



Council Offices, Almada Street  
Hamilton, ML3 0AA

Monday, 07 February 2022

Dear Councillor

## **Clydesdale Area Committee**

The Members listed below are requested to attend a meeting of the above Committee to be held as follows:-

**Date:** Tuesday, 15 February 2022  
**Time:** 14:00  
**Venue:** By Microsoft Teams,

The business to be considered at the meeting is listed overleaf.

Yours sincerely

**Cleland Sneddon**  
**Chief Executive**

### **Members**

Richard Lockhart (Chair), Mark Horsham (Depute Chair), Alex Allison, Poppy Corbett, George Greenshields, Lynsey Hamilton, Eric Holford, Eileen Logan, Julia Marrs, Ian McAllan, Catherine McClymont, Colin McGavigan, David Shearer

## BUSINESS

### 1 Declaration of Interests

- 2 Minutes of Previous Meeting** 3 - 8  
Minutes of the meeting of the Clydesdale Area Committee held on 16 November 2021 submitted for approval as a correct record. (Copy attached)

---

#### Item(s) for Noting

---

- 3 Participatory Budgeting - Education Resources - Pupil Equity Funding** 9 - 12  
Report dated 2 February 2022 by the Executive Director (Education Resources). (Copy attached)
- 4 Participatory Budgeting - Housing and Technical Resources - Housing Investment Programme - Environmental Programme and Estate Improvement Budget** 13 - 14  
Report dated 2 February 2022 by the Executive Director (Housing and Technical Resources). (Copy attached)

---

#### Item(s) for Decision

---

- 5 Residents' Parking Permit Zones (RPPZ) Consultation** 15 - 20  
Report dated 31 January 2022 by the Interim Executive Director (Community and Enterprise Resources). (Copy attached)
- 6 Community Grant Applications** 21 - 24  
Report dated 2 February 2022 by Executive Director (Finance and Corporate Resources). (Copy attached)

---

#### Urgent Business

---

- 7 Urgent Business**  
Any other items of business which the Chair decides are urgent.

***For further information, please contact:-***

Clerk Name:	Carol Lyon
Clerk Telephone:	01698 455652
Clerk Email:	carol.lyon@southlanarkshire.gov.uk

## CLYDESDALE AREA COMMITTEE

2

Minutes of meeting held via Microsoft Teams on 16 November 2021

**Chair:**

Councillor Richard Lockhart

**Councillors Present:**

Councillor Alex Allison, Councillor Poppy Corbett, Councillor George Greenshields, Councillor Lynsey Hamilton, Councillor Eric Holford, Councillor Mark Horsham (Depute), Councillor Eileen Logan, Councillor Julia Marrs, Councillor Catherine McClymont, Councillor Colin McGavigan, Councillor David Shearer

**Councillor's Apology:**

Councillor Ian McAllan

**Attending:**

**Community and Enterprise Resources**

K McGuire, Waste Services Manager, A McKinnon, Head of Facilities, Waste and Grounds Services,

**Education Resources**

L Mitchell, Quality Improvement Officer/Lead Officer (Equity)

**Finance and Corporate Resources**

S Somerville, Administration Manager; K McLeod, Administration Assistant

**Also Attending:**

**Scottish Fire and Rescue Service**

G Kirkcaldy, Station Commander

---

### 1 Declaration of Interests

The following interests were declared:-

<b>Councillor(s)</b>	<b>Item(s)</b>	<b>Nature of Interest(s)</b>
Lockhart, Marrs and McClymont	Community Grant Applications:- ♦ Lanark Community Development Trust (CL/10/21)	Member/Trustee/Member respectively
	♦ Crawfordjohn Heritage Venture Trust (CL/11/21)	Member
McGavigan	♦ Braehead Village Trust (CL/15/21)	Member

---

### 2 Minutes of Previous Meeting

The minutes of the meeting of the Clydesdale Area Committee held on 7 September 2021 were submitted for approval as a correct record.

**The Committee decided:** that the minutes be approved as a correct record.

---

### **3 Presentation – Lanarkshire Prevention and Protection Department**

---

G Kirkcaldy, Station Commander, Scottish Fire and Rescue Service, gave a presentation on the requirements of the Housing (Scotland) Act 1987 (Tolerable Standard) (Extension of Criterion) Order 2019 which was due to be implemented in February 2022.

The legislation now included smoke and heat alarms and the presence, type and condition of smoke and heat alarms in a house would be considered when deciding if the house met the tolerable standard.

The presentation provided information in relation to the legislation including:-

- ◆ the tragic events at Grenfell Tower which led to a change in the legislation
- ◆ implementation of the legislation
- ◆ requirements of the legislation
- ◆ types of alarms to be fitted
- ◆ responsibility for installation of the detectors/alarms
- ◆ measures which the Scottish Fire and Rescue Service would take to ensure that a home was not left unprotected

Station Commander Kirkcaldy, having responded to members' questions, was thanked for his informative presentation.

**The Committee decided:** that the presentation be noted.

---

### **4 Participatory Budgeting – Education Resources – Pupil Equity Funding**

---

A report dated 2 November 2021 by the Executive Director (Education Resources) was submitted on Participatory Budgeting (PB) in relation to Pupil Equity Funding.

Each school within the Clydesdale Area had undertaken a rigorous consultation process, led by their PB Stakeholder Group and examples of the ways in which stakeholder views and ideas had been collected by schools were provided in the report. Schools had allocated £94,416.76 of their £1,201,608 PEF allocation for PB. A breakdown of the allocation for each learning community was detailed in Appendix 1 to the report. Appendix 2 to the report summarised the percentage of PEF allocation that schools had allocated for PB. A further breakdown, on a school by school basis, was outlined in Appendix 3 to the report. Appendix 4 to the report outlined the distribution of votes by stakeholders across the Clydesdale area.

To support the process, a Microsoft Teams group for school PB Leads was available to signpost schools to good practice. Practitioners had shared good practice within the Teams area and the central Equity Team were gathering specific school examples of good practice to be collated into case studies which would be shared at a future meeting of the Area Committee. The Equity Team also assisted schools in navigating any challenges they faced to ensure a full spend before the end of the financial year.

