

Minute of Meeting Council

Date	Time	Venue
Thursday, 29 June 2017	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jennifer Marion Adam-McGregor, Councillor Tom Begg, Councillor Derek Bibby, Councillor Bill Binks, Councillor Bill Brown, Councillor Stephen Burns, Councillor Jacqueline Cameron, Provost Lorraine Cameron, Councillor Michelle Campbell, Councillor Carolann Davidson, Councillor Eddie Devine, Councillor Andy Doig, Councillor Audrey Doig, Councillor Natalie Don, Councillor Alison Jean Dowling, Councillor Edward Grady, Councillor Neill Graham, Councillor Jim Harte, Councillor John Hood, Councillor Lisa-Marie Hughes, Councillor Karen Kennedy, Councillor Scott Kerr, Councillor Paul Mack, Councillor James MacLaren, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Eileen McCartin, Councillor Colin McCulloch, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor John McIntyre, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor Jim Sharkey, Councillor John Shaw, Councillor James Sheridan, Councillor Andy Steel, Councillor Jane Strang

Chair

Provost Lorraine Cameron presided.

In Attendance

S Black, Chief Executive; P Macleod, Director of Children's Services; S MacDougall, Director of Community Resources; M Crearie, Director of Development & Housing Services; A Russell, Director of Finance & Resources; D Leese, Chief Officer (Renfrewshire Health & Social Care Partnership); J McKellar, Chief Executive (Renfrewshire Leisure Limited); D Amos, Head of Policy & Commissioning and L Mahon, Head of Marketing (both Chief Executive's); G McKinlay, Head of Schools (Children's Services); F Carlin, Head of Planning & Housing Services (Development & Housing Services); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, M Conaghan, Legal & Democratic Services Manager, L Belshaw, Democratic Services Manager and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

Additional Item

Provost Cameron intimated that there was an additional item in relation to the Grenfell Tower in London which had not been included in the notice calling the meeting. Provost Cameron, being of the opinion that the item which is dealt with below was urgent, in order to allow the Council to consider its response, authorised its consideration.

Grenfell Tower, London

Provost Cameron proposed that, notwithstanding the recent tragic terrorist events in Manchester and London, the Council donate £10,000 towards the appeal to assist victims of the fire at Grenfell Tower in London. This was agreed unanimously.

DECIDED: That the Council donate £10,000 to the appeal to assist victims of the fire at Grenfell Tower in London.

Declaration of Interest

Councillor Montgomery declared a non-financial interest in respect of item 4 of the agenda as he was an employee of Renfrewshire Citizens Advice Bureau.

1 Minutes of Meetings of the Council, Boards and Panels

There were submitted the Minutes of the following meetings of the Council, Boards and Panels on the dates specified:

Council, 18 May 2017
 Social Work (Complaints Review) Appeals Panel, 19 May 2017
 Renfrew and Gallowhill Local Area Committee, 30 May 2017
 Regulatory Functions Board, 31 May 2017
 Education and Children's Services Policy Board, 1 June 2017
 Paisley North Local Area Committee, 1 June 2017
 Audit, Risk and Scrutiny Board, 5 June 2017
 Communities, Housing and Planning Policy Board, 6 June 2017
 Paisley South Local Area Committee, 6 June 2017
 Infrastructure, Land and Environment Policy Board, 7 June 2017
 Finance, Resources and Customer Services Policy Board, 7 June 2017
 Petitions Board, 7 June 2017
 Houston, Crosslee, Linwood, Riverside and Erskine Local Area Committee, 14 June 2017
 Regulatory Functions Board, 15 June 2017
 Johnstone and the Villages Local Area Committee, 15 June 2017
 Leadership Board, 20 June 2017
 Special Finance, Resources and Customer Services Policy Board, 21 June 2017
 Reconvened Johnstone & the Villages Local Area Committee, 22 June 2017

DECIDED: That the Minutes be approved except insofar as dealt with separately at items 2 and 3 hereof.

2 Finance, Resources & Customer Services Policy Board

Under reference to item 1 of page 139 of the Minute of the meeting of the Finance, Resources & Customer Services Policy Board held on 7 June 2017, it was agreed that the Minute of the Procurement Sub-committee held on 15 March 2017 included as Appendix I to the Minute (pages 151 - 153) be replaced with the revised Minute, which included the missing sederunt, as agreed by the Board.

DECIDED: That, subject to the above amendment, the Minute be approved.

3 Paisley North Local Area Committee

Under reference to item 5 of page 104 of the Minute of the meeting of Paisley North Local Area Committee held on 1 June 2017 it was agreed that reference to 'his second and casting vote' should be 'her second and casting vote'.

DECIDED: That the Minute as corrected be approved.

4 Unaudited Annual Accounts 2016/17

There was submitted a report by the Director of Finance & Resources relative to the Council's Annual Accounts and Group Accounts for 2016/17, which were appended to the report and would be submitted for audit by the statutory deadline of 30 June 2017. The report intimated that the Auditor was planning to complete the audit process by early September 2017 and their report on the accounts would be made available to all members and would be submitted to the meeting of the Audit, Risk & Scrutiny Board in September 2017 for consideration.

It was noted that the 2016/17 accounts fully complied with International Financial Reporting Standards and relevant accounting regulations and in order to comply with charity accounting requirements, the Council's Accounts did not incorporate statements relating to the Common Good Funds and Charitable Trust Funds and separate accounts had been prepared to accord with these requirements.

DECIDED:

(a) That, subject to Audit, the Annual Accounts for 2016/17 be approved;

(b) That it be noted that the Auditor was planning to complete the audit of the Accounts by early September 2017 and that their report would be made available to all members and would be submitted to meeting of the Audit, Risk & Scrutiny Board in September 2017 for detailed consideration;

(c) That the sums earmarked within the General Fund reserves and HRA reserves as outlined in paragraph 1.3 of the report and in note 11 of the Accounts be approved;

(d) That the transfer of resources to and from specific reserves as detailed below and in note 11 of the accounts be approved;

	Opening Balance	Contributions to Reserves	Reserves Used / Transferred	Closing Balance
	£MS	£MS	£MS	£MS
Insurance Fund	2.543	-	-	2.543
Reservoir Repair Fund	0.312	0.002	-	0.314
Education Capital Items	0.751	0.096	0.081	0.766
Investment Programme	55.264	32.817	7.042	81.039
Capital Fund				
Housing Capital Fund	6.773	-	6.773	-
TOTAL	65.643	32.915	13.896	84.662

(e) That, subject to audit, the annual accounts attached for the Common Good Funds and Charitable Trusts which under accounting regulations require to be prepared and audited separately from the Council's accounts be approved.

5 Treasury Management Annual Report 2016/17

There was submitted a report by the Director of Finance & Resources relative to the Treasury Management Annual Report for 2016/17 submitted in accordance with Scottish Government Investment Regulations which came into force on 1 April 2010.

It was noted that it was a requirement of the Regulations that the Council's Treasury Management Annual Report be reported to the Council. The report intimated that all aspects of the Treasury Policy Statement had been complied with in 2016/17. The report provided an overview of the 2016/17 Treasury activities, including the Treasury portfolio position as at 31 March 2017, reviews of borrowing and investment outturn, borrowing strategy and new borrowing, investment strategy and investment outturn, debt rescheduling, and compliance with Treasury limits.

DECIDED: That the Treasury Management Annual Report for 2016/17 be approved.

DECLARATION OF INTEREST

Having declared an interest in the undernoted item, Councillor Montgomery remained in the meeting but took no part in the discussion.

6 Membership of Boards and Other Bodies

Under reference to items 8 and 11 of the Minute of the statutory meeting of the Council held on 18 May 2017, there was submitted a report by the Director of Finance & Resources relative to the composition of Council Boards and other bodies.

The report indicated that the Conservative, Labour and Independent groups had now intimated the names of those members taking up the places remaining to be filled on Council Boards and other bodies. Appendix 1 to the report set out membership of Council Boards and Appendix 2 to the report listed the members appointed to other bodies.

The report explained that as Councillor McNaughtan had not been appointed to the Petitions Board he had not taken up the position of Depute Convener and Councillor Campbell had now been nominated as Depute Convener in his place; and that as Councillor Hughes had not been appointed to the Finance, Resources & Customer Services Policy Board she could not be appointed to the Joint Consultative Board Non-teaching and Councillor Paterson had been appointed in her place.

It was noted that Councillor Sharkey had been appointed by the Labour Group as the Depute Convener of the Audit, Risk & Scrutiny Board and Councillor Hood had been appointed as Depute Convener of the Local Review Body.

Following receipt of correspondence from the General Secretary of Veterans Scotland, it was proposed that a member be appointed as a Veterans' Champion, a position previously held by the Provost. It was proposed that the Provost be appointed. This was agreed.

It was further proposed that the Leader of the Council, the Convener of the Education & Children's Services Policy Board, the Council's appointee as Chair of the Renfrewshire Health & Social Care Partnership Integration Joint Board and three members of the opposition be appointed as members of the Children's Champion Board. This was agreed.

Correspondence had also been received from COSLA advising that, under the terms of its Royal Charter, the Scottish National War Memorial (SNWM) had invited COSLA to nominate six trustees and it was proposed that COSLA be advised that Councillors Binks, Andy Doig, Grady, Hood, Kerr and McCartin wished their names put forward to SNWM for consideration as trustees. This was agreed.

DECIDED:

(a) That the membership of the Boards as approved at the meeting of the Council held on 18 May 2017 and the appointment of the other members as detailed in Appendix 1 to the report be noted;

(b) That the appointment of Councillor Campbell as the Depute Convener of the Petitions Board be approved;

(c) That the appointment of Councillor Sharkey as the Depute Convener of the Audit, Risk & Scrutiny Board be noted;

(d) That the appointment of Councillor Hood as the Depute Convener of the Local Review Body be noted;

(e) That the appointment to Joint Boards and other bodies as approved at the meeting of the Council held on 18 May 2017 and the other members as detailed in Appendix 2 to the report be noted;

(f) That the Provost be appointed as the Veterans' Champion;

(g) That Councillors Nicolson, Paterson and Cameron and three members of the opposition be appointed to the Children's Champion Board and that names of opposition members be notified to the Head of Corporate Governance as soon as possible; and

(h) That COSLA be advised that Councillors Binks, Andy Doig, Grady, Hood, Kerr and McCartin wished their names put forward to SNWM for consideration as trustees.

7 Improving Renfrewshire's Environment and Place

There was submitted a report by the Director of Community Resources relative to investment to deliver improved environmental and place standards across Renfrewshire and to support local communities in their efforts to improve Renfrewshire. The report set out a number of targeted service interventions and additional operational activities, as well as a marketing campaign to further engage with local communities and people and enhance civic pride across Renfrewshire.

The initiative would support local communities, as well as the strategic aims of the Council and partners to make Renfrewshire a superior place to live, work, visit and invest. It aligned with the development of Renfrewshire's destination brand and the bid to become UK City of Culture in 2021, as well as supporting economic development in the area.

Councillor McEwan, seconded by Councillor Nicolson, moved that an initial investment of £250,000 in 2017/18 to deliver a programme of improvements to Renfrewshire's environment and the development and implementation of a campaign to engage and support local people to enhance civic pride be approved.

Councillor Andy Doig, seconded by Councillor Hood, moved as an amendment that a new recommendation 2.2 be included in the report adding at paragraph 5.1 bullet point 3 "There will be a Rural Rapid Response Team dedicated to all of Renfrewshire's village communities focusing on gully cleaning."

On the roll being called the following members voted for the amendment: Councillors Begg, Bibby, Binks, Brown, Davidson, Devine, Andy Doig, Dowling, Grady, Harte, Hood, Kennedy, Kerr, Mack, J MacLaren, McCartin, McCulloch, McIntyre, Montgomery, Sharkey and Sheridan.

The following members voted for the motion: Councillors Adam-McGregor, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Audrey Doig, Don, Graham, Hughes, K MacLaren, M MacLaren, McEwan, McGurk, McNaughtan, Nicolson, Paterson, Rodden, Shaw, Steel and Strang.

21 members having voted for the amendment and 20 members having voted for the motion, the amendment was accordingly declared carried.

DECIDED:

(a) That an initial investment of £250,000 in 2017/18 to deliver a programme of improvements to Renfrewshire's environment and the development and implementation of a campaign to engage and support local people to enhance civic pride be approved;

(b) That paragraph 5.1 of the report be amended to include as bullet point 3, "There will be a Rural Rapid Response Team dedicated to all of Renfrewshire's village communities focusing on gully cleaning."; and

(c) That it be agreed that there would be a Rural Rapid Response Team dedicated to all of Renfrewshire's village communities focusing on gully cleaning.

8 Renfrewshire Community Protection Chief Officers Group - Annual Report 2016/17

There was submitted a report by the Chief Executive relative to the Renfrewshire Community Protection Chief Officers Group Annual Report 2016/17 which outlined the key activities and developments progressed in 2016/17 as they related to child and adult protection, offender management, problem alcohol and drug use, gender-based violence and public protection. A copy of the Annual Report was appended to the report.

The report also set out the range of priorities to be taken forward in partnership during 2017/18 and emphasised that the group would continue to seek to ensure that performance and practice were scrutinised at a strategic level to identify good practice, highlight areas for improvement and to consider whether further opportunities for early intervention and prevention activity would achieve improved outcomes for local people.

It was noted that following a review of the strategic oversight arrangements for public protection in 2015, it had been agreed that the Chief Officers Group would report annually to parent bodies, including the Council, on the public protection position.

DECIDED:

(a) That the key activities progressed during 2016/17 by the Chief Officers Group be noted; and

(b) That the identified priorities to be taken forward in partnership during 2017/18 be noted.

9 Education Governance: Next Steps. Empowering our Teachers, Parents and Communities to Deliver Excellence and Equity for our Children

There was submitted a report by the Director of Children's Services relative to the Scottish Government's consultation on the review of education governance and the announcement by the Depute First Minister on 15 June 2017 of the publication of 'Education Governance: Next Steps Empowering Our Teachers, Parents and Communities To Deliver Excellence and Equity For Our Children' outlining plans to reform educational governance in Scotland.

The report advised that the proposals set out in the publication had the potential to result in significant changes to the way that education services were organised in Scotland. It was anticipated that these changes would have wide-ranging consequences for the role of local authorities in the delivery of education to children and young people in their communities.

