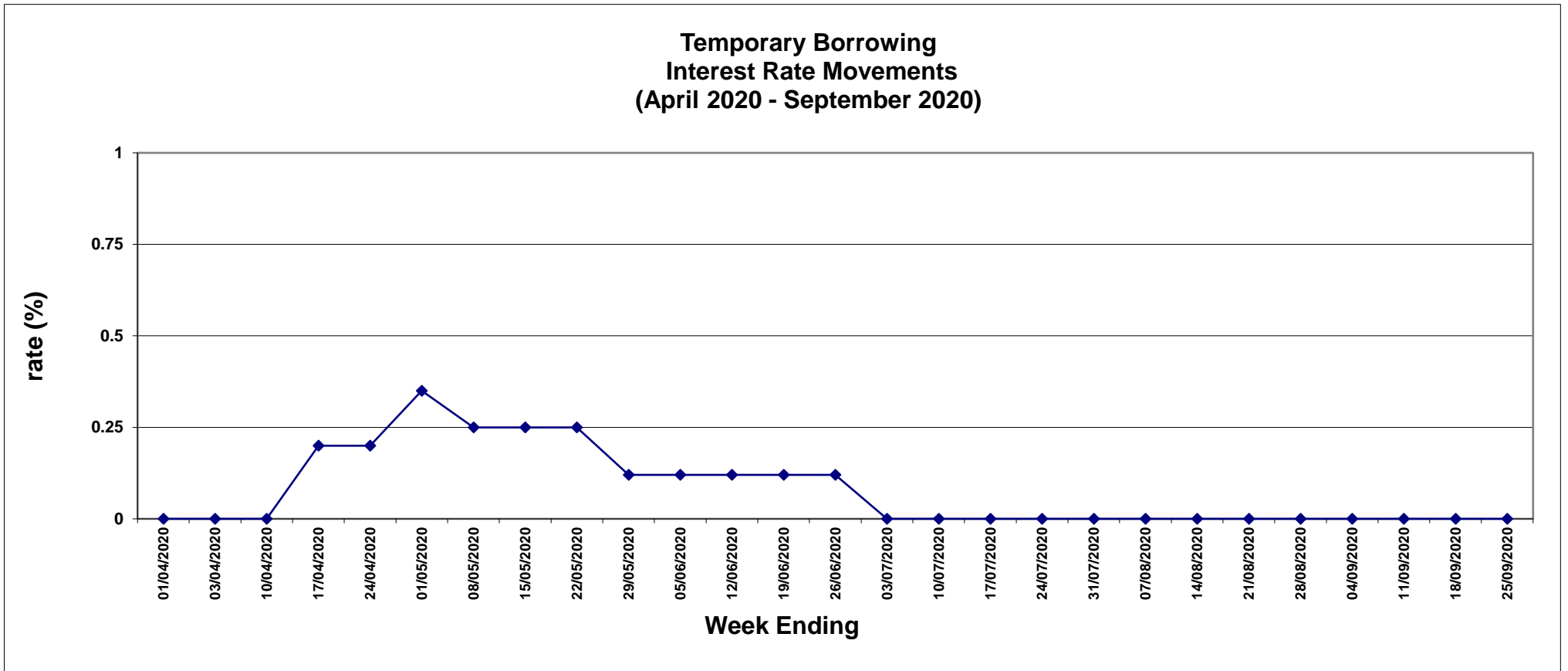
Table 4a



Temporary Borrowing Weekly Movement
(April 2020 - September 2020)







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ORGANISATIONS APPROVED FOR THE INVESTMENT OF SURPLUS FUNDS

Banking Group	Individual Counterparty	Limits	
		Deposit	Transaction
Bank of England	Debt Management Office	£10m	£10m
	UK Treasury Bills	£5m	£5m
Barclays Banking Group	Barclays Bank	£5m	£5m
Goldman Sachs International Bank		£5m	£5m
HSBC		£5m	£5m
Lloyds Banking Group:	Bank of Scotland	£12.5m	£12.5m
Royal Bank of Scotland Group:	Royal Bank of Scotland	£5m	£5m
	National Westminster Bank PLC		
Santander Group	Santander UK PLC	£7.5m	£7.5m
Standard Chartered Bank		£5m	£5m
Clydesdale Bank		£0m	£0m
Building Societies			
Nationwide		£5m	£5m
Local Authorities			
All Local Authorities including Police & Fire		£5m	£5m
Money Market Funds			
Maximum limit of £10m per fund		£60m	£10m

Credit Ratings

	Fitch		Moody's		S&P	
	LT	ST	LT	ST	LT	ST
Minimum Criteria (Unless Government backed)	A-	F1	A3	P-1/P-2	A	A-1/A-2

(please note credit ratings are not the sole method of selecting counterparty)

Limit

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

Deposit Periods

The maximum period for any deposit is based on the LINK Suggested Duration matrix with a maximum of 6 months. The exception to this is deposits with the Bank of Scotland which is set at 365 days. These limits can only be exceeded with the written permission of the Chief Financial Officer.

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

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EAST RENFREWSHIRE COUNCILCabinet3 December 2020Report by Director of EnvironmentEARLY LEARNING AND CHILDCARE (Expansion 2020)**PURPOSE OF REPORT**

1. The purpose of this report is to provide an update in relation to the progress of the project to deliver the expansion of Early Years provision in East Renfrewshire to meet Scottish Government requirements.

RECOMMENDATIONS

2. The Cabinet is asked to:-

- a) Note the delay in the opening of the nurseries due to the impact of the Covid virus on the construction industry;
- b) Homologate the decision by the Director of Environment to vary the relevant contracts to accommodate additional works in particularly challenging circumstances in an effort to open the nurseries as quickly as possible;
- c) Recommend to the Council that additional capital expenditure of £910,000 be approved to cover the additional committed works; and
- d) Recommend to the Council that a compensation payment of £803,000 in relation to coronavirus issues be made to Heron Bros as outlined in the report.

BACKGROUND

3. The Early Years building programme is a major capital programme comprising the construction of six nursery buildings required to meet the Scottish Government's increased Early Years entitlement of 1140 hours for all eligible children. Overall the ELC expansion programme will provide around 600 additional places for 3 and 4 year olds. The main new build nurseries are situated at the following locations;

- Glenwood, adjacent to Glenwood Family Centre
- Crookfur, at the Parklands pavilion
- Overlee, at the Overlee Park pavilion
- Busby, at Busby Primary School
- Eaglesham, at Eaglesham Primary School
- Cross Arthurlie at Cross Arthurlie Primary School

4. The construction of the nurseries has necessarily involved from the outset some considerable disruption for children and their parents including the temporary registration of additional indoor and space with the Care Inspectorate, changed hours operating models and some children having to travel further to obtain available space. In that respect it was always important that the new nurseries could be completed and opened as quickly as possible.

5. The building contractor for the projects listed above, with the exception of Cross Arthurlie, is Heron Brothers Ltd. (HB). The contracts commenced at Crookfur on 10th June 2019 with completion originally expected in July 2020.

6. Various potential issues around the implications of the Covid virus for projects and in particular the Early Learning and Childcare Expansion have already been highlighted to the Council.

7. In a report to the Cabinet on 27th August and to the Council on 9th September 2020 on the General Fund Capital programme it was highlighted that;

“The impact of COVID-19 is having a significant effect on the timing and cost of projects and on the timing and value of capital receipts due to market forces, inflation and new safe ways of working. officers continue to review the Council’s capacity to deliver planned projects in the current year and will provide further updates in the next capital report as matters become clearer.

Early Learning and Childcare Expansion – COVID-19 has had a significant impact on this project with the standstill causing delays. The cost of standstill alone is estimated at £0.500m. In addition to this, the design proposals to connect storm drains to Scottish Water combined sewers have been rejected with the proposed solution to connect storm drain to nearby water course adding significant costs to the project. Across the five main sites, this amounts to £1.882m

Officers continue work to mitigate these costs and are also identifying savings elsewhere in the programme to support these cost increases. A further update will be provided in due course.”

8. This report provides an update on the current position with regard to Early Learning and Childcare Expansion.

9. Unfortunately, as explained above due to the impact of the Covid virus and Scottish Water issues work has been delayed. However, staff have managed to help recover the situation and work is now ongoing with completions at an advanced stage and currently anticipated from November 2020 through to December 2020.

10. The current capital sum approved is £27,372,000. However, there is a requirement to increase the sum approved to take account of additional costs relating to the Covid virus, unexpected Scottish Water costs and a number of other additional items specified below.

REPORT

Covid Issues

11. As recommended by the Scottish Government HB stopped construction on 24th March 2020 and secured the nursery sites on 26th March 2020. All steps were taken to mitigate cost, retaining only necessary staff, services and plant. This situation prevailed until June 2020 when the sites were allowed to reopen.

12. Since reopening on 15th June 2020 HB has been working to complete the nurseries in accordance with Scottish Government Covid guidance and therefore under a restrictive regime of reduced staffing, constrained working practices and supplier and sub-contractor issues. This has resulted in an extended construction period and also additional costs for the contractor.

13. The relevant building contracts contain various provisions which the contractor may argue are relevant to entitle them to additional construction time or in some cases additional financial payments in respect of the works. In anticipation of possible claims, advice received

from legal services during the early stages of the pandemic was to adopt a cautionary position with regard to potential claims so as to control the Council's exposure to further costs. On this basis, delays caused by unforeseen circumstances were accepted but additional costs were not conceded. However, in light of the general objective of protecting the economy (including the construction industry) and the certainty of an agreed figure following preliminary discussions it is now proposed that ERC shares the additional Covid related costs with the contractor.

14. This approach has the following benefits;

- Avoids the uncertainty and costs of potential litigation
- Maintains a good working relationship and the co-operation of the contractor
- Protects the remaining period of the contract by reducing the risk of unreasonable and/or disputed claims

15. The Council's project managers Gardiner and Theobald (G&T) have negotiated a provisional compensation agreement with HB which G&T can support in terms of the tendered costs associated with the contract, subject to Council approval. In addition, Property and Technical Services staff have negotiated terms with the contractor for Cross Arthurlie and the other works packages in a similar manner. The total sum is £803,000.

16. The costs during the shutdown period relate to prelims, rent of site cabins, utilities, security, insurances, some staffing and plant such as generators etc. (i.e. the things requiring to remain in place).

17. The costs since restart are caused due mainly to prolongation due to only being able to have some 50% of workforce on site therefore the work has taken longer and the site needs to function for longer with more of the associated costs referred to above but with fully operational staff and the inefficiencies of the workflow and supply problems etc.

18. These additional sums have not yet been committed. If the additional sums are not approved it is possible that ERC could face a potentially costly legal dispute. The Cabinet is therefore being asked to recommend to the Council approval of payment this amount.

Scottish Water Issues

19. Scottish Water's Surface Water Policy guidance provides a hierarchy of five solutions for surface water drainage, ranging from the preferred option of "storage and re-use" to option five, where surface water is drained to a combined sewer. In densely developed urban situations dedicated surface water drainage is often available and in rural situations it can be possible to take rainwater to watercourses. However, in semi-urban areas often the only viable solution is to use the combined sewer.

20. The Council's engineering consultant had anticipated SW would allow a relaxation of the regulations as was SW's historical practice and so no allowance was made for this cost. Unfortunately, it transpires that SW has toughened its stance in this regard during the design and construction period and lessons have been learned for future projects.

21. The Council's request to Scottish Water (SW) to allow a connection to the combined sewer in all five new build nurseries was initially refused. However, it has been possible, over an extended period, to negotiate SW's acceptance in principle to connect to the combined sewer at Crookfur, Eaglesham and Busby on condition that at least an equivalent amount of surface water is removed from the combined sewer from within the same catchment (by means of diverting road gullies to watercourses). The cost of these works is £196,000.

22. In the remaining two nurseries at Overlee and Glenwood it has been possible to connect the buildings to water courses thereby negating the need to connect to the combined sewer. The cost of these works is £380,000.

23. Given the urgency of getting the nurseries open and the advanced stage of construction and the clear need for all nurseries to connect to the sewerage system these works have already been instructed at a total additional cost of £526,000 for all of the nurseries. Without these sewerage works the nurseries could not open.

24. SW has been slow to respond to the current situation (they too have Covid related issues) which has been challenging. Consequently, there remains a small risk of further delay and associated expense with regard to sewerage issues. Additional contingency resources of £50,000 is also being requested to cover this potential situation and the potential risks within the remaining period of the building contract.

25. The Cabinet is therefore being asked to homologate this action in relation to the increases in contract values and recommend to the Council, in terms of the Council's Scheme of Administration), that additional resources of £526,000 and the contingency of £50,000 (total £576,000) be approved to cover the exceptional circumstances.

Other Costs

26. In addition to the items above there are a number of further "other" additional costs. These are;

- Allowance for the sum of post contract changes comprising additions and deductions for design development and architect instructions over the contract period together with associates fees and charges (£233,000). This is standard practice in relation to contracts particularly large ones such as this.
- The contingency allowance at the outset was £862,000 on £27,372,000 being an average percentage, over the range of projects, at 3.15%. However, this has proved to be insufficient to deliver the project.
- Examples of contingency expenditure incurred on this project include; removal of contaminated soil, delay and subsequent acceleration in connection with Parklands objections, roads and pathway improvements, re-design of elements within the new pavilions at Overlee and Crookfur to meet both client (Education) and Sport Scotland specifications.

Total additional cost £233,000

- Equipment and services required to operate the facilities comprising;
 - ICT infrastructure: provisional sum £80,000 projected additional cost £59,000
 - IT hardware: additional, not in provisional sum, projected additional cost £29,600
 - Miscellaneous smaller sums relating to decants, fittings and equipment, additional £12,400

Total additional cost £101,000

Overall additional "other costs" regarding both of these issues is £334,000

Overall Additional Committed Project Costs

- Scottish Water related drainage/sewerage costs – £576,000 (this includes additional £50,000 contingency sum)

- Post contract changes regarding design development and architect instructions – £233,000
- “Other Costs £101,000
- Overall project additional committed total – £910,000

Proposed Additional Covid Compensation Payment

- HB proposed additional Covid related costs – £803,000
- Potential overall cost of project – £1,713,000

27. Every attempt has been made to mitigate the additional expenditure and all opportunities to make savings have been considered. However, given the late point in the programme when Covid issues and the Scottish Water problem arose there have been limited opportunities.

28. Other budgets have been considered for potential savings or contributions and a sum of £369,000 has been identified being a £318,000 rebate from Hub West Scotland in respect of Barrhead High School and £51,000 from works at St Cadoc’s.

29. The remaining £1,344,000 will be found from delays and deferrals due to Covid in other projects and therefore no additional borrowing will be required in the current financial year. However, this will result in future increases in loan charges as additional borrowing will have to be incurred in subsequent years to deliver those projects which have slipped.

30. A copy of the relevant extract from the Contract Standing Orders is attached (appendix 1).

FINANCE AND EFFICIENCY

31. As set out above the total additional capital requirement across the various categories as outlined in the report is £1,713,000. If the additional Covid compensation payment to HB is excluded this amounts to around 3.32% of the original capital provision of £27,372,000.

CONSULTATION AND PARTNERSHIP WORKING

32. The Early Years building and expansion programme has been a collaboration between the various departments of the Council. In addition, consultation with the local community and service users has been key to the success of the project.

IMPLICATIONS OF THE PROPOSALS

33. There is a need for the facilities to open and operate as soon as possible in order that children currently displaced can be enrolled at their intended placement. The current situation is limiting flexibility and choice for families while the new centres are unavailable.

34. There are no implications of the proposals in terms of staffing, property, legal, IT, State Aid, equalities or sustainability.

CONCLUSIONS

35. Principally as a result of the Covid pandemic and late emergence of Scottish Water requirements approval of additional expenditure of £1,713,000 is required to deliver the facilities needed to meet the Scottish Government’s increased Early Years entitlement of 1140 hours for all eligible children.

RECOMMENDATIONS

36. The Cabinet is asked to:-

- a) Note the delay in the opening of the nurseries due to the impact of the Covid virus on the construction industry;
- b) Homologate the decision by the Director of Environment to vary the relevant contracts to accommodate additional works in particularly challenging circumstances in an effort to open the nurseries as quickly as possible;
- c) Recommend to the Council that additional capital expenditure of £910,000 be approved to cover the additional committed works; and
- d) Recommend to the Council that a compensation payment of £803,000 in relation to coronavirus issues be made to Heron Bros as outlined in the report.

Director of Environment

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

Convener contact details

Councillor Tony Buchanan
(Leader of the Council)

Office: 0141 577 3107
Mobile: 07976 360398

December 2020

Appendix 1

14. CONTRACT VALUE VARIATIONS

Variations greater than £100,000:-

All variations exceeding £100,000 must be reported to Cabinet for approval prior to the variation being instructed. If the variation is urgently required, approval may be given by two members of Cabinet. In that case, the variation should be reported to full Cabinet as soon as practicable after such approval.

Contract value may exceptionally be extended by a sum in excess of the 10 and 15% thresholds provided the appropriate authorisation route as outlined below is complied with.

For any contract above quick quote value:-

Any desired variation in excess of the 10% or 15% limits must be referred to the Chief Officer – Legal and Procurement for consideration of its legal implications. If sanctioned by the Chief Officer Legal and Procurement the proposed variation must be reported to Cabinet for approval prior to the variation being instructed. If the variation is urgently required, approval may be given by two members of Cabinet. In that case, the variation should be reported to full Cabinet as soon as practicable after such approval.

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EAST RENFREWSHIRE COUNCIL16 December 2020Report by Deputy Chief ExecutivePROVOST'S ENGAGEMENTS**PURPOSE OF REPORT**

1. To advise the Council of the civic engagements attended by Provost Fletcher since the last meeting.

RECOMMENDATION

2. That the report be noted.

REPORT

3. Since the start of the pandemic any civic events or engagements that would normally have been attended by the Provost have not been taking place.

4. With the move through recovery more opportunities for the Provost to attend events will arise. Any attendance will of course be subject to assurances about appropriate social distancing and other safety measures being in place.

5. Following his attendance at a photoshoot on 6 October when the Provost attended a photoshoot outside Giffnock HQ as part of the launch of Police Scotland's campaign against hate crime, he has now taken part in 2 further civic events. These were:-

- w/c 2 November – Laid a wreath at the Barrhead War Memorial on behalf of the Council as part of the Remembrance Sunday video commemoration produced by the Council.
- 18 November – Attended the Cosgrove Care Employment Initiative launch at Rouken Glen Park.

RECOMMENDATION

6. That the report be noted.

Report Author

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Background papers - None

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EAST RENFREWSHIRE COUNCIL**16 December 2020****Report by Chief Executive****COVID-19 RECOVERY ACTIONS - UPDATE****PURPOSE OF REPORT**

1. To provide Elected Members with a further update on response and recovery work taking place across the Council and the Trust.

RECOMMENDATIONS

2. That the Council:-
- (a) note the ongoing work on response and recovery; and
 - (b) note that additional support to the NHS may be required for mass testing and mass vaccinations in the early part of 2021.

BACKGROUND

3. As Members are aware, the Scottish Government created a route map for moving through and out of the COVID-19 crisis. The route map set out a 4 phase approach for recovery with each phase introducing a gradual relaxation of restrictions and increase in permitted activities. The last time the Council considered an update report the country was in Phase 3.

4. However on 2 November a new protection level system was introduced by the Scottish Government. There are 5 levels in the new system ranging from the level with least restrictions (level 0) to that with the most stringent restrictions (level 4). Information for all local authorities across the country was considered and each placed in one of the 5 levels, Initially East Renfrewshire was placed in level 3. However levels were reviewed in light of an increasing number of COVID-19 cases across the country and East Renfrewshire along with a number of other areas in the central belt was placed in level 4. At the time of writing East Renfrewshire remains in level 4.

REPORT

5. The purpose of this report is to provide a further update to Members on response and recovery work being carried out across the Council since the previous report including possible new requirements in light of recent news in relation to the rollout of a vaccination programme.

6. Departmental specific updates are again provided first followed by updates in respect of the cross-cutting CRMT Sub-Groups. Only those departments and sub-groups where there has been a change to the level of service provided as compared to the previous report are included below. This report should be read in the context of the previous update reports presented to the [Emergencies Committee in May](#) the [Council in June](#) and the [Council in October](#).

Health and Social Care Partnership

7. The Integration Joint Board has been receiving regular updates on the HSCP's recovery and response. The Integration Joint Board were presented with the HSCP's [Response to COVID 19](#) and its [COVID-19 Recovery Plan](#) at its meeting on 24 June and have considered subsequently recovery updates at its meetings on [12 August](#), [23 September](#) and [25 November](#). Additional response and recovery activity is given below.

Flu Immunisation Programme

8. Delivery of this year's seasonal Influenza Programme for people aged 65 has almost concluded. Over 15,000 residents have been vaccinated in the 4 local vaccination centres established by HSCP staff or in their own homes by our district nurses. Local GPs have vaccinated over 6,500 people in the '18 to 64 at risk'

9. Front line health and social care workers who have face-to-face contact with those who use our services have been actively encouraged to take up the offer of immunisation by our flu champions. To date over 500 staff have been immunised.

10. Flu Immunisation Clinics for residents aged 60 -64 will take place at Eastwood Health and Care Centre and Barrhead Health and Care Centre over the next two weekends, Saturday 5th, Sunday 6th and Saturday 12th, Sunday 13th December. Residents are permitted to travel to their flu vaccination appointment while the area remains in level 4. Strict infection and prevention control measures will be in place.

11. To keep patients and staff safe, the HSCP are inviting East Renfrewshire residents aged 60-64 to attend a specific drop-in clinic based on their GP practice. This will help ensure social distancing measures are adhered to. Anyone unable to attend the clinic scheduled for their GP practice, or for those who live in East Renfrewshire but their GP practice is not listed, can attend any of our clinics in the afternoon between 1pm and 3pm or arrange an appointment at a participating community pharmacy. Further details are available on the Council Website.

Winter Plan

12. Each year Scottish Government issues updated guidance for Winter Planning with an expectation that Greater Glasgow and Clyde submits a whole system Winter Plan. This year the complexity of the Covid-19 pandemic adds a further level of uncertainty to winter. This year's winter plan reflects considerable cross system working on unscheduled care that has accelerated since the start of the Covid-19 pandemic in the spring. Cross Greater Glasgow and Clyde arrangements established to respond to the immediate challenges of the lockdown have been used to identify opportunities for improvement in pathways and processes for urgent care.

13. In East Renfrewshire we are strengthening our out of hour's arrangements to support this work. Our local response will be a combination of the social care services that operate out of hours: care at home, telecare responder and Bonnyton House. We have on call management arrangements in place at operational level until 10pm each day and at senior management level on a 24/7 basis.

East Renfrewshire Healthier Minds Children and Young People Recovery Service

14. In response pandemic HSCP Children and Families and ERC Education Department have designed a multi-stakeholder Healthier Minds Recovery team aligned to school communities to identify and ensure delivery of mental wellbeing support to promote children and families' recovery. The approach has three key elements:

- Strategic mapping and support to maximise school community capacity to be trauma responsive
- Provision of direct services to children and families to build on strengths and improve social and emotional wellbeing
- Strengthening of our existing school counselling model

15. The multi-disciplinary team will be in place for 1 year and bridge the gap between current service provision and a new systemic model of individual and family support, which we intend to introduce in 2021. The team comprises a mixture of multi-agency professionals recruited, seconded or aligned to the recovery model. An operational grouping is jointly led by the Principal Educational Psychologist (education) and the Senior Manager for Children and Families and Strategy (social work). The team includes:

- East Renfrewshire Education Service
- Primary and Secondary Schools in East Renfrewshire
- East Renfrewshire HSCP
- CAMHS
- Children 1st
- RAMH

16. In order to promptly respond to the significant increase in emotional wellbeing concerns of children and young people the team has been established within a very short timescale and has begun operating as a key resource for families and schools. Systems are also in place to evaluate the overall impact for children and families, as well as schools and other agencies.

Support to Care Homes

17. As reported to Council in June, the HSCP have been holding daily assurance meetings in which the Chief Officer, supported by senior nursing, commissioning, and locality social work and testing administration, review the safety huddle information received from local care homes. Each Wednesday the daily group is joined by public health and care inspectorate colleagues. The safety huddle information is used to offer professional support and guidance to each care home where required. Each care home is categorised red, amber or green based on risk and this guides the level of HSCP response, which included supportive and assurance visits to care homes with a focus on clinical care, infection prevention and control and other issues.

18. Since June HSCP staff have worked with care homes to support them to undertake their own testing of their staff. The HSCP continues to administer regular surveillance testing and outbreak testing as requested by public health.

19. Care home liaison nursing and commissioning staff have regular Microsoft teams meetings with care home managers to support with changes to national guidance, and other local issues identified by both the HSCP and homes themselves. Commissioning colleagues are working with homes and public place to put in place risk and supporting the roll out of lateral flow testing for visiting

Education Department

20. All schools and nurseries across East Renfrewshire continue to operate to as near our normal level of provision as possible, with a variety of measures and mitigations in place to prioritise the safety of all pupils and staff across every establishments. Despite the fluctuations

in the impact of COVID across wider communities, the number of cases in schools remains comparatively low. This is testament to the significant efforts being made by all staff and pupils in keeping schools and nurseries as safe as possible.

21. From August 2020, schools have undertaken focussed assessment of learner progress using a variety of approaches in all curricular areas and specifically in literacy and numeracy in the BGE, these combined with processes to monitor, evaluate and track learners' achievement and attainment have helped to identify any learning loss. Schools have planned how to address any gaps in learning by selecting appropriate interventions and strategies based on evidence from robust analysis of data, effective self-evaluation and research.

22. Schools have aligned the additional teaching resource from the Scottish Government with their Pupil Equity Funding and East Renfrewshire lowest 20% resources; to support targeted learning and teaching and address any gaps in learning caused by school closures. Head Teachers have had autonomy to decide how they deploy the additional staff funded by Scottish Government a suite of CLPL opportunities have been provided in the areas of literacy and numeracy in order to share pedagogical approaches and interventions and support schools in effectively addressing possible learning loss. In addition Educational Psychology continue to support pupils and staff with their wellbeing, providing a range of learning opportunities, interventions and advice.