Education Resources would provide Area Committees with the following:-

- ◆ a summary report of each school's PB outcome and Local Authority and Area analysis report
- ◆ regular updates and reports at Area Committee meetings, including case studies focused on impact/success
- ◆ Local Authority Financial Report on how PEF money allocated for PB had been spent

Education Resources would support schools with the implementation of PB and monitor and track the impact. Findings would inform any future PB activity within Education Resources.

The Quality Improvement Officer/Lead Officer (Equity) responded to members' questions.

**The Committee decided:** that the report be noted.

---

## **5 Household Waste and Waste Recycling Centre Booking System - Carluke Pilot**

---

A report dated 4 November 2021 by the Executive Director (Education Resources) was submitted on a proposal to implement an online booking system, on a pilot basis, at Carluke Household Waste and Recycling Centre.

The Council currently operated 6 household Waste and Recycling Centres (HWRCs), 5 of which were managed by Biffa on behalf of the Council and the 6th site, located in Carluke, was managed by the Council.

During peak times, for example, summer months, weekends and public holidays, the demand for HWRC sites could be significant and, on occasion, lead to queues on access roads which could impact on local businesses and often cause frustration amongst members of the public.

After the relaxation of COVID-19 restrictions, several local authorities had introduced booking systems to coincide with the re-opening of HWRC sites and those had been recognised as a cost-effective way of managing queues during a period of exceptional demand. 17 local authorities in Scotland, listed in the appendix to the report, operated a booking system for HWRC sites.

For a variety of reasons outlined in the report, a booking system had not been introduced when the Carluke site re-opened, however, it was now proposed that a booking system be implemented, on a 6 month trial basis, effective from Monday 7 February 2022. Proposed arrangements for the booking system were provided in the report. The system would be promoted, in conjunction with Corporate Communications, from Monday 10 January 2022 to allow the system to be fully embedded before the longer summer opening hours started on 1 April 2022.

To aid the smooth transition to the new system during the initial 4-week period of the pilot, residents who visited the site without a valid booking would be allowed access, on a one-off basis, where this could be safely facilitated.

To assess the success of the 6-month pilot, customer satisfaction surveys would be issued to site visitors during that period. Thereafter, a report would be submitted to a future meeting of this Committee to review the pilot booking system and to consider if it should be continued on a permanent basis.

The cost of implementing the pilot on-line booking system amounted to £5,000 and would be delivered as Phase 2 of the on-line booking system for bulky waste collections and met from the existing Waste revenue budget.

Officers responded to members' question on various aspects of the report.

**The Committee decided:** that, following an evaluation of the pilot 6-month on-line booking system, an update report be submitted to a future meeting of this Committee.

---

## **6 Community Grant Applications**

---

A report dated 3 November 2021 by the Executive Director (Finance and Corporate Resources) was submitted on applications for community grant.

Following discussion in relation to the level of funds which remained uncommitted in the community grants budget for 2021/2022, it was proposed that consideration be given to awarding more than the recommended amounts of grant as detailed in the report.

In response to members' questions, the Administration Manager highlighted that:-

- ◆ the Council had made use of its social media to publicise the availability of community grants
- ◆ on occasion, applications received for community grant included items which did not meet the eligibility criteria for grants
- ◆ the grant awards recommended in the report were based on general guidance used to allocate funds dependent upon type of organisation and purpose of grant, the purpose of which aimed to provide a level of consistency across the 4 Area Committee areas
- ◆ it was ultimately for members to decide on the level of grant to be awarded to community groups

Following a full discussion, and, in view of the remaining balance of funds in the community grants budget for 2021/2022, it was proposed that, on this occasion, those community groups detailed in the report be awarded 100% of the funds requested, subject to meeting the eligibility criteria for grants. This was agreed by those present, with the exception of Councillor Logan who outlined her reasons for not supporting the proposal.

**The Committee decided:** that community grants be awarded as follows:-

- (a) Applicant: Lanark Community Development Trust (CL/10/21)  
Purpose of Grant: Equipment  
Amount Awarded: £1,000

*Councillors Lockhart, Marrs and McClymont, having declared an interest in the above application, withdrew from the meeting during its consideration. Councillor Horsham took the Chair for this item only.*

- (b) Applicant: Crawfordjohn Heritage Venture Trust, Biggar (CL/11/21)  
Purpose of Grant: Equipment, administration and publicity costs  
Amount Awarded: £430

*Councillor McGavigan, having declared an interest in the above application, withdrew from the meeting during its consideration*

- (c) Applicant: Coulter WRI (CL/12/21)  
Purpose of Grant: Outing  
Amount Awarded: £250

- (d) Applicant: The Lanark Choral, Lanark (CL/13/21)  
Purpose of Grant: Materials, administration and publicity costs  
Amount Awarded: £650

- (e) Applicant: Biggar and District Men's Shed, Biggar (CL/14/21)  
Purpose of Grant: Equipment  
Amount Awarded: £1,000

- (f)    Applicant:                    Braehead Village Trust (CL/15/21)  
       Purpose of Grant:        Materials, outing and entrance fees, administration and publicity costs  
       Amount Awarded:        £500

*Councillors Marrs, having declared an interest in the above application, withdrew from the meeting during its consideration*

*Councillor Logan, as the mover of an amendment which failed to find a seconder, asked that her dissent be recorded*

---

## **7 Urgent Business**

---

There were no items of urgent business.