The main principle of the review had been to seek to devolve power from a national level to a regional level and from a local level to a school level.

The stated purpose of this shift was to empower schools and teachers to drive improvement at a local level with others in the system sharing responsibility for collaborating to support this improvement.

Legislation would be required to enact many of the proposals and a new education bill would come before parliament in June 2018. This would place revised duties on local authorities, head teachers and newly-formed regional improvement collaboratives.

It was anticipated that further clarity around these proposals would emerge over the coming months as the Scottish Government engaged in further consultation with local authorities and professional organisations. The Council's response to each consultation exercise would be reported to the appropriate policy board. The first of these consultation exercises, in relation to the funding of schools, had been published simultaneously with the main review document and responses were invited by October 2017.

The report provided an overview of the main proposals along with an indication of the likely timescale for implementation.

Councillor Paterson, seconded by Councillor Nicolson, moved that the content of the report be noted and that responses to consultation documents related to it would be brought to elected members for consideration and approval; and that it be noted that council officers would seek clarity through COSLA, professional associations and other relevant bodies in relation to the matters outlined in paragraph 3.9 and report back to elected members in due course.

Councillor Grady, seconded by Councillor Bibby, moved as an amendment that the Council recognises that the influence of the Local Authority will be greatly diminished due to these proposed changes in governance.

The Council will also recognise that Education alone cannot close the poverty attainment gap and that other services including Social Services, Criminal Justice and Housing must be supported with similar amounts of funding to contribute equally to closing these gaps in society.

The Council will further recognise that the added legislative expectation thrust upon Head Teachers to close the attainment gap may exacerbate the Head Teacher recruitment issue.

This is hard on the heels of the named person role of the Children and Young Persons Act (2014), yet another legislative responsibility being imposed on our Head Teachers.

Given these new legal duties for performance and the potential extra work arising from the Named Person legislation, the Council agrees to write to the Scottish Government to undertake a full review of Head Teacher and teacher workload prior to publication of the Education Bill.

In terms of Standing Order 27, Councillors Paterson and Nicolson being the mover and seconder of the motion, agreed to accept the final paragraph of the amendment and the motion as combined was agreed unanimously.

DECIDED:

- (a) That the content of the report be noted;
- (b) That it be noted that responses to related consultation documents would be brought to elected members for consideration and approval;
- (c) That Council officers seek clarity through COSLA, professional associations and other relevant bodies in relation to the matters outlined in paragraph 3.9 of the report and report back to elected members in due course; and
- (d) That given the new legal duties for performance and the potential extra work arising from the Named Person legislation, it be agreed that the Council write to the Scottish Government to undertake a full review of Head Teacher and teacher workload prior to the publication of the Education Bill.

10 Notice of Motion 1

There was submitted a Notice of motion by Councillors Andy Doig and Mack in the following terms:

“Council Housing for Renfrewshire and Re-Cladding programme

This Council underlines the historical importance of council house provision for the people of Renfrewshire given that historically the private sector was unable to provide adequate housing for all, and state intervention was required to ensure there was good quality affordable housing for low income households.

Council notes the challenges of improving council housing stock which is aged but stresses how crucial this improvement is for community regeneration overall. Accordingly this Council resolves to fund re-cladding refurbishment not only for mixed tenure blocks of accommodation but also for blocks of accommodation which are 100% owner occupied”.

It was proposed that the wording of the second paragraph of the motion be amended to replace “fund” with “facilitate”. This was agreed.

Councillor Andy Doig, seconded by Councillor Mack, then moved the motion which was agreed unanimously.

DECIDED: That the Council underline the historic importance of council provision for the people of Renfrewshire given that historically the private sector was unable to provide adequate housing for all, and state intervention was required to ensure there was good quality affordable housing for low income households.

Council noted the challenges of improving council housing stock which was aged but stressed how crucial this improvement was for community regeneration overall. Accordingly this Council resolved to facilitate re-cladding refurbishment not only for mixed tenure blocks of accommodation but also for blocks of accommodation which are 100% owner occupied.

11 Notice of Motion 2

There was submitted a Notice of motion by Councillors Andy Doig and Mack in the following terms:

"Safe Cycling in Renfrewshire

This Council notes with concern national accident statistics published recently by Sustrans Scotland which indicate that two of the worst twenty accident blackspots for cyclists are in Renfrewshire, the worst being the A761 junction with Arkleston Road in Paisley, and the fourth being the A726/Parkway Roundabout in Erskine.

Council views positively the tremendous health benefits which regular cycling can bring, highlights its commitment to the implementation of the Council's agreed Cycling Strategy, and agrees to review all its roads networks to make it as safe as possible for cyclists."

Councillor Andy Doig, seconded by Councillor Mack, then moved the motion.

Councillor Nicolson, seconded by Councillor McGurk, moved as an amendment that the Council notes the newly approved Cycling Strategy 2015/25 approved in November 2016 which states the Council's intent with ambition to make cycling in Renfrewshire an attractive mode of transport.

Council also notes that two junctions were identified in the 'Cycling in Scotland' report as 'collision hotspots' and agrees that further analysis of these locations be undertaken with regard to any measures that may be available to enhance safety for all road users at these junctions.

Council further notes that where accidents do occur involving all road users and vehicle types it is Council practice to carry out an analysis to identify issues where evidence suggests a common root cause and results are used to develop safety improvements.

In terms of Standing Order 27, the motion was withdrawn by the mover and seconder of the motion and the amendment was approved unanimously.

DECIDED: That the Council noted the newly approved Cycling Strategy 2015/25 approved in November 2016 which stated the Council's intent with ambition to make cycling in Renfrewshire an attractive mode of transport.

Council also noted that two junctions were identified in the 'Cycling in Scotland' report as 'collision hotspots' and agreed that further analysis of these locations be undertaken with regard to any measures that may be available to enhance safety for all road users at these junctions.

Council further noted that where accidents occurred involving all road users and vehicle types it was Council practice to carry out an analysis to identify issues where evidence suggested a common root cause and results were used to develop safety improvements.

12 Notice of Motion 3

There was submitted a Notice of motion by Councillors Bibby and Davidson in the following terms:

"Council deplores the austerity cuts imposed on the people of Renfrewshire by the Tory Westminster Government and the SNP Holyrood Government.

Council recognises that the impact of these cuts has been felt most acutely by the vulnerable and disadvantaged.

Council further recognises that these groups most affected rely on Council services to cushion the impact of these cuts.

Council therefore commits to a policy of not considering or imposing cuts to Education and Social Work services through its Policy Boards, Leadership Boards and Outside Bodies such as the Integrated Joint Board for Health and Social Care."

Councillor Bibby, seconded by Councillor Davidson, then moved the motion.

Councillor Shaw, seconded by Councillor Nicolson, moved as an amendment that the Council notes that there is a requirement on all members to explain in detail budget proposals in order that the Council can meet its statutory obligation to set a balanced budget position for each financial year. In this context Council notes that significant decisions regarding future year budgets should be taken within an informed context. Paramount to this is the Council's latest financial outlook and known significant factors impacting upon the future year budget at the time of decision making.

On the roll being called the following members voted for the amendment: Councillors Adam-McGregor, Begg, Binks, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Audrey Doig, Don, Graham, Hughes, Kerr, J MacLaren, K MacLaren, M MacLaren, McEwan, McGurk, McIntyre, McNaughtan, Nicolson, Paterson, Rodden, Shaw, Steel and Strang.

The following members voted for the motion: Councillors Bibby, Brown, Davidson, Devine, Andy Doig, Dowling, Grady, Harte, Hood, Kennedy, McCulloch, Montgomery, Sharkey and Sheridan.

The following members abstained: Councillors Mack and McCartin.

25 members having voted for the amendment, 14 members having voted for the motion and 2 members having abstained, the amendment was accordingly declared carried.

DECIDED: That it be noted that there was a requirement on all members to explain in detail budget proposals in order that the Council could meet its statutory obligation to set a balanced budget position for each financial year. In this context Council noted that significant decisions regarding future year budgets should be taken within an informed context. Paramount to this was the Council's latest financial outlook and known significant factors impacting upon the future year budget at the time of decision making.

13 Notice of Motion 4

There was submitted a Notice of motion by Councillors Begg and Binks in the following terms:

"This Council regrets the tragedy at the Grenfell Flats at West Kensington, London. Council instructs Officers to take immediate steps to ensure that all buildings over four stories high are in compliance with fire safety regulations as well as relevant building standards".

Councillor Begg, seconded by Councillor Binks, then moved the motion.

Councillor Mack, seconded by Councillor Andy Doig, moved as an amendment that the motion be amended to include that the Council further instructs council officers to ensure that re-cladding material currently being delivered by Renfrewshire Council, and other partners in re-cladding programmes, also complies with the highest legal fire safety specifications and standards in the public interest, and declares that Renfrewshire Council will fully co-operate with the review promised by the Scottish Government nationally or existing cladding standard and specifications.

In terms of Standing Order 27, the mover and seconder of the motion agreed to revise the motion to read “North Kensington” and to include “which have been over-clad” after “all buildings” and thereafter to accept the addition of the amendment. With these revisions, and the inclusion of the amendment, the motion was agreed unanimously.

DECIDED:

(a) That this Council regretted the tragedy at the Grenfell Flats at North Kensington, London. Council instructed Officers to take immediate steps to ensure that all buildings which had been over-clad over four stories high were in compliance with fire safety regulations as well as relevant building standards; and

(b) Council further instructed council officers to ensure that re-cladding material currently being delivered by Renfrewshire Council, and other partners in re-cladding programmes, also complied with the highest legal fire safety specifications and standards in the public interest, and declared that Renfrewshire Council would fully co-operate with the review promised by the Scottish Government nationally of existing cladding standard and specifications.

14 Notice of Motion 5

There was submitted a Notice of motion by Councillors J MacLaren and McIntyre in the following terms:

"Council recognises that there are many footpaths and pavements in Renfrewshire which are in private ownership and that some are poorly maintained by their respective owners. Council therefore agrees that where a community group expresses a desire to carry out improvements to a particular well used footway that the council will provide support, assistance and guidance in establishing the ownership, potential funding opportunities and to the footpaths and pavements being designated official rights of way".

Councillor J MacLaren, seconded by Councillor McIntyre, then moved the motion.

Councillor Sharkey, seconded by Councillor Hood, moved as an amendment, that the Council recognises that there are many unadopted pavements in Renfrewshire. Council instructs officers to bring forward a plan that will reduce the established list of unadopted pavements by adopting a fixed number of such pavements each year. The priority and number of the pavements to be adopted is to be determined by the appropriate officer. Where a community council wishes to bring an area of pavement up to the standard at which it could be adopted then no unreasonable impediments shall be put in their way.

On the roll being called the following members voted for the amendment: Councillors Bibby, Brown, Davidson, Devine, Dowling, Grady, Harte, Hood, Kennedy, McCulloch, Montgomery, Sharkey and Sheridan.

The following members voted for the motion: Councillors Adam-McGregor, Begg, Binks, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Andy Doig, Audrey Doig, Don, Graham, Hughes, Kerr, Mack, J MacLaren, K MacLaren, M MacLaren, McCartin, McEwan, McGurk, McIntyre, McNaughtan, Nicolson, Paterson, Rodden, Shaw, Steel and Strang.

13 members having voted for the amendment and 28 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: Council recognised that there were many footpaths and pavements in Renfrewshire which were in private ownership and that some were poorly maintained by their respective owners. Council therefore agreed that where a community group expresses a desire to carry out improvements to a particular well-used footway that the Council will provide support, assistance and guidance in establishing the ownership, potential funding opportunities and to the footpaths and pavements being designated official rights of way.

15 Notice of Motion 6

There was submitted a Notice of motion by Councillors J MacLaren and McIntyre in the following terms:

"Council regards the obstruction of dropped kerbs at junctions by parked vehicles as an offence under Section 103 of the Road Vehicles (Construction and Use) Regulations 1986. Council agrees that where an offence is committed the matter should be referred in the first instance to the Police. However, the Council does have power to make Traffic Regulation Orders where they are appropriate to local circumstances. Council therefore agrees that Traffic Regulation Orders are implemented where there has been a consistent pattern of obstruction, for example on 5 occasions within any 6 month period, having regard to individuals who have a need through mobility issues to access and cross roads safely at those locations".

Councillor J MacLaren, seconded by Councillor McIntyre, then moved the motion which was agreed unanimously.

DECIDED: Council regarded the obstruction of dropped kerbs at junctions by parked vehicles as an offence under Section 103 of the Road Vehicles (Construction and Use) Regulations 1986. Council agreed that where an offence was committed the matter should be referred in the first instance to the Police. However, the Council did have power to make Traffic Regulation Orders where they were appropriate to local circumstances. Council therefore agreed that Traffic Regulation Orders were implemented where there had been a consistent pattern of obstruction, for example on 5 occasions within any 6 month period, having regard to individuals who had a need through mobility issues to access and cross roads safely at those locations.

16 Notice of Motion 7

There was submitted a Notice of motion by Councillors Nicolson and McNaughtan in the following terms:

"Following the election of the new Council, and a new Administration in May, Council agrees to instruct officers to bring a report to the next meeting of the Leadership Board, detailing the progress on the development of sports facilities and housing investment, as reported to the leadership board in February 2017.

In doing so, officers are instructed to provide in detail an alternative option(s) for the development of the sports facilities at St. James Park. This should also take account of any requirements for outdoor space for hosting large scale events.

Officers are also instructed to further review the options for housing investment in Ferguslie, ensuring that tenants and communities views are fully reflected in the report to members".

Councillor Nicolson, seconded by Councillor McNaughtan, then moved the motion.

Councillor Harte, seconded by Councillor Kennedy, then moved as an amendment that this Council notes the outcomes of the consultation held over summer and autumn 2016, in Ferguslie, which included broad support for the development of the regional sports facility, and support for targeted housing investment in the area and demolition of low-demand housing stock, and in doing so, re-confirms the decision taken by the Leadership Board on 15 February 2017.

Further, this Council looks forward to seeing the detailed proposals, the business case and the implementation plan currently being developed by the Director of Development & Housing Services in consultation with the Chief Executive of Renfrewshire Leisure, potential partners and funding agencies.