23. All pupils are assigned to a digital class group, for example on MS Teams, or Google Classroom (both through Glow). Schools successfully use these to provide learning for classes who may be having to isolate or to enable teachers who are isolating to still provide work for their class. Schools seek to ensure that they adopt digital approaches which are equitable and will suit learners and their families. Many schools are making good use of pre-recorded videos and follow up tasks and support learners through check in sessions with their teacher or feedback/comments using chat functions on platforms. Teaching staff and senior leaders are systematically tracking engagement and motivation, with senior leaders following up with parents/carers, any issues that are arising. Schools have continued to provide support by loaning devices to families who require them in order to enable children/young people to access remote learning opportunities.

24. Following the announcement in October 2020 regarding the cancellation of the National 5 examinations, the Education Department established a working group to provide a clear and consistent approach to assessment and moderation of National 5 across East Renfrewshire. This group will support teachers as they make assessment decisions and ensure that the progress and achievements of all of young people are rightly and fairly recognised.

25. Although the majority of our children have shown great resilience and strength when returning to school, the continued restrictions are beginning to have an impact on their day to day wellbeing, with a few children finding the lack of opportunity to socialise with friends, participate in hobbies out with school and meet up with family members difficult to manage. This has resulted in some pupils struggling to self-regulate and cope. School staff, along with Educational Psychologists continue to have a focus on Health and Wellbeing and provide support and structure as needed. This can be demanding on resource.

26. The Education Department is very aware of the challenges facing families during this time of uncertainty. In particular, the financial difficulties which are impacting on wellbeing, especially with the pressure of Christmas approaching. In response to this the department has organised its annual Christmas Gift Appeal. This year 692 children were identified as in need, this is an increase of 15% from last year. As an alternative to collecting gifts, we have asked for cash donations, with schools being given the cash to purchase personalised gifts. This appeal has raised £10,625.

27. In addition to the gift appeal the department has committed its Social Pledge monies to support the Health and Wellbeing of our youngest pupils. Children living in SIMD 1 & 2 attending our nurseries have been gifted a bike or scooter with appropriate safety equipment. Ninety-six children have received these gifts. To further support these families with their wellbeing and activity, 65 siblings have also been gifted a bike or scooter. In total 161 children will receive this gift with the encouragement to get outdoors and stay active and healthy.

Culture and Leisure Trust

28. In October the Trust ran a school holiday programme for October Week, and opened Neilston Leisure Centre, recommencing the swimming programmes at the three opened leisure centres.

29. Arts, drama classes and some indoor bookings were reinstated, prior to the revision of the guidance and a further tightening of restrictions under 'Level 4'.

30. Throughout lockdown and to the present an on-line offer has been maintained, and this is being added to – particularly in performing arts - as a response to the continued closure of the theatre through the winter.

People

31. Whilst planning was underway for the cessation of the Government Coronavirus Job Retention Scheme (CJRS) at the end of October, ERCL pivoted back towards furlough with the extension of that scheme late in that month, and a number of staff have now been furloughed once more, or else have been so for the first time.

32. Recognising many of the challenges facing staff over the last 9 months, Mental Health Awareness and Mental Health First Aid training has begun across the organisation. As part of our Mental Health programme, virtual coffee-mornings / get-togethers have begun for all staff.

Libraries and Information Services

33. For the period 14th September 2020 – 11th November 2020 **4,438** physical visits have been recorded across the 7 operating libraries. In the period July 15th 2020 – 11th November 2020 which covers the launch of Click & Collect and the transition to limited access the following book issues have been recorded.

	Issues only	Issue plus auto-renewals
Adult	8,043	35,791
Children & Young People	3,809	19,912

34. eBook, eAudio and Digital Magazine services have been running throughout the lockdown period.

Gyms and Fitness

35. Level 4 restrictions meant the closure of gyms and the withdrawal of indoor group fitness classes from Friday 9th October. (We were delivering 40 indoor classes per week in Barrhead Foundry and Eastwood Park Leisure at this point out of a usual provision of about 100 classes per week spread across various locations with 9 outdoor classes also being

delivered.) We expanded our outdoor fitness class provision to try and compensate for the withdrawal of indoor classes, delivering 28 outdoor classes per week spread across three locations, Eastwood Park Leisure, Carlibar Park and Eastwood High Sports Centre.

36. Prior to the second enforced closure in October we had 4,500 gym attendances, by 557 individuals. 30% of whom came 10 times or more.

Active Schools

37. Our Active Schools Coordinators have operated throughout the pandemic, delivering holiday programmes in Easter, Summer and October Week; supporting school hubs by providing outdoor sport and physical activity opportunities; and are currently supporting our primary schools in the delivery of outdoor sports activities making sure that children have regular opportunities to participate and supporting teacher training through producing online resources.

Community Facilities

38. Nine Community Facilities were reopened (Dunterlie Resource Centre has been open throughout the period as the site of the Humanitarian Food Hub), prioritising Care Commission Registered bookings (after school clubs et al) in support of the Education Recovery, and commercial bookings (those clients whose livelihoods depend on access to ERCL-operated facilities, such as, for example, commercial dance schools). The sites opened were Albertslund, Carmichael Hall, Dunterlie Resource Centre, Eastwood House, Glen Hall, Muirend, and Netherlee.

Finance

39. At the beginning of lockdown ERCL anticipated losses of £2.5M as a result of the enforced suspension of activities due to Covid-19 in 2020/21. By balancing maximising access to available financial support (including the extension of the Coronavirus Job Retention Scheme), and careful cost management, with the measured recovery of services, the projected loss to Year End has been halved.

Corporate and Community Services Department

HR

40. Since the last report the number of employees absent as a result of COVID-19 including all those employees reporting sick, those isolating, and unable to work from home increased to a peak of 94 employees and since then has again started to improve and as at 2 December there are 60 employees affected in this way. All employees continue to be supported and we continue to keep up-to-date with government and Public Health Scotland updates to ensure that the manager and employee guidance reflects the national position and that we communicate these changes to our employees. Regular meetings continue to be held with the Trade Unions to ensure that any concerns raised are discussed and reviewed in a timely manner. Job specific risk assessments are in place for all roles and these continue to be reviewed on a regular basis. The council continues to encourage staff to work from home where possible, with the appropriate equipment and health and safety guidance provided to support employees in doing so. For those staff coming into buildings the numbers are tightly controlled to ensure all social distancing measures are maintained.

Environment Department

41. The Environment Department at the start of the pandemic focused on response services and then started over the late summer/ autumn to focus on recovery and renewal. However, the recent issues around coronavirus has seen increasing re-emerging pressures in relation to response and recovery.

42. As is the case with other departments the Environment Department is certainly not now in any way "back to normal". Urgent Covid related issues are now taking up considerable amounts of staff time.

43. This has meant that many areas of planned strategy and policy development (e.g. climate change, economic development and community wealth building strategies, tourism strategy) have had to be delayed.

Prevention Services (Environmental Health and Trading Standards)

Present Situation

44. Environmental Health Officers and Trading Standards Officers continue to be at the forefront of interpreting and enforcing the Coronavirus Regulations along with many other issues in relation to Coronavirus. The service is under considerable pressure in that respect particularly given the recent move to level 4.

45. Officers remain committed to the 4 E approach for any non-compliance identified which is engage, explain, encourage, enforce. In addition, liaison continues with the national Environmental Health / Trading Standards Covid-19 Expert Group for consistency in approach where there is ambiguity around the interpretation of the restrictions.

46. Resources remain focused on Covid-19 and "normal" activities remain a lower priority but are addressed if and when resources become available.

Forward Planning

47. Given the fast-moving situation priorities in relation to Covid-19 continue to change and / or escalate on an almost weekly basis creating difficulty in short term planning. The service may have to assist with the coordination of logistical support (transport, buildings, traffic management etc.) in relation to mass vaccination proposals.

Neighbourhood Services (Cleansing, Parks, Street Cleaning, Transport and Cemeteries)

Present Situation

48. Since the last update to the Council on 28 October 2020 Neighbourhood Services has continued to make steady progress in relation to recovery with the Special Uplift service being fully restored on 18 November 2020.

49. Ongoing and further restrictions within East Renfrewshire Council area continue to have a negative impact on service income levels from both the Sports Pitch Letting Service and Trade Waste Collections. This will be a continuing trend with an inevitable impact on budgets at year end.

Forward Planning

50. Preparations have been made to ensure the main cleansing service continues to operate through the festive period. There will be a temporary cessation of food/garden waste

collections and a pause on special uplifts for two weeks to facilitate this. This will ensure the service has the resource required to continue to operate with the ongoing challenges highlighted in the previous report to Council of 28 October 2020.

Economic Development

Present Situation

51. Much day to day recovery work has been paused as large numbers of existing staff are focused upon the processing of a variety of Scottish Government grants to local businesses (this has also required assistance from other departments in processing payments). These new grants include the various Strategic Framework Business Fund Furlough Support Grants. Requiring around 16 staff for half a week for up to six weeks located within Economic Development this has posed a significant staffing resource issue for the team. Strategic work that had been planned such as developing the tourism strategy and employability strategy have been delayed due to staff resource shortages.

52. All referrals to the Work EastRen team are being allocated and routine assessments are taking place. There has been a significant increase in the levels of referrals to the team, primarily from Department of Work and Pensions. During this time there has been increased demand from groups the team don't normally see e.g. job-ready, skilled unemployed residents. Business growth, Town Centre, Place and Community Benefits work continues to be delivered remotely.

Forward Planning

53. The vast majority of economic development service provision can be delivered from home. The Work EastRen team are now able to gain access to their office in Lowndes Street, Barrhead, where they will be able to meet more vulnerable clients. It is expected that there will be an increase in demand from local residents for the employability team services once the Coronavirus Job Retention Scheme ends.

Housing

Present Situation

54. The move into level 4 has resulted in a decrease in the number of planned and response repairs that can be undertaken. This is due to Scottish Government guidance restricting the circumstances in which tradespeople may enter tenant's home.

55. Homeless services and the allocations of housing continues as do essential repairs. However, there remains a backlog of homeless households awaiting a permanent offer of accommodation and in temporary accommodation. Properties remain prioritised for homeless households to address this backlog.

56. Rent arrears has continued to rise during 2020/21. The number of council tenants in receipt of Universal Credit has doubled during the pandemic. Officers continue to provide support and assistance. Under current restrictions this remains predominately by telephone.

Forward Planning

57. Business Continuity plans are in place to help address the current and future level 4 restrictions. Resources remain prioritised for essential services to address any backlog or service gap created as a result of level 4 restrictions

Property and Technical Services/Corporate Health and Safety Unit

Present Situation

58. The newly issued guidance around ventilation in schools has taken up the vast majority of Property Services staffing resources in the last month. Each school requires to be inspected in detail and any necessary adaptations undertaken. In addition the move to level 4 has seen work associated with the closure of some buildings and preparations being undertaken in relation to guarding against water borne diseases once buildings re-open

59. Corporate Health and Safety Unit Officers have been heavily involved with the pandemic response since March and continue to spend the vast majority of their time on significant new additional COVID related issues as other council services endeavour to recover. They receive continued requests for advice on guidance changes and how these reflect on the services, with risk assessment reviews of service tasks and buildings being undertaken on an ongoing basis to reflect such change. All activities have been reviewed and legislative compliance tasks prioritised. The fire risk assessment programme has now commenced, with Education new builds a priority to ensure they can open. There are increasing demands on the officer's time from services for CHSU staff are able to undertake "normal" activities in terms of supporting services. Given the urgent situation regarding COVID those issues are unable to take priority and are addressed as and when resources are available.

Forward planning

60. Property Services will complete the inspections of the properties and undertake any minor works identified to comply with the Government guidance. Technical services will undertake the implementation of any advanced works identified in the inspections. Progress of the works will be dependent on the availability of contractors, materials and access to the buildings to complete the works.

61. Constantly changing Scottish Government advice means that Corporate Health and Safety Unit priorities in relation to COVID continue to change on a frequent basis which makes forward planning a challenge. However, any resource available will be focused on the priority areas of the service plan which are fire legislation compliance with council owned, leased and Housing property, with the management of hand arm vibration and the roll out of the new health and safety management system.

Planning and Building Standards

Present Situation

62. Building Standards Service provision has been maintained by staff working digitally from home. There is a slight delay in processing larger applications and a small backlog in inspections, mostly completions, but this is being managed with the use of video calls.

63. Development Management is also being maintained by working digitally from home, however the team is dealing with an increasing backlog of planning applications, and enforcement cases. As a result of the increasing backlog of planning applications, enforcement cases and increased email enquiries, officers are carrying substantial workloads which are resulting in the processing and determination of planning applications being delayed.

64. Strategic Planning service has been maintained by working digitally from home. However, there have been some delays with the completion of key monitoring tasks due to Covid 19. LDP2 is in Examination in Public and the team are heavily involved in responding to requests from the DPEA Reporters Unit.

Forward Planning

65. Service provision can be delivered from home. However, a reinstatement of some of the Covid 19 restrictions could result in a stop to site visits which would create further backlogs of planning application and building warrants being processed. In addition, in order to reduce officer workloads to a more manageable level in improve processing time, agency staff including admin staff and qualified planners are required. As a consequence, there is likely to be budget challenges.

City Deal

Present Situation

66. Service provision has been by working digitally from home. However, the projects have been impacted adversely due to the restrictions arising from coronavirus.

67. The lockdown resulted in the Balgraystone Roads construction site being locked down on 23/3/20 until July. When the site was re-opened the contractors had to follow the new Scottish Government guidelines and develop new ways of working. These works are now complete and the road is open.

68. The proposed Barrhead South Train Station and Aurs Road projects continue to be significantly delayed because they require extensive engagement with Transport Scotland and Scottish Water who understandably have similar difficulties to the Council due to coronavirus and having to prioritise emergency work.

Forward Planning

69. Staff will continue to work from home. However, the risks to the Council with regard to City Deal Projects lies in relation to essential consultation with and consents from statutory agencies such as Transport Scotland and Scottish Water if they have to provide a restricted service due to COVID-19. This could result in a serious risk to the programme and lead to increased costs and delays.

Roads & Transportation

Present Situation

70. There has been little change in relation to this service since the report to the Council on 28 October 2020.

71. There continues to be a reduction in output by the Roads Contracting Unit due to challenging new ways of working to comply with COVID Risk Assessments (staggered breaks, cleansing of vehicles/plant/equipment, social distancing,).

Forward Planning

72. With regard to the Winter Maintenance Service this continues to be a challenge as reported to the Council in October 2020. This is considered a priority service by the Department. Should there be COVID related issues (such as an outbreak among staff or new regulations/guidelines) there is a risk that there will be insufficient drivers available to cover all of the 11 Priority routes. Other road maintenance work activities (pothole repairs, gully emptying etc) may have to be curtailed at short notice to help prioritise and support the Winter Maintenance Service. In a worst case scenario it may be necessary to revert to treating the 4 Primary routes only.

CRMT Sub-Groups

Humanitarian Support & Assistance

73. The Humanitarian Support workstream continues to function, overseeing the Council's proactive outbound calling to those asked to isolate by Public Health Scotland; administering the Self-Isolation Support Grants via the Scottish Welfare Fund team; answering queries from East Renfrewshire residents to the National Helpline; and keeping an overview of the requirements of those on the shielding list. There is close liaison with Voluntary Action East Renfrewshire, who continue to provide excellent support to local residents through their Community Hub.

74. We are putting in place arrangements to deal with emergency support needs which may arise over the Christmas/New Year break, when normal provision (e.g. the Community Hub or foodbanks) may not be available. The CCTV Control Room and Community Wardens are on standby to assist where required including answering incoming calls to the National Helpline on the public holidays and managing the ongoing self-isolation support requirements which are to continue through the festive period.

75. The Humanitarian workstream also has oversight of some of East Renfrewshire's allocations from various national funding streams, aimed at supporting those in financial hardship or experiencing other support needs as a result of COVID-19. There is close working with the CRMT and key services including the Money Advice and Rights Team, CAB, Education, Housing and Social Work to identify needs. There are also wider engagement links with groups including the local Food Poverty Network; Social Security group; Home Energy Scotland and VAER's Keep Calm and Co-ordinate programme, which is working closely with the HSCP on a wellbeing framework, including work on isolation and loneliness.

76. Most recently, the Humanitarian Support group led on the payment of an additional school clothing grant allocation to enable eligible local families to purchase suitable clothing to help their children to participate in the significant proportion of outdoor learning that is now taking place in all weathers. This £25 grant will be paid to around 2200 East Renfrewshire residents before Christmas. Social Work have also made similar arrangements, using this funding, for some of their clients. This is in addition to the £100 winter payment that the Scottish Government announced for recipients of Free School Meals, which will also be processed before Christmas. In addition to the business support grants, this is a significant additional workload for the Accounts Payable (Creditors) team at a time when they also have pressures of end-year invoice payments.

77. We have also reviewed the Scottish Welfare Fund (SWF) criteria to ensure that the fund is being used to its full extent over the next few months and criteria is also being drawn up for a Hardship Fund to support those who are currently experiencing severe financial challenges as a result of an income reduction as part of COVID-19. Often people in this cohort still have some income and are not in immediate crisis so unable to satisfy the entitlement for other schemes. The MART team will oversee this low-value discretionary fund, which is similar to those that Barrhead Housing Association and CAB have operated in the past.

Mass Testing Unit / Mass Vaccination Programme

78. CRMT are currently planning for the potential roll out of a mass testing facility in the new year should local cases per 100,000 of the population remain consistently high. Neighbouring Councils are currently piloting this approach and if successful could be adopted on a community basis, predicated on greatest need. There is a significant role for Councils in the planning and operation of a mass testing centre.

79. CRMT in conjunction with HSCP/NHS require to plan for a roll out of the mass vaccination programme once vaccine supplies have been confirmed and distributed. Prior to Christmas, the highest priority groups will receive vaccinations using primarily NHS resources to deliver the vaccination programme. However as more doses of the vaccine become available, Councils will be asked to support the roll out of mass vaccinations. This will be one of the largest logistical operations carried out in this country and the support of all parts of the public sector will be required. In East Renfrewshire the strategic lead will be from the HSCP who will be working as part of the NHSGGC team. A council wide project team is likely to be required in support.

80. Both of these programmes will be labour and resource intensive and will require considerable planning and logistical skills, and potential re-prioritisation of service provision.

CONCLUSIONS

81. The report demonstrates the continuing and new activities of the Council and the Trust since the previous report.

RECOMMENDATIONS

82. That the Council:-

- (a) note the ongoing work on response and recovery; and
- (b) note that additional support to the NHS may be required for mass testing and mass vaccinations in the early part of 2021.

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EAST RENFREWSHIRE COUNCIL**16 December 2020****Report by Director of Environment****EASTWOOD LEISURE CENTRE AND EASTWOOD PARK MASTERPLAN****PURPOSE OF REPORT**

1. The purpose of the report is to advise on the current position with regard to the development of an Eastwood Park Leisure Centre and Theatre and an Eastwood Park MasterPlan.

RECOMMENDATIONS

2. It is recommended that the Council:-
- (a) note the attached briefing and feasibility study as an ambitious vision for Eastwood Leisure Centre and Theatre and Eastwood Park more generally;
 - (b) approve the proposal that the priority in the short to medium term is to progress the Eastwood Leisure Centre and Theatre as opposed to the wider masterplanning issues;
 - (c) note that a further report specifically with regard to the Leisure Centre and Theatre options, costs and potential phasing of costs will be submitted to the Council for consideration in February 2021;
 - (d) note that the existing provision of £12.85 million for 2021/22 is sufficient for that year; and
 - (e) note that a further report with regard to the wider masterplanning issues in Eastwood Park will be submitted to the Council at some time in the future.

BACKGROUND

3. The Council in June 2019 considered a report on the Eastwood Leisure Centre and Eastwood Park master planning exercise.

4. Taking into account the outcome of a consultation exercise reported to the Council in September 2018, the full discussion at the Council meeting in October 2018 (when there was general consensus to explore first in further detail the possibility of a new leisure centre and theatre being constructed in Eastwood Park before making any final decision on the preferred location). The Council;

- (a) approved Eastwood Park as the preferred site for a new Eastwood Leisure Centre and theatre;
- (b) agreed that the Director of Environment report back as soon as possible with options and costs with regard to the new leisure centre and theatre;

- (c) noted the progress being made with the Eastwood Park master planning exercise and that the Director of Environment would report back on the wider issues and opportunities/possibilities in due course; and
- (d) noted that as a result of Eastwood Park being identified as the preferred location Shawwood and Broomburn Parks would remain as protected urban green spaces in terms of the Local Development Plan.

5. In December 2019 the Council considered a further report on these matters by the Director of Environment (appended to the report was the consultant's latest main report). Key points in the report included

- This has been a major piece of work requiring considerable technical background research and option development/modelling.
- Since the preparation of the previous Council report there have been further detailed discussions between the Director of Environment and the consultants with regard to the various possibilities and the detailed potential implications of each of them.
- The report is much wider than simply a proposal for the leisure centre and theatre and Eastwood Park. It is aspirational and considers the vision and identity for Eastwood Park in the future including potential options for all the buildings and land within Eastwood Park to optimise the future of the Park. In particular the report identified four main options regarding the leisure centre along with a separate list of enhancement opportunities within the Park.
- These were only options from the consultants for the Council to consider. They were not firm recommendations and none of the four main options were mutually exclusive. A range of options could be selected or indeed alternative options selected.
- A recommendation that given the complexity of the issues a cross party member and officer working group be established to consider the consultant's report and report back to the Council in due course with the recommendations on the way forward with the priority being for the working group to make recommendations to the Council around the leisure centre and theatre with wider masterplanning issues following at a later date if necessary.

6. The Council noted the current position, approved the proposal to establish a joint member/officer working group with a remit as outlined above and nominated elected member representatives (along with the Chief executive of the Trust) to the group.

REPORT

7. Since that time considerable progress has been made despite the difficult circumstances created by the Covid pandemic.

8. The member officer working group has met twice with the consultants (in March and August 2020) to consider and progress matters and provide feedback particularly in relation to the Leisure Centre and Theatre which as pointed out above were the priority with other wider masterplanning issues to follow in due course.

9. The input from the member officer working group has proved invaluable and allowed the Director of Environment with advice from the group to work with the consultants to accelerate the project in terms of concept, vision and design.

Consultant's Report

10. A copy of the most recent consultant's report (RIBA stage I briefing and feasibility) as endorsed by the member officer working group is attached (appendix 1). Work is ongoing regarding further detailed design development.

11. The report demonstrates that with regard to the leisure centre and theatre this is potentially a high quality, visually attractive, transformational and state-of-the-art facility that is much more than simply a leisure centre development. The focus is on customer appeal, future flexibility and income generating opportunities.

12. The initial exploratory options with regard to the rest of Eastwood Park including Eastwood house are at an early stage. They are simply being flagged up as potential possibilities and will be the subject of a future report to the Council.

Key points since December 2019: Summary

13. In summary the current position in terms of key points established since December 2019 is that;

- The lead designer, architect and masterplan, Stellan Brand, have led the process with the member officer working group to enable a clear vision to be developed and understood.
- The Leisure Centre and Theatre could be accommodated within Eastwood Park as a tandem build allowing all existing uses to remain operational during construction.
- A specific and preferred site has been established within Eastwood Park which offers significant improvement to the quality of the park space and enhances the setting of Eastwood House and St Ninian's.
- The preferred site is fairly flat which is ideal for a Leisure Centre and Theatre and benefits from being set within attractive mature trees.
- Eastwood Park benefits from existing vehicle access and good access to public transport which the proposals can improve through management and design of the facilities.
- Eastwood Park also benefits from existing drainage and infrastructure which will help avoid additional costs associated with the other sites.
- Locating the new Leisure Centre and Theatre in Eastwood Park optimises the potential to retain existing customers and the benefits to the surrounding area including shops and restaurants whilst recognising this as a potential key civic asset in East Renfrewshire.
- All of the above now demonstrates that given the further detailed consideration carried out in terms of option appraisals the choice of Eastwood Park represents better value than the other potential sites.
- The proposals for the Leisure Centre and Theatre have been developed in more detail involving regular meetings / workshops with the Leisure Trust throughout 2020. This has enabled development of a clear vision which confirms that a transformational facility which will benefit from the stunning setting can be delivered as a tandem build on the preferred site.

- The proposals have been developed to enable some flexibility in the facilities which can be accommodated inside and outside the building ensuring the customer experience can be optimised and the building is adaptable to change over time (for example, to suit changes in fitness trends in the fitness suite and fitness studios).
- The proposals have identified that some additionality can be accommodated within the building on the preferred site to optimise the benefits. Key examples include the potential to incorporate a library, agile workspace, studio theatre and outdoor cinema / theatre as well as being able to be suitable to host a wide range of events.
- The proposals establish a clear building functionality diagram which will deliver excellent sustainability credentials including energy efficiency.
- All of this has given the member officer working group confidence to recommend to the Director of Environment that a Project Manager be appointed with an associated design team including engineers and cost consultants as soon as possible and to advance the project at pace where possible. These measures are now in place. Turner and Townsend who have in-depth previous experience and knowledge regarding Eastwood Leisure Centre have now been appointed as project manager. This has allowed the project to be progressed substantially. They will take the project up to RIBA stage 4.
- Consultations were carried out in September with all of the primary and secondary schools in East Renfrewshire to gather ideas which have been taken on board.
- **A Proposal of Application Notice will be submitted in December 2020 with a detailed planning application at the end of March 2021 and most importantly a target site start of around October 2021.**

Costs

14. The Council in February 2020 made provision of £26 million phased mainly over 2021/22 (£12.85 million) and 2022/23 (£12.85 million). However, it was made clear at that time that this was an indicative allocation of £26m for the provision of leisure facilities in the Eastwood area which would be refined further when a report on options is considered by Council.

15. With regard to the cost options for the Leisure Centre and Theatre alone these are currently being examined and developed. The potential financial implications and options will be reported to the Council as part of the normal budget setting process including the General Fund Capital Programme in February 2021. However, the existing provision of £12.85 million in 2021/22 will be sufficient to cover the project for that year. The report to the Council in February 2021 will address the total cost of the project, its affordability and how any proposed expenditure will be phased in 2022/23 and future years.

Consultation

16. There has already been consultation with the Trust and with all schools. Further consultation will be required as part of the planning approval in principle process. A Council communications strategy will be developed.