Participatory Budgeting – Update for Clydesdale Area Committee January 2022			
Service Area	Education	Lead Officer	Laura Mitchell
<b>Stage 1 : Pre Consultation :</b> <ul style="list-style-type: none"> <li>• What are we asking the public for their view on (what service is it / description etc)?</li> <li>• How much funding are we asking about?</li> <li>• Who are we asking,</li> <li>• How are we doing this ?</li> <li>• When are we doing this ?</li> <li>• When will we report back ?</li> </ul>			
<b><u>Progress update since last Area Committee:</u></b> <p><b>Case Studies:</b> Following the consultation and voting process as reported at the last Area Committee, schools are now progressing with their spend, to ensure the minimum 5% is spent in full by end of March 2022.</p> <p>We are pleased to share three Clydesdale school examples of good practice (Appendix 1) with regards to Participatory Budgeting – one primary, Rigside Primary School; one secondary, Lanark Grammar School; and one ASN provision, Victoria Park School. These examples outline specifically the schools’ journeys around PB. An impact section will be added to these infographics once the schools have spent their PB allocation in full at the end of the academic year to show the benefit this activity has had for our most vulnerable learners.</p> <p><b>Next Steps:</b> The central Equity Team are available to help schools navigate any challenges they face to ensure a full spend before the end of the financial year. Good practice will continue to be signposted via the @SLCEquity Twitter feed and the PB Lead Microsoft Teams page.</p> <p>A consultation on the PB process will go out to Head Teachers and PB Leads before the end of the financial year to gather views on what has worked and what could be improved with regards to the PB process. The findings of this consultation will be shared at future area committee meetings and will inform any future PB activity within Education Resources.</p>			
<b>Stage 2 : Post Consultation</b> <ul style="list-style-type: none"> <li>• The outcome of the PB activity</li> <li>• What happens next ?</li> <li>• Further reporting requirements (eg required Committee approval)</li> </ul>			
<p>Following the voting process, Education Resources will provide Area Committees with the following:</p> <ul style="list-style-type: none"> <li>- Summary Report of each school’s PB outcome (available late October/early November) and Local Authority and Area analysis report</li> <li>- Regular updates and reports at Area Committee meetings including case studies focussed on impact/success (ongoing)</li> <li>- Local Authority Financial Report on how PEF money allocated for PB has been spent (May/June 2022)</li> </ul> <p>Education Resources will support schools with the implementation of PB and monitor and track the impact. Findings will inform any future PB activity within Education Resources. Regular PB Updates and the highlighting of good practice will be communicated to schools via the PB and Equity Teams Pages and through our @SLCTwitter handle.</p>			

## Participatory Budgeting in Clydesdale



# RIGSIDE PRIMARY SCHOOL

An overview of the Participatory Budgeting process in our school

### Playground Equipment and Resources

#### Rationale

1. Following initial questionnaires, one problem identified by parents and pupils was a lack of playground resources to use during playtime and lunchtime. Due to playground equipment being old and damaged, our children are required to engage in creative play opportunities lacking structure. A number of behaviour incidents have also been recorded in the playground involving 3 pupils in particular.
2. Using the Glasgow Wellbeing tool, 8% of children scored below a rating of 5 for 'I have friends in this school' and 21% of children scored below a rating of 5 for 'Other pupils look out for me/make sure I am feeling ok'.
3. Parents/carers commented that they were keen for children to take part in growing food/gardening. The school has also recently established a STEM area with food technology becoming a focus for teaching and learning to promote life skills in cooking and baking. Due to the cost of ingredients this was limited, so the pupils suggested that we grow our own ingredients in the playground in empty planting containers already in place.

#### Outcomes

1. By June 2022, 3 targeted pupils will give a rating of above 5 for 'I stay calm even if I don't get what I want' and will improve their resilience when participating in play opportunities in the playground.
2. By June 2022, 2 targeted pupils will give a rating of above 5 for 'I have friends in this school' and 7 targeted pupils will give a rating of above 5 for 'Other pupils look out for me/make sure I am feeling ok'.
3. By January 2022, a weekly gardening lunchtime club will be established for interested pupils and 2 identified pupils will have an improved feeling of belonging to the school (improved by at least 1 ranking on Glasgow Wellbeing Scale).

#### Measures

- Glasgow Wellbeing tool (March/June 22) to track pupil voice.
- Tracking and Monitoring of playground behaviour incidents.
- Teacher observations and dialogue with pupils



#### Consultation Process

The PB group was established from a range of pupils across stages from P1-P7 and met to discuss all the ideas gathered. The PB team grouped suggestions into similar themes and narrowed the vote down to 3 themes: school trips, extra curricular clubs and playground equipment.



#### Voting Process

All pupils and staff in the school community then voted by sticking a sticker on their preferred choice sheet. Parents were sent voting slips and all the votes were then collated and the PB representative counted the votes.

#### Parental Engagement

We initially gathered ideas from parents via questionnaires regarding some ideas on how the money could be spent. To engage as many parents as possible, our Equity Lead worked with Lanark Grammar's Equity DHT to interview parents at the school gate. With this method we had a 76% return on parent questionnaires.





# LANARK GRAMMAR SCHOOL

An overview of the Participatory Budgeting process in our school

## Water Fountains and Reusable Bottles

### Rationale

When talking to our pupils about the cost of the school day, access to free drinking water came up early on. Pupils felt that if you didn't have a water bottle, you would have to buy water from the canteen for 70p. Over the week this would build up. Those who bring a bottle from home are also only able to fill up their bottle in the street area.



### Outcomes

All pupils will have access to top up drinking water bottles throughout the school day, removing the need to purchase bottled water. Pupils who need a reusable water bottle can also collect one, removing this cost and supporting our school's sustainability agenda. As any pupil can use the school reusable water bottles, there will be no stigma or identification of the PEF pupils for whom this will have the biggest impact.

### Measures

Reduced spend on bottled water.  
Increased observation of pupils using reusable water bottles throughout the school day.  
Positive feedback from pupils and parents on the removal of the financial cost of buying water throughout the school day.

## Description of the process

- Step 1** – Collected ideas from pupil focus groups
- Step 2** – Gathered suggestions from parents via email
- Step 3** – Phone conversations with parents to develop ideas
- Step 4** – Link with Rigside Primary School: DHT attended and spoke with parents at school drop off / pick up times along with the lead teacher from Rigside.
- Step 5** – Pupil focus group finalised the options and prepared the vote via google form



Lanark Grammar School  
@LGS\_1183

Pupils met today to have more discussion about how to use over £9500 to improve opportunities in our school community. Our young people are doing us proud and impressed Miss Lindsay and Mr Sherry 🙌👏. Thank you and well done! 🌟  
[#participatorybudget](#) [#equity](#)

## Quote from a pupil –

“It’s good to be asked about something that makes a difference in your own school.”