Finally, Council also looks forward to seeing the results of the consultation with affected tenants and residents on the regeneration proposals which included the demolition of the properties listed in the report to the Leadership Board, above, and the proposed investment in around 40 new-build homes mainly for social rent and an enhanced programme of investment in 48 homes in the area.

Details of future progression on the proposals for sports facilities and housing in the area, should come back to future meetings of this Council.

On the roll being called the following members voted for the amendment: Councillors Bibby, Brown, Davidson, Devine, Dowling, Grady, Harte, Hood, Kennedy, McCulloch, Montgomery, Sharkey and Sheridan.

The following members voted for the motion: Councillors Adam-McGregor, Begg, Binks, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Andy Doig, Audrey Doig, Don, Graham, Hughes, Kerr, Mack, J MacLaren, K MacLaren, M MacLaren, McCartin, McEwan, McGurk, McIntyre, McNaughtan, Nicolson, Paterson, Rodden, Shaw, Steel and Strang.

13 members having voted for the amendment and 28 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: That following the election of the new Council, and a new Administration in May, Council agreed to instruct officers to bring a report to the next meeting of the Leadership Board, detailing the progress on the development of sports facilities and housing investment, as reported to the Leadership Board in February 2017.

In doing so, officers were instructed to provide in detail an alternative option(s) for the development of the sports facilities at St James Park. This should also take account of any requirements for outdoor space for hosting large scale events.

Officers were also instructed to further review the options for housing investment in Ferguslie, ensuring that tenants' and communities' views were fully reflected in the report to members.

Minute of Meeting

Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Friday, 30 June 2017	09:30	Johnstone Town Hall, Ludovic Square, Johnstone, PA5 8EG

Present

Councillors Adam-McGregor and B Brown, and Mrs E McNamara (Lay Representative).

In Attendance

D Briggs, Senior Solicitor (Litigation) and P Shiach, Committee Services Officer (both Finance & Resources).

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

1 Appointment of Chairperson

It was noted that a Chairperson required to be appointed at each meeting of the Appeals Panel. Nominations were sought and it was agreed unanimously that Councillor Adam-McGregor be appointed Chairperson for this meeting of the Appeals Panel.

DECIDED: That Councillor Adam-McGregor be appointed as Chairperson for this meeting of the Appeals Panel.

EXCLUSION OF PRESS AND PUBLIC

The Appeals Panel resolved that the press and public be excluded from the meeting during consideration of the following item of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraph 1 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

2 Ralston Primary School - Appeal Against Refusal of a Placing Request - RP/17/01

Consideration was given to an appeal against the refusal of a placing request to Ralston Primary School.

E Clements, Senior Solicitor (Finance & Resources) and A Gallagher, Resource Manager (Children's Services), both representing the Education Authority, were invited into the meeting. The Appellant was not present but had requested that the appeal be heard based on her submissions previously presented to the Education Authority. This was agreed unanimously.

The Senior Solicitor (Litigation) outlined the procedure to be followed in hearing the appeals.

E Clements then presented the case for the Education Authority and led evidence from A Gallagher in relation to the circumstances surrounding the refusal of the placing request.

E Clements and A Gallagher having been given the opportunity to sum up, were thanked for their attendance and left the hearing.

DECIDED: That the appeal be determined as follows:-

That one or more of the grounds of refusal specified in Section 28(A) (3) and (3A) of the Education (Scotland) Act 1980 existed, and that in all the circumstances, it was appropriate to confirm the Education Authority's decision and that the appeal be not upheld.

Minute of Meeting

Paisley North Local Area Committee

Date	Time	Venue
Thursday, 17 August 2017	18:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jennifer Marion Adam-McGregor, Councillor Carolann Davidson, Councillor Neill Graham, Councillor Karen Kennedy, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor John McIntyre, Councillor John McNaughtan, Councillor Will Mylet, Councillor Jim Sharkey

Chair

Councillor Adam-McGregor, Convener, presided.

Community Representatives

J Theodore, Hawkhead & Lochfield Community Council; M Dymond, Maxwellton Court Tenants' Association; D Williams, Oakshaw Residents' Association; H Dykes, Paisley East & Whitehaugh Community Council; J McQuade, Renfrewshire Visually Impaired Forum; R Boyd, MSYP; M Dougan, Renfrewshire Youth Voice; and S Luke, Williamsburgh Housing Association.

Community Planning Partners

I Beattie, Head of Health and Social Care (Paisley) (Renfrewshire Health & Social Care Partnership); and Inspector Harkins and Sergeant Hart (both Police Scotland).

In Attendance

S Graham, Partnerships Planning and Development Manager (Chief Executive's); C Robertson, Community Safety Manager and N Williamson, Senior Environment Co-ordinator (both Community Resources); and J Lynch, Head of Property Services (Lead Officer), D Low, Senior Committee Services Officer (LACs) and E Currie, Senior Committee Services Officer (all Finance & Resources).

Apology

J Wilby, Paisley West & Central Community Council.

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

Additional Items

The Convener intimated that there were additional items of business in relation to representation by Renfrewshire Youth Voice and Williamsburgh Housing Association on this Local Area Committee (LAC) which had not been included in the notice calling the meeting. The Convener being of the opinion that the matters, which are dealt with at item 1 below, should be considered by the LAC as a matter of urgency, authorised their consideration along with the request for representation by Shopmobility Paisley & District on on the LAC which had been included on the agenda.

1 Representation on Paisley North Local Area Committee

In terms of paragraph 2.2 of Renfrewshire Council's Scheme of Decentralisation it was noted that Shopmobility Paisley & District and Renfrewshire Youth Voice had expressed an interest in participating in the LAC and that Williamsburgh Housing Association wished to change its representative on the LAC. The Shopmobility Paisley & District representative would be Gerald McLaughlin and the substitute representative would be Lyndsay Crawford; the Renfrewshire Youth Voice representative would be Mark Dougan and the substitute representative would be Gemma Velaque; and the Williamsburgh Housing Association representative would be Sandra Luke.

DECIDED:

(a) That it be agreed that Shopmobility Paisley & District and Renfrewshire Youth Voice be represented on the LAC; and

(b) That it be noted that the Shopmobility Paisley & District representative would be Gerald McLaughlin and the substitute representative would be Lyndsay Crawford; the Renfrewshire Youth Voice representative would be Mark Dougan and the substitute representative would be Gemma Velaque; and the Williamsburgh Housing Association representative would be Sandra Luke.

2 Renfrewshire Health and Social Care Partnership Update

There was submitted a report by the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the Community Connectors Initiative; the launch of an information campaign highlighting various health-related resources in the community; the development of a new Health & Social Care website; and notification of a joint inspection of adult services by the Care Inspectorate and Healthcare Improvement Scotland.

DECIDED: That the report be noted.

3 Community Safety and Public Protection Update

There was submitted a report by the Director of Community Resources providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Paisley North LAC area during the period 1 April to 30 June 2017.

The report provided information on Paisley North community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; and a spotlight on the National Strategic Assessment on Unintentional Harm.

DECIDED: That the report be noted.

4 Review of Local Area Committees

The Partnerships Planning and Development Manager gave a presentation on the review of LACs.

DECIDED: That the presentation be noted.

5 Open Session/Key Local Issues

The Senior Committee Services Officer (LACs) advised that no questions had been submitted for consideration at the Open Session.

DECIDED: That it be noted that no questions had been submitted for consideration at the Open Session.

6 Budget Monitoring Report

There was submitted a report by the Director of Finance & Resources relative to the Paisley North LAC budget for 2017/18

DECIDED: That the report be noted.

7 Grant Award Feedback

There was submitted a report by the Director of Finance & Resources relative to project feedback received from community and voluntary groups in receipt of LAC funding.

DECIDED: That the report be noted.

8 Date of Next Meeting

DECIDED: That it be noted that the next meeting of this LAC would be held at 6.00 pm on 16 November 2017 in the Council Chambers, Renfrewshire House.

Minute of Meeting

Cross Party Sounding Board

Date	Time	Venue
Tuesday, 22 August 2017	13:00	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Tom Begg, Councillor Eileen McCartin, Councillor Kevin Montgomery, Councillor Iain Nicolson, Councillor Jim Paterson

Chair

Councillor Nicolson, Convener, presided.

In Attendance

S Black, Chief Executive; S MacDougall, Director of Community Resources; D Amos, Head of Policy & Commissioning, L Adamson, Corporate Communications and Public Affairs Manager, A Armstrong-Walter, Strategic Partnerships & Inequalities Manager, G Fitzpatrick, Service Planning & Policy Development Manager and L McIntyre, Strategic Planning & Policy Development Manager (all Chief Executive's); J Trainer, Head of Early Years & Inclusion (Children's Services) and K Graham, Head of Corporate Governance and L Belshaw, Democratic Services Manager (both Finance & Resources).

Also Attending

S Afzal, Audit Scotland.

Welcome by Chair

Prior to the commencement of the meeting, the Convener welcomed members to their first meeting of the Cross Party Sounding Board. He indicated that the purpose of the Board was to act as a sounding board and discussion forum, to provide an opportunity to discuss matters of common interest and to provide for cross-party discussion on non-partisan/non-political issues. He advised members that the Board had no decision-making powers.

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

1 Development of New Council Plan and Community Plan

There was submitted a report by the Chief Executive relative to the development of the new Council Plan and Community Plan which were the two principal strategic documents for the Council and for the Renfrewshire area.

The report intimated that the Council had robust strategic planning arrangements at partnership, organisational and service levels. These arrangements were regularly refreshed and reviewed in order to comply with the requirements of the Scottish Government and relevant legislation.

The Council Plan summarised the Council's priority objectives over a period of usually 3-5 years and the actions it would take to deliver these objectives. It was a high-level organisational plan which communicated the outcomes the Council would focus activity on. The current Council Plan was approved in December 2013 and ran from 2014/17.

The Community Plan summarised the priorities for Renfrewshire that the Council and its community planning partners had identified and agreed that could best be achieved by working closely together. The Community Plan usually covered a longer period of time than the Council Plan and the current plan ran for ten years from 2013 to 2023. In addition, the report intimated that the Community Empowerment Act 2015 had introduced a statutory requirement for community planning partners to publish a new ten-year Local Outcome Improvement Plan by 1 October 2017 (hereafter referred to as the "Community Plan") a key requirement of which was that it must confirm proposals to develop at least one locality plan which would address inequality across an agreed geographical area or community of interest.

The report provided a summary of the development work undertaken for both the new Community Plan and the new Council Plan. This included engagement with communities and with partners to consider some of the findings from an exercise which was undertaken to consider data about Renfrewshire, its communities and its people. The information gathered through this process had been used to shape common themes and areas of priority which would form the basis of both the Community Plan and Council Plan. These early themes and priorities were presented to this Board to provide the framework for discussion.

The Strategic Planning & Policy Development and Strategic Partnerships & Inequalities Managers gave a presentation which provided an overview of the strategic needs assessment undertaken, and further detail on the areas of challenge and opportunity which had been identified through consultation and engagement under the themes of economy, communities, life chances and equality, sustainability and organisational.

There followed a question and answer session. It was noted that the content of both plans would be finalised to include feedback from this meeting, and submitted for approval to the meeting of the Council to be held on 28 September 2017, prior to which Members of the Board would be provided with a copy.

Consideration was given to possible topics for discussion at future meetings of the Board including the preparedness of the Council's fleet for the introduction of alternative fuel vehicles; permanency arrangements for looked after children; private child care; youth employment; and the impact of Brexit. It was noted that care would require to be taken that the Board did not stray into areas which were within the remit of other Boards, particularly that of the Audit, Risk and Scrutiny Board, and that some areas suggested for consideration were already in progress, for example the Renfrewshire Tourism Strategy.

DECIDED: That the progress made in developing the new Council Plan and Community Plan be noted and it be noted that both plans would be submitted to the Council for approval on 28 September 2017.

Minute of Meeting

Renfrew and Gallowhill Local Area Committee

Date	Time	Venue
Tuesday, 22 August 2017	18:30	Renfrew Town Hall, Renfrew Cross, Renfrew, PA4 8LJ

Present: Councillor Bill Brown, Councillor Lisa-Marie Hughes, Councillor Cathy McEwan, Councillor Jim Paterson, Councillor John Shaw, Councillor Jane Strang

Community Representatives

R MacLennan, 30 Acres Group; D Hoey, Renfrew Burgh Band; A Philpot, Renfrewshire Visually Impaired Forum; J Kennedy, Scottish Youth Parliament; R Boyd and M Dougan, Renfrewshire Youth Voice; and P Watson, St Margaret's Episcopal Church.

Community Planning Partners

F MacKay, Head of Strategic Planning & Health Improvement (Renfrewshire Health & Social Care Partnership); and Inspector Wright (Police Scotland).

In Attendance

A Armstrong-Walter, Strategic Partnerships and Inequalities Manager (Chief Executive's); K Anderson, Amenity Services Manager and M Hendry, Community Safety Hub Manager (both Community Resources); F Carlin, Head of Planning & Housing Services (Development & Housing Services) (Lead Officer); and D Low, Senior Committee Services Officer (LACs) and C MacDonald, Senior Committee Services Officer (both Finance & Resources).

Apologies

Councillor Grady and M Henderson, Renfrew YMCA.

Declarations of Interest

Councillor Shaw declared a financial interest in item 7 of the agenda in relation to the application for Local Area Committee (LAC) funding submitted by Johnstone Pipe Band, as a family member was a member of the band, and indicated his intention to leave the meeting during consideration of the item and not to take part in any discussion or voting thereon.

Councillor Paterson declared a non-financial interest in item 7 of the agenda in relation to the application for LAC funding submitted by Arklestone & Newmains Community Association, as he was a former Chairperson of the Association, and indicated his intention not to take part in any discussion or voting thereon.

1 Representation on Renfrew & Gallowhill Local Area Committee

In terms of paragraph 2.2 of Renfrewshire Council's Scheme of Decentralisation it was noted that Renfrewshire Youth Voice had expressed an interest in participating in the LAC. The Renfrewshire Youth Voice representative would be Mark Dougan and the substitute representative would be Ross Boyd.

DECIDED:

(a) That it be agreed that Renfrewshire Youth Voice be represented on the LAC; and

(b) That it be noted that the Renfrewshire Youth Voice representative would be Mark Dougan and the substitute representative would be Ross Boyd.