RECOMMENDATIONS

17. It is recommended that the Council:-
- (a) note the attached briefing and feasibility study as an ambitious vision for Eastwood Leisure Centre and Theatre and Eastwood Park more generally;
 - (b) approve the proposal that the priority in the short to medium term is to progress the Eastwood Leisure Centre and Theatre as opposed to the wider masterplanning issues;
 - (c) note that a further report specifically with regard to the Leisure Centre and Theatre options, costs and potential phasing of costs will be submitted to the Council for consideration in February 2021;
 - (d) note that the existing provision of £12.85 million for 2021/22 is sufficient for that year; and
 - (e) note that a further report with regard to the wider masterplanning issues in Eastwood Park will be submitted to the Council at some time in the future.

Andrew Cahill
Director of Environment

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Stallan-Brand

Date: 18/08/2020

1076.00 Eastwood Leisure Centre and Theatre

RIBA Stage 1: Briefing and Feasibility

Eastwood Leisure Centre & Theatre



Preliminary Sketch Visualisation showing aspiration of glazing to woodland and roof canopies for solar shading and shelter

Eastwood Leisure Centre & Theatre



Preliminary Sketch Visualisation showing the potential for a bright and airy arrival space with materials reflecting the park setting

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RIBA Stage 1: Briefing and Feasibility

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Revision	Date	Reason for Issue	Checked	Approved
A	17/08/20	For Information	PM	IH
B	18/08/20	Comment on Rev A Updated	PM	IH

- 1.0 Overview
- 1.1 Outline Description of Project
- 1.2 Project Objectives
- 1.3 Quality Objectives

Overview

1.0

Outline Description of Project

A New Vision for Eastwood Park

To deliver a dynamic new community leisure centre and theatre within a parkland setting.

An Improved Leisure & Wellbeing Offer

Provide a new 50m swimming pool, a spa & health suite, gym and fitness spaces and a six court sports hall.

A Modern Theatre & Performance Venue

New flexible, accessible and sustainable theatre for up to 400.

A New Civic & Cultural Destination

An exciting new civic architecture and cultural offer to be integrated within the wider Eastwood Park landscape environment and existing activities.

A New Vision for Eastwood Park

East Renfrewshire Council are proposing a new leisure centre and theatre which will replace the existing ageing facilities which are no longer fit for purpose.

The project will enable a variety of key improvements in the facilities provided and to the wider park context they sit within.

An Improved Leisure & Wellbeing Offer

The existing leisure offer includes a 25m pool which has regular maintenance problems and limits many aspects of provision such as swimming lessons, an ageing health suite, poor quality gym and fitness spaces and an ageing community hall which is not specifically designed for sports.

The proposed leisure offer includes a 50m pool with flexibility to significantly enhance provision such as swimming lessons, a spa zone which includes health suite facilities, gym and fitness spaces which meet relevant Sports Scotland Standards and a large 6 court sports hall also to relevant standards.

A Contemporary Theatre & Performance Venue

The existing theatre can accommodate 300. It has very limited support space and does not deliver the quality of facilities normally associated with a theatre which is the central offer to the Arts in the district.

The proposed theatre will accommodate up to 400. The spaces will be designed to meet important requirements such as accessibility for disabled audience members, performers and technicians. Facilities will lend themselves to the diversity in performance of modern theatre. Support spaces will be improved to include an additional studio theatre and changing and dressing facilities suitable for all.

A New Civic & Cultural Destination

The arrival and shared spaces such as cafe, storage and meeting spaces will be transformative to the leisure and theatre offer and collectively to the wider Eastwood Park environment. Civic presence is fundamental to the proposed facilities.

The integration of the local library is also being considered again to make the most of co-locating services and offering the community the best facilities.

Eastwood Park is recognised as the civic heart of East Renfrewshire. It contains the Council Headquarters which include the Chambers and a number of public services. Key to the park's civic identity is the historic Eastwood House (C Listed) which accommodates a wide range of events including weddings and celebrations as well as being used by a wide variety of community organisations. Whilst being so key to the civic identity, many of the spaces are not of good quality and lack investment.

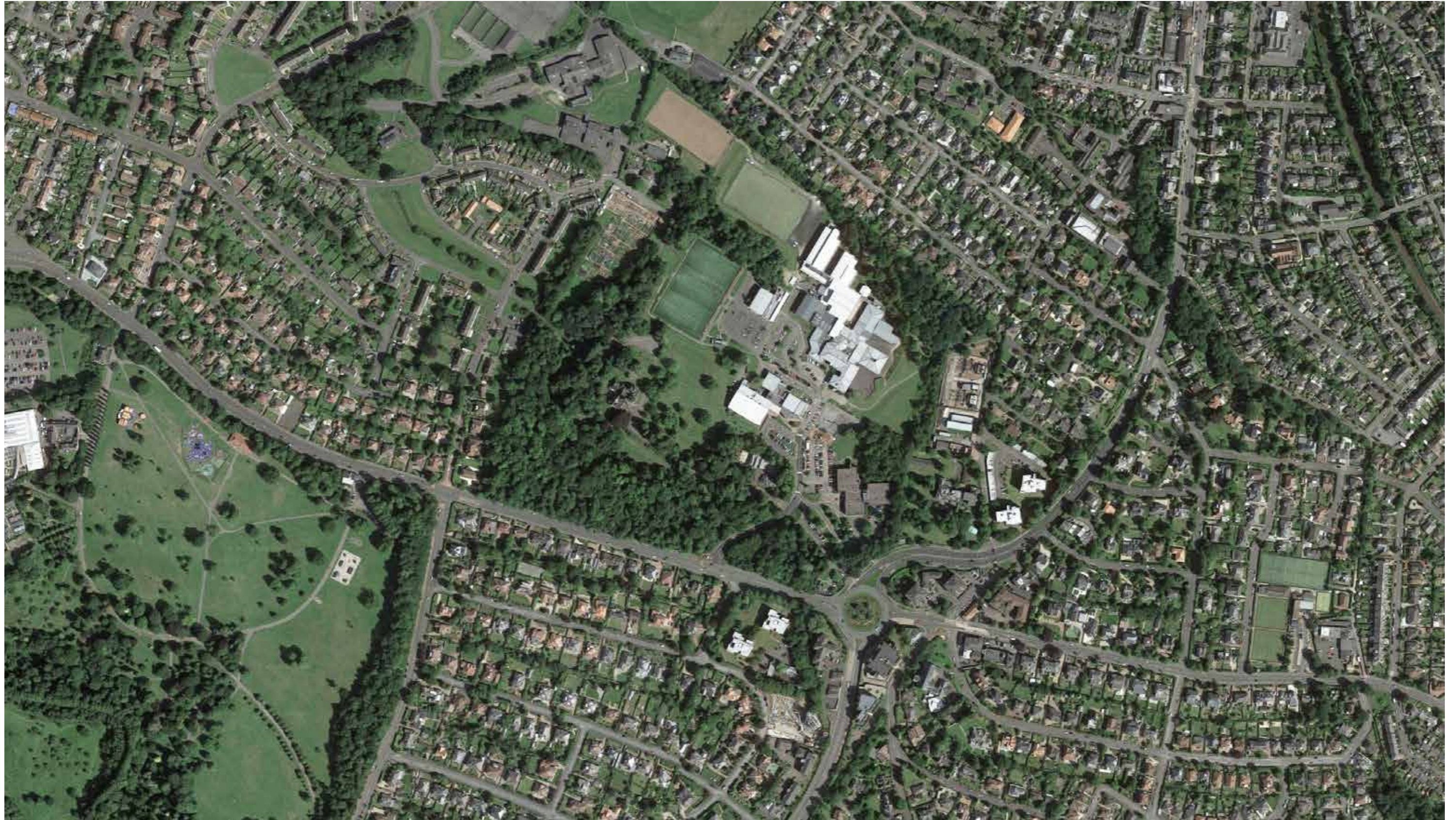
The vision seeks to recognise this and consider how targeted investment alongside the new leisure and theatre facilities can benefit all of the facilities.

Also critical in Eastwood Park is St Ninian's High School and a new Family Centre under construction. The High School is one of the best performing in Scotland. The vision seeks to enhance the setting of the school and improve the facilities around it. There is scope for enhancements such as a new entrance and the long term future of the school is considered with the potential for a tandem build replacement school in Eastwood Park in the future.



East Renfrewshire

Eastwood Park Context



Project Objectives

To replace existing facilities

Replace existing facilities which have maintenance problems and are very inefficient with new facilities which are sustainable in the long term.

To meet the needs of the local community

A requirement to provide Leisure and Arts Facilities of a quality widely available elsewhere in Scotland.

To reverse the gradual decline in membership

Aging facilities have impacted on the opportunity to attract and retain members.

To deliver key arts and leisure services

To meet the needs of the community by providing key services such as swimming lessons, gym and fitness classes, arts and leisure programmes.

To provide facilities to meet the needs of all

Provide facilities for local people including those with disabilities and reflecting the cultural diversity of the area.

To recognise the importance of the Park

Recognise Eastwood Park is key to the Civic Identity of the area and provide enhanced facilities to reflect this.

To improve the overall park environment

To maintain a programme of renewal and strategic improvement of facilities.

To ensure long term adaptability of facilities

To respond to the long term flexibility and adaptability of facilities to suit trends such as changes in fitness classes.

To optimise community benefits

To consider community benefits during the design and construction phase including maintaining operation of all existing buildings.

2014 Commonwealth Games Village; Stallan-Brand led the design and delivery of the 2014 Commonwealth Games Athletes' Village development that delivered a new parkland, sustainable infrastructure, 700 new homes, a 120 bedroom care home, a new primary school and much more. The environment of the Village has been designed with a focus on the long term regeneration of the community but was also designed to accommodate just for a short time up to 8000 athletes and delegates who were in the City for the 2014 Commonwealth Games.



2014 Commonwealth Games Village

Quality Objectives

A high quality customer experience

An experience fitting of the status and civic importance of Eastwood Park.

Best in class facilities

Best practice standards in the quality of the sports facilities, energy performance, accessibility and place making.

Quality of environment

Key areas of focus internally and externally, including acoustics, daylight, glare, ventilation and thermal comfort.

Quality of the architectural design

Design and materiality must reflect the parkland setting with mature trees and the proximity to a Listed Building.

Improved Environmental Impact and Energy

Replacing highly inefficient facilities with a focus on energy efficiency and improved environmental impact.

Safety and Security

Ensuring users feel comfortable within the building and surrounding park. Guidance such as Secured By Design is to be considered.

Long term maintenance

Proposals will seek to limit or eliminate maintenance. Specification internally and externally will reflect this including durability in accordance with BS 7543:2015.

Design impact during construction

Consideration of the close proximity to the High School and operational Leisure Centre and Theatre.

A full list of requirements will continue to evolve and be developed with East Renfrewshire Council and through consultation with stakeholders.

The Falkirk Wheel Experience; The team at Stallan-Brand designed the Falkirk Wheel Experience the centre piece of which is a revolutionary boat lift which connects the Union Canal with the Forth and Clyde Canal. It is the focal point of the Millennium Link Project - a £74 million investment to link the west and east coasts of Scotland with an inland waterway. The project is regular in the top three of the country's visitor destinations



The Falkirk Wheel

2.0 Site Considerations

- 2.1 Location
- 2.2 Eastwood Park
- 2.3 Site
- 2.4 Review of Existing Information
- 2.5 Heritage Considerations and Eastwood House

Site Considerations

2.0

Location

East Renfrewshire's population is 100,000
 The scale of the East Renfrewshire community supports investment in a new public leisure centre and theatre facility.

The authority is a composite of communities
 East Renfrewshire is made up of different neighbourhoods, towns & villages all of which require access to the Eastwood Park via a range of public transport, cycling, walking and by vehicle.

Eastwood Park is in a Green Setting
 This is an attractive well established location with attractive streets and townscape qualities.

Regional Context
 East Renfrewshire lies to the south west of Glasgow. It has a population of around 100,000. The area includes a range of districts, settlements, towns and villages including Giffnock, Clarkston, Newton Mearns, Thornliebank, Busby, Barrhead, Neilston, Uplawmoor, Waterfoot and Eaglesham.

The motorway is a key element which runs through the area and key facilities are provided on both sides.

The area has evolved over many years and includes a wide range of neighbourhoods suitable for all types of residents with a high percentage of family housing.

It has good access to wider areas in and around Glasgow providing opportunities for employment, education, leisure and culture.

Local Context
 Eastwood Park is located at the north east of East Renfrewshire in Giffnock. This is an attractive well established area characterised by numerous parks, tree lined streets and many attractive houses complimented with a wide range of other facilities and features including churches, shops, restaurants and sports clubs including numerous golf, tennis and bowling clubs adding to the green character of the area.

The area is within convenient walking and cycling distances of a large population and the streets are attractive and suitable for this. It is within close proximity of public transport.

It is particularly well located for an ageing population and families with children benefiting from access to a wide range of facilities and clubs near their homes.



East Renfrewshire Council keeping the Community Active

Eastwood Park

The Former estate of the Earl of Eglinton

The former estate is now a public park. Beyond the important open space amenity the park provides for local people the site also currently accommodates;

- Existing St. Ninian’s High School
- East Renfrewshire Council Headquarters
- Eastwood House
- Glenwood Family Centre
- Extensive Surface Parking
- Community Playing Fields

History

Eastwood Park is around 23 hectares and part of the former estate of the Earl of Eglinton. It includes a significant number of mature trees.

Eastwood House was constructed in the mid-1800s and is located in the south west corner of the park.

The estate was originally on the outskirts of town, in a very open rural setting. In the early to mid-1900s there was significant development of quality homes in the surrounding area, benefiting from the new train and tram. Since then development has continued including some more affordable housing to the north west and flatted developments along spine roads nearby making this a busy neighbourhood.

Within the park itself, the existing high school, leisure centre and theatre and council headquarters office were built in the 1970s and 1980s. These include extensive parking and pitches.

Current Situation

Due to the way it has evolved, the park feels dominated by the existing leisure centre and theatre, council headquarters office and high school along with their associated parking.

Despite feeling cluttered and lacking investment, it remains a well-used range of amenities and an important part of the district.

The woodland areas are attractive and offer some walks although they are not very well connected or accessible for the disabled and those with prams. The majority of people tend to go to Rouken Glen Park which is much larger and just a three minute walk away if they want to enjoy walks, run, cycle, use play areas and other activities like ball games. Rouken Glen Park was voted Best Park in the UK recently.

Opportunity

The new leisure centre and theatre presents an excellent opportunity to open up the middle of the park and reorganise elements including parking and open spaces to improve the setting for all of the facilities.



Eastwood Park and Rouken Glen Park

Site of Leisure Centre and Theatre

Option Appraisal

A number of sites in the Park were considered as part of a masterplan study in 2019. The site selected for the new Leisure Centre and Theatre is immediately to the west of the existing Leisure Centre and Theatre.

The key benefits of selected site are;

The centre of the park will be opened up
Improving the sense of arrival to all of the buildings and the quality of public space is a positive consequence of the selected siting for the building.

A closer relationship with Eastwood House
The siting will help activate and encourage greater use of Eastwood House and make it a more prominent part of the way most people experience the setting.

In the construction of the new facilities
Whilst enabling the existing buildings, parking and access to remain operational throughout.

Improved Green Space Utilisation
The open space in this location has not been developed previously. Siting the building here will allow other areas of the park to be greened and given back to landscape through the park's rationalisation. The site is also relatively level with reasonable access.

Positive relations with existing mature trees
The site enjoys a good sense of enclosure helping integrate the what will be a large building into its green setting.

Existing Information

Utilities Drawings

East Renfrewshire Council have provided some record drawings showing utilities. These do not raise any concerns. There is a significant sewer asset which has been identified and the design has developed to avoid it.

Family Centre under Construction

We have sourced information from the planning portal to inform the proposals. This includes the road access and parking.

Eastwood House

East Renfrewshire Council have provided floor plans and we have carried out a visual survey of the building and taken floor to ceiling height measurements in all front rooms to allow accurate drawings to be generated reflecting the height of the building in relation to the proposed building adjacent and a potential orangery.

HQ Offices

East Renfrewshire Council have provided existing floor plans.

Heritage Considerations

Overview

Eastwood Park is an important component in the identity of the local district.

Key elements of the original estate remain including the C Listed Eastwood House, the listed Gatehouse along with the sense of woodland setting and stone the boundary wall along Eastwoodmains Road.

In its recent history, its place in the civic identity of the area is also established through the variety of uses introduced including the council chambers, council HQ, registry office, theatre, leisure centre and highly regarded high school. Use of Eastwood House for a variety of significant occasions including weddings and providing facilities for a wide range other community groups make it part of the social fabric of the area.

The extensive woodland is covered by a blanket Tree Preservation Order. This seeks to ensure the overall character of the Park is maintained whilst not naming individual trees.

- 3.0 Initial Project Brief
- 3.1 Outline Blend of Uses
- 3.2 Benchmarking
- 3.3 Evolution of the Brief through Feasibility

Initial Project Brief

3.0

Outline Blend Of Uses

Brief Development

The adjacent brief was initially tested at high level to identify a preferred location for the leisure centre and theatre as part of an Eastwood Park Masterplan in 2019, focusing mainly on an indicative footprint.

This RIBA Stage 1 has involved testing and discussing the brief in greater detail through development of diagrammatic plans testing various options in discussion with East Renfrewshire Council. Part of the process is to optimise the quality of facilities and consider how other facilities may also be incorporated in the building, in the park and within other buildings in the park.

This process and the more detailed brief emerging is explained in this document.

The brief will continue to evolve in RIBA Stage 2, incorporating more detail as the design and discussions develop.

Leisure Centre Requirement

At the heart of this project is the requirement for provision of a new leisure centre. A baseline brief was established by East Renfrewshire Council as follows.

- 50m Swimming Pool
- Smaller Teaching Pool
- Flumes (1-2)
- Benched Spectator Seating Area
- Wet and Dry Changing Villages
- 140 Station Gym
- Spin Studio
- 2 Group Fitness Spaces
- 6 Court Sports Hall
- Health Suite
- Café Space
- Multi-Functional Cultural Space
- Interactive Play Area
- 200 Car Parking Spaces

An indicative Gross Internal Floor Area for provision of these facilities plus support space was initially assessed as 8,000sqm.

Theatre Requirement

The second element of the brief is to consider requirements for a theatre for up to 400 with associated support space.

An indicative Gross Internal Floor Area for provision of these facilities plus support space was initially assessed as 2,000sqm.



The design development process has been a journey of testing & reviewing options

Benchmarking

Reference Projects

A key aspect of the briefing process has been reference to other projects.

1. Peak Leisure Centre, Stirling
2. Allander Leisure Centre
3. Glenrothes Leisure Centre
4. Clydebank Leisure Centre
5. Bristol Leisure Centre
6. Helensburgh Leisure Centre

It is recognised that Eastwood requires a unique response due to the park setting, the provision of a theatre within the building, the other uses within the park and the wider characteristics of the area in terms of leisure provision.

The reference projects have facilitated discussion on a variety of briefing elements.



Peak Leisure Centre, Stirling



Allander Leisure Centre



Glenrothes Leisure Centre



Clydebank Leisure Centre



Bristol Leisure Centre



Helensburgh Leisure Centre

Evolution of the Brief Through Feasibility

Process

The RIBA Stage 1 Feasibility process has enabled the brief to evolve in a number of ways.

A concept plan was initially evolved around a clear building diagram. This established principles for building zones including wet, dry, performance, etc. This combined with a review of rational structural grids which established principles for grouping small medium and large span spaces.

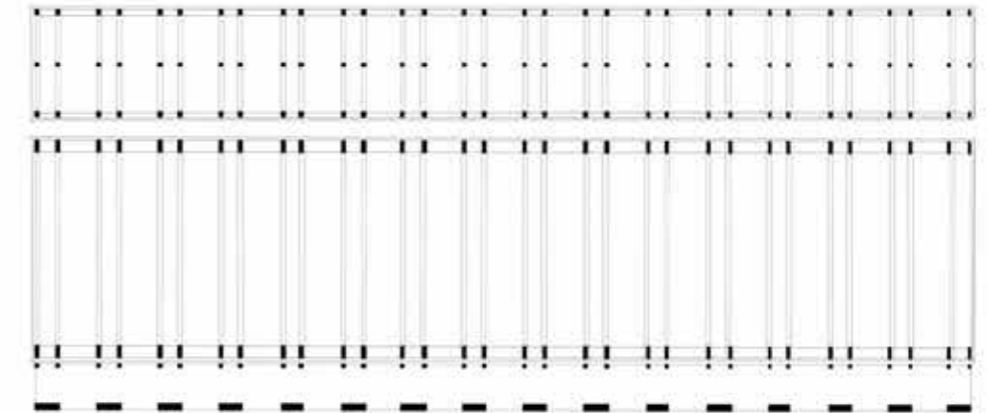
The building diagram was used to test a number of configurations on the site. Site analysis established key considerations including the relationship to the Eastwood House and key routes through and around the park. Evolution of the plan diagram over this established a set of key principles around arrival, civic presence and the influence of aspect and orientation on the quality of spaces internally and externally.

With the key principles of the building diagram and how it relates to the site established, plan options have been developed to test and evolve each of the components of the brief. This has included testing different approaches for different elements of the building and different overall sizes of building.

Key Developments in the Brief

A simple and rational form is proposed to allow a focus on providing more generous spaces suitable for a facility of regional status and to support a clear and flexible building diagram. This will also allow a focus on the quality of materials and specification reflecting the park setting and desire for longevity.

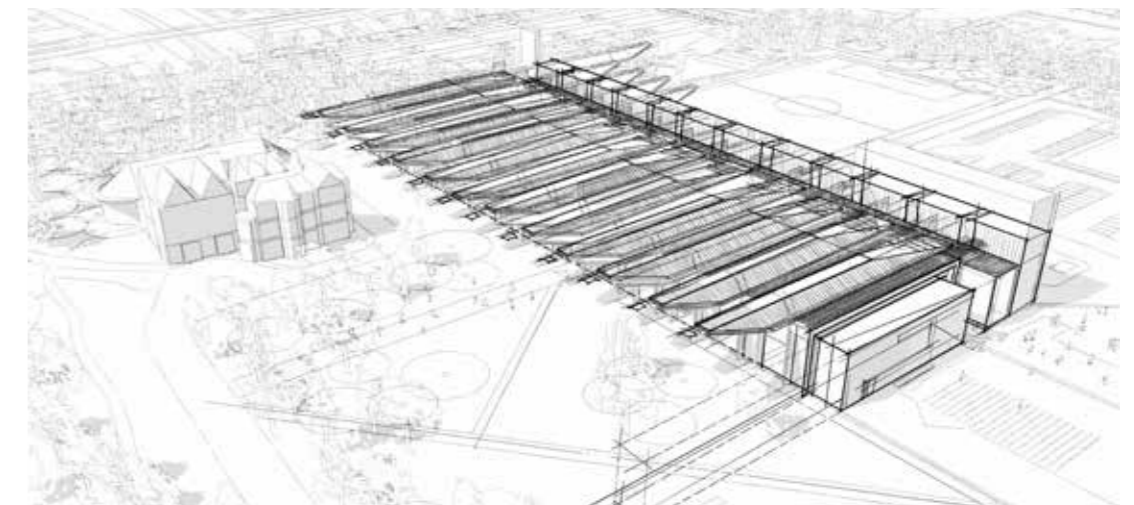
The park setting is a key feature of the project and should be optimised in the project to benefit spaces internally and externally. For example, many people comment on how attractive it is to swim with a view of the trees in the existing building and that currently the cafe has no view.



Exploring Structural Plan Form



Clear Three Dimensional Expression



Sketch of Roof Articulation

Arrival

The arrival experience, circulation and support spaces are to be suitable for potential large events such as a swimming gala, alongside a boxing event and a theatre production whilst the gym and fitness studios remain operational.

A generous atrium space would be attractive with strong visual links between inside and outside and to various zones within the building. It should include a 50 seat cafe which can also be used as agile workspace.

The arrival space will incorporate access control measures to certain facilities such as turnstiles to sports areas.

The theatre should have a dedicated arrival experience but both should relate in a manner that they can benefit from the broader audience and footfall.

Wet Zone

The 50m pool is to be 6 lane. It should include a moveable floor and be suitable for subdivision.

The learner pool is also to be suitable for training and therefore 20m x 7m.

A water play zone should be created for under fives.

Two flumes are to be provided.

The health suite is to be developed as a spa environment with treatment rooms, sauna and steam room. It should accommodate the privacy needs of the diverse customer base in the local area.

Spectator seating will ideally be moveable for use in the pool area and sports hall.

Wet changing is to be in the form of a changing village. Cubicle provision should reflect the demographics in the area including families and disabled provision. Clusters would be beneficial to facilitate cleaning in a phased manner and teams or classes.

The plant room will ideally be within the building although could be in a stand alone structure. The water treatment approach is important and allowance for relevant equipment is to be accommodated.

Dry Sports

A 6 court sports hall is briefed. An 8 court hall has been noted as potentially beneficial. It has been agreed an 8 court sports hall is not a requirement if it compromises other spaces in the building.

Dry changing areas should be designed to deliver a gender neutral approach. The possibility of blending wet and dry is not considered appropriate, particularly given potential use for outdoor activities.

Direct access to the gym is desirable to allow flexibility in access arrangements for different operating models.

Fitness and Spin Studios are to offer flexibility to accommodate change over time in fitness trends.

Theatre

The theatre is East Renfrewshire's main arts offer and should be of regional status. Locating this in a prominent front location to establish civic presence is key.

A maximum capacity of 300 is an appropriate requirement. Accessibility for spectators, performers and technicians important, therefore, generosity in space for circulation.

Dressing and other support rooms should suit the quality of theatre and consider access from both sides of the stage.

Consideration is to be given the arrival experience for the theatre with a foyer possibly with bar and restaurant facilities. Service access and staffing need careful consideration.

A separate studio theatre space for rehearsal and other activities is beneficial.

A dedicated ticketing area or box office may be considered beneficial whilst recognising many sales are likely to be digital.

Support Spaces

Provision is to be considered for 20 staff to be accommodated in an agile workspace with meeting facilities and staff welfare facilities. There may be scope for this to be accommodated remotely and for the cafe agile working environment to compliment this and allow a more blended strategy. Support spaces for the theatre may be able to double up as meeting space.