## Voting Process



Pupils made a PowerPoint letting everyone know the pros and cons of each idea and this went out on social media and through email along with a Google Form to let people have their say.



Lanark Grammar School  
@LGS\_1183

It's now time for the parents, pupils and staff of LGS to vote on how we spend over £9,500 of our budget.

An email is on its way to parents with some more details about the 5 options.

Vote by following the link below by 6th of October.

## Vote Counting and Announcement

When the votes were in, the results were shared on Twitter and by email.



Lanark Grammar School  
@LGS\_1183

📢 Participatory Budgeting Announcement  
The results are in!!! Thank you to everyone who voted. We have £9,500 and will take forward as many of the ideas as possible to give as many young people as many opportunities as we can. [#schoolcommunity](#)  
[#participatorybudgeting](#)  
[@SLCEquity](#)

Participatory Budgeting Results





# Participatory Budgeting in Clydesdale



## VICTORIA PARK SCHOOL

An overview of the Participatory Budgeting process in our school

### Enriched Learning Experiences

#### Rationale

Our consultation process identified two key areas that our school community felt would be most beneficial for our learners. The areas identified were Enriched Learning Experiences with a Health and Wellbeing focus. A benchmark questionnaire was issued to all parents and carers to establish participation in learning experiences out-with school. This provided valuable information highlighting the difficulties children with additional support needs experience when attempting to access such activities. Cost of the activities, transport costs and availability of appropriate clubs were all provided as reasons why little participation occurs. The questionnaire results showed that 76% of pupils attending Victoria Park School did not participate in any additional learning experiences out-with school.

The Participatory Budget process will help to address this situation. Specialised play and leisure based activities with a Health and Wellbeing focus will be integrated into the school day, thus removing transport barriers, and ensuring all pupils have opportunity to participate. Activities will be focused on a day of the week "Fun Friday", with specialist music therapy sessions, "Therapeutic Clowning", "Barn Buddies", "Equitots" and sensory regulation activities within classes.

#### Outcomes

Levels of engagement among our learners will increase and incidences of distressed behaviour will decrease as a result of participation in the activities funded through the participatory budget. A 100% participation level will be achieved with the activities by all pupils.

#### Measures

Leuven Scale  
Wellbeing indicators  
Pupil and Staff Feedback regarding activities and participation levels.  
PPRUBD Data



#### Consultation Process

The consultation process was conducted via online survey, paper questionnaire and supported consultation with pupils. Two key areas were identified that would be most beneficial for our learners: Enhanced Learning Experiences and Health and Wellbeing.



#### Voting Process

A hard copy of the voting options was made available to all parents and carers and staff. School staff were also encouraged to access the survey online. We are a school for learners with complex additional support needs including language and communication needs. Pupil representation was gained through two classes who were selected to represent peers across the school. Facilitating Pupil Voice the pupils voted using their preferred Picture Communication Symbols and AAC devices.

"We are aware of the barriers that lead to a huge gap for our learners when it comes to being able to access cultural and leisure facilities. The impact of COVID has been that there are even fewer opportunities. All children have the right to play and rest, to support physical and mental wellbeing. We are delighted to be able to consult with our parents on how we spend a portion of our Pupil Equity Fund, and safely bring a variety of practitioners, both therapeutic and play based, into school to provide enriched learning experiences for our pupils that go towards closing that gap." – Headteacher at Victoria Park School

Participatory Budgeting – Update for Area Committee				
<b>Service Area</b>	HIP Environmental Programme and Estate Improvement Budget	<b>Lead Officer</b>	Cameron Mitchell Jonathan Read	<b>4</b>
<b>Stage 1 : Pre Consultation :</b> <ul style="list-style-type: none"> <li>• What are we asking the public for their view on (what service is it / description etc)?</li> <li>• How much funding are we asking about?</li> <li>• Who are we asking,</li> <li>• How are we doing this?</li> <li>• When are we doing this?</li> <li>• When will we report back?</li> </ul>				
<p><b>Kirkton Court Sheltered Housing Complex, Carluke</b>  Engagement with tenants on the overall Housing Revenue Account budget for the 2021/22 period, and the proposed level and focus of the Housing Investment Programme within this took place as part of the annual resource 2021/22 budgetary consultation process. The Environmental aspect of the Housing Investment Programme (the 'Environmental Programme') is a significant budget area that covers a wide range of projects that seek to improve the quality and energy efficiency of the Council's domestic housing stock.</p> <p>Examples of projects within this budget area can include replacement doors and windows within properties or redevelopment of communal areas in multi-storey buildings or sheltered housing facilities. Not all projects included within this budget area are suitable for inclusion of a participatory budgeting approach, however for those that are, officers will ensure the required element of choice and voting opportunities are offered to customers and appropriately recorded.</p> <p>To date, one participatory budgeting project has been completed within the Clydesdale area at Kirkton Court Sheltered Housing Complex, Carluke. As part of an internal upgrade programme, residents were offered the opportunity to determine a range of finishes such as flooring, tiles and wall coverings with an initial meeting held to explain the process. Officers prepared 'mood boards' with the relevant styles on them and completed door visits or sent letters to all households within the complex asking them to select their preferred option.</p> <p><b>Fence installation at Honeybank Crescent, Carluke</b>  The Estate Improvement Budget totals £40,000 and is split across the four housing divisions of South Lanarkshire. Each local housing management team can direct the funding towards projects or improvements highlighted as a priority by customers of Housing and Property Services. Although not a significant value, the budget is ideally suited for conversion to a participatory budgeting approach as often funds a number of smaller projects that have been highlighted as a priority by customers. Examples for its use recently have been the installation of new fencing and lighting, which the types and design of were consulted on with customers. To date, one project has been completed within the Clydesdale area:</p> <p>In summer 2021, the local housing office were contacted by tenants reporting concerns with broken and vandalised fencing to the rear of their properties, leading to concerns around security and privacy. Officers engaged with all tenants located in close proximity to the area to understand their preferred solution. From this it was determined by tenants that a replacement fence would be the best option.</p>				

**Stage 2 : Post Consultation**

- The outcome of the PB activity
- What happens next?
- Further reporting requirements (eg required Committee approval)

**Kirkton Court Sheltered Housing Complex, Carlisle**

A total of 31 households took part in the exercise, with 51% selecting the preferred option from the 'mood boards' and discussions with officers. The project cost is approximately £254,000 however some of the costs were attributed to background works where tenants were not able to determine the outcome.