2 Renfrewshire Health & Social Care Partnership Update

There was submitted a report by the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the Community Connectors Initiative; the launch of an information campaign highlighting various health-related resources in the community; the development of a new Health & Social Care website; and notification of a joint inspection of adult services by the Care Inspectorate and Healthcare Improvement Scotland.

DECIDED: That the report be noted.

3 Community Safety & Public Protection Update

There was submitted a report by the Director of Community Resources providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Renfrew and Gallowhill LAC area during the period 1 April to 30 June 2017.

The report provided information on Renfrew and Gallowhill community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; and a spotlight on the National Strategic Assessment on Unintentional Harm.

DECIDED: That the report be noted.

4 Review of Local Area Committees

The Strategic Partnerships and Inequalities Manager gave a presentation on the review of LACs.

DECIDED: That the presentation be noted.

5 Open Session/Key Local Issues

The Senior Committee Services Officer (LACs) advised that no questions had been submitted for consideration at the Open Session.

DECIDED: That it be noted that no questions had been submitted for consideration at the Open Session.

6 Budget Monitoring Report

There was submitted a report by the Director of Finance & Resources relative to the Renfrew & Gallowhill LAC budget for 2017/18

DECIDED: That the report be noted.

7 Applications for Local Area Committee Grant Funding

There was submitted a report by the Director of Finance & Resources relative to applications received for local area committee funding.

DECIDED: That the applications for funding be determined as follows:-

MULTI AREA

Glenburn Stroke and Disability Group – providing art as a therapy - Awarded £1,166

SINGLE AREA

Our Place Our Families - assistance towards running costs – Awarded £26,618

DECLARATION OF INTEREST

Councillor Shaw having declared an interest in the following request for funding left the meeting and did not take part in any discussion or voting thereon.

Johnstone Pipe Band – to provide tuition in Renfrew schools - Awarded £10,000

SEDERUNT

Councillor Shaw returned to the meeting prior to consideration of the following request.

DECLARATION OF INTEREST

Councillor Paterson, having declared an interest in the following request for funding took no part in the discussion or voting thereon.

Arkleston & Newmains Community Association – to provide flooring for community centre - Awarded £8,000

8 Application to Renfrew Common Good Fund - Renfrew Christmas Lights Switch On

There was submitted a report by the Head of Marketing relative to a request for a grant from the Renfrew Common Good Fund to enhance the Renfrew Christmas lights switch on event by providing free activities, reindeer hire and fireworks. The Senior Committee Services Officer (LACS) advised that due to budget constraints any award would need to be met from the General Grant Fund.

DECIDED: That £10,000 be awarded from the General Grant Fund to enhance the Renfrew Christmas lights switch on event.

9 Grant Award Feedback

There was submitted a report by the Director of Finance & Resources relative to project feedback received from community and voluntary groups in receipt of LAC funding.

DECIDED: That the report be noted.

10 Date of Next Meeting

DECIDED: That it be noted that the next meeting of this LAC be held at 6.30 pm on 21 November 2017 in Gallowhill Community Centre.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Wednesday, 23 August 2017	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Eddie Devine, Councillor Lisa-Marie Hughes, Councillor Alistair Mackay, Councillor Cathy McEwan, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Andy Steel, Councillor Jane Strang

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

M Conaghan, Legal and Democratic Services Manager (for items 1 to 7); D Campbell, Assistant Managing Solicitor, (Licensing), P Shiach Committee Services Officer and K Whiteside, Licensing Officer (Paralegal) (all Finance & Resources).

Apologies

Provost Cameron and Councillor Rodden.

Declarations of Interest

Councillor Montgomery declared a non-financial interest in item 6 of the agenda, the proposed revocation of HMO Licence 209, Flat 2/1, 55 Underwood Road, Paisley as he had prior knowledge of the matter and indicated his intention to leave the meeting during consideration of the item and not to take part in any discussion or voting thereon.

Order of Business

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 8 of the agenda prior to item 3 of the agenda.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of the following items of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraph 3 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

1 Request for Exemption from Assisting Wheelchair Passengers - T2199 - Personal Appearance

There was submitted the undernoted request for exemption from assisting wheelchair passengers. The applicant had been asked to appear personally for the first time: -

Stuart McLean, 33 Newtyle Road, Paisley

Mr McLean, the licence holder, was invited into the meeting. After consideration of all matters before the Board, the Board adjourned to allow members to consider the request. The meeting was reconvened and the Convener proposed that the request be refused. This was agreed unanimously.

DECIDED: That Mr McLean's request for exemption from assisting wheelchair passengers be refused.

2 Variation to a Taxi Operator Licence - TX053 - Personal Appearance

There was submitted the undernoted application for a variation to a Taxi operator Licence seeking an exemption from operating a wheelchair accessible vehicle. The applicant had been asked to appear personally for the first time: -

Stuart McLean, 33 Newtyle Road, Paisley

Mr McLean, the licence holder, was invited into the meeting. After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That Mr McLean's application for variation seeking an exemption from operating a wheelchair accessible vehicle be refused.

3 Grant of a Private Hire Car Driver's Licence - Personal Appearance

Under reference to paragraph 2 of the Minute of the meeting of this Board held on 31 May 2017, the Board resumed consideration of the undernoted application for the grant of a Private Hire Car Driver's Licence. The applicant had been asked to appear personally for the second time together with Police Scotland who had submitted a representation to the application: -

Barry Banaghan, 9 Greenock Road, Paisley

Mr Banaghan, the applicant, and his mother Mrs Banaghan were invited into the meeting together with Inspector Kirkwood, Sergeant Curran and Constable Allan, on behalf of the Chief Constable who had submitted a representation in respect of the application.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened and the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

4 Renewal of Private Hire Car Driver's Licence - P0321 - Personal Appearance

There was submitted the undernoted application for the renewal of a Private Hire Car Driver's Licence. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted a representation in respect of the application:-

Mohammed Waqar Aslam, 7 Wedderlea Drive, Glasgow

Mr Aslam, the applicant, was invited into the meeting together with Inspector Kirkwood, Sergeant Curran and Constable Allan on behalf of the Chief Constable who had submitted a representation in respect of the application. After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened and the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

DECIDED: That the application be granted for a period of two years.

5 Grant of a Second Hand Dealer's Licence - Personal Appearance

There was submitted the undernoted application for a Second Hand Dealer's Licence. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted an objection received outwith the statutory timescale to the application: -

Overburn Automotive Limited, 136 Neilston Road, Paisley.

Mr Ferguson, the applicant, Ms McLardy, his fiancée, and Mr Irvine, solicitor were invited into the meeting together with Inspector Kirkwood, Sergeant Curran and Constable Allan representing the Chief Constable who had submitted an objection outwith the statutory timescale to the application. On hearing the reasons for the objection being received outwith the statutory timescale it was decided that the objection be taken into account when the application was being considered.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

6 Grant of Landlord Registration - Personal Appearance

There was submitted the undernoted application for the grant of Landlord Registration. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted a letter in respect of the application:-

Fraser Campbell, 11 Kittoch Street, East Kilbride.

Mr Fraser, the applicant, was invited into the meeting together with Inspector Kirkwood, Sergeant Curran and Constable Allan, on behalf of the Chief Constable who had submitted a letter in respect of the application.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

Sederunt

Councillor Montgomery left the meeting prior to consideration of the following item of business.

Declaration of Interest

DECLARATION OF INTEREST

Councillor Montgomery having declared an interest in the following item of business left the meeting and did not take part in any discussion or voting thereon.

7 Proposed Revocation of HMO Licence 209 - Flat 2/1, 55 Underwood Road, Paisley - Personal Appearance

The Board considered the proposed revocation of HMO Licence 209, Flat 2/1, 55 Underwood Road, Paisley. The landlord had been asked to appear personally for the first time together with Police Scotland and Scottish Fire and Rescue Service, the Director of Community Resources, who had submitted a report detailing complaints received and the following who had submitted letters of representation: -

Joyce Hogg and Frank Hogg
Mary Quinn and Hugh Quinn
David Smith.

Landlord
David John Bell, Flat 4/1, 6 Dunblane Street, Glasgow

Premises
Flat 2/1, 55 Underwood Road, Paisley.

Mr Bell, the landlord, was invited into the meeting together with Inspector Kirkwood,

Sergeant Curran and Costable Allan representing the Chief Constable, Mr C Hunter, representing the Director of Community Resources, who had submitted a report detailing complaints received, and Mr and Mrs Hogg and Mr D Smith who had submitted written representations. The Scottish Fire and Rescue Service and Mr and Mrs Quinn were not in attendance at the meeting.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the matter. The meeting was reconvened and the Convener proposed that the licence be not revoked. This was agreed unanimously.

DECIDED: That the licence be not revoked.

Adjournment

The meeting adjourned at 1.25 pm and reconvened at 2.00 pm. Councillor Hughes was not present when the meeting reconvened.

Sederunt

Councillor Montgomery re-entered the meeting.

8 Immediate Suspension and Hearing into Possible Suspension of Taxi Driver's Licence - T2436 - Personal Appearance

The Board considered the possible suspension and revocation of the undernoted Taxi Driver's Licence. The Licence holder had been asked to appear personally for the first time together with Police Scotland: -

Brian Tinney, 3 Killoch Drive, Barrhead

There was no appearance by or on behalf of the Licence holder. Inspector Kirkwood, Sergeant Curran and Constable Allen, representing the Chief Constable, were invited into the meeting.

The Assistant Managing Solicitor (Licensing) advised the Board that prior to the meeting, the Licence holder had surrendered his licence to the Council and indicated that no further action need be taken.

DECIDED: That it be noted that the Licence holder had surrendered his licence to the Council.

Sederunt

Councillors Devine and Montgomery left the meeting prior to consideration of the following item of business.

9 Requests for Exemption from Assisting Wheelchair Passengers - Personal Appearances

There were submitted the undernoted applications for an exemption from assisting wheelchair passengers. The applicants had been asked to appear personally for the first time: -

(a) Thomas Robertson, 7 Manor Park Avenue, Paisley.

Mr Robertson, the Licence holder, was invited into the meeting. After consideration of all matters before the Board, the Board adjourned to allow members to consider the request. The meeting was reconvened and the Convener proposed that the exemption be granted for the duration of the licence holder's current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That Mr Robertson's request for exemption from assisting wheelchair passengers be granted for the duration of his current Taxi Driver's Licence.

(b) John Clark, 26 Raasay Drive, Glenburn, Paisley

Mr Clark, the Licence holder, was invited into the meeting. After consideration of all matters before the Board, the Board adjourned to allow members to consider the request. The meeting was reconvened and the Convener proposed that the exemption be granted for the duration of the licence holder's current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That Mr Clark's request for exemption from assisting wheelchair passengers be granted for the duration of his current Taxi Driver's Licence.

10 Renewal of a Taxi Operator's Licence - TX045 - Personal Appearance

There was submitted the undernoted application for the renewal of a Taxi Operator's Licence. The applicant had been asked to appear personally for the first time: -

Vincent Patrick Dobbins, 17 Stoneybrae, Potterhill, Paisley

Mr Dobbins, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

DECIDED: That the application be granted for a period of two years.

11 Grant of a Late Hours Catering Licence - Personal Appearance

There was submitted the undernoted application for the grant of a Late Hours Catering Licence. The applicant had been asked to appear personally for the first time:-

Applicant: Domino's Pizza

Premises: 41 Gauze Street, Paisley

Authorised activity: Pizza and other takeaway style food delivery store

Operating hours: Sunday to Thursday 11.00 pm to 1.00 am

Friday and Saturday 11.00 pm to 2.00 am

Mr Penman, representing the applicant, was invited into the meeting. The Convener proposed that the applicant be allowed to be an exception to the Board's policy on trading hours and that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the applicant be allowed to be an exception to the Board's policy on trading hours and that the application be granted for a period of one year.

12 Hearing into the Possible Removal from the Register of Private Landlords - 365003/350/22211 - Personal Appearance

The Board considered the possible removal of the undernoted Landlord from the Register of Private Landlords. The Landlord had been asked to appear personally for the first time: -

Alan Hayes, 4 Ollach, Erskine

There was no appearance by or on behalf of Mr Hayes. The Convener proposed that the application be continued to allow the landlord to appear personally. This was agreed unanimously.

DECIDED: That the application be continued.

13 Renewal of a Street Trader's Licence

Applicant: Theodorus Johannes Bouwmans, 52 Park Gardens, Kilbarchan

Authorised goods: Scottish and Dutch snacks

Trading from Middleton Road, Linwood

Operating hours: Monday to Saturday – 7.00 am to 5.00 pm.

The Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

DECIDED: That the application be granted for a period of two years

Minute of Meeting

Education and Children's Services Policy Board

Date	Time	Venue
Thursday, 24 August 2017	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Derek Bibby, Councillor Bill Binks, Provost Lorraine Cameron, Councillor Carolann Davidson, Councillor Natalie Don, Councillor Edward Grady, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Mr Iain Keith, Councillor Karen Kennedy, Councillor Scott Kerr, Councillor Paul Mack, Councillor John McNaughtan, Councillor Will Mylet, Mr Jack Nellaney, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor John Shaw

Chair

Councillor Paterson, Convener, presided.

In Attendance

P Macleod, Director of Children's Services; D Hawthorn, Head of Childcare and Criminal Justice, G McKinlay, Head of Schools and J Trainer, Head of Early Years and Inclusion (all Children's Services); and G McLachlan, Senior Finance Manager and D Low, Senior Committee Services Officer (both Finance & Resources).

Apology

Reverend G Currie.

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

1 Revenue Budget Monitoring Report

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources and Children's Services for the service for the period 1 April to 23 June 2017.

DECIDED:

- (a) That the budget position be noted; and
- (b) That it be noted that since the budget had been approved there had been a number of budget adjustments resulting in a decrease of £134,000 related to the transfer of budgets to Finance & Resources for administrative support for the Early Years Strategy and to the Corporate Landlord for property repairs.

2 Capital Budget Monitoring Report

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the service for the period 1 April to 23 June 2017.

DECIDED: That the report be noted.

Sederunt

Provost Cameron and Mr Keith entered the meeting prior to consideration of the following item of business.

3 Children and Young People (Information Sharing)(Scotland) Bill

There was submitted a report by the Director of Children's Services relative to the plans being developed by the Council in preparation for the implementation of the Children and Young People (Information Sharing) (Scotland) Bill.