Toilet provision should include 'changing places' facilities.

Storage is a key component for each zone of the building and potentially for external equipment. Other buildings in the park may be appropriate for some external equipment storage.

Additionality

The potential for a 450sqm library is to be considered. Quiet spaces for study, storytelling and research are important. Local library use focuses on activities and groups so it would not be appropriate for it to only be within a large atrium arrival space although the potential for it to be visible and closely linked with the atrium is desirable.

The relationship between the leisure centre and theatre and other buildings in the park is essential. A close relationship with Eastwood House is envisaged with consideration of the walking routes and quality of spaces between. A colonnade or covered walkway may be appropriate.

The facilities in Eastwood House are also to be reviewed to enhance the existing blend of events and community groups and services it currently accommodates. Enhancement may enable incorporation of Council Chambers and for weddings with up to 200 guests to avoid the need to use off site facilities for receptions. This may include the addition of an orangery. Flexibility will be a consideration in the development of proposals. For example set-up and breakdown requirements if a space is to have a dual use of council chambers and function suite. There may be scope for example to locate a dedicated chambers space in the historic building and allow the orangerie to be dedicated to functions.

Outdoor space is an important feature of the proposal. An outdoor cinema space is to be considered, possibly aligning with the theatre stage to allow the equipment to be utilised.

- 4.0 Feasibility
- 4.1 Concept Evolution
- 4.2 Site Response
- 4.3 Proposed Site Layout
- 4.4 Proposed Building and Demolition
- 4.5 Key Routes Across the Site

- 4.6 Concept Diagrams
- 4.7 Initial Consideration of Engineering
- 4.8 Draft Views
- 4.9 Diagrammatic Plans
- 4.10 Eastwood House
- 4.11 Council HQ

Feasibility

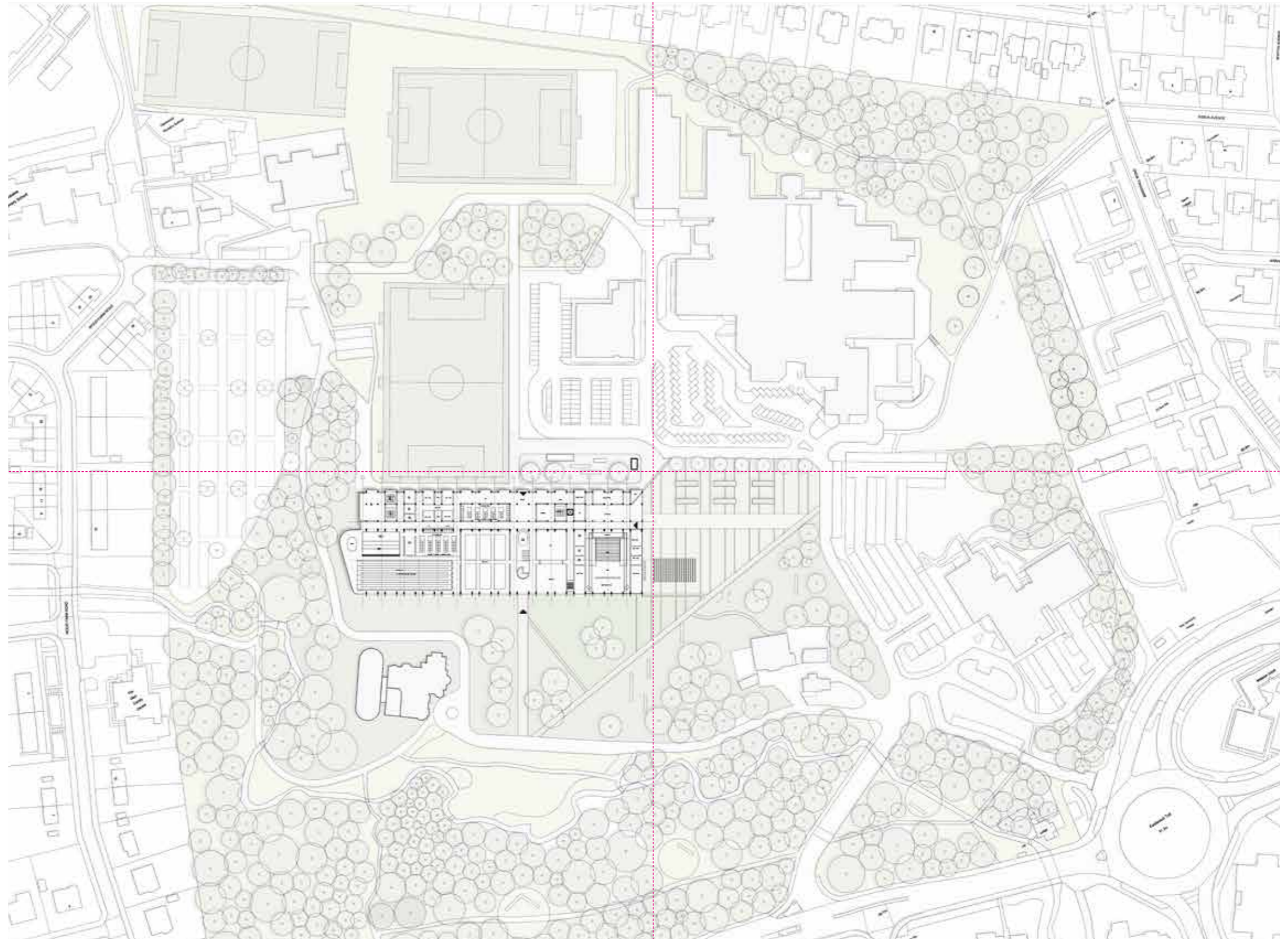
4.0

Concept Evolution

Plan Diagram

A series of key principles have been established in the RIBA Stage 1 process.

- Responding to the position and setting of Eastwood House
- Activation of the park space in front of Eastwood House and key spaces addressing this
- The importance of arrival from the east
- The opportunity for a woodland aspect to the west
- Support spaces to the north
- The aspect and orientation of building and surrounding spaces from a sunlight and environmental perspective



Site Plan

Site Response

Site Considerations

A masterplanning exercise was carried out in 2019 which considered a variety of locations in the park. The preferred location was identified as being to the west of the existing leisure centre. This is a good location for a number of reasons.

It will open up the arrival experience in the park to all of the facilities, in particular St Ninians and the proposed building

It will allow a strong relationship with Eastwood House activate the park space in front of it.

It allows existing facilities and parking to remain operational during construction.

RIBA Stage 1

A number of key considerations in evolution of a proposals in RIBA Stage 1.

Whilst a shared sense of arrival is important within the park for all facilities, it is important that the generosity of arrival and drop off to the school with its associated pitches, leisure centre and theatre recognise individual operational requirements.

The relationship with Eastwood House is considered more important than any potential physical link to St Ninians

There is a desire to clearly define and activate the south facing park space in front of Eastwood House as it is currently underutilised.

The route between Eastwood House and the building is important and a covered walkway would be considered beneficial.

There is a desire to allow the parking and drop off in front of St Ninians to remain operational at least during construction.

There is a sewer which runs from east to west which passes along the north side of the existing leisure centre

Site Response

A response evolved which is an elegant linear form. This also provides good flexibility for the wider park masterplan in terms of a variety of options for parking, open space and other buildings with consideration of future alteration, extension, replacement or demolition.

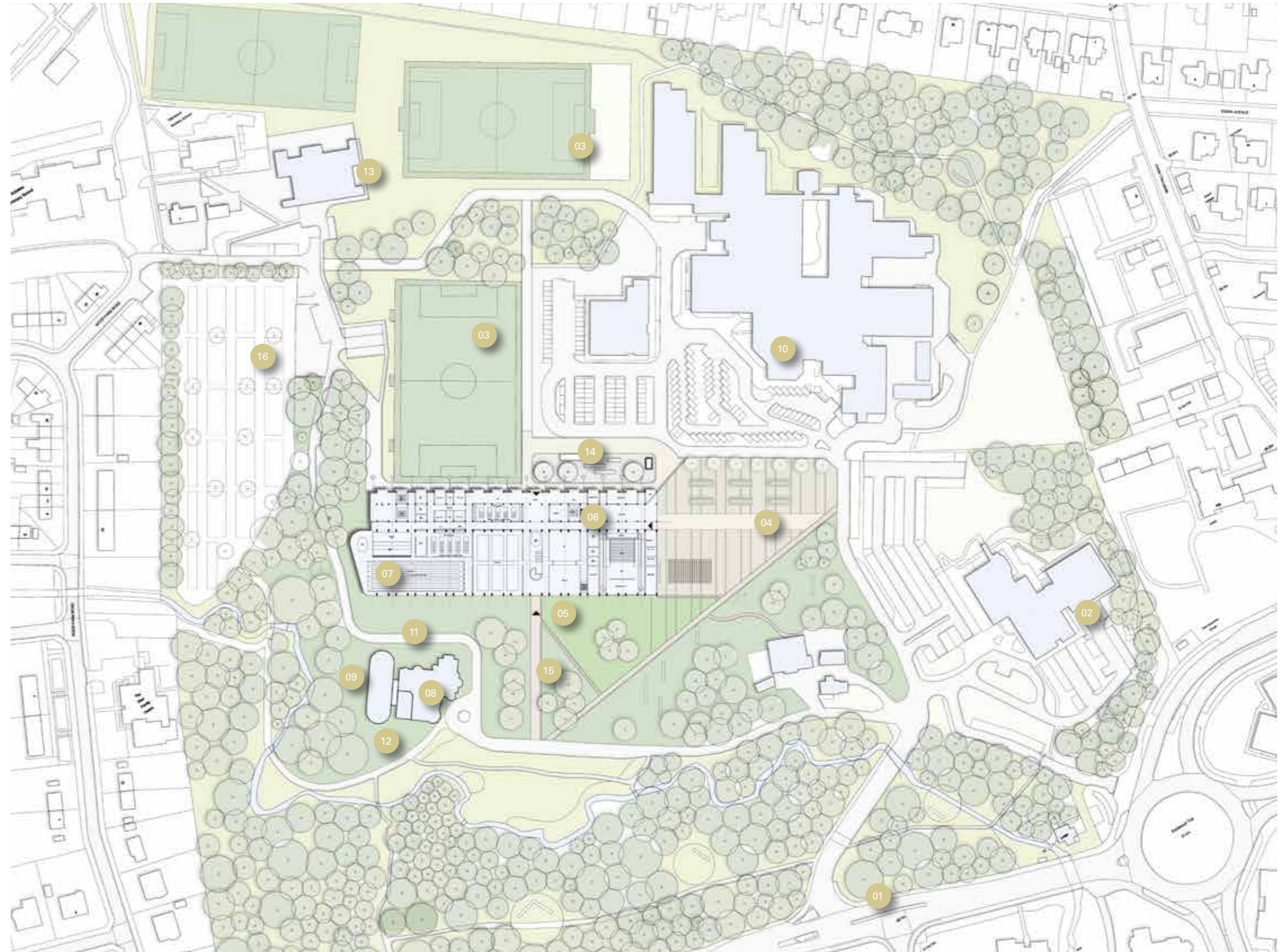


Eastwood Park

Proposed Site Layout

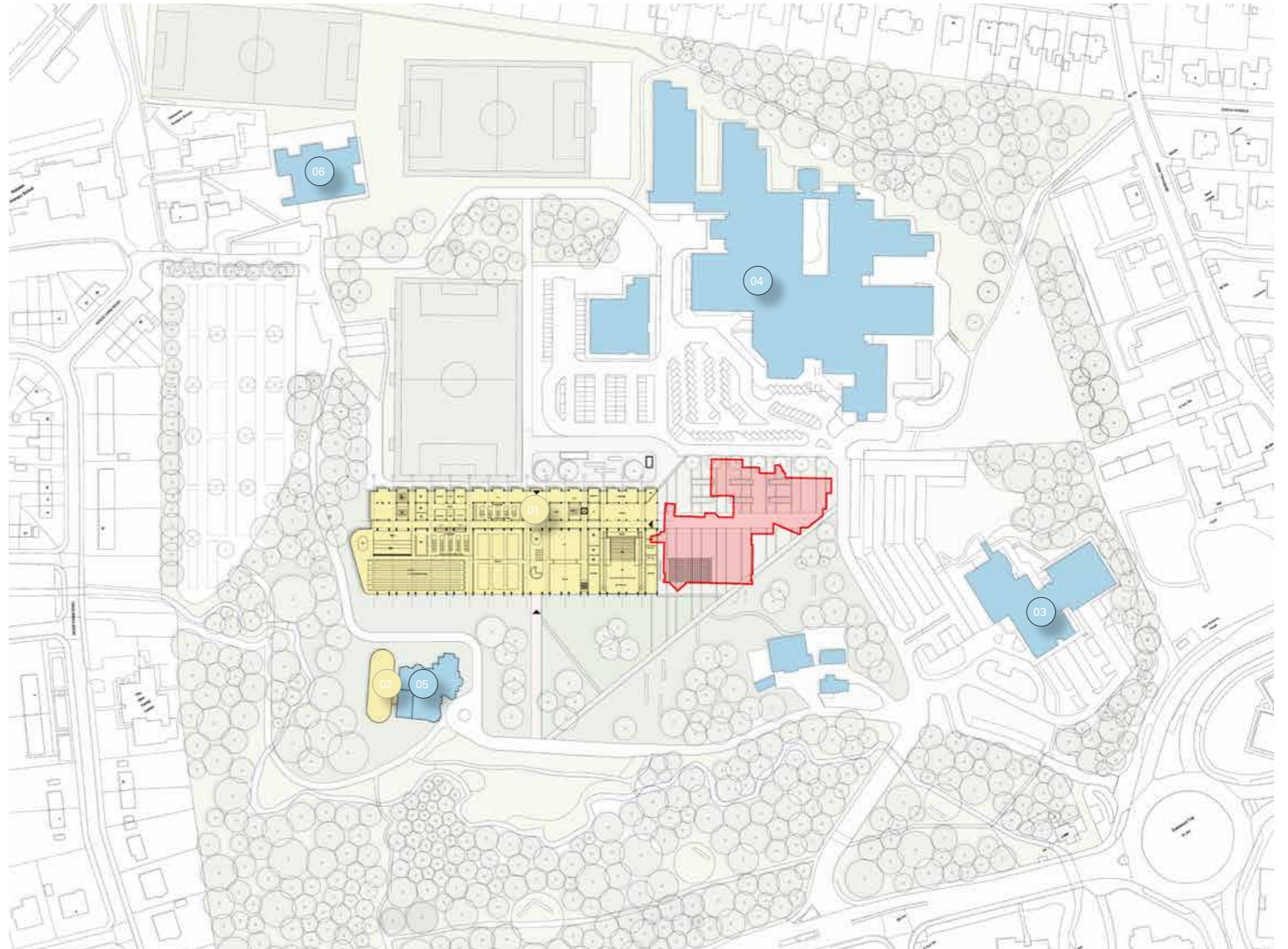
Key

- 01 Main Access on Rouken Glen Road
- 02 Existing HQ Offices
- 03 Existing 3G Pitches
- 04 New Public Events Space
- 05 New Gym and Fitness Suites Overlooking Park
- 06 New Sports , Theatre and Conference Spaces
- 07 New Swimming Pool and Health Suite Overlooking Trees
- 08 Eastwood House
- 09 Proposed Orangery
- 10 Existing High School with potential for enhanced arrival plaza
- 11 Northern Garden For Drop Off
- 12 Southern Events Garden Overlooking Stream
- 13 New Family Centre
- 14 Arrival Hub
- 15 Proposed Access Path
- 16 Potential Alternative Parking



Proposed Building & Demolition

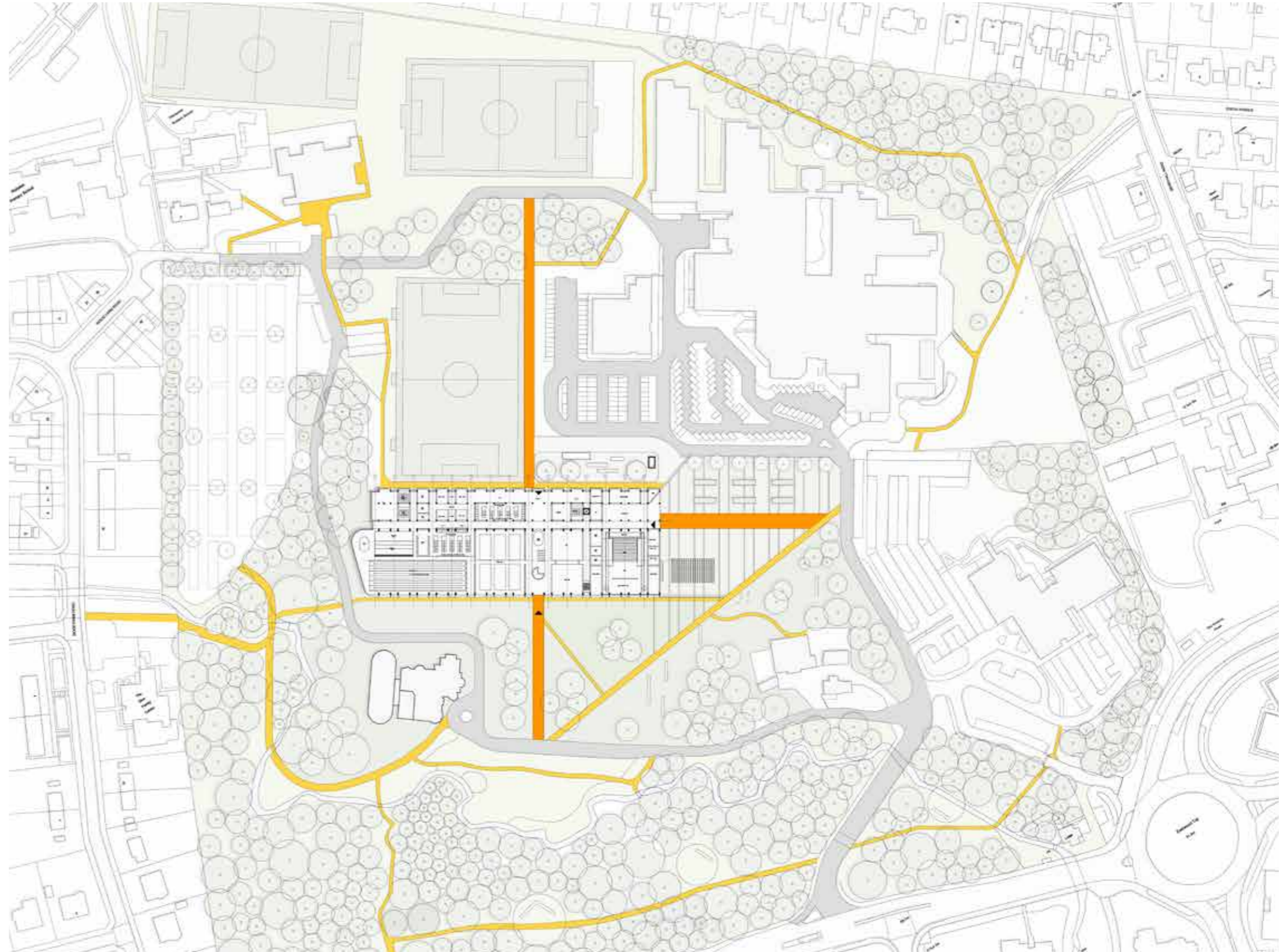
- Key
- Existing Buildings on Site
 - Existing Leisure Centre and Theatre to be Demolished
 - Proposed New Buildings
-
- 01 New Sports , Theatre and Conference Spaces
 - 02 Proposed Orangery - Extension to Eastwood House
 - 03 Existing HQ Offices Retained
 - 04 Existing High School with enhanced arrival plaza
 - 05 Eastwood House
 - 06 New Nursery



Key Routes Across the Site

Key

- Primary Arrival Routes
- Existing & Proposed Routes Across Site



Concept Diagram: The Theatre & Buildings 'Front of House'

Orientation

The proposed location of the new Eastwood Theatre is on the eastern edge of the building plan. The positioning of the theatre provides the facility with a 'front of house' and a civic expression towards its principal approach. In addition to culturally animating the buildings front door, encouraging footfall the theatre stage area is also well located for essential service access and egress.

Aspect

Additionally, the theatre has the potential to activate the public spaces around the building with different uses. On the buildings east elevation the opportunity exists for an Eastwood Theatre restaurant with an area for external seating. To the north extending directly behind the theatre a foyer bar is well located to again enliven the buildings perimeter. South of the theatre directly behind the stage area and back of house there is an area where outdoor theatre and performance events can occur. This area benefits from a sunny 'garden' aspect.

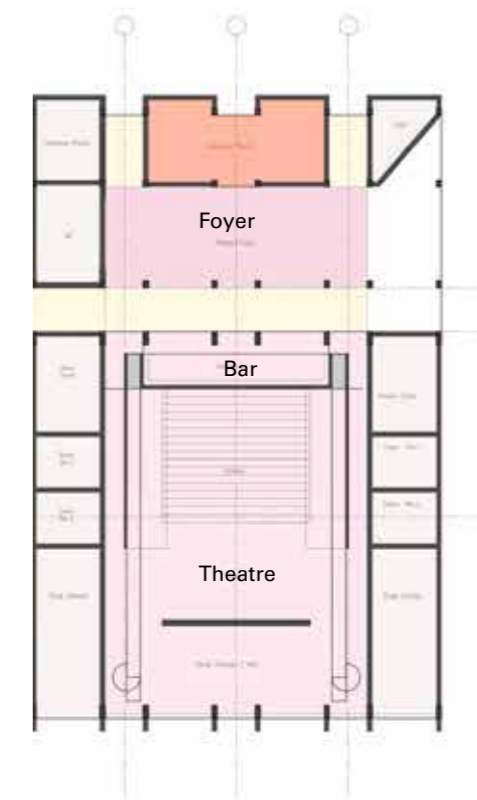


Orientation; The proposed location for the new Eastwood Theatre is on the eastern edge of the building.



Aspect; Theatre has positive relationship with context, providing a 'civic' frontage to new public space.

Site Planning Diagrams



Ground Floor Plan (Theatre)



First Floor Plan (Theatre)

Theatre Plan Diagrams

Concept Diagram: Gym, Courts, Arcade, Cafe & Library

Orientation

The gym and courts area are organised each side of a proposed leisure arcade that helps link the south and north areas of the park. During the day the arcade will be a convenient through route for pedestrians. A cafe and reception space will orientate people helping make what is a large building highly legible. It will be super clear where activities are and how to get to them, whilst ensuring supervision and necessary security measures. There is the prospect of incorporating a local library service to encourage further community synergies.

Aspect

The north south arcade axis is strategically planned to provide an entrance to the building from both the south garden area and from the area of parking and from St. Ninians School to the north. The ability to access the park at these points supports increased external sports activities through the provision of convenient changing areas and amenity.



Orientation; The gym and courts organised each side of a proposed leisure arcade.

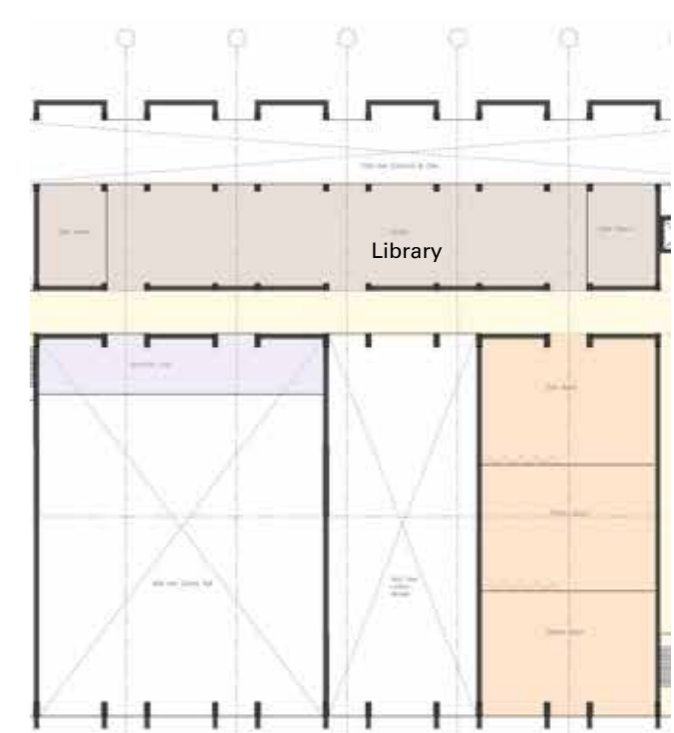


Aspect; The cafe and reception space will orientate people helping make what is a large building highly legible.

Site Planning Diagrams



Ground Floor Plan (Dry Zone)



First Floor Plan (Dry Zone)

Gym, Courts, Arcade, Cafe & Library Plan Diagrams

Concept Diagram: The Swimming Pools & Wet Areas

Orientation

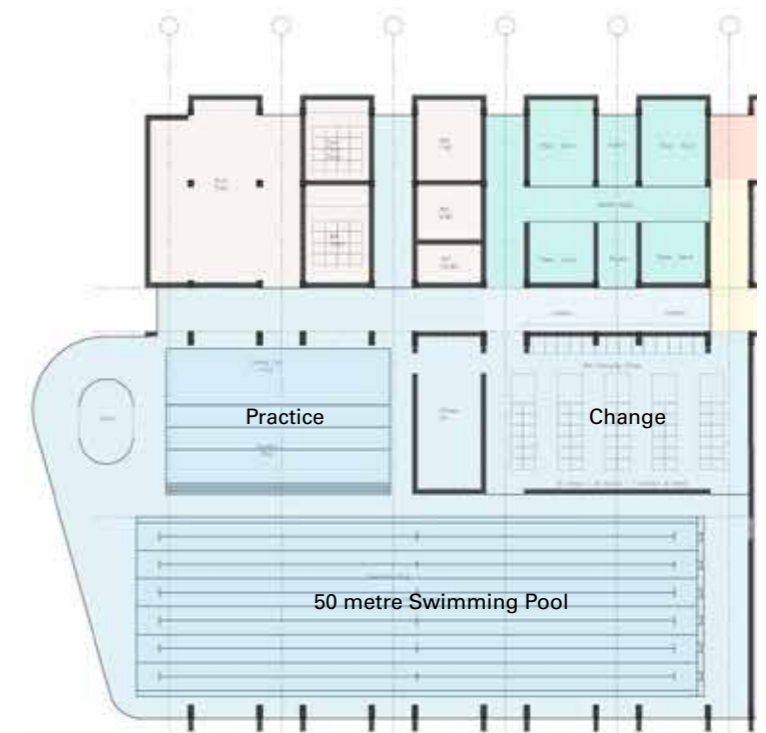
The swimming pools are located at the western end of the proposed building. This end of the park is quieter and less trafficked. The ancillary and changing areas are located to the north against the existing football pitch to allow the pools to take advantage of the open views to the south towards the existing Eastwood House.