**Fence installation at Honeybank Crescent, Carlisle**

Officers arranged for two different fence types to be presented to the tenants and allowed them to vote on which one they would like to see installed. This was achieved through a combination of door visits, and letters and photographs of each style. 11 households took part in the vote, with 90% selecting the preferred result. The project cost a total of £9,406.

Officers from Housing and Technical Resources will continue to take forward opportunities within Clydesdale to ensure tenants and other customers have the opportunity to determine the outcome of budgets within the Environmental Programme and Community Safety Partnership Commissioning Budget, with further updates provided to Committee.

# Report

5

Report to:	<b>Clydesdale Area Committee</b>
Date of Meeting:	<b>15 February 2022</b>
Report by:	<b>Interim Executive Director (Community and Enterprise Resources)</b>

Subject:	<b>Residents' Parking Permit Zones (RPPZ) Consultation</b>
----------	--

## 1. Purpose of Report

1.1. The purpose of the report is to: -

- ◆ provide the Area Committee with the results of the completed Residents' Parking Permit Zones Consultation to inform the Committee's recommendation to future Executive Committee

## 2. Recommendation(s)

2.1. The Committee is asked to:-

- (1) note and discuss the contents of this report and provide a recommendation for consideration by a future Executive Committee.

## 3. Background

- 3.1. RPPZs are generally located in proximity to high demand parking areas (e.g. town centres, train stations) allowing residents, their visitors, and tradespeople to park easily, or in some areas, without paying a parking charge.
- 3.2. Over the years, the RPPZs across South Lanarkshire have been successful in achieving their aims and, despite changing travel and parking demands associated with the pandemic, the need for such RPPZs is expected to remain, especially as town centres and businesses recover.
- 3.3. Members may recall that an update on RPPZ policy was reported to Community and Enterprise Resources Committee on 31 March 2020 and was then subsequently approved by the Executive Committee on 24 June 2020. This report reflected the view of Road Safety Forum which, amongst other matters, supported a proposal to introduce an administration charge of £10 for a 2-year permit period. However, it is noted that this proposal was rejected as part of the budget setting exercise for 2020/2021.
- 3.4. As part of the 2021/2022 budget setting exercise, a charge for parking permits was again considered and agreed on 10 March 2021. This was implemented as permits were being renewed over the normal 2-year cycle. This charging approach directly links to an Audit Scotland report encouraging Councils to better understand costs and seek to recover them where discretionary services were being provided.

- 3.5. At the full Council meeting of 22 September 2021, a motion relating to Parking Permit Charges was tabled and it was subsequently agreed that consultation with residents living in current RPPZ areas would be undertaken. Charging for permits was 'put on hold' pending the outcome from the consultation exercise being reported to the relevant Committees. This report sets out the results of this consultation exercise.

#### **4. Consultation**

- 4.1. Letters were issued to 4,286 households on 27 October 2021 and the consultation closed on 15 November 2021. The following six towns/areas, with numbers of households shown in brackets, were consulted:

- ◆ Cambuslang (144)
- ◆ Carluke (169)
- ◆ East Kilbride (2,279)
- ◆ Hamilton (932)
- ◆ Rutherglen (744)
- ◆ Uddingston (18)

- 4.2. Households within RPPZs in these areas were asked:-

- (1) whether they wished to remain in a RPPZ and pay the £5 per year administration charge; or
- (2) whether they wish to have their RPPZ removed.

#### **5. Conclusions/Results**

- 5.1. Of 4,286 households that were consulted, as of 17 November 2021, we have received 1,365 completed returns representing an overall return rate of 32%.
- 5.2. Response rates for a consultation run typically between 5% and 30%. The overall response rate of 32% achieved here is at the higher end of the scale suggesting a good connection between the Council and its customers, and a general wide interest in the survey content.
- 5.3. Appendix 1 provides detail of the return rate for each of the towns/area and, given the number of the zones in East Kilbride, detail of the individual zones. The individual return rates are once again at the higher end of the scale.
- 5.4. Overall, 81% of households chose the option to pay the £5 per year administration charge (£10 over two years) and to remain part of their RPPZ. Conversely, 19% wished to have their zone removed.
- 5.5. A small number of households (12 in total) indicated a preference on the completed return proforma to remain part of the zone, but not pay the administration charge. A further 9 households did the same but did not choose a preferred option and have, therefore, not been included in the figures. These numbers are very low and not significant in terms of affecting the overall results. Some respondents also included additional comments which will be considered further as part of routine business.
- 5.6. Appendix 2 provides further detail of the split across the six geographical areas and, given the scale of the zones in East Kilbride, a further breakdown of the individual zones.



- 5.7. All six towns/areas individually voted in favour of paying the £5 per year administration charge (£10 over two years) and to remain part of their RPPZ. Similarly, all 8 individual zones in East Kilbride voted in favour of paying the £5 per year administration charge and to remain part of their individual RPPZ.
- 5.8. As agreed at the full Council meeting on 22 September 2021, the above results are to be considered by the four Area Committees. The Area Committee should consider the results of this consultation and thereafter provide a recommendation to a future Executive Committee on whether to accept the findings of this consultation and continue to provide permit zones with an administration charge for the permits for two years.
- 6. Employee Implications**
- 6.1. There are no employee implications as the project will utilise existing resources.
- 7. Financial Implications**
- 7.1. At this stage, there are no financial implications. However, that will be reviewed depending on the outcome of the Committee's recommendation.
- 8. Climate Change, Sustainability and Environmental Implications**
- 8.1. There are no significant implications in terms of climate change, sustainability and the environment associated with this report.
- 9. Other Implications**
- 9.1. There are no other significant implications as result of the contents of this report.
- 10. Equality Impact Assessment and Consultation Arrangements**
- 10.1. At this stage, this report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function, or strategy and, therefore, no impact assessment is required. However, that will be reviewed depending on the outcome of the Committee's recommendation.