The report intimated that the Children and Young People (Information Sharing) (Scotland) Bill, published in June 2017, would introduce a duty on public and other services to consider if the sharing of information would promote, support or safeguard the wellbeing of a child or young person. The Council was reviewing and updating the existing Getting it Right for Every Child (GIRFEC) implementation plan to take account of the new Bill and ensure compliance with the new requirements. The Council would provide refresher training to all staff on information sharing laws to ensure clarity about the basis on which social work, health, education and other professionals supporting families shared and received information in their named person role.

DECIDED:

- (a) That the implications of the new Information Sharing Bill for Renfrewshire's Children's Services be noted; and
- (b) That it be noted that there was a multi-agency action plan in place to ensure preparation for compliance with the Bill and delivery of the Named Person Service.

4 Children (Equal Protection from Assault) (Scotland) Bill Proposal

There was submitted a report by the Director of Children's Services relative to consultation on a Private Member's Children (Equal Protection from Assault) (Scotland) Bill proposal.

The report intimated that the aim of the proposal was to promote and safeguard the health and well-being of children and young people by ensuring they were afforded the same right to protection from assault as adults which would be achieved by ending the current legal position that the physical punishment of children could be viewed as justifiable assault. The report detailed the legislative and policy context of the proposal.

The Council's draft response was appended to the report. The draft response expressed support for the proposal from the perspective of offering additional support to parents to manage children's behaviour in more positive ways and shift attitudes and behaviours rather than criminalise parents.

DECIDED: That the response to the consultation on the Private Member's Children (Equal Protection from Assault) (Scotland) Bill proposal, as detailed in the appendix to the report, be approved.

5 Education Governance: Fair Funding to Achieve Excellence and Equity in Education - A Consultation

There was submitted a report by the Director of Children's Services relative to the Scottish Government's document 'Education Governance: Fair Funding to Achieve Excellence and Equity in Education – A Consultation'.

The report intimated that between September 2016 and January 2017 the Scottish Government had undertaken consultation on the way in which education services were organised in Scotland. Coinciding with the publication of the outcome of that consultation, the Scottish Government had launched a further consultation seeking views on its future approach to school funding. The draft Council response to the consultation was appended to the report.

DECIDED: That the consultation response appended to the report be approved for submission to the Scottish Government.

6 Inspection of Fordbank Primary School, Johnstone

There was submitted a report by the Director of Children's Services relative to the inspection of Fordbank Primary School, Johnstone by Education Scotland.

The report intimated that the purpose of the inspection was to evaluate the quality of education, with the assessment focussing on four quality indicators: leadership of change; learning, teaching and assessment; raising attainment and achievement; and ensuring wellbeing, equality and inclusion.

The letter to parents, appended to the report, identified four key strengths and four areas for further improvement. Children's Services would continue to monitor the improvement in the school and the inspection report would be used by the school and service to support and develop the quality of educational provision.

DECIDED: That the key strengths and the areas for improvement in the Education Scotland report on Fordbank Primary School be noted.

7 Early Learning and Childcare Entitlement - 1140 Expansion Plan

There was submitted a report by the Director of Children's Services relative to the implementation by local authorities of the Scottish Government's commitment to increase the entitlement to free early learning and childcare from the present level of 600 hours to 1140 hours per annum by 2020.

The report intimated that the Scottish Government had indicated that local authorities should explore opportunities for the expansion of free early learning and childcare entitlement on a phased basis over the next three years rather than waiting until 2020 to deliver. Local authorities were required to present an expansion plan on how they would achieve the delivery of the increased entitlement to the Scottish Government by 29 September 2017.

The report detailed the work undertaken by the Council's 1140 Hours Governance Board to develop the Renfrewshire Expansion Plan, highlighting three key work stream areas as workforce, infrastructure and policy. Priority for the expansion programme would be given to establishments with high numbers of children from Scottish Index of Multiple Deprivation (SIMD) areas 1 and 2 and the report set out a proposed amended admissions policy to help achieve this objective.

DECIDED:

(a) That the draft Renfrewshire Expansion Plan be submitted by the Head of Early Years and Inclusion to the Scottish Government by 29 September 2017 and that the plan be approved by the Board at its meeting in November 2017;

(b) That the admissions criteria for allocating 1140 hours of early learning and childcare to children attending establishments involved in the phasing of the entitlement, as outlined in the report be approved;

(c) That the change of job title for early years staff as detailed in the report be noted; and

(d) That the change of name of Pre-Five Centres to Early Learning and Childcare Centres and classes as detailed in the report be approved.

Minute of Meeting

Johnstone and the Villages Local Area Committee

Date	Time	Venue
Thursday, 24 August 2017	18:00	Johnstone Town Hall, Ludovic Square, Johnstone, PA5 8EG

Present: Councillor Bill Binks, Councillor Andy Doig, Councillor John Hood, Councillor Alistair Mackay, Councillor Emma Rodden, Councillor Andy Steel

Chair

Councillor Steel, Convener, presided.

Community Representatives

D Wadsworth, Elderslie Community Council; J Anderson, Howwood Sports & Hobbies Group; W Dean, Johnstone Community Council; A McBain, Johnstone Seniors Forum; M Lavery, Quarrelton Area Tenants' & Residents' Association; R Boyd and M Dougan, Renfrewshire Youth Voice; and S McGee, Scottish Youth Parliament.

Community Planning Partners

Dr S Sutton (Renfrewshire Health & Social Care Partnership); and Inspector Glass (Police Scotland).

In Attendance

G McNeil, Head of Amenity Services (Lead Officer) and C Robertson, Warden Services Manager (both Community Resources); S Graham, Partnerships Planning and Development Manager (Chief Executive's); E Graham, Community Learning Officer (Children's Services); and D Low, Senior Committee Services Officer (LACs) and A McNaughton, Senior Committee Services Officer (both Finance & Resources).

Apology

Councillor Bibby.

Declarations of Interest

There were no declarations of interest intimated prior to commencement of the meeting.

1 Membership of Johnstone & the Villages Local Area Committee

In terms of paragraph 2.2 of Renfrewshire Council's Scheme of Decentralisation it was noted that Renfrewshire Youth Voice had expressed an interest in participating in the LAC. The Renfrewshire Youth Voice representative would be Ross Boyd and the substitute representative would be Mark Dougan.

DECIDED:

- (a) That it be agreed that Renfrewshire Youth Voice be represented on the LAC; and
- (b) That it be noted that the Renfrewshire Youth Voice representative would be Ross Boyd and the substitute representative would be Mark Dougan.

2 Health & Social Care Partnership Update

There was submitted a report by the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the Community Connectors Initiative; the launch of an information campaign highlighting various health-related resources in the community; the development of a new Health & Social Care website; and notification of a joint inspection of adult services by the Care Inspectorate and Healthcare Improvement Scotland.

DECIDED: That the report be noted.

3 Community Safety & Public Protection Update

There was submitted a report by the Director of Community Resources providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Johnstone & the Villages LAC area during the period 1 April to 30 June 2017.

The report provided information on Johnstone and Villages community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; and a spotlight on the National Strategic Assessment on Unintentional Harm.

DECIDED: That the report be noted.

4 Open Session/Key Local Issues

(a) Pedestrian Crossing – Johnstone

In response to a question about the operation of the pedestrian crossing in Johnstone High Street, the Head of Amenity Services advised that the matter was being investigated.

DECIDED: That the information provided be noted.

(b) Hall Bookings for Local Voluntary Groups

J Anderson suggested that the cost of hiring Council-owned halls be discounted for local voluntary groups.

DECIDED: That the suggestion be noted.

5 Review of Local Area Committees

The Partnerships Planning and Development Manager gave a presentation on the review of LACs.

DECIDED: That the presentation be noted.

6 Grant Award Feedback

There was submitted a report by the Director of Finance & Resources relative to project feedback received from community and voluntary groups in receipt of LAC funding.

DECIDED: That the report be noted.

7 Budget Monitoring Report

There was submitted a report by the Director of Finance & Resources relative to the Johnstone & the Villages LAC budget for 2017/18.

DECIDED: That the report be noted.

8 Date of Next Meeting

The next meeting of this LAC was scheduled to be held at 6.00 pm on Thursday, 23 November 2017 in Johnstone Town Hall.

DECIDED: That it be noted that the next meeting of this LAC be held at 6.00 pm on 23 November 2017 in Johnstone Town Hall.

Minute of Meeting

Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 28 August 2017	10:00	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Bill Binks, Councillor Stephen Burns, Councillor Michelle Campbell, Councillor Alison Jean Dowling, Councillor Neill Graham, Councillor Jim Harte, Councillor Emma Rodden, Councillor Jim Sharkey

Chair

Councillor Binks, Convener, presided.

In Attendance

K Carr, Senior Facilities Manager (Community Resources); and A McMahon, Chief Auditor, K Locke, Risk Manager, J Bartoletti, Records Manager, S Fanning, Principal HR and OD Adviser, L Belshaw, Democratic Services Manager and C MacDonald, Senior Committee Services Officer (all Finance & Resources).

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

1 Training for Audit, Risk & Scrutiny Board Members

There was submitted a report by the Chief Auditor relative to a proposed training programme for members on audit and risk-related matters, which was prepared in line with national guidance by the Chartered Institute of Public Finance and Accountancy (CIPFA).

The report advised that the briefings would be delivered at alternate Board meetings and Appendix 1 to the report detailed the proposed programme.

The Chief Auditor gave a presentation on the Board's audit committee role, and outlined the roles and responsibilities of the Board whilst discharging this function. There was no statutory obligation for a local authority to establish an audit committee and the relevant CIPFA guidance stated that there was no single model structure for an Audit Committee and that each local authority should determine which arrangements best suited its circumstances. The CIPFA guidance also stated that the fundamental principles which defined Audit Committees were: effective mechanisms in place to provide independent assurance on the adequacy of the risk management framework and the associated control environment within the authority; independent scrutiny of the authority's financial and non-financial performance to the extent that it affected the authority's exposure risk and weakened the control environment; and assurance that any issues arising from the process of drawing up, auditing and certifying the authority's annual accounts were properly dealt with. Within Renfrewshire, this responsibility was discharged to members of the Audit, Risk and Scrutiny Board and the members of the Audit Panel, which comprised the Council's Corporate Management Team.

It was proposed that a meeting be held between the Board and External Audit at the conclusion of a future meeting. This was agreed.

DECIDED:

- (a) That the programme of training briefings be approved;
- (b) That the presentation on "the Role of the Audit Committee" be noted; and
- (c) That a meeting between the Board and External Audit be arranged at the conclusion of a future meeting of the Board.

2 Summary of Internal Audit Reports for Period to 30 June 2017

There was submitted a report by the Chief Auditor relative to the requirement in terms of the Public Sector Internal Audit Standards (PSIAS) that Internal Audit communicated the results of each engagement to the Board. The Appendix to the report provided a summary of findings in relation to final reports issued for those engagements completed during the period 16 May to 30 June 2017. The appendix detailed the category of assurance, service, engagement, assurance rating and gave recommended risk ratings for each engagement as either critical, important, good practice and service improvement.

The report intimated that in addition to the reports listed in the Appendix Internal Audit had an ongoing commitment to arrange corporate and service initiatives, progress information security matters in partnership with ICT and Legal Services, provide regular advice to officers, provision of Internal Audit services to the associated bodies for which Renfrewshire Council was the lead authority and to Renfrewshire Leisure Limited and Renfrewshire Health and Social Care Integrated Joint Board, co-ordination of the Council's Corporate Risk Management activity and management of the counter fraud, risk management and insurance teams.

It was proposed that in relation to those risks rated as critical that the Chief Auditor give consideration to whether more detailed information could be provided to the Board. This was agreed.

DECIDED:

(a) That in relation to those risks rated as critical that the Chief Auditor give consideration to whether more detailed information could be provided to the Board; and

(b) That the summary of Audit findings reported during the period 16 May to 30 June 2017 be noted.

3 Internal Audit and Counter Fraud Progress and Performance for period to 30 June 2017

There was submitted a report by the Chief Auditor relative to Internal Audit and Counter Fraud performance from 1 April to 30 June 2017 in terms of the delivery of the Audit Plan against local and national initiatives.

The report intimated that Internal Audit monitored the progress and performance of the team on a regular basis using a range of performance indicators and reported these to members as part of this report. It was noted that actual performance of the internal audit team was ahead of target in all four areas.

No formal performance targets for fraud investigation had been established as a major part of the team's work involved being the single point of contact for the Department for Work and Pensions (DWP) Single Fraud Investigation Service and the Service Level Agreement for this work contained time targets for completing this work. A great deal of effort over the last year had been on increasing fraud awareness amongst employees to prevent fraud from occurring against the Council. The types of fraud referrals received to date were wide-ranging and the team's objective was to concentrate on investigating those referrals considered to contain the greatest fraud risk.

DECIDED: That the report be noted.

4 Internal Audit Charter

There was submitted a report by the Chief Auditor relative to the Internal Audit Charter which was considered for review on an annual basis and was last updated in September 2016 to take account of the revised Public Sector Internal Audit Standards.

The report indicated that the Internal Audit Charter had been amended to take account of the new board structures and the Council's Associated Bodies. It was noted that no material changes were required to the Internal Audit Charter.

DECIDED: That the Internal Audit Charter be approved.

5 Review of the Adequacy of Internal Audit for the Period to 31 March 2017

There was submitted a report by the Chief Auditor relative to the adequacy of internal audit as part of External Audit's assessment of the control environment.

The report indicated that for 2016/17, External Audit concluded that "overall" the Internal Audit Service operated in accordance with Public Sector Internal Audit Standards. However, areas of improvement were identified and a letter from Audit Scotland relating to the review of the adequacy of Internal Audit for the period to 31 March and action plan was attached as an Appendix to the report.

DECISION: That the report be noted.

6 Risk Management Annual Report

There was submitted a report by the Director of Finance & Resources relative to corporate risk management activity which took place during 2016/17 in relation to the Council's risk management arrangements and strategic risk management objectives.

The report intimated that the Council recognised that good risk management contributed to the delivery of better financial outcomes, business objectives, better project success rates, achievement of targets and fewer unexpected problems. An environment that was risk 'aware' rather than risk 'averse' was promoted and the Council had striven to place risk management information at the heart of the key decisions that were made. This meant that they could take an effective approach to managing risk in a way that both addressed the significant challenges and enabled innovation.