Aspect

The swimming areas are presented with a wooded outlook helping to reinforce the visitor experience, a sense of wellbeing and to respect the existing mature trees.



Orientation; The pools are located at the western end of the building which is quieter and less trafficked.

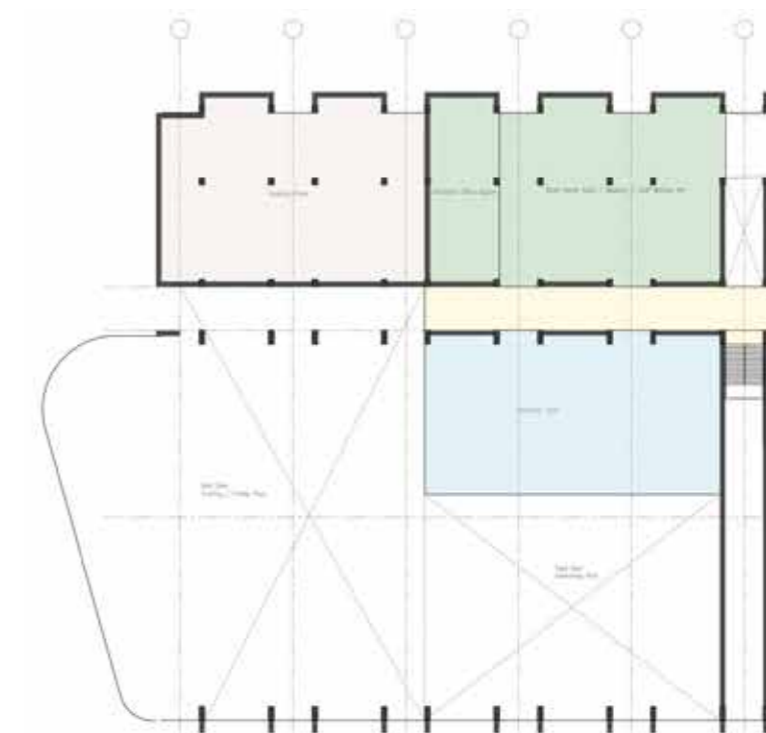


Ground Floor Plan (Wet Zone)



Aspect; The swimming areas are presented with a wooded outlook helping to reinforce the visitor experience.

Site Planning Diagrams



First Floor Plan (Wet Zone)

Plan Diagrams

Efficiency of Concept Diagram

Orientation

All of the buildings activities have been arranged to optimise adjacencies, legibility, internal circulation, access, security & supervision and importantly mechanical & electrical servicing and structural efficiency. The building is 'skewed' with a super rational east west route that organises the large span activities to the south and the small span spaces to the north. This route will help make a very large building easy to navigate, operate and environmentally control.

Aspect

All of the internal activities take full advantage of a positive aspect towards the parkland setting. The character areas and social pockets surrounding the building will help to humanise the architecture and contextualise it.



Orientation; The building plan is arranged to optimise relationships between activities



South Elevation Canopy



Aspect; Activities inform the buildings perimeter.



Alternative South Elevation Colonade

Site Planning Diagrams

Sketch Visualisations (Development Options)

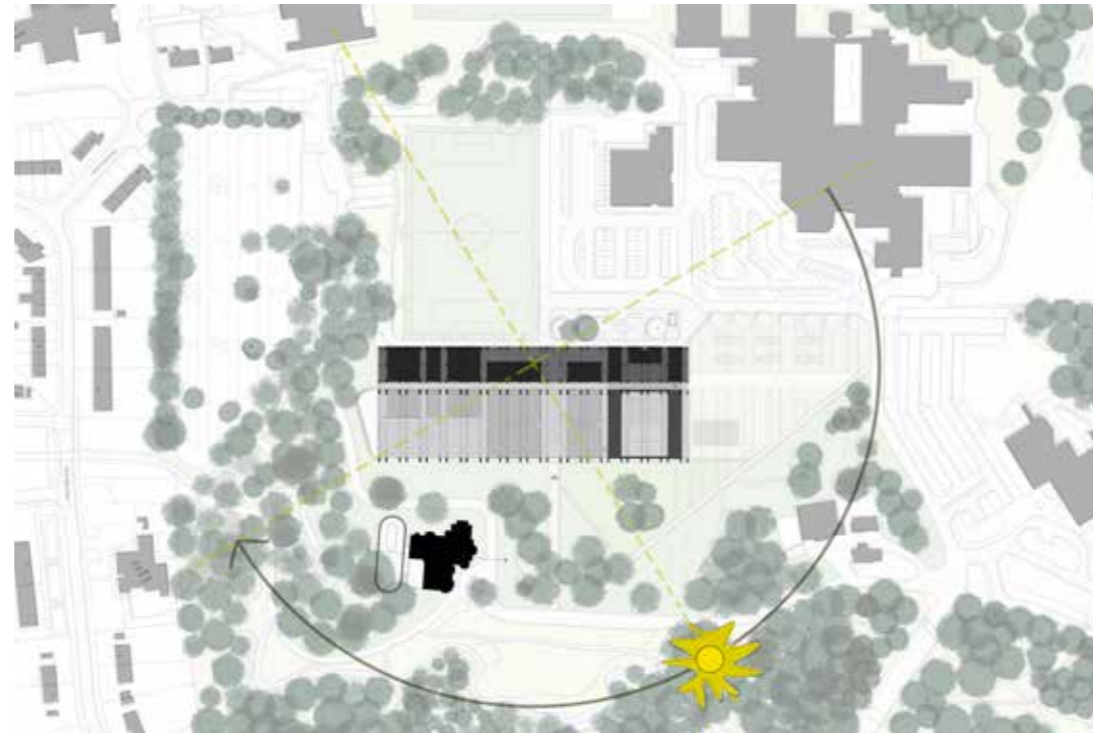
Concept Diagram: Environmental Response

Orientation

The proposal presents a long south elevation that elegantly inserts itself into the landscape so as to frame the north edge of the Eastwood House garden area and set itself back from impacting on the existing trees. Fundamentally the proposed building plan has been organised to take advantage of this south facing orientation. From an environmental design perspective this has numerous advantages, with regards to energy consumption and daylighting.

Aspect

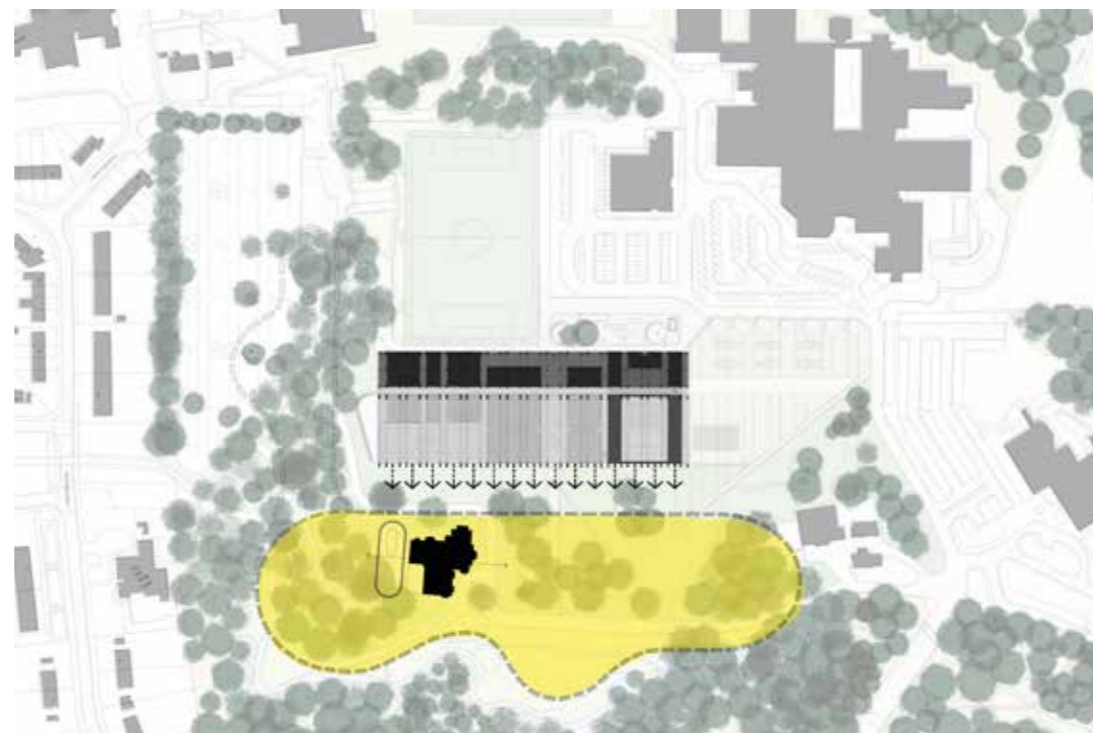
The buildings natural setting is and its relationship to Eastwood House has been carefully considered. The buildings scale and proximity is informed by new garden narrative that frames context, allowing the building to become more a 'background' building than a 'foreground' feature. The northern side of the building is much more functional with parking and playing fields, the buildings siting effectively helping to mask these uses from the more picturesque area around the existing house.



Orientation; Environmentally informed building diagram taking advantage of a south elevation.



South Elevation Overlooking 'Garden'



Aspect; A garden setting is established in the foreground of Eastwood House and framed by the new architecture.

Site Planning Diagrams



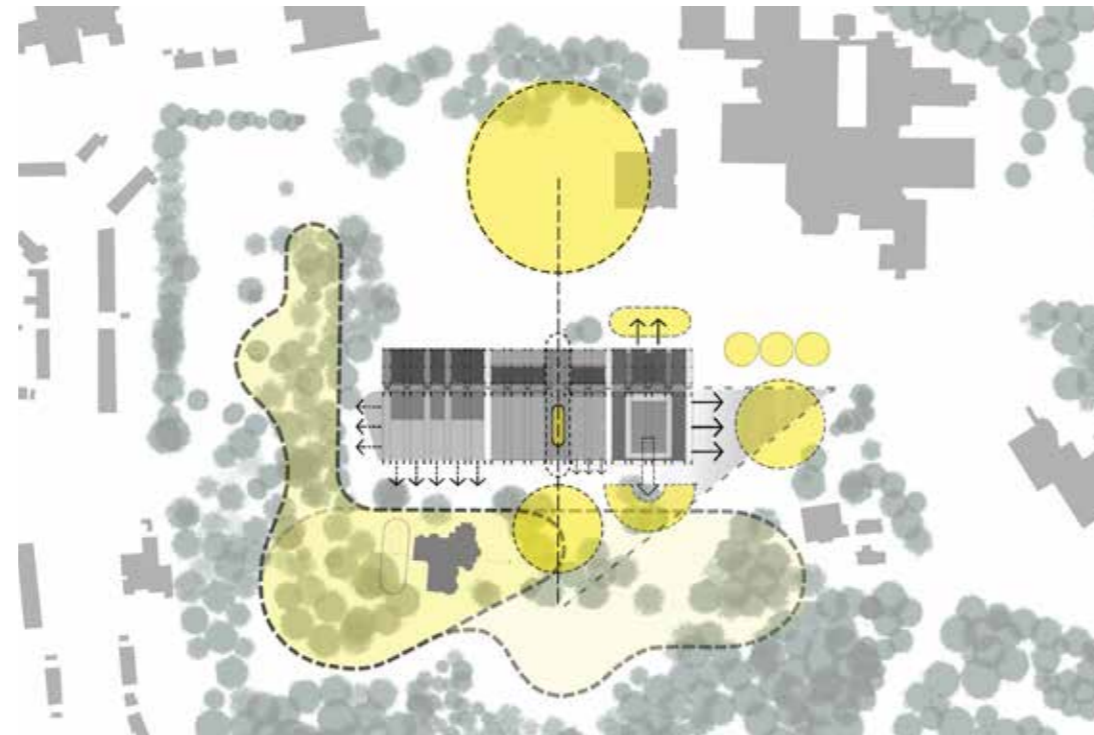
Alternative South Elevation

Sketch Visualisations (Development Options)

Concept Diagram: Open Space & Parking

Pedestrian Priority

The Park requires to be pedestrian prioritised with vehicles being required to reduce their speed and give-way to people and cyclists. The traffic management tries to avoid the cross over between people, pathways and roads where possible. Parking is generally gathered to the eastern edge of the park although further rationalisation is possible.



The proposed location for the new Eastwood Theatre is on the eastern edge of the building.



Canopy Roof



Parking areas on the east side of the park.

Site Planning Diagrams



Colonnade Roof

Sketch Visualisations (Development Options)

Initial Consideration of Engineering

Principles

To create an elegant, efficient and cost effective building the architecture, engineering and building services have to be designed together so that they seamlessly integrate. Design principles we have considered are;

- Regular grid
- Rational form
- Large span / small span space
- Legible building diagram
- Zoning of activities
- Zoning of environments
- Structure & services integration
- Buildability

Key Structural Principles

Structure is a key component, particularly in large buildings of this nature. The diagrammatic plan considers a number of key principles for this.

- A regular grid
- A rational building form
- Arrangement of spaces to suit structural considerations such as small / medium / large span, wet / dry and acoustic

Consideration of these from the outset enable them to be an integrated part of the architecture and to deliver efficiency and flexibility. The approach developed lends itself to a variety of structural solutions.

Key Building Services Principles

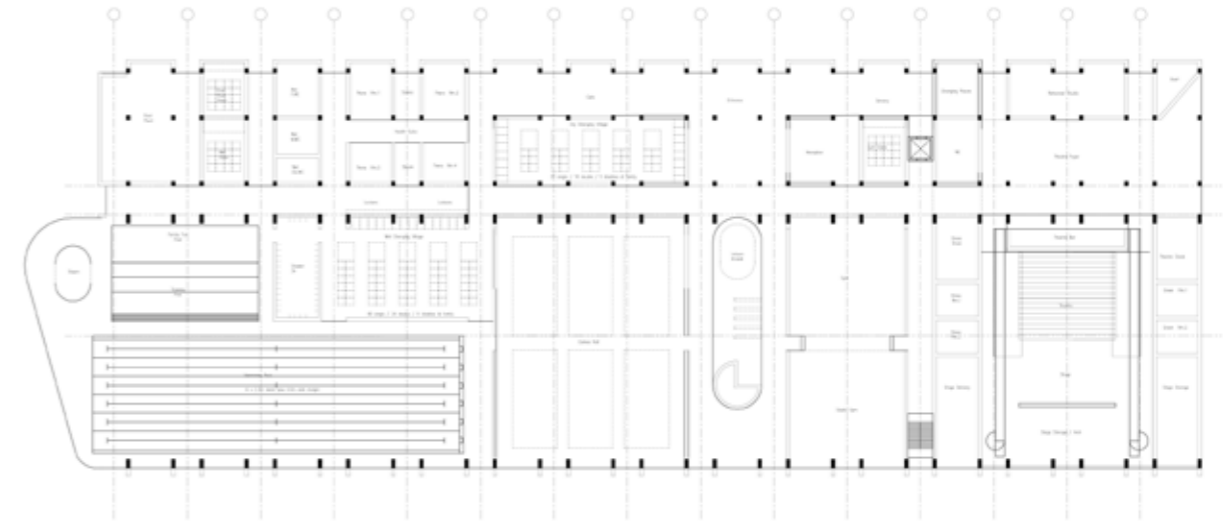
Similar to structure, the diagrammatic plan considers a number of key principles.

- The regular grid and regular form will enable a similarly rational approach to building services strategies
- The zoning and grouping of spaces to suit their scale and other considerations such as wet / dry and acoustic again assists with rational building services strategies
- Vehicle access is considered for key elements such as plant rooms
- Positions of key building services components are considered such as a plant room adjacent to the swimming pool and health suite
- The rational plan diagram and zoning principles will enable a rational strategy for access, maintenance and control
- The building form, position, roof and orientation will accommodate sensitive integration of key issues in detailed design such as renewables, service outlets and the like

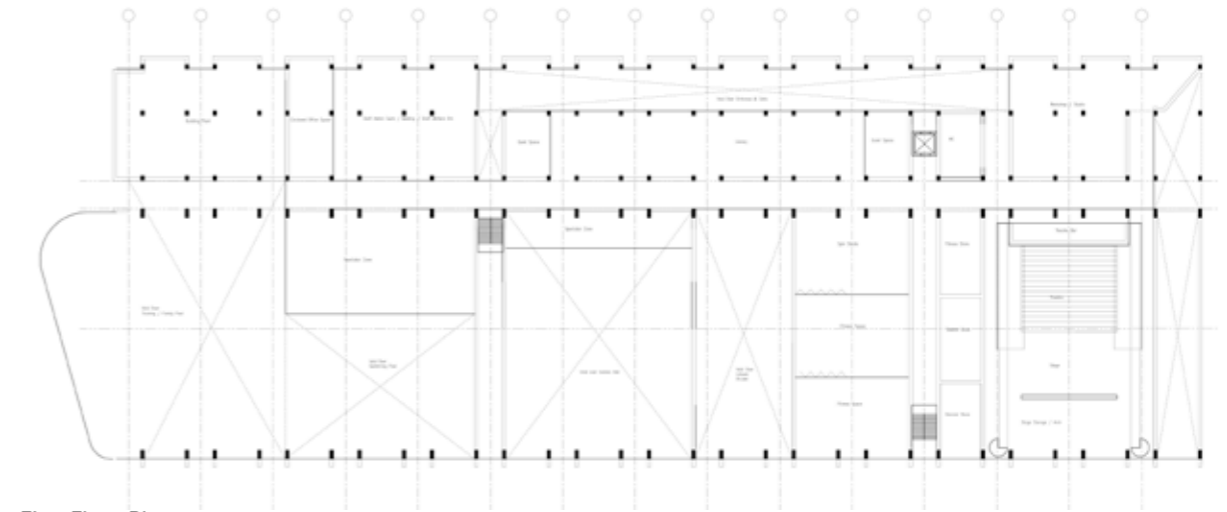
Other Engineering Considerations

The evolving proposal also considers other aspects as follows.

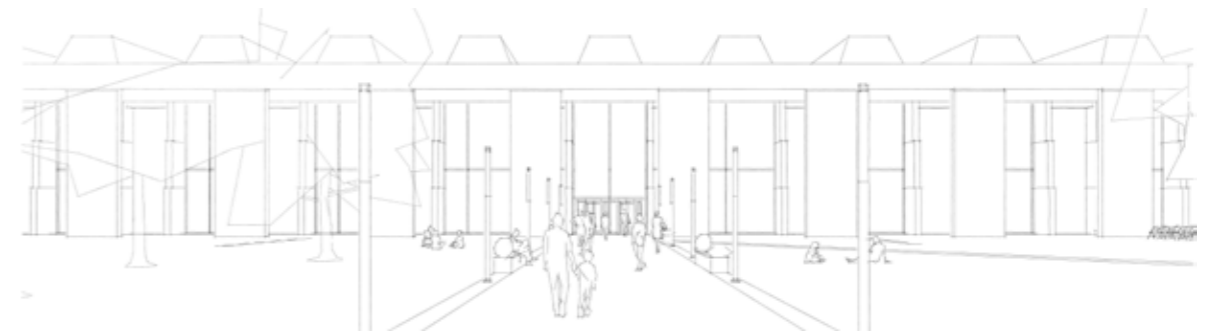
- The site selected is relatively level and does not appear to have been developed previously.
- The proposed building is a reasonable distance from the listed building and other occupied buildings for buildability.
- Existing parking and access can be utilised.
- Information has been provided by East Renfrewshire Council on utilities and the main item noted from this is a sewer which the layout seeks to avoid.



Ground Floor Plan



First Floor Plan



Elevation

Draft Views - Option 1 (Canopies)



Draft Views - Option 2 (Colonnade)



Diagrammatic Plans

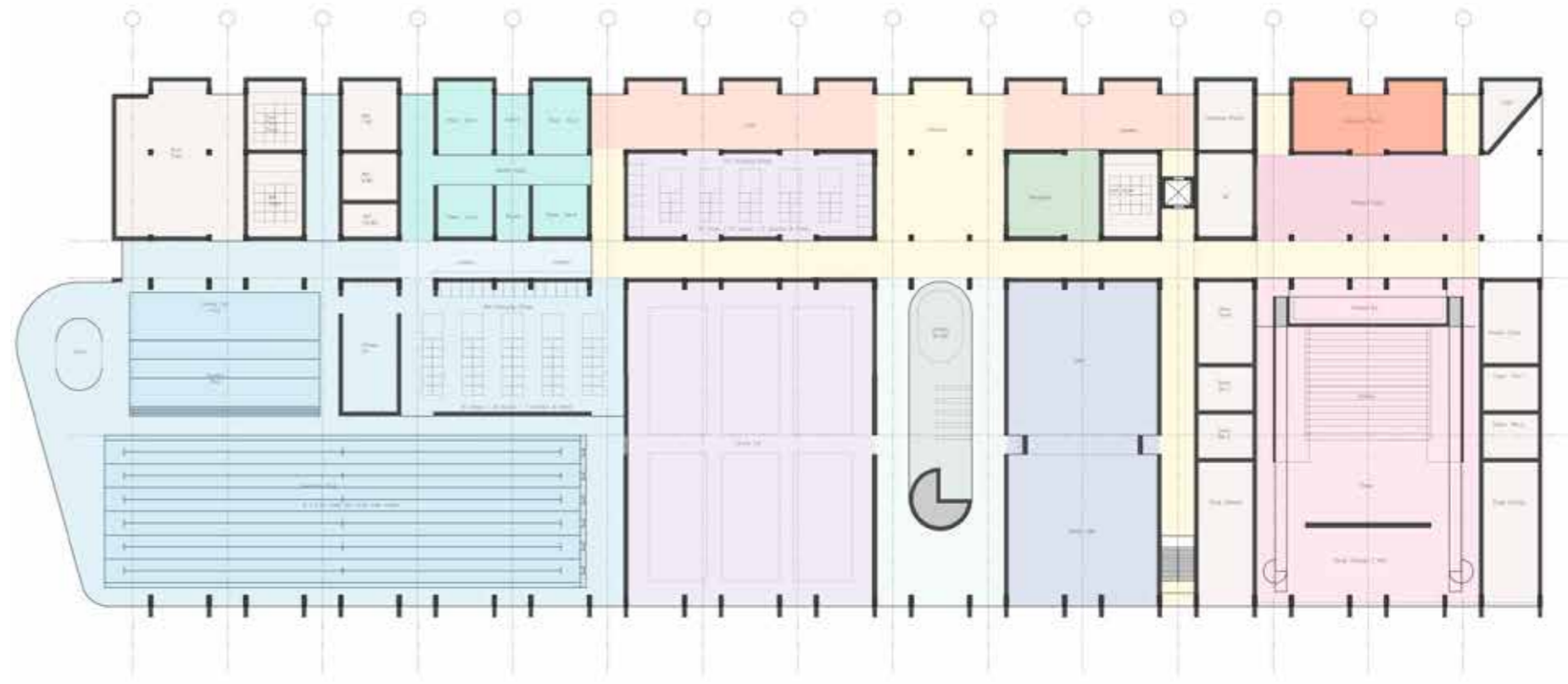
Plan Diagram Testing and Flexibility

The key diagrammatic principles have been tested with a variety of sizes of building. Examples of aspects tested are as follows.

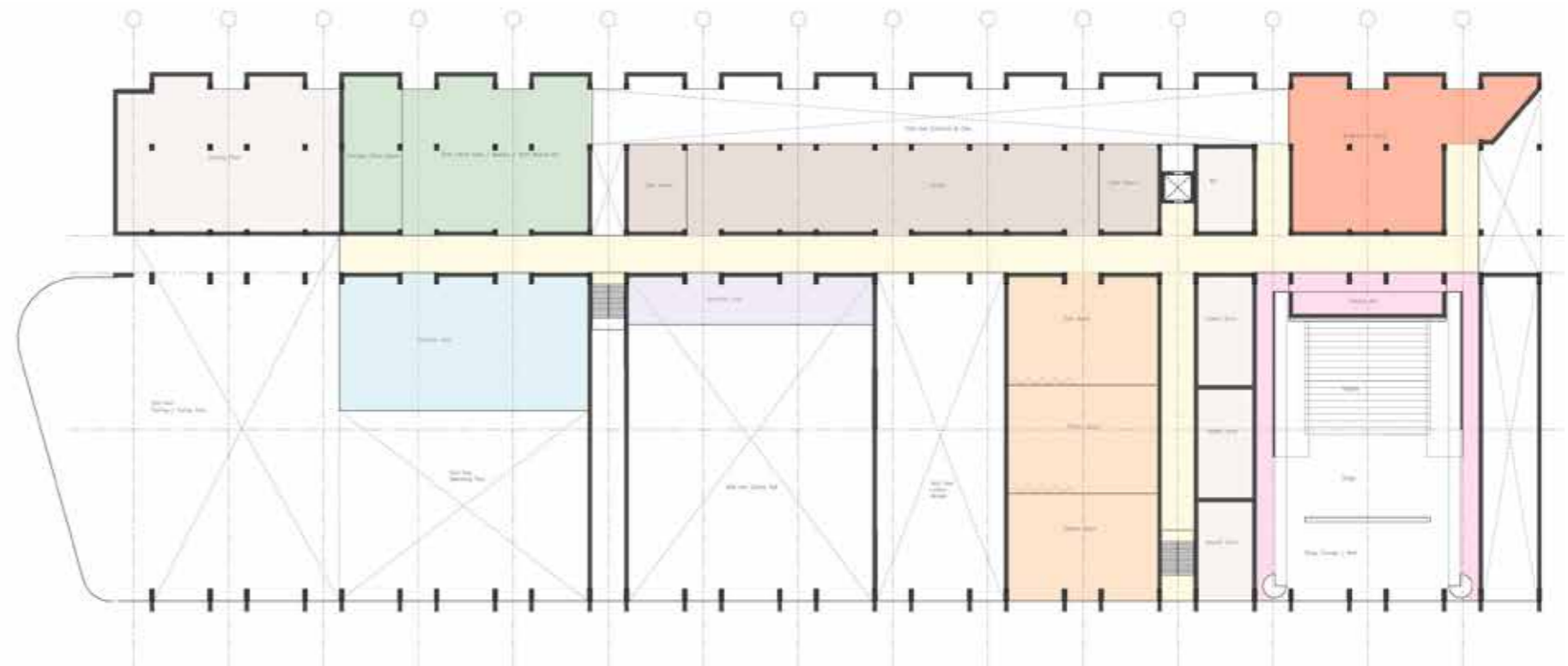
- Allowing generous circulation and arrival space to recognise the potential for events and to accommodate activities for all age groups complimentary to the cafe space
- Potential for the health suite to deliver an attractive spa experience
- Generous provision for circulation in the theatre recognising emphasis on spectators, performers and technicians with mobility considerations
- Generous support space provision to theatre including social space, a studio theatre and a rehearsal space reflecting this as a main arts and culture offer in East Renfrewshire.
- Generous provision for storage allowing flexible use of spaces to be optimised.
- Potential to incorporate other complimentary facilities including a library, agile workspace and meeting spaces.