**Alistair McKinnon**

**Interim Executive Director (Community and Enterprise Resources)**

31 January 2022

**Link(s) to Council Values/Ambitions/Objectives**

- ◆ Accountable, effective, efficient, and transparent

**Previous References**

- ◆ Community and Enterprise Resources Committee, 31 March 2020
- ◆ Executive Committee, 24 Jun 2020
- ◆ South Lanarkshire Council, 22 September 2021
- ◆ Community and Enterprise Resources Committee, 7 December 2021

**Contact for Further Information**

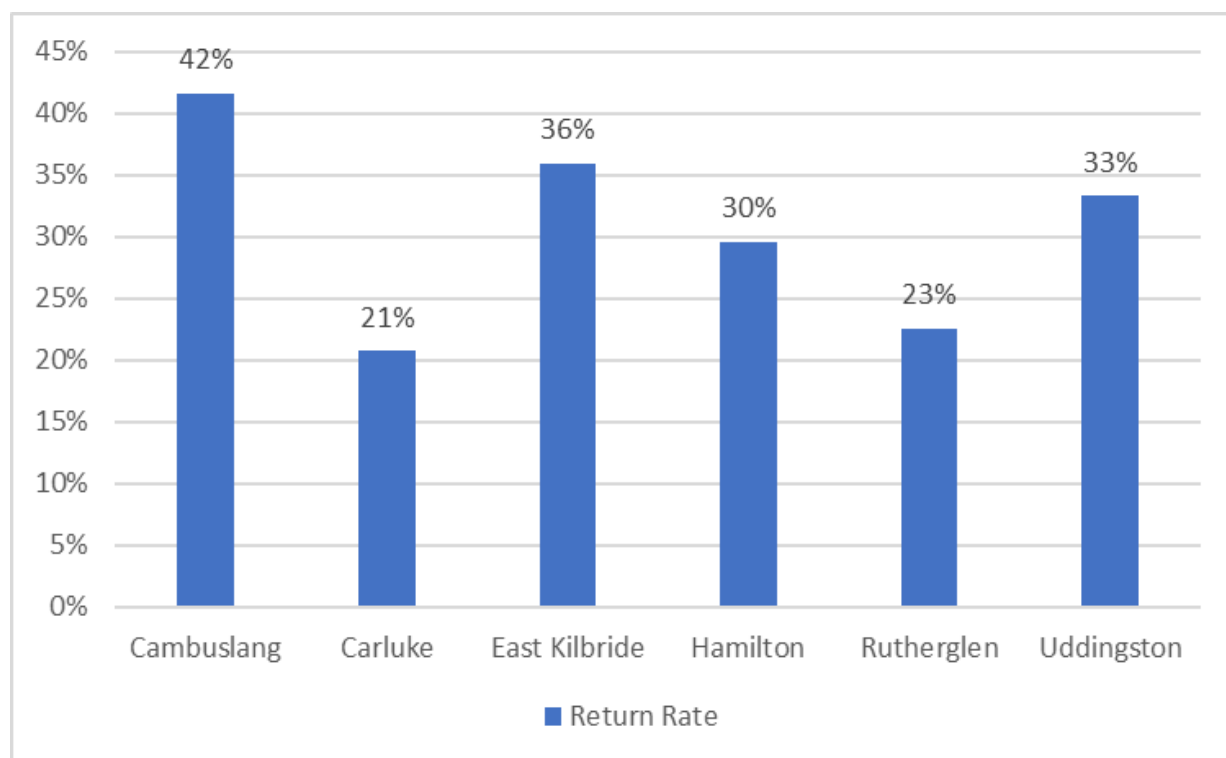
If you would like to inspect the background papers or want further information, please contact: -

Colin Park, Head of Roads and Transportation Services

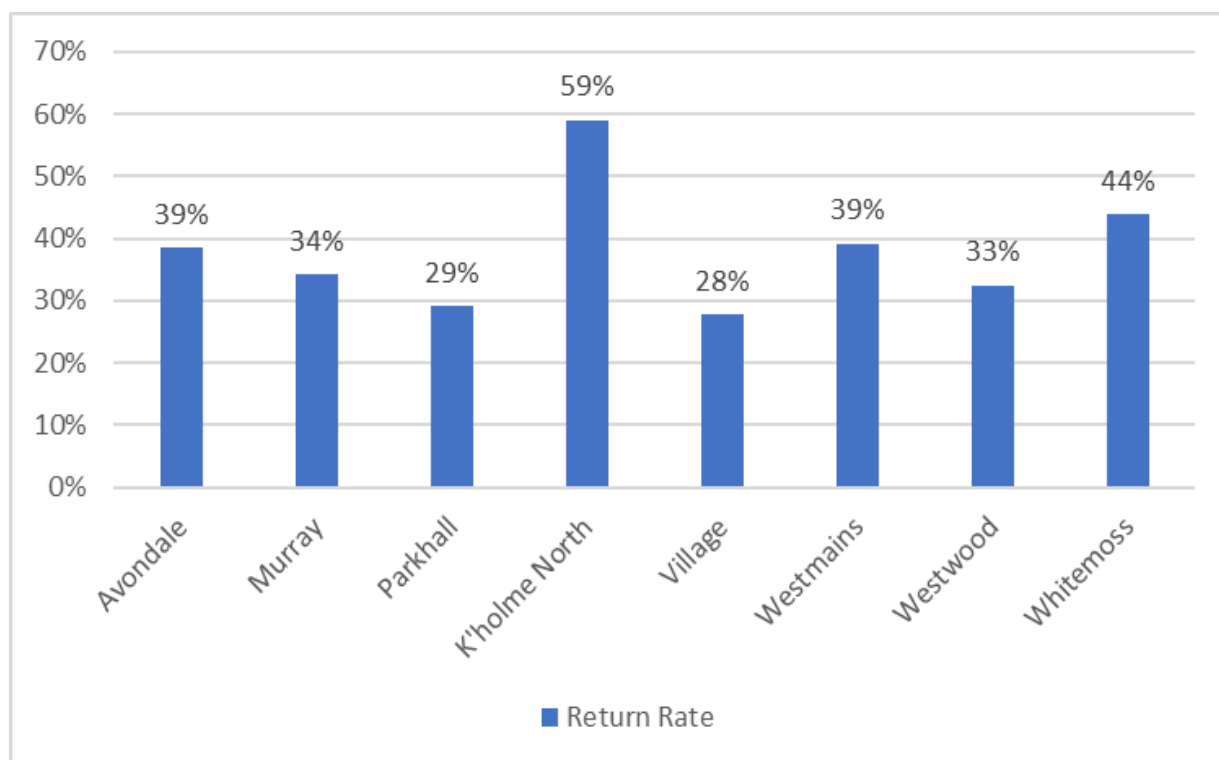
Ext: 4484 (Tel: 01698 45484)