It was proposed that in relation to the the move to the web-based version of the Covalent software system that information on cyber security be provided to members. This was agreed.

DECIDED:

(a) That in relation to the move to the web-based version of the Covalent software system that information on cyber security be provided to members; and

(b) That the continued effectiveness of the risk management framework in place and the significant contribution that it made to the Council's corporate governance arrangements be noted.

7 Absence Statistics - 2017/18 Quarter 1

There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for the period 1 April to 30 June 2017. The report provided information in relation to absence targets and how services and categories of staff had performed against them. An analysis of the reasons for absence for the period was included in the report. Information was also provided on supporting attendance activity levels by service and costs of sick pay and the overall number of days lost for Quarter 1, ending 30 June 2017 and for the equivalent quarters in previous years.

The appendix to the report detailed the absence performance of services, the Council overall, and employee groups against the set absence targets for quarter ending 30 June 2017.

It was proposed that where reports included graphs, tables etc that members be provided with these in colour. This was agreed.

DECIDED:

(a) That the report for absence statistics for the period 1 April 2017 to 30 June 2017 be noted; and

(b) That where reports included graphs, tables etc that members be provided with these in colour.

8 Records Management Plan Update

There was submitted a report by the Director of Finance & Resources relative to an update on the Records Management Plan (RMP).

The report intimated that in accordance with the Public Records (Scotland) Act 2011, the Council created a RMP to guide continual improvement of its record keeping. The Council's RMP was approved by Council on 25 February when it was agreed that an annual report would be submitted to the Board. Conditional agreement of the RMP was reached with the Keeper of the Records of Scotland on 16 August 2016. The Keeper had fully accepted 11 out of the 16 elements of the RMP with the remaining five elements being on an 'Improvement Route' and the Council had until 2021 to have its RMP fully agreed. The elements which still required agreement were detailed in the report.

The Records Manager intimated that the report contained an error and the recommendations should read as follows and not as detailed in the report.

(a) That the terms of the report, which provided the first annual update on the implementation of the Council's RMP be noted; and

(b) That it be agreed that, as the continual auditing and assessing of the RMP was an important element of its successful implementation over a five year period, that further annual updates be submitted to the Board.

It was proposed that further information be provided to members on security of the Council's electronic records. This was agreed.

DECIDED:

- (a) That the terms of the report, which provided the first annual update on the implementation of the Council's RMP be noted;
- (b) That it be agreed that, as the continual auditing and assessing of the RMP was an important element of its successful implementation over a five year period, that further annual updates be submitted to the Board; and
- (c) That further information be provided to members on security of the Council's electronic records.

9 Accounts Commission - Roles and Working Relationships in Councils - Are you Still Getting it Right?

There was submitted a report by the Director of Finance & Resources relative to the follow up report by Audit Scotland on behalf of the Accounts Commission "Roles and Working Relationships in Councils – Are you still getting it right?" which was a follow-up to their earlier report published in 2010 when the themes and messages of the current report were first explored. The publication asked a number of questions of councillors and officers and these were detailed in the appendix to the report. The key themes of the report included clarity in roles and responsibilities of members and officers; up-to-date comprehensible and effective governance documents and arrangements; effective arrangements amongst councillors and between councillors and officers; and provision to members of the skills, tools, knowledge and training they required. The Renfrewshire Council position in relation to each of the areas was outlined in the report.

DECIDED:

- (a) That the key messages highlighted in the Audit Scotland publication: "Roles and working relationships – are you still getting it right?" be noted; and
- (b) That the current Renfrewshire position in relation to the checklist points be noted.

10 Audit, Risk & Scrutiny Board - Annual Report 2016/17

There was submitted a report by the Director of Finance & Resources relative to the Board's 2016/17 annual report, prepared in terms of the Council's Code of Corporate Governance, which highlighted the issues considered by the Board during the period September 2016 to June 2017, when the former Audit, Scrutiny & Petitions Board met on four occasions and the new Audit, Risk & Scrutiny Board met once. The report intimated that during the course of the year, members had considered many different subjects including those agreed in terms of their annual programme; annual reports by the Scottish Public Services Ombudsman, the Commissioner for Ethical Standards in Public Life in Scotland; and the Scottish Information Commissioner. the Board also considered a review of housing benefit fraud investigation liaison arrangements in Scotland. A number of audit-related matters were considered including the audit of accounts, the annual internal audit plan, Audit Scotland annual audit plan and strategic and corporate Risk Registers.

The report advised that at the statutory meeting of the Council on 18 May 2017 the Petitions function was removed from the remit of the Board and a separate Petitions Board was created. At that meeting it was also agreed that the remaining remit of the Board would include wider oversight of risk and risk management in the Council and the Board was renamed as the Audit, Risk & Scrutiny Board.

DECIDED: That the Audit, Risk & Scrutiny Board annual report be noted.

11 Audit, Risk & Scrutiny Board - Annual Programme 2017/18

There was submitted a report by the Director of Finance & Resources relative to the Board's annual programme for 2017/18. The report intimated that in terms of the guidelines for its operation the Board was required to prepare an annual programme of activities. The former Audit, Scrutiny & Petitions Board had agreed to undertake two investigations as part of its 2016/17 annual programme: fly-tipping in the countryside and known fly-tipping spots; and housing repairs by the Council and outside contractors but neither started in 2016/17 and were continued into the 2017/18 programme. Japanese knotweed in our landscapes and gardens had been agreed as a reserve item and the topic of Council Tax Exemptions was one of the proposed topics but neither of these two investigations took place during the previous year's programme and were also continued into the 2017/18 programme.

The report proposed that the topics fly-tipping in the countryside and known fly-tipping spots, and Housing repairs by Council and outside contractors be investigated and that this would be the order of priority in which they were undertaken. The report also proposed that a full investigation was not required for the reserve topic of Japanese knotweed in our gardens and landscapes and the proposed topic of Council Tax exemptions and that a report be included in the programme for both these topics.

The report advised that there were four remaining investigations submitted for consideration by the previous Board namely: bus deregulation and its effect on transport services in Renfrewshire; the newly-introduced speed limit in Brookfield (A761); maintenance of multi-occupancy accommodation; and the effectiveness of Fair Trade.

It was proposed that the annual programme comprise the investigations already agreed as part of the 2016/17 programme, namely fly tipping in the countryside and known fly-tipping spots and housing repairs by Council and outside contractors; and that there be reports on Japanese knotweed in our gardens and landscapes and Council Tax exemptions. This was agreed.

Councillor Sharkey, seconded by Councillor Dowling, moved, in addition, that the Board's annual programme include bus deregulation and its effect on transport services in Renfrewshire; the newly-introduced speed limit in Brookfield (A761); maintenance of multi-occupancy accommodation; and the effectiveness of Fair Trade. This was also agreed unanimously.

DECIDED:

(a) That the 2017/18 programme comprise investigations of (i) fly-tipping in the countryside and known fly-tipping spots; (ii) Housing repairs by Council and outside contractors; (iii) bus deregulation and its effect on transport services in Renfrewshire; (iv) the newly-introduced speed limit in Brookfield (A761); (v) maintenance of multi-occupancy accommodation; and (vi) the effectiveness of Fair Trade, and that this be

the order of priority in which they would be undertaken;

(b) That it be agreed that in relation to the reserve topic of Japanese knotweed in our gardens and landscapes, a full investigation was not required but that a report be included in the programme as detailed within the report; and

(c) That it be agreed that in relation to the proposed topic of Council Tax exemptions, a full investigation was not required but that a report be included in the programme as detailed within the report.

Minute of Meeting

Communities, Housing & Planning Policy Board

Date	Time	Venue
Tuesday, 29 August 2017	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Bill Binks, Councillor Stephen Burns, Councillor Andy Doig, Councillor Natalie Don, Councillor John Hood, Councillor James MacLaren, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Marie McGurk, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Iain Nicolson, Councillor Emma Rodden, Councillor Jane Strang

Chair

Councillor McGurk, Convener, presided.

In Attendance

S MacDougall, Director of Community Resources; O Reid, Head of Public Protection, C Dalrymple, Regulatory Enforcement Manager, G Hannah, Strategic Change Manager, D Kerr, Service Co-ordination Manager, C Grainger, Planning and Performance Manager and R Marshall, Business Regulation Manager (all Community Resources); F Carlin, Head of Planning & Housing Services, D Bryce, Development Standards Manager, L Muirhead, Housing Strategy and Quality Manager and S Marklow, Assistant Manager - Policy (all Development & Housing Services); and J Lynch, Head of Property Services, J McIntyre, Assistant Business Partner, A McLaughlin, Senior Solicitor Litigation and Regulatory and R Devine, Senior Committee Services Officer (all Finance & Resources).

Apology

Councillor McCulloch.

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

Order of Business

In terms of Standing Order 16, the Convener intimated that she proposed to alter the order of business to facilitate the conduct of the meeting by considering items 20 A1 and A2 of the agenda as the last items of business.

1 Revenue Budget Monitoring Report

There was submitted a joint report by the Directors of Finance & Resources, Development & Housing Services, Children's Services and Community Resources in respect of services reporting to the Communities, Housing and Planning Policy Board for the period 1 April to 23 June 2017.

DECIDED:

(a) That the budget position be noted; and

(b) That it be noted that there had been no budget adjustments since the previous report.

2 Capital Budget Monitoring Report

There was submitted a capital budget monitoring report by the Director of Finance & Resources in respect of services reporting to the Communities, Housing and Planning Policy Board for the period 1 April to 23 June 2017.

DECIDED: That the report be noted.

3 Renfrewshire Community Safety Partnership: Operational Update

There was submitted a report by the Director of Community Resources relative to the recent activities of the Renfrewshire Community Safety Partnership and, in particular, providing details of environmental enforcement and improvement activities; activities undertaken to protect vulnerable residents and building safer communities; and diversionary activities.

DECIDED: That the report be noted.

4 Counter Terrorism and Prevent Strategy

There was submitted a report by the Director of Community Resources relative to the Council's Counter Terrorism and Prevent Strategy.

The report made reference to the changing nature of terrorism and the threat of terrorist activities posed to communities and highlighted that a key focus was to understand the changing nature of the threat and to work with partners and communities to address the threats. Much of the work was directed by guidance from UK and Scottish Governments, while this Board had an oversight role for the Council. Updates were provided on the aims and activities of the Renfrewshire multi-agency CONTEST (Prevent) Group and its links to wider governance structures; the UK Counter Terrorism Strategy, terror threat levels and analysis; the Grey Space community group, a forum, comprised of community groups with the aim of raising concerns with Police Scotland, Council and other public agencies; training and awareness-raising activities; and the Exercise Agora Archway, which examined the role and responsibilities of public organisations and the community in response to the threat of a terrorist incident.

DECIDED:

- (a) That the progress achieved in understanding and responding to the threat posed by terrorism be noted;
- (b) That the steps taken to raise awareness of the preventative work and the steps taken to prevent people from being drawn into terrorism be noted; and
- (c) That regular progress reports on the work of Renfrewshire's multi-agency, CONTEST (Prevent) Group be submitted on a six-monthly basis to future meetings of this Board.

Sederunt

Councillor Nicolson entered the meeting during consideration of the following item.

5 Counter Corruption and Serious Organised Crime Strategy

There was submitted a report by the Director of Community Resources relative to the activities of the Council's Integrity Group which had been established to help protect the Council and the communities within Renfrewshire from the risks associated with corruption and serious organised crime.

The report provided information on the Tackling Serious Organised Crime Strategy, the Integrity Group and its composition, together with a copy of the Integrity Action Plan which had been developed.

DECIDED:

- (a) That the progress achieved in understanding and responding to the threats posed to the Council by corruption and serious organised crime be noted; and
- (b) That a further progress report, with a focus on the work being done to protect communities and individuals from threats posed by corruption and serious organised crime groups, be submitted to a future meeting of this Board.

6 Public Protection Operational Service Plan 2017/20

There was submitted a report by the Director of Community Resources relative to the Public Protection Service Operational Service Plan 2017/20.

The report, which was also to be considered at the meeting of the Infrastructure, Land and Environment Policy Board to be held on 30 August 2017 in terms of those activities within the Plan which were the remit of that Policy Board, summarised the activities, actions and targets for the Public Protection Service, as delivered by Community Resources, for the period 2017/20. Included within the 2017/20 Plan was the statutory Business Regulation Service Plan 2017/18 for Food Safety Enforcement and Health & Safety Enforcement. The Operational Service Plan was structured into four themes, namely Introduction and Overview, Action Plan, Performance Indicator Scorecard, and Service appendices. The indicators within the scorecard would be monitored and incorporated into the six-monthly reporting process.

DECIDED:

(a) That the Public Protection Operational Service Plan 2017/20, incorporating the statutory Business Regulation Service Plan 2017/18 for Food Safety Enforcement and Health & Safety Enforcement, be approved; and

(b) That it be noted that the report was also to be considered for approval at the meeting of Infrastructure, Land and Environment Policy Board to be held on 30 August 2017 in terms of those activities within the Plan which were within the remit of that Policy Board.

7 Response to the Scottish Government Consultation on Energy Efficiency and Condition Standards on Private Rented Housing. A Scotland's Energy Efficiency Programme Consultation

There was submitted a report by the Director of Community Resources relative to the consultation document issued by the Scottish Government entitled 'Energy Efficiency and Condition Standards in Private Rented Housing. A Scotland's Energy Efficiency Programme Consultation'.

The report intimated that the consultation had sought views, by 30 June 2017, on proposed minimum standards for energy efficiency and proposed additional requirements for properties within the private rented sector which would require to be satisfied, should the proposals become legislation. A copy of the response submitted on behalf of the Council, within the timescales set by the Scottish Government, was appended to the report for homologation.

DECIDED:

(a) That the consultation on Energy Efficiency and Condition Standards in Private Rented Housing be noted; and

(b)That the action of the Director of Community Resources in submitting the consultation response on behalf of the Council, as appended to the report, be homologated.

8 Renfrewshire Local Housing Strategy 2016/17: Annual Update 2017

There was submitted a report by the Acting Director of Development & Housing Services relative to the first annual update of the Renfrewshire Local Housing Strategy 2016/21, highlighting key achievements and progress in the delivery of identified strategic outcomes and actions within the Strategy.