The process demonstrates a clear flexibility which will enable the design to be managed to suit key considerations including quality of spaces and facilities, flexibility of facilities for general use and events, budget and life cycle cost.

The adjacent plans represent a building with a footprint of 8,180sqm and a gross floor area of 11,680sqm.



Ground Floor Plan

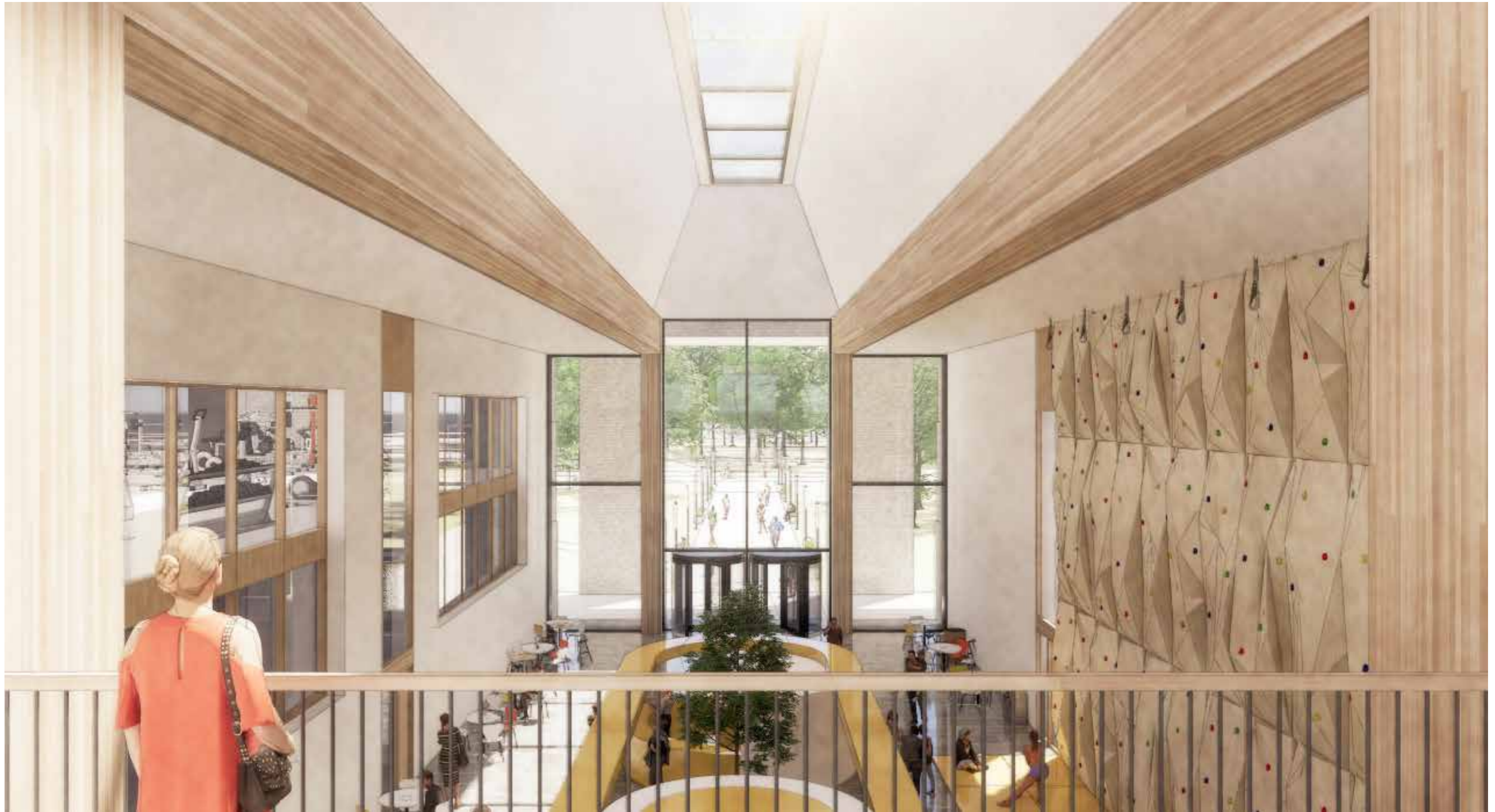


First Floor Plan

Key:

	Circulation		Cafe / Servery
	Theatre		Leisure Arcade
	Theatre Foyer		Games Hall
	Rehearsal Studio		Spa
	Admin Suite		Swimming Pool
	Gym		B.O.H

Eastwood Leisure Centre & Theatre

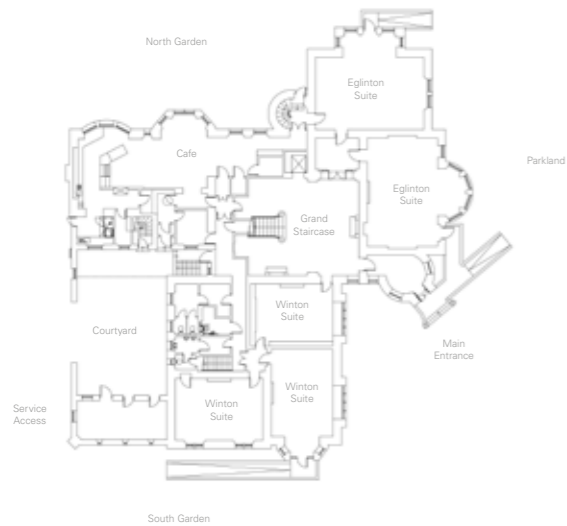


Preliminary Sketch Visualisation showing the potential for a bright and airy spaces with materials reflecting the park setting

Eastwood House

Existing Building

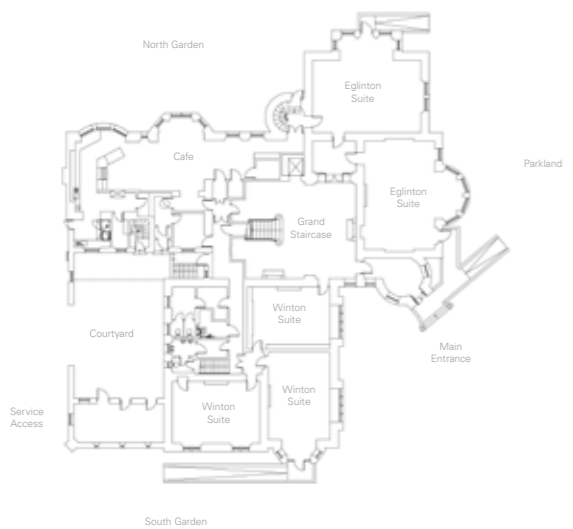
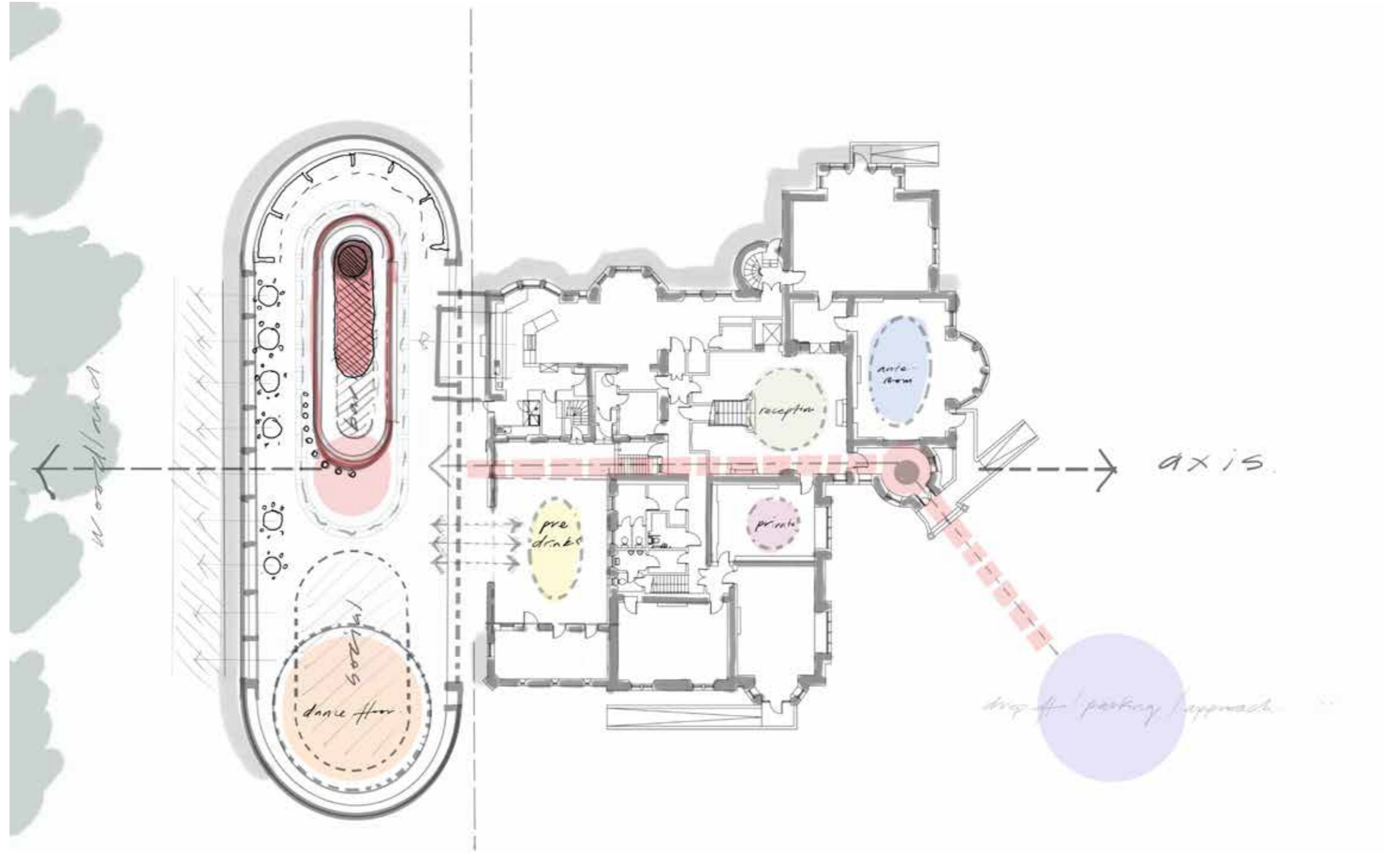
The existing house can accommodate a variety of events. The Grand Staircase is an attractive feature for weddings as are the grounds. The rooms internally are attractive, but their size limits the potential for larger weddings. Often weddings are held in the house with the reception being in Carmichael Hall which is around 15m x 18m or elsewhere out with Eastwood Park.



Eastwood House

Potential Orangery

An orangery could provide potential for larger events. It could potentially also accommodate council chambers and existing areas in Eastwood House could become facilities for elected members and other council services alongside existing community uses. The floor area of the orangery shown adjacent is 400sqm which is similar in scale to the existing council chambers.



Council HQ

Facilities

The existing East Renfrewshire Council HQ building contains a variety of facilities. There is scope for a number of these to be provided in Eastwood House and benefit from the facilities within the leisure centre and theatre. A huge opportunity exists to reconsider the workspace arrangement and place wellbeing at the centre of a refreshed council offices environment.



Childcare



Active Public Realm



External Events to Encourage People Outdoors



Different Workplace Settings



Cycling & Walking



Dynamic Collaboration & Engagement

5.0 Sustainability Aspirations

- 5.1 Key Priorities
- 5.2 Environmental Response
- 5.3 Outdoor and Events Space

Sustainability Aspirations

5.0

Key Priorities

Overview

At the heart of this project is a vision for health and wellbeing.

The site has been selected as it is an attractive parkland setting which includes a variety of outdoor spaces including mature woodland which are currently underutilised.

The park is in a location where it can make a significant contribution to the community with close proximity to a wide range of other amenities including schools, local shops, health centres, extra care facilities and a wide variety of homes.

It is accessible on foot, by bike and using public transport for a large number of people.

The existing blend of uses within the park including the theatre, leisure centre, St Ninians High School, the Council HQ including Chambers, the Historic Eastwood House which supports a wide range of community groups, the Family Centre under construction and the sports pitches attract a dynamic mix of users.

This creates the potential for replacement leisure and theatre facilities to have a transformational impact, enhancing the experience for all.

Approach

Fundamental to the ideas being developed has been to carefully understand the qualities of the existing setting. The proposals seek to optimise the wide range of benefits this can provide and work sensitively with it, at the same time as addressing the many challenges which exist. From a sustainability perspective this enables very efficient use of resources at the same time as enhancing the quality of environment and delivering benefits to the facilities in the park and the wider area.

Key benefits of the location are:-

- Attractive and well established Parkland Setting
- Generous woodland creating distinctive identity enabling sensitive integration of large building
- Historic House adding to civic presence and identity
- Accessible to many on foot, bike or public transport
- Diverse blend of existing facilities and users in the park
- Significant amount of space enabling options for sensitive integration of parking
- Scale of park allowing existing facilities to remain operational through construction
- Relatively level site

Key Challenges in the location are:-

- Sensitive integration of parking
- Careful consideration of access
- Appropriate response to attractive setting

Aspiration: Be Lean and Be Green

Alongside the clear opportunities which the location provides, the brief has a fundamental impact on the sustainability aspirations.

The existing leisure centre and theatre are aging. They are inefficient in their form, have poor fabric performance in terms of insulation and the systems within are inefficient. The buildings are regularly closed for maintenance. The facilities they provide are poor and do not meet current expectations of quality or good practice guidance for sports and theatre in many aspects including scale, lighting, acoustics and accessibility. They also do not respond well to the setting and optimise the benefits of it.

New leisure centre and theatre proposals seek to provide an equivalent quality of facilities which are being provided in many other locations in Scotland. This involves enhancing the facilities including an increase in the amount of facilities and larger facilities. A 50m pool instead of 25m, significantly improved sports hall provisions, enhanced gym and fitness studio provision and more extensive theatre facilities such as a studio theatre space to compliment a main theatre and appropriate levels of accessibility for all of the above.

In essence the building will significantly increase in size, however, it will enable current good practice to be implemented to ensure it is efficient to run and maintain.

The key principle is to be lean and be green. This means that the design will seek to limit the amount of energy require for it to operate in the first place and for the energy that is required to come from renewable sources.

- The form of the building will be efficient and consider orientation.
- The building fabric will benefit from very significant enhancement.
- The systems within the building will be efficient and easy to operate including pool plant, heating, ventilation and lighting.
- The building diagram will ensure efficient zoning for low energy design and control.
- The design will accommodate renewables to complement the efficient design approach.

The Bigger Picture

There is a significant focus on energy consumption and carbon reduction both due to the climate impact and simply on running costs of buildings.

We seek to embrace this challenge. At the same time, it is important to consider the broader range of issues, small and large which all contribute to a sustainable design.

Other key initiatives will include:-

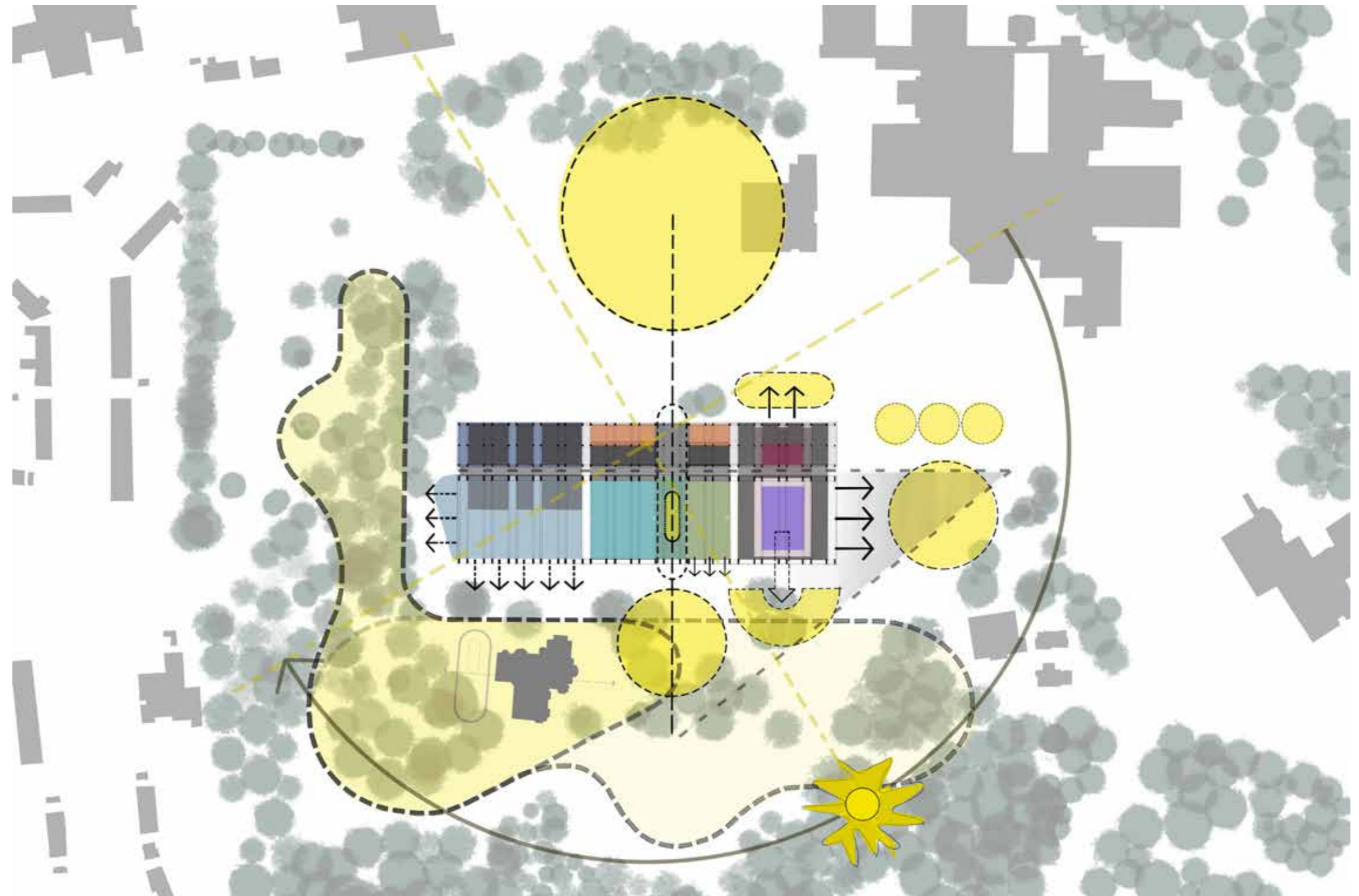
- Promoting health and well-being aspects from good quality of daylight/artificial light, uplifting views of the landscape setting from within the building, good acoustics and potential for background music / art / planting within the building, opportunities for social interaction, spaces for relaxation and contemplation, promotion of healthy eating and links with the external environment such as growing spaces.
- Inclusion with design considering people of all ages, backgrounds, cultures and with varying needs.
- Digital innovation and accessibility making use of facilities efficient with a strategy which recognises the needs of all and improving opportunities for them.
- Green specification using materials and systems which consider the impact on the planet and which consider community benefit opportunities during design, construction, maintenance and use.
- Facilities to encourage active travel including secure cycle parking, safe and well-lit routes to the building, pram storage areas and charging points for electric wheelchairs. Complimented with strategies to manage car use including electric car charging, enhanced disabled parking provision, parent and child parking and parking controls.
- Specification will seek to ensure efficiency in water use. This will apply both to the pool and to other items such as showers and taps.

Environmental Response

Building Diagram Driven by Sustainability

The key priorities have strongly informed the emerging diagrammatic plan. The key moves are as follows:-

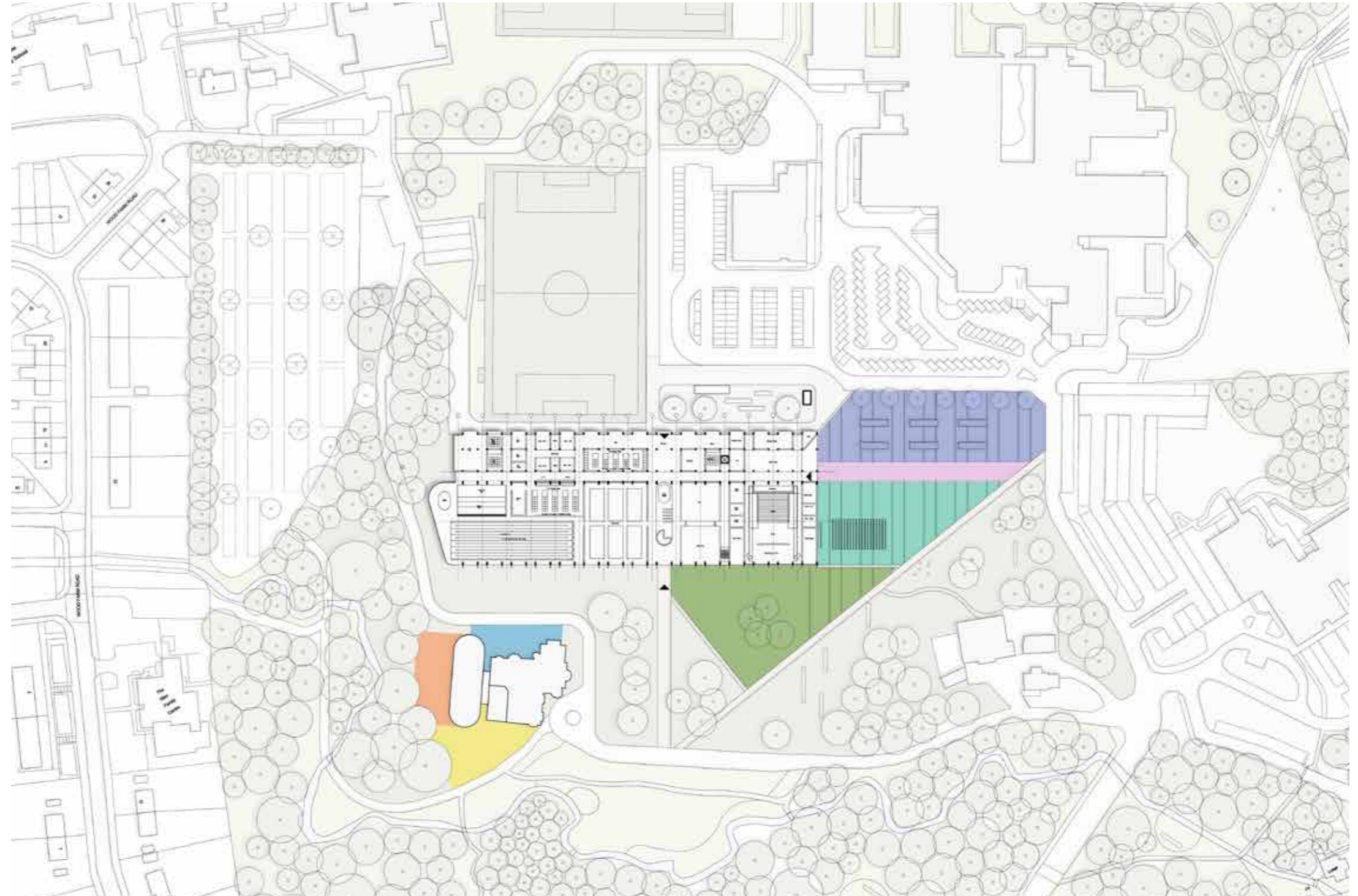
- Simple and efficient building form which will allow consistency of detail and investment in the quality of specification for performance, longevity and low maintenance.
- Clear zoning within the building to provide rational and efficient approach to structural design and building services with grouping of large/medium/small span spaces along with zoning on aspects including wet/dry and acoustics.
- To suit the site constraints and characteristics including access, with an emphasis on views to, from and within the building and orientation.
- A form which will allow a simple strategy to be incorporated for aspects such as solar shading and renewables.



Site Plan Diagram;
Illustrates the strategic relationship between the buildings planning & the surrounding context, the locations unique aspect and orientation.

Outdoor & Events Space

- Key
- Arrival Plaza
 - Theatre Promenade
 - GreenTheatre / Fitness Lawn
 - Public Events Space
 - Events Drop off Garden
 - Forrest Breakout
 - Events Lawn + Stream View



Site Plan Diagram;
 Illustrates the strategic relationship between the buildings planning & the surrounding context, the locations unique aspect and orientation.

6.0 Planning Considerations

- 6.1 Overview
- 6.2 Process
- 6.3 Heritage
- 6.4 Trees
- 6.5 Sports Areas

- 6.6 Ecology
- 6.7 Flooding and Drainage
- 6.8 Transportation
- 6.9 Sustainability

Planning Considerations

6.0

Planning Considerations

Overview

A key advantage of Eastwood Park as the location for the new leisure and theatre facilities is that it is in essence a replacement of existing facilities.