E-mail: [colin.park@southlanarkshire.gov.uk](mailto:colin.park@southlanarkshire.gov.uk)

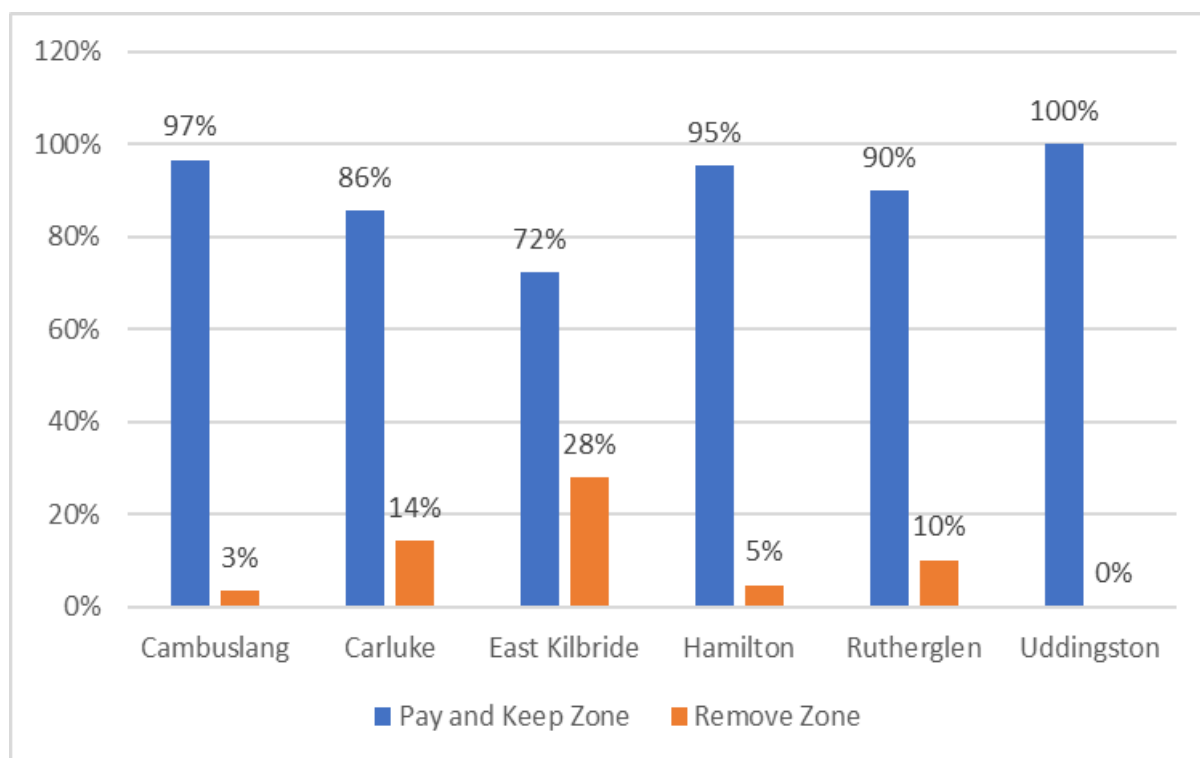
## All RPPZ Areas



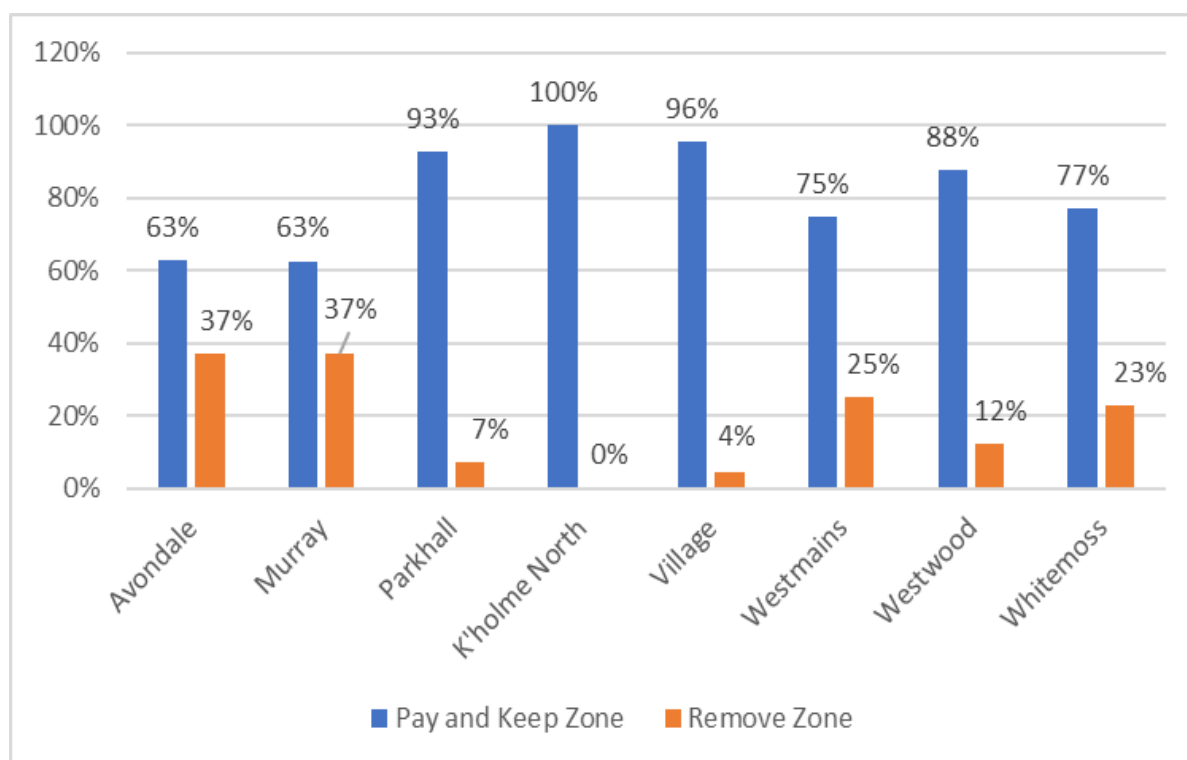
## East Kilbride Individual Zones



## All RPPZ Areas



## East Kilbride Individual Zones





# Report

**6**

Report to: **Clydesdale Area Committee**  
 Date of Meeting: **15 Februray 2022**  
 Report by: **Executive Director (Finance and Corporate Resources)**

Subject: **Community Grant Applications**

## **1. Purpose of Report**

1.1. The purpose of the report is to:-

- ◆ request approval for the allocation of community grants to 4 community groups in the Clydesdale Area Committee area from the 2021/2022 community grant budget
- ◆ request authorisation for the Executive Director (Finance and Corporate Resources), in consultation with the Chair, to approve further community grant applications meeting the relevant criteria in the period to 31 March 2022 from the 2021/2022 budget

## **2. Recommendation(s)**

2.1. The Committee is asked to approve the following recommendation(s):-

**(1)** that community grants be awarded as follows:-

- |     |                            |   |
|-----|----------------------------|---|
| (a) | Applicant:                 | Come Paint With Us, Blackwood ( <i>CL/17/21</i> )   |
|     | Purpose of Grant:          | Materials   |
|     | Eligible Amount Requested: | £300  |
|     | Recommendation:            | £250  |
|     | Amount Awarded:            | To be determined by the Committee                   |
| (b) | Applicant:                 | Three Valleys Women, Lesmahagow ( <i>CL/18/21</i> ) |
|     | Purpose of Grant:          | Start-up costs – Entrance fees and equipment        |
|     | Eligible Amount Requested: | £148  |
|     | Recommendation             | £148  |
|     | Amount Awarded:            | To be determined by the Committee                   |
| (c) | Applicant:                 | Coalburn Homing Club, Lanark ( <i>CL/19/21</i> )    |
|     | Purpose of Grant:          | Equipment   |
|     | Eligible Amount Requested: | £500  |
|     | Recommendation :           | £300  |
|     | Amount Awarded:            | To be determined by the Committee                   |

(d) Applicant:	Ravenstruther Women's Rural Institute, Lanark (CL/20/21)
Purpose of Grant:	Outing and entrance fees
Eligible Amount Requested:	£250
Recommendation:	£250
Amount Awarded:	To be determined by the Committee

- (2) request authorisation for the Executive Director (Finance and Corporate Resources), in consultation with the Chair, to approve any further community grant applications meeting the relevant criteria in the period to 31 March 2022 from the 2021/2022 budget.

### 3. Background

- 3.1. The Council operates a community grants scheme to support local constituted community groups and voluntary organisations. All applications require to be supported by a constitution, audited accounts or annual income and expenditure accounts, a bank statement, and confirmation that the group/organisation will adhere to the conditions of the grant award. Applications are invited continually throughout the year.