In terms of the Housing (Scotland) Act 2001 local authorities had a duty to prepare a five-year Local Housing Strategy (LHS), informed by an assessment of housing provision and related services in the area. The LHS outlined the strategic vision for housing and housing-related services in Renfrewshire and sought to provide a clear direction for strategic housing investment. Progress in delivering strategic outcomes and actions within the Renfrewshire LHS was reported annually to this Policy Board. Reference was made to the level of funding received from the Scottish Government for local Home Energy Efficiency Programmes (HEEPS). The Convener of the Board agreed to write to MSPs highlighting the need for an increase in HEEPS funding locally to benefit private owners and enable participation in energy efficiency programmes.

DECIDED:

(a)That the progress made in implementing the actions of the Renfrewshire Local Housing Strategy 2016/21 be noted;

(b)That the Convener of the Board agreed to write to MSPs highlighting the need for an increase in HEEPS funding locally to benefit private owners and enable participation in energy efficiency programmes; and

(c) That regular update reports be provided to future meetings of this Board.

9 Scottish Social Housing Charter: Annual Return 2016/17

There was submitted a report by the Acting Director of Development & Housing Services relative to the Scottish Social Housing Charter Annual Return 2016/17.

Local Authorities and Registered Social Landlords were required to submit an Annual Return relating to their performance to the Scottish Housing Regulator by the end of May each year. A copy of the Annual Return 2016/17 submission made on behalf of the Council was appended to the report, as Appendix 1, and detailed Renfrewshire's performance in terms of specific indicators during 2016/17.

The report also provided information, issued by the Scottish Government, in relation to the review undertaken of the Scottish Housing Charter, which set out revised standards and outcomes with which social landlords would be expected to comply. A copy of the revised Scottish Housing Charter was attached as Appendix 2 to the report.

DECIDED: That the Scottish Social Housing Charter Annual Return 2016/17, a copy of which was attached as Appendix 1 to the report, be noted.

10 Fire Safety at High Rise Blocks - Update

There was submitted a report by the Acting Director of Development & Housing Services relative to the measures in place and the actions that had been taken to ensure the safety of residents living in high rise properties in Renfrewshire following the fire at Grenfell Tower, London.

The report intimated that a fire safety audit report had been submitted to the meeting of the former Housing and Community Safety Policy Board during 2010 summarising the findings from an independent fire-risk assessment commissioned in respect of the 14 Council-owned and managed high-rise blocks of flats. Following the Grenfell Tower fire on 13 June 2017, a group of key officers, which included representation from the Scottish Fire and Rescue Service, had met regularly to review measures that were in place to ensure fire safety at Renfrewshire Council-owned and managed high-rise blocks; agreed actions that could enhance these fire safety arrangements; and ensured tenants and residents were kept up to date and reassured. The report summarised the key areas under review and the actions taken in terms of each area.

The Convener highlighted that the report required to be amended to indicate that all properties within the blocks of flats, not only those owned by the Council, would have '60 minute' fire resistant doors fitted. This was noted.

DECIDED:

(a) That the measures in place and the action taken, following the fire at Grenfell Tower, London, to ensure that effective fire safety management practices were followed at the 14 high rise blocks owned and managed by the Council be noted; and

(b) That it be noted that all properties within the blocks of flats, not only those owned by the Council, would have '60 minute' fire resistant doors fitted.

11 Disposal of land adjacent to 8 Kilearn Road, Paisley

There was submitted a report by the Director of Finance & Resources seeking approval to declare the area of land adjacent to 8 Kilearn Road, Paisley, as outlined in plan E2612, a copy of which was appended to the report, as surplus to the Council's requirements.

The area of land, which was held on the Housing Revenue Account, comprised a total of 118 square metres. The applicant proposed to incorporate the land into their garden ground to facilitate a possible future extension to their property, subject to obtaining the appropriate planning consents. The area of land concerned was such that the purchase price/value of the land would be at a level upon which delegated powers granted to the Head of Property for the disposal of surplus property would be utilised.

DECIDED: That the area of land located adjacent to 8 Kilearn Road, Paisley, as outlined in plan E2612, a copy of which was appended to the report, be declared as surplus to requirements with a view to disposing of it to the adjacent owner.

12 Disposal of land adjacent to 56 Craigelinn Avenue, Paisley

There was submitted a report by the Director of Finance & Resources seeking approval to declare the area of land adjacent to 56 Craigelinn Avenue, Paisley as outlined in plan E2615, a copy of which was appended to the report, as surplus to the Council's requirements.

The area of land, which was held on the Housing Revenue Account, comprised a total of 98 square metres and was part of a former footpath which had been stopped up in 1998. The applicant proposed to incorporate the land within their garden ground. The purchasers would be required to seek planning consent for the change of use from open space. The area of land concerned was such that the purchase price/value of the land would be at a level upon which delegated powers granted to the Head of Property for the disposal of surplus property would be utilised.

DECIDED: That the area of land located adjacent to 56 Craigelinn Avenue, Paisley, as outlined in plan E2615, a copy of which was appended to report, be declared as surplus to requirements, with a view to disposing of it to the adjacent owner.

13 Disposal of Shop at 1 Caledonia Street, Paisley

There was submitted a report by the Director of Finance & Resources seeking approval to declare the shop at 1 Caledonia Street, Paisley, as outlined in plan E2635, a copy of which was appended to the report, as surplus to the Council's requirements.

The Council-owned shop property at 1 Caledonia Street, Paisley had traded as a gents barbers for over 30 years until the former tenants ended the lease on 27 June 2017. The shop was now vacant and a new tenant was being sought. The shop was located on the ground floor of a four storey tenement comprising the shop and 7 flats. The shop was the only Council ownership within the building which was factored. There are no other Council-owned commercial premises in the vicinity. While a new tenant was being sought, it was considered that the shop would be more marketable if the option to purchase was available. The value of the property was such that any future disposal would be concluded using the delegated powers of the Head of Property, subject to appropriate terms and conditions of sale being agreed with the Head of Property and the Head of Corporate Governance.

DECIDED: That the shop at 1 Caledonia Street, Paisley, as outlined in plan E2635, a copy of which was appended to the report, be declared as surplus to requirements to facilitate its disposal either on the open market or to a future tenant.

14 Renfrewshire Planning Performance Framework 2016/17

There was submitted a report by the Acting Director of Development & Housing Services relative to the submission of the sixth Renfrewshire Planning Performance Framework 2016/17. Copies of the Framework document submitted to the Scottish Government, together with a feedback report, subsequently received from the Minister for Local Government and Housing in respect of Renfrewshire's performance as a local planning authority during 2015/16, were appended to the report.

DECIDED:

(a) That it be noted that the Renfrewshire Planning Performance Framework 2016/17, a copy of which was appended to the report, had been submitted to the Scottish Government on 28 July 2017; and

(b) That the feedback report received from Scottish Ministers on Renfrewshire's Planning Performance Framework 2015/16 be noted.

15 Renfrewshire Local Development Plan - Development Plan Scheme 2017

There was submitted a report by the Acting Director of Development & Housing Services relative to the annual Renfrewshire Development Plan Scheme 2017, which detailed the programme for preparation and review of the Local Development Plan, adopted in 2014, and provided a participation statement indicating when, how and with whom consultation on the plan would take place. A copy of the Development Plan Scheme and Participation Statement 2017 was appended to the report.

DECIDED: That the updated Renfrewshire Local Plan – Development Plan Scheme 2017 and Participation Statement be approved.

16 Renfrewshire Local Development Plan - Main Issues Report

Under reference to the Minute of the meeting of the former Planning and Property Policy Board held on 24 January 2017 there was submitted a report by the Acting Director of Development & Housing Services relative to the Renfrewshire Local Development Plan Main Issues Report.

The report advised that the Main Issues Report was the key document in front-loading consultation and engagement, and provided an opportunity for stakeholders to shape the content of the Local Development Plan. Consultation on the Main Issues Report and other associated reports had been undertaken between 6 February and 30 May 2017 with 240 representations being received. A summary of these representations was appended to the report and it was intimated that all comments submitted would be taken into consideration when preparing the Local Development Plan, which would be submitted to a future meeting of this Board for consideration.

DECIDED: That the progress made in the preparation of the next Renfrewshire Local Development Plan and the representations made through the Main Issues Report and the Environmental Report Consultation be noted.

17 Review of the Planning Enforcement Charter

There was submitted a report by the Acting Director of Development & Housing Services relative to the requirement in terms of Section 158A of the Town and Country Planning (Scotland) Act 1997, as amended by the Planning etc (Scotland) Act 2006, for the Council to prepare an Enforcement Charter setting out policies and procedures regarding enforcement action under the Planning Acts; explaining how the public could report breaches of planning control; and the procedures for dealing with complaints raised in relation to Land Use Planning matters. A copy of the proposed Council's Enforcement Charter 2017 was appended to the report.

DECIDED: That Renfrewshire Council's Enforcement Charter 2017, in terms of Section 158A of the Town and Country Planning (Scotland) Act 1997 as amended by the Planning etc (Scotland) Act 2006, and as appended to the report, be approved.

18 Responses to Places, People and Planning Position Statement: The Scottish Government's Consultation on the future of the Scottish Planning System

Under reference to the Minute of the meeting of the former Planning and Property Policy Board held on 14 March 2017 there was submitted a report by the Acting Director of Development & Housing Services relative to the consultation undertaken on the future of the Scottish Planning System. At the Board meeting in March a summary had been provided of the consultation together with an outline of the proposed response to be submitted on behalf of the Council. The Council's response had been submitted on 4 April 2017 and a hyperlink to the response was provided within the report.

DECIDED:

(a) That the publication of the Scottish Government's Position Statement on the future of the Scottish Planning System be noted; and

(b) That it be agreed that regular update reports be submitted to future meetings of this Board.

19 Buildings at Risk Register

Under reference to the Minute of the meeting of the former Economy and Jobs Policy Board held on 23 March 2016 there was submitted an annual update report by the Acting Director of Development & Housing Services relative to the Buildings at Risk Register.

The report stated that the Council was committed to protecting the built heritage of Renfrewshire including monitoring of listed and unlisted buildings which were on the Buildings at Risk Register (BARR) maintained by Historic Environment Scotland. Currently there were 564 listed buildings within Renfrewshire. The BARR identified 43 buildings within Renfrewshire as being in disrepair and/or in need of a long-term use, some of which were beyond practical repair. A breakdown of these properties had been provided detailing those where restoration was in progress; granted planning permission; targeted with Townscape Heritage/Conservation Regeneration funding; where Dangerous Building Notices had been served; and which were part of a wider masterplan. In addition, details of three buildings in Renfrewshire which had been removed from the BARR were also provided.

DECIDED:

- (a) That the number of Buildings at Risk in Renfrewshire and the on-going work to remove these buildings from the national BARR be noted; and
- (b) That the continued proactive approach taken to promote buildings at risk as opportunities for positive enhancement of Renfrewshire's communities be noted.

20 Planning Applications

There were submitted reports by the Acting Director of Development & Housing Services relative to applications for planning permission that required to be determined by the Board.

(A3) 16/0726/PP – WARD 12: ERECTION OF RESIDENTIAL DEVELOPMENT COMPRISING 195 DWELLING HOUSES, WITH ASSOCIATED ROADS, PARKING AND LANDSCAPING: NORTH BAR, BANCHORY AVENUE, INCHINNAN, RENFREW, PA4 9PR: CALA HOMES (WEST) LIMITED

Councillor Nicolson, seconded by Councillor McGurk, moved that the application be continued for further information on the application, prior to further consideration by the Board, including a full archaeological survey, given the potential of the site to be of significance, an independent assessment by an access specialist to be undertaken in support of the application and an access statement produced in line with the inclusive design planning guidance, which had been requested when the application had been previously considered at the meeting of this Board held on 6 June 2017. This was agreed.

DECIDED: That the application be continued for further information on the application, prior to further consideration by the Board, including a full archaeological survey, given the potential of the site to be of significance; an independent assessment by an access specialist to be undertaken in support of the application; and an access statement produced in line with the inclusive design planning guidance, which had been requested when the application had been previously considered at the meeting of this Board held on 6 June 2017.

(A4) 16/0319/PP - ERECTION OF CLASS 3 UNIT WITH DRIVE-THRU: SUPERSTORE, 160 NEWMAINS ROAD, RENFREW, PA4 0NQ: BURNLEY ESTATES LIMITED

Councillor Nicolson, seconded by Councillor McGurk, moved that the application be refused for the following reason:

The proposal would have a detrimental impact on the amenity of the surrounding residential area. This was agreed

DECIDED: That the application be refused as the proposal would have a detrimental impact on the amenity of the surrounding residential area.

(A5) 17/0026/PP – WARDS 2 AND 4: SECTION 42 APPLICATION TO VARY CONDITIONS 1 (DURATION OF PERMISSION), 2 (PHASING OF ADVANCED WORKS), 3 (SUBMISSION OF MATTERS SPECIFIED IN CONDITIONS), 6 -13 (DEVELOPMENT ZONES),16 (GREEN TRAVEL PLAN), 17 (DEVELOPMENT THAT CAN BE UNDERTAKEN PRIOR TO INFRASTRUCTURE MODIFICATIONS) AND 18 (DETAILS OF INFRASTRUCTURE MODIFICATIONS) AND DELETION OF CONDITIONS 4 (PHASING OF DEVELOPMENT ZONES) AND 5 (PHASING OF DEVELOPMENT) OF PERMISSION 15/06888/PP)

Councillor McGurk, seconded by Councillor Nicolson, moved that the application be granted subject to the conditions and reasons detailed within the report and a Section 75 agreement. This was agreed.

DECIDED: That the application be granted subject to the conditions and for the reasons detailed within the report and a Section 75 agreement.

(A7) 17/0254/CC – WARD 9: DEMOLITION OF BUILDING WITHIN THE CONSERVATION AREA: OUR LADY OF FATIMA RC CHURCH, 44 HIGH STREET, LOCHWINNOCH PA12 4AA: DIOCESE OF PAISLEY

Councillor McGurk, seconded by Councillor Nicolson, moved that the application be granted subject to the conditions and reasons detailed within the report. This was agreed.

DECIDED: That the application be granted subject to the conditions and for the reasons detailed within the report.