Process

A project of this nature will require a major planning application.

This will involve pre application consultation with the Planning Department and a range of other Statutory Bodies. It will also require a minimum of 3 months for public consultation prior to submission of a planning application.

The planning process will include a requirement for an environmental screening opinion to establish the extent of environmental studies and surveys required and whether an Environmental Impact Assessment is required.

Heritage

Eastwood House is a C Listed Building. The proposal requires to consider its setting. It creates the potential to increase the benefit which Eastwood House brings.

Trees

There is a tree preservation order covering the park. It is a blanket designation which means that individual trees are not named but the principle is that the overall integrity of the collective benefit of the trees should be protected. In these instances, it is common to assess the quality of the overall area. Proposals should seek to work sensitively with trees. This can include removal of trees where justified as bringing benefit and can involve new tree planting to improve the overall impact.

Sports Areas

The park includes sports pitches which are a key asset for the community.

Ecology

Planning policy requires a wide range of aspects to be considered in relation to ecology. Surveys and studies will require to be carried out to identify the key considerations and inform design proposals. This will include trees, plants, wildlife and watercourses.

Flooding and Drainage

Proposals require to consider impacts and risks. A flood study will be carried out. Drainage of the buildings and parking and landscaped areas will require to meet sustainable design criteria.

Transportation

A transport study will be required for a development of this nature. In 2019 studies were carried out by a specialist including traffic counts and assessment of a variety of options leading to a recommendation which has informed the brief. In essence, it promotes use of the existing main access and a similar provision of parking spaces and drop off will be provided but it will be made more efficient in terms of its configuration and controls such as traffic lights and parking restrictions. This will be complimented with a wide range of initiatives to improve access for pedestrians, cyclists and those using public transport.

Sustainability

A Sustainability Statement will be required with planning application.

- 7.0 Programme
- 7.1 Overview
- 7.2 Preliminary Programme

Programme

7.0

Programme

Overview

The project has been structured around the Royal Institute of Architects (RIBA) Plan of Work. This enables flexibility for a variety of procurement routes.

The RIBA Plan of Work 2013 organises the process of briefing, designing, constructing, maintaining, operating and using building projects into a number of key stages. The content of stages may vary or overlap to suit specific project requirements. The RIBA Plan of Work 2013 should be used solely as guidance for the preparation of detailed professional services contracts and building contracts.

www.ribaplanofwork.com

Tasks	0 Strategic Definition	1 Preparation and Brief	2 Concept Design	3 Developed Design	4 Technical Design	5 Construction	6 Handover and Close Out	7 In Use
Core Objectives	Identify client's Business Case and Strategic Brief and other core project requirements.	Develop Project Objectives , including Quality Objectives and Project Outcomes , Sustainability Aspirations , Project Budget , other parameters or constraints and develop Initial Project Brief . Undertake Feasibility Studies and review of Site Information .	Prepare Concept Design , including outline proposals for structural design, building services systems, outline specifications and preliminary Cost Information along with relevant Project Strategies . In accordance with Design Programme . Agree alterations to brief and issue Final Project Brief .	Prepare Developed Design , including coordinated and updated proposals for structural design, building services systems, outline specifications, Cost Information and Project Strategies in accordance with Design Programme .	Prepare Technical Design in accordance with Design Responsibility Matrix and Project Strategies to include all architectural, structural and building services information, specialist subcontractor design and specifications, in accordance with Design Programme .	Offsite manufacturing and onsite Construction in accordance with Construction Programme and resolution of Design Queries from site as they arise.	Handover of building and conclusion of Building Contract .	Undertake In Use services in accordance with Schedule of Services .
Procurement <i>*Variable task bar</i>	Initial considerations for assembling the project team.	Prepare Project Roles Table and Contractual Tree and continue assembling the project team.	The procurement strategy does not fundamentally alter the progression of the design or the level of detail prepared at a given stage. However, Information Exchanges will vary depending on the selected procurement route and Building Contract . A bespoke RIBA Plan of Work 2013 will set out the specific tendering and procurement activities that will occur at each stage in relation to the chosen procurement route.			Administration of Building Contract , including regular site inspections and review of progress.	Conclude administration of Building Contract .	
Programme <i>*Variable task bar</i>	Establish Project Programme .	Review Project Programme .	Review Project Programme .	The procurement route may dictate the Project Programme and may result in certain stages overlapping or being undertaken concurrently. A bespoke RIBA Plan of Work 2013 will clarify the stage overlaps. The Project Programme will set out the specific stage dates and detailed programme durations.				
(Town) Planning <i>*Variable task bar</i>	Pre-application discussions.	Pre-application discussions.	Planning applications are typically made using the Stage 3 output. A bespoke RIBA Plan of Work 2013 will identify when the planning application is to be made.					
Suggested Key Support Tasks	Review Feedback from previous projects.	Prepare Handover Strategy and Risk Assessments . Agree Schedule of Services , Design Responsibility Matrix and Information Exchanges and prepare Project Execution Plan including Technology and Communication Strategies and consideration of Common Standards to be used.	Prepare Sustainability Strategy , Maintenance and Operational Strategy and review Handover Strategy and Risk Assessments . Undertake third party consultations as required and any Research and Development aspects. Review and update Project Execution Plan . Consider Construction Strategy , including offsite fabrication, and develop Health and Safety Strategy .	Review and update Sustainability, Maintenance and Operational and Handover Strategies and Risk Assessments . Undertake third party consultations as required and conclude Research and Development aspects. Review and update Project Execution Plan , including Change Control Procedures . Review and update Construction and Health and Safety Strategies .	Review and update Sustainability, Maintenance and Operational and Handover Strategies and Risk Assessments . Prepare and submit Building Regulations submission and any other third party submissions requiring consent. Review and update Project Execution Plan . Review Construction Strategy , including sequencing, and update Health and Safety Strategy .	Review and update Sustainability Strategy and implement Handover Strategy , including agreement of information required for commissioning, training, handover, asset management, future monitoring and maintenance and ongoing compilation of 'As-constructed' Information . Update Construction and Health and Safety Strategies .	Carry out activities listed in Handover Strategy including Feedback for use during the future life of the building or on future projects. Updating of Project Information as required.	Conclude activities listed in Handover Strategy including Post-occupancy Evaluation , review of Project Performance , Project Outcomes and Research and Development aspects. Updating of Project Information , as required, in response to ongoing client Feedback until the end of the building's life.
Sustainability Checkpoints	Sustainability Checkpoint – 0	Sustainability Checkpoint – 1	Sustainability Checkpoint – 2	Sustainability Checkpoint – 3	Sustainability Checkpoint – 4	Sustainability Checkpoint – 5	Sustainability Checkpoint – 6	Sustainability Checkpoint – 7
Information Exchanges <i>(at stage completion)</i>	Strategic Brief .	Initial Project Brief .	Concept Design including outline structural and building services design, associated Project Strategies , preliminary Cost Information and Final Project Brief .	Developed Design , including the coordinated architectural, structural and building services design and updated Cost Information .	Completed Technical Design of the project.	'As-constructed' Information .	Updated 'As-constructed' Information .	'As-constructed' Information updated in response to ongoing client Feedback and maintenance or operational developments.
UK Government Information Exchanges	Not required.	Required.	Required.	Required.	Not required.	Not required.	Required.	As required.

Programme

Preliminary Programme

A high level programme has been developed to allow discussion around key considerations.

Delivery of the project is a priority as the existing facilities are aging. They are inefficient to run, often closed for maintenance and not providing the quality of facilities which are available elsewhere leading to a gradual decline in customer numbers and impacting on essential services that can be provided such as swimming lessons.

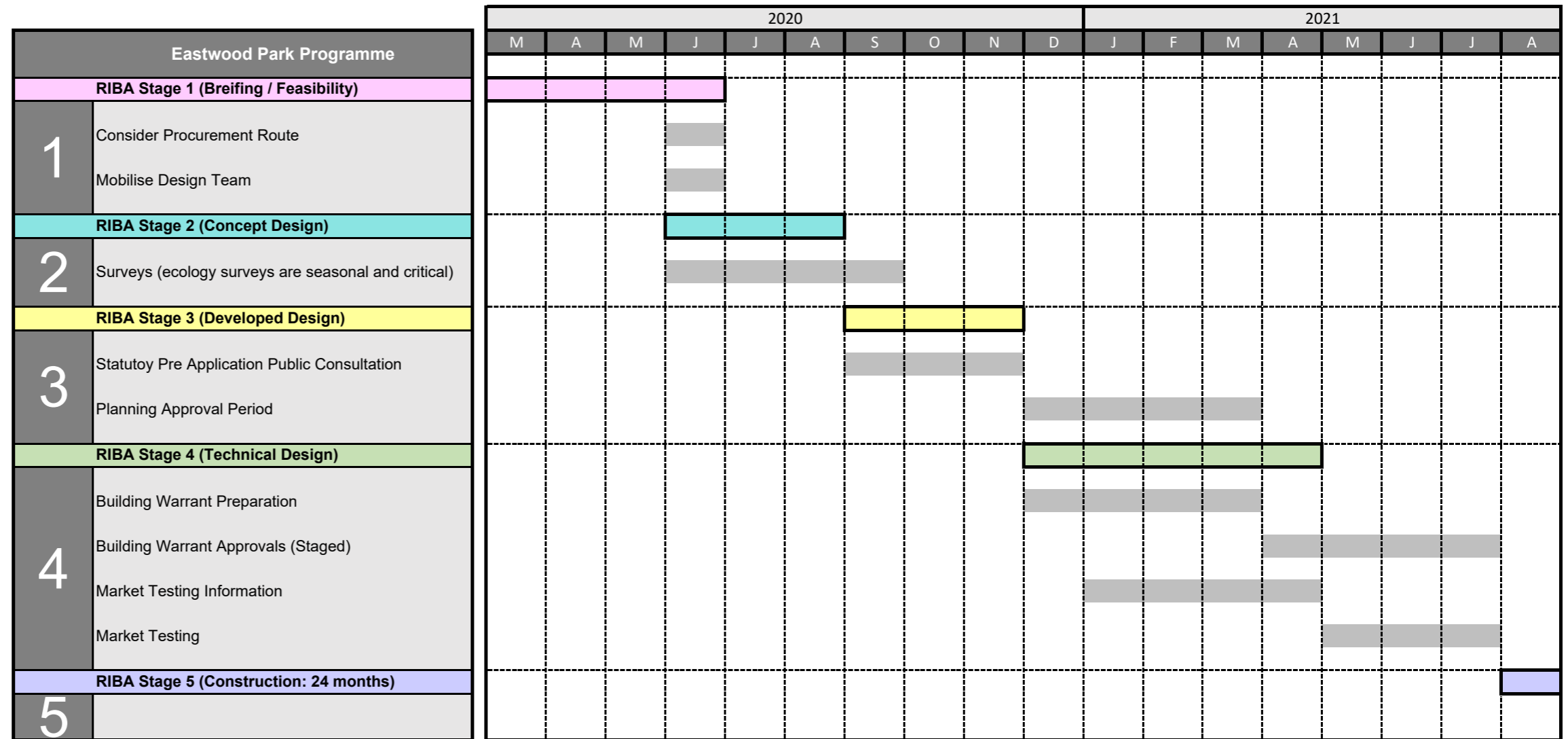
The high level programme indicates a reasonable timescale is likely to be 3 years to completion of the leisure centre and theatre. In essence, 1 year for design and 2 years for construction.

The demolition of existing facilities and making good of landscaped areas would follow this.

There are a number of key aspects which affect these timescales. Many of the studies informing the design stage are seasonal such as ecology studies.

These timescales could accommodate a variety of procurement routes, although some are better suited than others where efficient delivery timescales are critical alongside the need to deliver a high quality of design within a sensitive setting.

Significant changes in programme also have a significant impact on budget with the impact of inflation.



- 8.0 Procurement
- 8.1 Overview
- 8.2 Evolution of the Brief
- 8.3 Delivering Quality
- 8.4 Contractor Involvement
- 8.5 Design Expertise

- 8.6 Value for Money
- 8.7 Assembling a Team
- 8.8 Risk

Procurement

8.0

Procurement

Overview

The procurement route can have significant implications on the process and outcome of a project. It is important to understand the priorities and select a procurement route which recognises this.

Evolution of the Brief

A fundamental aspect of this project is the client requires a process which offers flexibility for the brief to develop and evolve.

It is recognised that the design process will involve analysis and research which are unique to this location and the context around it.

Quality

This project will require a particular type of expertise to deliver the quality aspirations. This includes many aspects as below.

- The quality of the finished building to be appropriate to the sensitive setting
- To optimise the quality of the customer experience
- To meet environmental specifications
- To ensure an appropriate strategy for construction whilst ensuring existing facilities in the park remain operational throughout
- For operation and maintenance
- A design process which is inclusive and reflects the importance of this project to the community

Contractor Involvement

Different procurement routes involve contractors at different stages. It is anticipated that early involvement would be beneficial whilst still enabling the client to prioritise control over the development of the brief and design process.

Design Expertise

Different procurement processes facilitate access to expertise in different ways. For example, specialists in the design of the pool equipment or specialists in the energy strategy.

Value For Money

The budget of the project will be established by assessment of value for money. The design process needs to allow a variety of aspects which enable the costs to be managed. These include things like size of building and specification within the building.

Assembling a Team

A full design team will be required. The core team will include the following.

- Lead Designer (Architect)
- Project Manager (Lead Consultant)
- Civil Structural Engineer
- Building Services Engineer
- Quantity Surveyor
- Landscape Architect

Specialist inputs will be required. The final list will require to be discussed but is likely to include.

- CDM (Principal Designer Role for Health and Safety)
- Acoustics
- Pool Design
- Environment and Ecology
- Transport
- Energy Strategy
- Conservation
- Planning Advice
- Interior Design
- Lighting Design
- Wayfinding and Signage
- BIM Management
- Visualisation
- Community Engagement
- Accessibility
- Conservation

It is common for many of these specialist services to be provided by the core team.

On projects where flexibility for evolution of the brief is required, it is common to tailor the procurement process to allow the assembly of the team to be managed gradually to enable the client to manage costs and allow the brief to develop sufficiently before agreeing scopes with relevant consultants.

Risk

The transfer of risk is an important consideration for the council. At the same time this requires to be in a manner that allows them to retain flexibility in the brief and control of quality. The premium to be paid for the transfer of risk is a key consideration. The procurement route is important in this regard. There is a desire for the client to have control over the design team selected and in the development of the design up to a detailed stage as well as retaining representatives of the design team on the client side for the duration of the project.

9.0 Other (normally led by PM or Client)

- 9.1 Handover Strategy
- 9.2 Risk Assessments
- 9.3 Schedule of Services
- 9.4 Design Responsibilities
- 9.5 Information Exchanges

9.6 Project Execution Plan

Other

9.0

Other

Overview

Alongside the core design deliverables, there are a series of documents and procedures which are typically managed by the client and project manager on projects of this nature.

Handover Strategy

This needs to be developed at an early stage and updated at each design stage as it influences many aspects including design, specification and procurement.

Risk Assessments

These require to be prepared for project risks such as obtaining planning consent and utilities. They are generally establish the risks, who is to lead on them, the possible severity of impact, approach for elimination or mitigation and timescales for actions in a tracker.

Schedule of Services

To provide clear scopes and for all involved in the project including designers and contractor.

Design Responsibilities

Normally in the form of a responsibilities matrix identifying who takes the lead and others who are contributing.

Information Exchanges

To establish clear procedures for information required, in what format, at what stage, the status of the information and the approval process.

Project Execution Plan

A controlled summary document which establishes the key aspects for delivery of the project, updated as required at key stages.

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EAST RENFREWSHIRE COUNCIL16 December 2020Report by Director of Environment and Director of EducationNEILSTON LEARNING AND LEISURE CAMPUSANDWIDER REGENERATION UPDATE REPORT**PURPOSE OF REPORT**

1. The purpose of this report is to provide the Council with an update in relation to the progress of the project to deliver the Neilston Learning and Leisure Campus, Leisure and Well-Being Centre and wider regeneration proposals.

RECOMMENDATIONS

2. It is recommended that the Council:-
- (a) notes that despite working practices being impacted by the Covid pandemic, to date the project team has undertaken much development work to progress the Learning Campus, including design consultation
 - (b) notes the existing provision of £30.4 million within the General Fund Capital Programme;
 - (c) approves the proposal that phase one of the project to provide the new Learning Campus (Neilston and St Thomas primary schools, Madras Family Centre and library) at an estimated cost of £28 million is prioritised in terms of the available £30.4 million and is progressed as set out in the report;
 - (d) notes the shortfall of potentially around £9.6 million for the remaining elements of the project relating to improvements in leisure, well-being and wider regeneration and that a further report regarding these remaining elements will be submitted to the Council for consideration in February 2021.

BACKGROUND AND REPORT

3. The current Capital Plan approved on 27 February 2020 makes provision of £30.4m for Learning and Leisure in Neilston. This was to take forward a campus development comprising new build replacements for Neilston Primary, St Thomas' Primary, Madras Family Centre, a new Library and improved Leisure facilities.

4. Capital costs were developed based on the feasibility study undertaken at the time of the schools' consultation (results approved in October 2018), for the preferred option site with around £25m for the new learning facilities and around £5m for the new leisure facilities (pool and possibly a gym and associated leisure facilities) and library on the same site at Neilston Primary/Madras Family Centre. Currently, the main phasing is £1 million in 2020/21, £11 million in 2021/22, £15 million in 2022/23 and £3 million in 2023/24.

5. As noted in a report to Cabinet in March 2020, the Learning and Leisure campus is now being developed as a two stage two site approach. The first phase is the building of a Learning Campus on the Neilston Primary/Madras site comprising the two schools, family centre and library. The second phase developed on the site of St Thomas' Primary when it is vacated after the new Learning Campus is open is to provide a Leisure and Wellbeing Centre focused around a new swimming pool, gym and associated leisure/community facilities. Regeneration projects will also be developed.

6. As advised in the Cabinet report the two site approach provides a less cramped more open solution for learning and the community with associated wider regeneration benefits including the potential to attract appropriate health/therapy services at a later date.

7. The March 2020 Cabinet report noted that the provision of £30.4M is likely to be insufficient for the full extent of the revised development.

PHASE ONE "THE LEARNING CAMPUS"

8. East Renfrewshire is recognised throughout Scotland for the quality of its education provision and the high performance of its schools and such success has contributed to a subsequent growth in the number of pupils in schools and children in Early Learning and Childcare (ELC) establishments. The quality of Education provided within East Renfrewshire is also a significant factor in its desirability as a place to live and is important to economic growth and the development and sustainability of communities.

9. In developing the educational estate the Council has recognised that a quality built environment based on an inclusive learning estate at the heart of the community signals the value it places on learning from early years through school and beyond, and the experiences of all who use the facilities. Such investment has helped deliver the national and local priority of excellence and equity for all learners, and supports staff to excel and communities to thrive.

10. The project management and design team was appointed in June 2020 with project managers Currie and Brown leading the team which incorporates architect BDP, the designers of the most recent East Renfrewshire schools. Despite working practices being impacted by the Covid pandemic, to date the team has undertaken much development work to progress the Learning Campus, including design consultation, which is already well underway with children, staff and the Parent Councils and is informing the design the architects are developing.

11. The current indicative programme for the Learning Campus targets November 2021 for construction start with completion in June 2023. This target completion date is dependent upon an absence of unforeseen complications and an assumption that Covid will not significantly continue to hamper development.

12. Given construction work is due to start on site in November 2021 it is expected that by this time the virus will be under some control and in any event contractors will have adapted building methods to enable them to better manage onsite operations. However, there remains the risk of a further construction industry shutdown if the situation deteriorates either nationally or locally. In addition there are risks associated with materials supply and labour efficiency which could impact on construction programme and costs.

13. Energy efficiency is a key driver in maximising the available contribution from the Scottish Futures Trust's (SFT). This is a new requirement and involves meeting very ambitious energy targets, which necessitates specific design input and introduces additional costs unknown at the time of the original cost estimate.

14. The topography of the site is challenging and initial investigations have shown a need to allow for additional costs over the original estimate for this aspect of the development.

15. Recognising these additional costs, the team undertook a value engineering exercise. Whilst still meeting the integrity of the project, including maintaining the quality built environments that our communities want and have come to expect as they value the whole East Renfrewshire experience, the team have reduced the briefed campus floor area and external provision delivering efficiencies. Throughout the process the team will continue to look for further opportunities to derive further efficiencies. However, the net effect, taking into account further recent independent advice from Hub West Scotland on a range of options has resulted in a likely indicative cost of around £28M (including contingencies) for the Learning Campus (phase one). This is not the final cost and until the contract is tendered and let the cost may vary.

16. It is important to recognise that this element of the project is time dependent in relation to SFT revenue incentives and has to be delivered by 2024 at the latest.

17. For that reason it is proposed that this element of the project is prioritised within the existing available capital provision of £30.4 million.

PHASE TWO “THE LEISURE AND WELL BEING CENTRE” and Further “TOWN CENTRE REGENERATION”

18. Phase two has been labelled the “Leisure and Wellbeing Centre” focused around the new swimming facilities and located on the site of St Thomas’ primary school.

19. The current proposal envisages a modern pool comprising a new four lane pool and small learner pool replacing the existing old 6 lane pool, changing village, gym, office, reception and foyer area along with a flexible sub-divisible community meeting room and a new car park. The pool provision will be both more efficient than the existing provision and present better opportunities to generate income. However, these proposals are currently being developed further.

20. No on-site investigations have been undertaken at St Thomas’ into sub-surface bearing capacity, drainage or utilities at this stage but design work is ongoing and preliminary layouts and budget cost options for the facilities described above will be available in due course.

21. A floor plan was prepared and a cost generated in house to provide a guide. This is not a full feasibility study and on-site investigations as noted above are being undertaken to get a fuller picture. However, recent feasibility calculations suggest this phase could cost around £8.5M.

22. Originally consideration was given to including a health element within this phase including new local health and social care facilities. However, the NHS has not made any provision in its capital plan and therefore it is proposed that this element will not proceed at this time, albeit given the timing of this element of the project, there may be an opportunity to factor this in at a later date, offering opportunity to realise the more holistic approach envisaged.

23. Between the sites of St Thomas’ and Neilston Primary schools sits the village centre. This comprises a number of public and historic buildings, areas of open land and essential street infrastructure such as street crossings. A transformational opportunity exists to better shape some of this infrastructure to meet the needs of residents and to ensure that Neilston continues as a thriving village that is both fit for a modern future but retains its village charm.

24. The full list of potential regeneration activities could possibly include civic realm access between Pig Square and the new Leisure and Wellbeing Centre linking the Learning Campus through to this part of the village; a new civic square on main street, a pedestrian crossing review across the village, main street shopfront signage & painting initiative, planter improvement scheme throughout the village centre and using some of the current buildings such as Glen Halls in a different way such as, for example, sheltered or affordable accommodation. In addition, there are opportunities to explore how the site of the existing library and swimming pool could be used.

25. It should be noted that the sum within the approved capital plan of £30.4M was based on the original Learning and Leisure in Neilston project and did not include for wider regeneration.

26. The regeneration aspects will be developed in partnership with the Council's Economic Development team, Education Department and East Renfrewshire Culture and Leisure Trust and in collaboration with residents, local community groups, Community Councils, Trusts and local businesses to ensure the projects are a true reflection of the needs and wishes of the community and to ensure local support, buy-in and success.

27. Initial financial provision of £3.5M would permit the Council to progress these regeneration ambitions. It should be noted that such financial provision will also potentially enable the Council to secure match funding from a range of external sources and thus increase the scope and outcomes from the regeneration opportunities available. In turn this could lever in further private sector investment into the village. As such this represents a once in a generation opportunity to continue the transformation of Neilston into a thriving village.

28. The potential additional cost for both the leisure and well-being centre and additional regeneration projects is currently estimated at around £12 million (£8.5 million plus £3.5 million as outlined above).

29. If the Learning Campus could be delivered for £28 million within the existing provision of £30.4 million this would leave an unallocated balance of £2.4 million. If that balance could be redirected towards the well-being centre and further regeneration proposals estimated at £12 million then that would reduce the potential shortfall to £9.6 million. In addition there may be an opportunity to generate capital receipts to offset the shortfall.

30. Work is ongoing with regard to the well-being and additional regeneration elements. It is proposed that a further report will be submitted on these elements to the Council for consideration in February 2021.

FINANCE AND EFFICIENCY

31. As noted the current capital plan includes £30.4M for the original Learning and Leisure Campus for Neilston.

33. It should be noted that construction inflation, either since 2018 or in the next 12-18 months will have had or will have an impact. Furthermore, construction inflation may increase further as a result of both BREXIT and COVID. The current economic conditions are possibly the most uncertain that the United Kingdom has experienced since 1945. As a result predicted costings are subject to change. Moreover, the costings provided above are desk top calculations and do not take into account ground conditions or any unusual abnormalities that may be encountered.

34. Given the likely need for £28M for the Learning Campus, £8.5M for the Leisure and Wellbeing Centre and £3.5M for town centre regeneration, an indicative total cost is estimated at £40 million. This is an additional potential funding requirement of £9.6M. However, as stated this will be the subject of a further report to the Council.

CONSULTATION AND PARTNERSHIP WORKING

35. The three strands of the full Neilston developments to see a new Learning Campus, a Leisure and Wellbeing Centre and wider regeneration improvements will be the product of a collaboration between the various departments of the Council including partners in the Trust. Extensive consultation has already been undertaken and this engagement continues as the team develop the Learning Campus. In addition consultation with the local community and services users will be central to all the strands of the project to ensure success.

IMPLICATIONS OF THE PROPOSALS

36. There are no equalities staffing implications associated with this report at this point in time. However, there will be IT implications as the SFT revenue incentive is dependent on a set level of IT provision throughout the new facilities.

CONCLUSIONS

37. As outlined, the developments proposed at Neilston are a once in a generation opportunity to improve learning, leisure and wellbeing for the residents of Neilston, and nearby Uplawmoor, whilst at the same time regenerating around the village square. This plan will help support economic growth and sustainable communities.