- 3.2. The main aims of the community grants scheme are to:-
- ◆ fund activities and projects which bring community benefit
  - ◆ involve people in the community by bringing them together to enjoy educational, recreational, leisure and other community activities or to improve the local environment
- 3.3. Support can be provided for a range of activities including administration and publicity costs, purchase of equipment and materials, annual outings and entrance fees, start-up costs and special events.

### 4. Employee Implications

- 4.1. None.

### 5. Financial Implications

- 5.1. The current position of the community for the Clydesdale Area Committee area in 2021/2022 is as follows:-

Total allocation for Community Grants	£35,840
Community Grants previously allocated	£ 6,500
Community grants recommended in this report	£ 948
Remaining balance	£28,392

- 5.2. In view of the fact that this is the last meeting of the Committee in the current financial year, and to allow any further applications submitted prior to the end of the current financial year to be considered, it is proposed that the Executive Director (Finance and Corporate Resources), in consultation with the Chair, be authorised to approve any further community grant applications meeting the relevant criteria in the period to 31 March 2022. Information on those grants awarded would be reported to a future meeting.

### 6. Climate Change, Sustainability and Environmental Implications

- 6.1. There are no implications for climate change, sustainability or the environment in terms of the information contained in this report.

## **7. Other Implications**

- 7.1. The risk to the Council is that grant funding is not utilised for the purpose of which it was intended. This risk is mitigated by internal controls including audit procedures and conditions of grant agreement.

## **8. Equality Impact Assessment and Consultation Arrangements**

- 8.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.
- 8.2. All the necessary consultation with the community groups has taken place.

**Paul Manning**

**Executive Director (Finance and Corporate Resources)**

2 February 2022

## **Link(s) to Council Values/Ambitions/Objectives**

- ◆ Accountable, effective, efficient and transparent. Work with communities and partners to promote high quality, thriving and sustainable communities

## **Previous References**

- ◆ Clydesdale Area Committee – 16 November 2021

## **List of Background Papers**

- ◆ Individual application forms

## **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

Jennifer Hilston, Clerical Assistant

Ext: 4822 (Tel: 01698 454822)

E-mail: [jennifer.hilston@southlanarkshire.gov.uk](mailto:jennifer.hilston@southlanarkshire.gov.uk)