38. This plan will be taken forward in phases the first being the realisation of the new Learning Campus.

RECOMMENDATIONS

39. It is recommended that the Council:-

- (a) notes that despite working practices being impacted by the Covid pandemic, to date the project team has undertaken much development work to progress the Learning Campus, including design consultation
- (b) notes the existing provision of £30.4 million within the General Fund Capital Programme;
- (c) approves the proposal that phase one of the project to provide the new Learning Campus (Neilston and St Thomas primary schools, Madras Family Centre and library) at an estimated cost of £28 million is prioritised in terms of the available £30.4 million and is progressed as set out in the report;
- (d) notes the shortfall of potentially around £9.6 million for the remaining elements of the project relating to improvements in leisure, well-being and wider regeneration and that a further report regarding these remaining elements will be submitted to the Council for consideration in February 2021.

Further information can be obtained from: Andrew Cahill Director of Environment or Mark Ratter Director of Education.

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EAST RENFREWSHIRE COUNCIL16 December 2020Report by Deputy Chief ExecutiveETHICAL STANDARDS IN PUBLIC LIFE ETC. (SCOTLAND) ACT 2000 :
STANDARDS COMMISSION HEARINGINTRODUCTION

1. As Members may be aware, the Standards Commission held a hearing into an alleged breach of paragraphs 3.2 and 3.6 of the Councillors' Code of Conduct by Councillor Jim Swift.
2. Paragraph 3.2 of the Code, in relation to relationships with other councillors and members of the public states "*You must respect your colleagues and members of the public and treat them with courtesy at all times when acting as a councillor.*"
3. Paragraph 3.6 of the Code, in relation to bullying and harassment states "*Bullying and harassment is completely unacceptable and will be considered to be a breach of this Code.*"
4. The hearing was held on 13 November 2020 when the Hearing Panel of the Standards Commission found that Councillor Swift had breached paragraphs 3.2 and 3.6 of the Code of Conduct. The Panel decided to suspend Councillor Swift for a period of 1 month from meetings of the full Council under the terms of section 19(1)(b)(i) of the Ethical Standards in Public Life etc (Scotland) Act 2000.

APPEAL

5. Anyone subject to a sanction imposed by the Standards Commission has the right, within 21 days of receipt of the findings, to appeal to the Sheriff Principal but the sanction continues to have effect pending the outcome of the appeal.

ETHICAL STANDARDS IN PUBLIC LIFE ETC. (SCOTLAND) ACT 2000

6. In terms of Section 18 of the Act and Rule 6.3 of the Hearing Rules, a copy of the written decision is to be sent to the Respondent, the Ethical Standards Commissioner, the relevant council or devolved public body the complainer and any other person the Commission considers should receive a copy. In turn, the Council has to consider the findings of the hearing within a period of 3 months of the date the Council receive a copy of the decision (18 November 2020). In terms of the said section, the findings have to be considered by the full Council and to that end a copy of the written decision of the Standards Commission is attached. Thereafter, notification of any actions or decisions taken is to be forwarded to the Standards Commission by no later than 18 February 2021.

RECOMMENDATION/...

RECOMMENDATION

7. It is recommended that the Council note the terms of the written decision made by the Standards Commission in relation to Councillor Swift.

Caroline Innes
Deputy Chief Executive

Decision of the Hearing Panel of the Standards Commission for Scotland following the Hearing held online on Friday, 13 November 2020.

Panel Members: Mrs Tricia Stewart, Chair of the Hearing Panel
Mr Mike McCormick
Mr Paul Walker

The Hearing arose in respect of a Report referred by Ms Caroline Anderson, the Commissioner for Ethical Standards in Public Life in Scotland (the ESC), further to complaint reference LA/ER/3271, concerning an alleged contravention of the Councillors' Code of Conduct (the Code) by Councillor Jim Swift (the Respondent).

The case against the Respondent was presented by Mr Martin Campbell, Director of Investigations and solicitor to the Ethical Standards Commissioner. The Respondent was represented by Mr David Nicholson, solicitor.

Referral

Following an investigation into a complaint received about the conduct of the Respondent, the ESC referred a report to the Standards Commission for Scotland on 10 August 2020, in accordance with section 14(2) of the Ethical Standards in Public Life etc. (Scotland) Act 2000 (the 2000 Act), as amended.

The substance of the referral was that the Respondent had failed to comply with the provisions of the Code and, in particular, that he had contravened paragraphs 3.2 and 3.6. The relevant provisions are:

Relationship with other councillors and members of the public

3.2 *You must respect your colleagues and members of the public and treat them with courtesy at all times when acting as a councillor.*

Bullying and Harassment

3.6 *Bullying or harassment is completely unacceptable and will be considered to be a breach of this Code.*

Evidence Presented at the Hearing

The ESC's representative advised that the background to the complaint was not in dispute, in that it was accepted that the matter under consideration concerned an exchange between the Respondent and the complainer, Councillor Bamforth, in the offices of East Renfrewshire Council on 28 February 2020. The Hearing Panel noted that both councillors were members of the East Renfrewshire Health and Social Care Partnership Integration Joint Board (the IJB), and that it was not in dispute that the exchange stemmed from a previous difference of opinion between them, relating to the health and social care budget. The Council's overall budget had been discussed at a full Council meeting held on the previous day.

Witness Evidence

The ESC's representative led evidence from two witnesses, being the complainer, Councillor Bamforth and a Mrs A.

The complainer gave evidence to the effect that when she arrived at the Elected Members' common area in the Council offices on 28 February 2020, no other councillors had been present. The complainer advised that she was standing checking her mail in an area next to the Conservative Group's office door, when the Respondent arrived. The complainer stated that when she greeted the Respondent by saying "good morning", he had turned towards her and started shouting. The complainer advised that the Respondent called her a "wee fat ugly liar", accused her of lying about him twice and stated that he "was going to get

her". The complainer advised that during the exchange, the Respondent was incandescent, pointed at her and that his arms were "flailing around". The complainer contended that the Respondent was "very angry" and stated that she had found that this, along with his demeanour and tone, to be aggressive and intimidatory. The complainer indicated that this had been compounded by the fact that the Respondent had initially been standing quite close to her, albeit she had moved further away during the exchange.

The complainer advised that as she had felt threatened and alarmed by the Respondent's words and aggressive manner, she had gone straight upstairs to report the incident to, and seek advice from, the Council's Democratic Services Manager. When her attention was drawn to a statement provided to the ESC recording that the Council's Chief Officer for Legal and Procurement had noted that she was "in a flushed state" when recounting what had happened to the Democratic Services Manager, the complainer accepted it was entirely possible that she had looked as described, given she had been both agitated and upset.

The complainer stated that when she returned downstairs to attend a pre-arranged meeting with a constituent, she discovered that the Respondent had sent her an email, which had the subject heading "false accusations". In the email, the Respondent referred to the subject of false accusations and had sent a link to an article in the *Times* newspaper the previous day. In his email, the Respondent stated that the article may help the complainer "be less of a stranger to facts". The complainer advised that while she could not read the full article as it was hidden behind a 'paywall' and she did not subscribe to the newspaper, she understood that it concerned false allegations of child sexual abuse linked to Conservative Members of Parliament. The complainer stated that she was not sure whether, in sending the email and article, the Respondent was referencing his previous accusations that she had made false allegations about him, or whether he had realised that he had behaved badly towards her and was warning her not to make a formal complaint.

The complainer advised that she had contacted the local police liaison officer that day, to seek advice. The complainer contended that she had done so as she had found the Respondent's behaviour threatening. The complainer advised she had also asked to be allocated a different office in the Council building and avoided arriving early or leaving late as she felt intimidated by the Respondent and did not want to find herself alone with him or give him any further opportunity to be abusive. The complainer indicated that she had continued to feel unnerved after the incident and, as such, would always check whether the Respondent was in the Elected Members' common area before entering.

The complainer accepted that the Respondent's anger stemmed from comments she had made at the Council's budget meeting the previous day. The complainer advised that she had been making a point about how the Respondent could not argue he was trying to protect vulnerable people, when he had suggested at an IJB meeting earlier that month that funds spent on individuals with learning difficulties should be reduced. The complainer confirmed that she had noted another individual at the IJB meeting had referred to his views as bringing eugenics to mind. The complainer noted that the Respondent was also angry about her accusing him, at the Council meeting, of having "a vested interest" as a "pharmaceutical representative". The complainer contended that her comments had been made in the context, and formed part of, robust political discussion at a council meeting and that she believed them to be true. The complainer noted that she had not been reprimanded by the Chair of the meeting for making the comments and advised that she did not consider that there was anything untoward about them.

In response to cross examination, the complainer accepted that the public comments she had made at the Council's budget meeting on 27 February 2020 were directed at the Respondent as an individual and that, as it was an abhorrent ideology, the inference that he was a supporter of eugenics was an ugly proposition. The complainer accepted that while she had not accused the Respondent directly of being a eugenicist, she had referred to a colleague's comment that had linked the Respondent's comments to this philosophy. The complainer further accepted that being falsely accused of being a supporter of such an ideology would be upsetting. The complainer advised that her comments about the Respondent having a vested interest as a drug representative was based on her understanding that he worked in the pharmaceutical industry. The

complainer agreed that being falsely accused of having a conflict of interest would also be upsetting. The complainer confirmed that she had been called a 'nat', as shorthand for nationalist, in the past, albeit infrequently.

The complainer confirmed that, during the exchange on 28 February 2020, the Respondent had repeatedly shouted that she was a liar. The complainer accepted that in sending the email with the link to an article about false allegations, it was possible the Respondent was attempting to draw an analogy with the accusations she had made about him at the meeting the previous day. The complainer contended, however, that she had not known that was the case at the time and, as such, she had found the email to be intimidating.

The complainer accepted that, if the Respondent had been upset at the remarks she had made at the meeting on 27 February 2020, he would have been entitled to raise his concerns with her. The complainer further accepted that the incident the following day was the first time the Respondent had seen her since the meeting, and that it was apparent that the exchange related to the comments she had made about him. The complainer agreed that she had not included the fact that the Respondent had accused her of lying about him twice during the incident in her complaint to the ESC, but indicated this was because she considered she had provided sufficient information for the matter to be investigated.

In response to questions from the Panel, the complainer advised that she had been told by the police that the Respondent had accepted a warning about the incident on 28 February 2020 and that they had a sufficiency of evidence to have charged him with breach of the peace. The complainer accepted, however, that she was not clear exactly what this meant in terms of proving the case beyond all reasonable doubt.

Mrs A advised that, while she was now retired, at the time of the incident on 28 February 2020 she worked for the Council as a members' services officer. Mrs A advised that she had worked for members' services for more than 20 years. Mrs A stated that, on 28 February 2020, she had left her office to see a colleague, which involved walking through the Elected Members' common area. Mrs A advised that when she had opened the door to the Elected Members' common area, her attention was drawn to the Respondent, who was standing by the Conservative Group's office and shouting, with one hand on the door and his other arm waving back and forth in a violent way. Mrs A advised that it was immediately apparent that the Respondent was "very very angry" and that he "looked very aggressive". Mrs A explained that the Respondent's demeanour was so alarming that it caused her to take a step back. Mrs A confirmed that, at the time, the complainer was standing near the photocopier, which was not a great distance from the Respondent, and that she "looked very shocked". Mrs A advised that she had stood in the doorway for a few moments while trying to decide what to do. Mrs A stated that she had not wanted to leave the complainer as she had felt concerned about her safety. Mrs A confirmed that the Respondent's demeanour was very unusual for him and, while she had witnessed arguments between elected members before, in her twenty plus years of service she had never previously seen behaviour as angry as that exhibited by the Respondent.

Mrs A indicated she could not recall if the complainer had spoken during the part of the incident she had witnessed, but confirmed that, if so, she had been doing so quietly and had not been shouting back. Mrs A stated that the incident had ended when the Respondent walked into his office. Mrs A advised she had then asked the complainer whether she was ok. Mrs A stated that while the complainer had said she was alright and that she was going to see the Democratic Services Manager, it was apparent that she was shaken. Mrs A confirmed that she had also reported the incident to the Democratic Services Manager and indicated that she had felt it was her duty to do so. She had also provided a witness account of the incident to the police.

Submissions made by the ESC's Representative

The ESC's representative noted that the complainer had been consistently clear about what the Respondent had said to her during the incident in question, when reporting the matter to the Democratic Services Manager and the police, in her complaint and in her evidence before the Panel. The ESC's representative further noted that Mrs A had been very clear about what she had witnessed. The ESC's representative

contended that both witnesses had been credible and reliable and, as such, the Panel was entitled to accept their versions of events as being an accurate reflection of what had occurred.

The ESC's representative accepted that the Respondent had been entitled to respond to the comments made about him by the complainer during the meeting the previous day. The ESC's representative noted, however, that it was the manner in which the Respondent had done so that was the issue. The ESC's representative contended that the Respondent had made offensive and personally insulting comments towards the complainer in an aggressive tone, whilst shouting and gesticulating, during the exchange on 28 February 2020 and, as such, had failed to treat her with courtesy and respect, as required by paragraph 3.2 of the Code.

The ESC's representative noted that the complainer had felt sufficiently upset and threatened by the Respondent's conduct to make complaints to both the ESC and the police and, further, that she had modified her own behaviour (in terms of asking for her office to be relocated and how she moved around the Council offices), as a result. The ESC's representative noted that the Standards Commission's Advice Note on Bullying and Harassment makes it clear that harassment is any unwelcome behaviour or conduct that has no legitimate workplace purpose and which makes someone feel offended, humiliated, intimidated, frightened and/or uncomfortable at work. The Advice Note states that harassment can occur as an isolated incident and, further, that it is essentially about what the recipient deems to be offensive, rather than what is intended. The ESC's representative argued that it was evident that the Respondent's behaviour had made the complainer and Mrs A feel uncomfortable in the Council offices, being a workplace environment. In addition, the ESC's representative contended that, in making disparaging and insulting comments about her appearance and in shouting at her in a threatening manner, the Respondent had also made the complainer feel humiliated, insulted, shaken and intimidated. As such, his conduct also amounted to harassment and a breach of paragraph 3.6 of the Code.

The ESC's representative accepted that the Respondent was entitled to correct the complainer and seek an apology if he considered the comments she had made about him, in public, at the Council meeting the previous day to be false. The ESC's representative argued, however, that the Respondent's reaction was entirely disproportionate, and that a distinction should be drawn between remarks made in the relatively controlled environment of the Council Chamber, where political point scoring was to be expected, and an encounter between two individuals. The ESC's representative contended that, in making gratuitous and offensive personal comments that caused another individual to feel intimidated, the Respondent was not entitled to any protection afforded under Article 10 of the European Convention on Human Rights (ECHR), in respect of freedom of expression.

The Respondent's Evidence

The Respondent's representative called the Respondent as a witness.

The Respondent advised that he had been about to open the door to the Conservative Group's room when he saw the complainer. The Respondent advised that he had engaged the complainer with a view to seeking an apology for the false claims she had made in public during a meeting the previous day, to the effect that he supported eugenics and had a conflict of interest. The Respondent indicated he had been extremely upset and deeply offended at being falsely smeared, and stated that after the complainer had greeted him, he said "what on earth happened", or words to that effect. The Respondent advised that the complainer refused to apologise and, instead, indicated that she had not accused him of being a eugenicist and that she had simply repeated a comment someone else had made. The Respondent advised that the complainer then proceeded to try to justify the remarks she had made.

The Respondent advised that he accepted the robust debate was part and parcel of politics and could be expected at a Council meeting. The Respondent confirmed, however, that the accusation he was a eugenicist or supported that ideology, in any way, was entirely false. The Respondent noted that the accusation appeared to be based solely on the fact that he had opined, at a previous IJB meeting, that certain packages

of care in place for individuals with learning difficulties were ‘very’ expensive and not subject to any cap, unlike the ceiling placed on the expenditure on drugs and medicines. The Respondent further advised that he was not a drug sales representative, as alleged by the complainer, and that he had no vested interest, or conflict, in any items being discussed at the Council meeting. The Respondent stated that he had been outraged by the complainer’s false accusations against him and considered them to be personal smears that went well beyond the realms of an acceptable and robust political exchange.

The Respondent noted that as the Council meeting had ended sometime between 21:30 and 22:00 the previous evening, his encounter with the complainer the next morning was the first time he had had an opportunity to confront her about his concerns. The Respondent accepted that he had been upset, frustrated and possibly angry that no apology was forthcoming and that he had been gesticulating with one arm. The Respondent advised he had then called the complainer “a small nat”, or words to that effect. The Respondent accepted this had been a somewhat unkind and demeaning comment but explained he had made it in the context of questioning who the complainer thought she was, and in trying to express to her that she was simply an inconsequential nationalist in a small local authority. The Respondent accepted that, during the exchange, he had called the complainer an “ugly liar”. The Respondent advised that his use of the word ‘ugly’ related to the untrue accusations the complainer had made about him, rather than to her physical appearance. The Respondent contended that he had then sent the email with the link to the newspaper article in order to draw the complainer’s attention to other false accusations. The Respondent advised that the email was not intended to be threatening or intimidating.

In response to cross-examination, the Respondent reiterated that he had used the adjective ‘ugly’ to describe the complainer’s lies about him, but accepted that there was a possibility that she could reasonably have perceived its use as being about her appearance. The Respondent advised that while he did not consider that he had over-reacted or had been intimidating, he had not enjoyed hearing that Mrs A felt she could not leave the complainer alone with him. The Respondent agreed that debate in Council meetings was often of a robust nature, with attendees often seeking to make political points. The Respondent conceded that he had made comments about independence at the meeting on 27 February 2020, that were also not directly connected to the budget being discussed. The Respondent reiterated, however, that he considered the accusations made about him by the complainer went beyond the political context and were personally insulting. The Respondent accepted, however, that while the Chair had considered it was appropriate to give him the opportunity to respond to the comment about eugenics, she had not felt the need to do so in respect of the complainer’s later remark about him having a vested interest.

Submissions made by the Respondent’s Representative

The Respondent’s representative noted that the Respondent’s evidence was candid and consistent, in comparison to the complainer’s, which he contended had been evasive. The Respondent’s representative argued that it was unsurprising that the Respondent may have been upset during the incident, given it was the first time he had seen the complainer since she had made the entirely false inference that he was a supporter of an abhorrent ideology. The Respondent’s representative noted that there was no suggestion that the Respondent had entered the complainer’s personal space during the exchange in question and contended that, as there was some distance between them, his conduct could not reasonably be perceived as being intimidating. The Respondent’s representative argued that the Respondent’s contention that he had one hand on the door during the incident, a fact that Mrs A also recalled, demonstrated that there had been an element of restraint about his conduct.

The Respondent’s representative noted that the question of what had been said by the Respondent during the exchange was a matter of one party’s word against the other. The Respondent’s representative argued that the Respondent’s version of events was more credible. The Respondent’s representative contended that there was no gratuitous personal element in the Respondent stating that the complainer was a “small nat” (as in holding an inconsequential position), or in his reference to her lies being “ugly”. While the Respondent’s representative accepted there was a distinction between what could be considered acceptable behaviour in

the Council Chamber, as opposed to an office, he noted that the space in which the incident occurred was still a shared one, and it was evident that the exchange was a continuation of what had been said at the budget meeting the previous day. As such, the Respondent's representative argued that the Respondent was entitled to the enhanced protection afforded to politicians under Article 10 of the ECHR. The Respondent's representative noted that the case law made it clear that in a political context, a degree of the immoderate, non-rational and aggressive, that would not be acceptable outside that context, was to be tolerated.

DECISION

The Hearing Panel considered the submissions made both in writing and orally at the Hearing. It also watched excerpts of a recording of the Council's budget meeting on 27 February 2020. The Panel concluded that:

1. The Councillors' Code of Conduct applied to the Respondent, Councillor Swift.
2. The Respondent had breached paragraphs 3.2 and 3.6 of the Code

Reasons for Decision

The Panel was satisfied that the Respondent was acting as a councillor, or at least could be perceived as acting as such, during the exchange in question on 28 February 2020, given that it took place at the Council's offices and appeared to stem from remarks made at the Council's budget meeting the previous day. The Panel was satisfied, therefore, that the Code applied to the Respondent at the time of the incident.

Having viewed footage of the Council meeting on 27 February 2020, the Panel was satisfied that the complainer had repeated a remark she claimed had been made by another individual, that 'the word eugenics comes to mind' in respect of the Respondent's position in relation to a savings proposal amounted meant that. The complainer had also commented that the Respondent had a "vested interest" as a drug sales representative. While the Panel noted that the complainer may have believed these remarks to be true, it accepted the Respondent's position that they were not.

The Panel noted that there was a dispute between the complainer and Respondent as to what was actually said during the exchange in question on 28 February 2020. The Panel was not convinced that either "small nat" or "ugly liar" were terms that were ordinarily used in the way described by the Respondent, particularly because the word 'ugly' was far more likely to be associated with an individual's appearance, as opposed to being an adjective commonly used to describe an untruth. The Panel therefore concluded, on the balance of probabilities, that it was more likely than not that the Respondent had called the complainer a "wee fat ugly liar", as alleged. The Panel determined that, in making demeaning and insulting personal remarks about the complainer's physical appearance, the Respondent had been disrespectful and discourteous towards her, in breach of paragraph 3.2 of the Code.

The Panel noted Ms A's evidence supported the complainer's position that the Respondent had been shouting at the complainer during the exchange and that his demeanour, tone and body language were aggressive and intimidating. The Panel had no reason to consider that Ms A was anything other than a neutral witness, who had no reason to lie and, as such, determined that her evidence was credible and should be accepted in entirety. The Panel considered the fact that Ms A's account confirmed the complainer's in respect of the Respondent's demeanour and tone, added credibility to the complainer's account of the incident, and supported its conclusion that it was more likely than not that her recollection of the words used by the Respondent was correct. The Panel was of the view that such aggressive and intimidating behaviour had no legitimate workplace purpose. The Panel was also satisfied that the Respondent's conduct was unwelcome and would have left the complainer feeling humiliated and intimidated. The Panel concluded, therefore, that the Respondent's behaviour also amounted to harassment and a breach of paragraph 3.6 of the Code.

The Panel noted, however, that before coming to a final finding on the complaint, it was obliged to consider the provisions of Article 10 of the ECHR, which concerns the right to freedom of expression.

The Panel noted that while councillors, as politicians, are expected to have a ‘thicker skin’ and may be expected to face criticism for their views and decisions, they are nevertheless entitled to be treated with courtesy and respect by their colleagues. The Panel accepted that the Respondent had a right to challenge the complainer about the remarks she had made about him in public at the budget meeting the previous day and to seek an apology. It further accepted that the Respondent may well have been frustrated by her failure to do so. The Panel agreed with the ESC’s representative, however, that it was the way the Respondent had confronted the complainer, and the nature of the comments he had directed towards her, that were the issue.

The Panel noted that the Courts have interpreted Article 10 widely and have found that the enhanced protection for politicians can even extend to comments which some may consider to be inappropriate, offensive and emotive. In addition, comments made in the political context, which amount to value judgments, are tolerated even if untrue, so long as they have some or any factual basis. The Panel noted, however, that gratuitous personal accusations and / or comments that amount simply to offensive abuse do not attract the enhanced protection afforded to politicians. The Panel also noted that the provisions of Article 10 do not extend to protecting intimidating behaviour such as that attributed to the Respondent. The Panel was of the view that the remarks it had found were made by the Respondent were of that nature. As such, the Panel found that the Respondent was not entitled to the enhanced protection for political expression afforded under Article 10.

The Panel noted that it had found that the Respondent’s conduct was unacceptable and gratuitous. As such, the Panel determined that, in the circumstances, a finding of a breach and application of a sanction was justified and proportionate. The Panel concluded, therefore, that the Respondent had contravened paragraphs 3.2, and 3.6 of the Councillors’ Code of Conduct.

Evidence in Mitigation

The Respondent’s representative advised that the Respondent was of good character and had never previously been the subject of a formal complaint. The Respondent’s representative advised that, in addition to his role as a councillor, the Respondent’s had contributed to public life through his previous employment as a health economist.

The Respondent’s representative asked the Panel to note that the incident in question as a one-off, was of limited duration and had been a spontaneous reaction to what the Respondent had perceived as an attempt to impugn his reputation. The Respondent’s representative noted that the Respondent had co-operated fully with the investigatory and adjudicatory processes and had demonstrated an understanding of the potential impact of the behaviour that was the subject of the complaint.

SANCTION

The decision of the Hearing Panel was to suspend the right of the Respondent, Councillor Swift, to attend all meetings of East Renfrewshire Council, for a period of one month, with effect from the date of this decision.

The decision is made in terms section 19(1)(b)(i) of the Ethical Standards in Public Life etc. (Scotland) Act 2000.

Reasons for Sanction

In reaching its decision on sanction, the Panel noted, in mitigation, that the Respondent had co-operated fully with the investigative and adjudicatory processes. The Panel considered that it was understandable that that Respondent would have been frustrated and upset about the remarks made by the complainer about him at the public Council meeting the previous day and, in particular, the inference that he was a supporter of eugenics, being an accusation that he strongly denied. The Panel accepted that the exchange was the first

time the Respondent had seen the complainer since the meeting, and that he had been motivated by a desire to seek an apology and an admittance that her remarks had no basis.

The Panel considered, however, that the requirement for councillors to refrain from conduct that is discourteous, disrespectful and that could amount to harassment, is an important feature of the Code, as a failure to do so can undermine relationships and public confidence in the role of a councillor and the Council itself. The Panel noted that councillors should be able to make points and engage with each other in a constructive, respectful, courteous and appropriate manner, without resorting to personal attacks or being offensive, threatening and demeaning. In this case, the Respondent had failed to conduct himself in a courteous and respectful manner and, instead, had made an insulting personal remark and had behaved in an intimidating manner.

The Panel was nevertheless of the view that the Respondent's conduct did not warrant a more severe sanction. This was because it was satisfied that the incident was a one-off, was of limited duration and that there was no evidence of any previous transgressions by the Respondent. The Panel further noted that there had been no personal benefit to the Respondent and the events in question had been confined to one day.

RIGHT OF APPEAL

The Respondent has a right of appeal in respect of this decision, as outlined in Section 22 of the Ethical Standards in Public Life etc. (Scotland) Act 2000, as amended.

Date: 18 November 2020



**Mrs Tricia Stewart
Chair of the Hearing Panel**