(A8) 16/0486/LB – WARD 11: DEMOLITION OF DWELLINGHOUSE AND ASSOCIATED GARAGE, THE HOMESTEAD, GOLF COURSE ROAD, BRIDGE OF WEIR, PA11 3HN: MR EAST

Councillor McGurk, seconded by Councillor Nicolson, moved that the application be continued for a site visit. This was agreed.

DECIDED: That the application be continued for a site visit.

(A9) 16/0487/LB – WARD 11: DEMOLITION OF DWELLINGHOUSE AND ERECTION OF TWO DWELLINGHOUSES AND ASSOCIATED GARAGES, THE HOMESTEAD, GOLF COURSE ROAD, BRIDGE OF WEIR, PA11 3HN: MR EAST

Councillor McGurk, seconded by Councillor Nicolson, moved that the application be continued for a site visit. This was agreed unanimously.

DECIDED: That the application be continued for a site visit.

The Clerk advised that only those members of the Policy Board who had attended the visit to the application site, Councillors Binks, Andy Doig, Hood, McGurk, Nicolson and Strang, undertaken on 27 June, 2017, were eligible to consider and determine the following applications.

(A1) 16/0832/PP – WARD 12: FORMATION OF VEHICLE WASH AREA, FORMATION OF YARD, ERECTION OF COVERED EXTERNAL STORAGE AREAS AND ERECTION OF CONCRETE WALLING: 6 NEWMAINS AVENUE, INCHINNAN, RENFREW, PA4 9RR: WRC RECYCLING

Councillor Nicolson, seconded by Councillor McGurk, moved that the application be granted subject to the following conditions and reasons:

1. The proposal accords with the provisions of the Development Plan and there were no material considerations which outweighed the presumption in favour of development according with the Development Plan.

2. That with the specific exception of vehicle deliveries and uplifts, associated vehicle parking and vehicle manoeuvring, all other activities shall be carried out entirely within building envelopes and no storage, sorting or processing of materials or any other activities shall be undertaken within the external yard area.

Reason: In the interests of visual amenity and to ensure that the use hereby approved does not undermine the attractiveness of the Inchinnan Industrial Estate.

3. That the materials to be processed within the facility hereby approved shall be restricted to plastics, paper, metal, textiles, and timber and that the total volume of materials handled at the facility shall not exceed 22575 tonnes per annum irrespective of the combination of plastics, paper, metal, textiles and timber. For the avoidance of doubt no household or putrescible waste shall be received, handled or processed on the site in any way.

Reason: In the interests of amenity and traffic safety, to define the consent, and to ensure that the operation of the facility remains consistent with the supporting information.

4. That the proposed storage bays shall be fully enclosed and a maximum limit of four bays to be utilised for the sole purpose of pre-checking incoming material which will consist of only inert materials. For the avoidance of doubt, no storage of materials is to take place in the bays, either overnight or otherwise as per previous consent regarding the external yard area and external yard activities.

Reason. In the interest of visual amenity, to define the consent and to ensure the environment in and around the facility is conducive to the wider area in and around Inchinnan Industrial Estate.

5. The proposal shall be implemented in compliance with the Drainage Impact Assessment prepared by Balfour Engineering Consultancy Ltd and dated 20th March 2017

Reason: To ensure that the site is acceptably drained.

6. That before any development of the site commences a scheme of landscaping shall be submitted to and approved in writing by the Planning Authority ; the scheme shall include:-

- (a) details of any earth moulding and hard landscaping, grass seeding and turfing;
- (b) a scheme of tree and shrub planting, incorporating details of the number, variety and size of trees and shrubs to be planted;
- (c) an indication of all existing trees and hedgerows, plus details of those to be retained, and measures for their protection in the course of development, and
- (d) details of the phasing of these works.

Reason: In the interests of the visual amenity of the area.

7. That prior to development hereby permitted becoming operational, all planting,

seeding turfing and earth moulding included in the scheme of landscaping and planting, approved under the terms of condition 6 above, shall be completed; and any trees, shrubs, or areas of grass which die, are removed, damaged, or diseased within 5 years of the completion of the development, shall be replaced in the next planting season with others of a similar size and species.

Reason: In the interests of amenity.

8. Development shall not commence until a Bird Hazard Management Plan has been submitted to and approved by the Planning Authority in consultation with Glasgow Airport. The submitted plan shall include details of the management of any flat/shallow pitched/green roofs on buildings within the site which may be attractive to nesting, roosting and loafing birds. The management plan shall comply with Advice Note 8 'Potential Bird Hazards from Building Design' (available from [http://www.aoa.org.uk/operations safety](http://www.aoa.org.uk/operations%20safety)). The Bird Hazard Management Plan shall be implemented as approved on completion of the development and shall remain in force for the life of the building. No subsequent alterations to the plan are to take place unless first submitted to and approved in writing by the Planning Authority in consultation with Glasgow Airport.

Reason: It is necessary to manage the development in order to minimise its attractiveness to birds which could endanger the safe movement of aircraft and the operation of Glasgow Airport.

Councillor Andy Doig, seconded by Councillor Hood, moved as an amendment that the application be granted subject to the conditions detailed in the report.

On the roll being called the following members voted for the motion: Councillors Binks, Nicolson, McGurk and Strang.

The following members voted for the amendment: Councillors Andy Doig and Hood.

2 members having voted for the amendment and 4 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: That the application be granted subject to the following conditions and for the reasons detailed:

1. The proposal accords with the provisions of the Development Plan and there were no material considerations which outweighed the presumption in favour of development according with the Development Plan.

2. That with the specific exception of vehicle deliveries and uplifts, associated vehicle parking and vehicle manoeuvring, all other activities shall be carried out entirely within building envelopes and no storage, sorting or processing of materials or any other activities shall be undertaken within the external yard area.

Reason: In the interests of visual amenity and to ensure that the use hereby approved does not undermine the attractiveness of the Inchinnan Industrial Estate.

3. That the materials to be processed within the facility hereby approved shall be restricted to plastics, paper, metal, textiles, and timber and that the total volume of materials handled at the facility shall not exceed 22575 tonnes per annum irrespective of the combination of plastics, paper, metal, textiles and timber. For the avoidance of doubt no household or putrescible waste shall be received, handled or processed on the site in any way.

Reason: In the interests of amenity and traffic safety, to define the consent, and to ensure that the operation of the facility remains consistent with the supporting information.

4. That the proposed storage bays shall be fully enclosed and a maximum limit of four

bays to be utilised for the sole purpose of pre-checking incoming material which will consist of only inert materials. For the avoidance of doubt, no storage of materials is to take place in the bays, either overnight or otherwise as per previous consent regarding the external yard area and external yard activities.

Reason: In the interest of visual amenity, to define the consent and to ensure the environment in and around the facility is conducive to the wider area in and around Inchinnan Industrial Estate.

5. The proposal shall be implemented in compliance with the Drainage Impact Assessment prepared by Balfour Engineering Consultancy Ltd and dated 20th March 2017.

Reason: To ensure that the site is acceptably drained.

6. That before any development of the site commences a scheme of landscaping shall be submitted to and approved in writing by the Planning Authority ; the scheme shall include:-

- (a) details of any earth moulding and hard landscaping, grass seeding and turfing;
- (b) a scheme of tree and shrub planting, incorporating details of the number, variety and size of trees and shrubs to be planted;
- (c) an indication of all existing trees and hedgerows, plus details of those to be retained, and measures for their protection in the course of development, and
- (d) details of the phasing of these works.

Reason: In the interests of the visual amenity of the area.

7. That prior to development hereby permitted becoming operational, all planting, seeding turfing and earth moulding included in the scheme of landscaping and planting, approved under the terms of condition 6 above, shall be completed; and any trees, shrubs, or areas of grass which die, are removed, damaged, or diseased within 5 years of the completion of the development, shall be replaced in the next planting season with others of a similar size and species.

Reason: In the interests of amenity.

8. Development shall not commence until a Bird Hazard Management Plan has been submitted to and approved by the Planning Authority in consultation with Glasgow Airport. The submitted plan shall include details of the management of any flat/shallow pitched/green roofs on buildings within the site which may be attractive to nesting, roosting and loafing birds. The management plan shall comply with Advice Note 8 'Potential Bird Hazards from Building Design' (available from [http://www.aoa.org.uk/operations safety](http://www.aoa.org.uk/operations%20safety)). The Bird Hazard Management Plan shall be implemented as approved on completion of the development and shall remain in force for the life of the building. No subsequent alterations to the plan are to take place unless first submitted to and approved in writing by the Planning Authority in consultation with Glasgow Airport.

Reason: It is necessary to manage the development in order to minimise its attractiveness to birds which could endanger the safe movement of aircraft and the operation of Glasgow Airport.

(A2) 16/0914/PP – WARD 12: ERECTION OF WATER STORAGE TANK, PUMP HOUSE AND VALVE HOUSING: 6 NEWMAINS AVENUE, INCHINNAN, RENFREW, PA4 9RR: WRC RECYCLING

It was proposed that the application be granted subject to the conditions and reasons detailed within the report. This was agreed.

DECIDED: That the application be granted subject to the conditions and for the reasons detailed within the report.

Minute of Meeting

Paisley South Local Area Committee

Date	Time	Venue
Tuesday, 29 August 2017	18:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Stephen Burns, Councillor Eddie Devine, Councillor Paul Mack, Councillor Eileen McCartin, Councillor Marie McGurk, Councillor Kevin Montgomery

Chair

Councillor McGurk, Convener, presided.

Community Representatives

C Mitchell (Charleston Tenants' & Residents' Association); E McWaters (Hawkhead & Lochfield Community Council); B Martin (Thursday Club); J McPhail (Renfrewshire Environment & Restoration Group); and R Boyd and M Dougan (both Renfrewshire Youth Voice).

Community Planning Partners

Dr C Johnston (Renfrewshire Health & Social Care Partnership); and Chief Inspector M Gallagher and Constable M Stewart (both Police Scotland).

In Attendance

S Graham, Partnerships Planning and Development Manager (Chief Executive's); C Robertson, Community Safety Manager (Community Resources); and D Low, Senior Committee Services Officer (LACs) and Robert Devine, Senior Committee Services Officer (both Finance & Resources).

Apologies

Provost Cameron; D Polson (Greater Foxbar Community Building); H Muir (Foxbar Resource Centre); and J McQuade (Renfrewshire Visually Impaired Forum).

Declaration of Interest

Councillor Devine declared a non-financial interest in respect of Item 3 of the agenda as a member of his family worked on occasion with the Street Stuff project. However as he considered the interest to be insignificant in terms of the Councillors' Code of Conduct, he did not consider it necessary to leave the meeting.

1 Representation on Paisley South Local Area Committee

In terms of paragraph 2.2 of Renfrewshire Council's Scheme of Decentralisation it was noted that The Thursday Club and Renfrewshire Youth Voice had expressed an interest in participating in Paisley South Local Area Committee (LAC). It was proposed that The Thursday Club be represented by B Martin while the Renfrewshire Youth Voice representative would be M Dougan. The substitute representative for Renfrewshire Youth Voice would be G Velaque.

DECIDED:

(a) That it be agreed that The Thursday Club and Renfrewshire Youth Voice be represented on Paisley South Local Area Committee; and

(b) That it be noted that the Thursday Club would be represented by B Martin while the Renfrewshire Youth Voice representative would be M Dougan. The substitute representative for Renfrewshire Youth Voice would be G Velaque.

2 Renfrewshire Health and Social Care Partnership

There was submitted a report by the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the Community Connectors Initiative; the launch of an information campaign highlighting various health-related resources in the community; the development of a new Health & Social Care website; and notification of a joint inspection of adult services by the Care Inspectorate and Healthcare Improvement Scotland.

DECIDED: That the report be noted.

3 Community Safety and Public Partnership Update

There was submitted a report by the Director of Community Resources providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Paisley South LAC area during the period 1 April to 30 June 2017.

The report provided information on Paisley South community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; and a spotlight on the National Strategic Assessment on Unintentional Harm.

DECIDED: That the report be noted.

4 Review of Local Area Committees

The Partnerships Planning and Development Manager gave a presentation on the review of LACs.

DECIDED: That the presentation be noted.

5 Open Session/Key Local Issues

The Senior Committee Services Officer (LACs) advised that no questions had been submitted for consideration at the Open Session.

DECIDED: That it be noted that no questions had been submitted for consideration at the Open Session.

6 Budget Monitoring Report

There was submitted a report by the Director of Finance & Resources relative to the Paisley South LAC budget for 2017/18

DECIDED: That the report be noted

7 Grant Feedback Update

There was submitted a report by the Director of Finance & Resources relative to project feedback received from community and voluntary groups in receipt of LAC funding.

DECIDED: That the report be noted.

8 Date of Next Meeting

DECIDED: That it be noted that the next meeting of this LAC be held at 6.00 pm on 28 November 2017.

Minute of Meeting

Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 30 August 2017	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Jennifer Marion Adam-McGregor, Councillor Bill Binks, Councillor Stephen Burns, Councillor Jacqueline Cameron, Councillor Michelle Campbell, Councillor Carolann Davidson, Councillor Eddie Devine, Councillor Audrey Doig, Councillor Natalie Don, Councillor Neill Graham, Councillor John Hood, Councillor Karen Kennedy, Councillor James MacLaren, Councillor Cathy McEwan, Councillor Will Mylet

Chair

Councillor McEwan, Convener, presided.

In Attendance

S MacDougall, Director of Community Resources; O Reid, Head of Public Protection, G McNeil, Head of Amenity Services, C Dalrymple, Regulatory and Enforcement Manager, R Marshall, Business Regulation Manager, K Markwick, Amenity Services Manager - Roads & Transportation, G Hannah, Strategic Change Manager, A McNab, Transportation Manager, K Anderson, Amenity Services Manager – Waste, D Kerr, Service and Coordination Manager and C Grainger, Planning and Performance Manager (all Community Resources); S McFadden, Project Director for City Deal (City Deal) and Barbara Walker, Depute Project Director (City Deal) (both Development & Housing Services); and J Lynch, Head of Property Services, F Hughes, Asset Manager, C Doogan, Energy Manager, C Thorpe, Corporate Asset/Energy Manager, D Farrell, Financial and Resources Manager and R Devine, Senior Committee Services Officer (all Finance & Resources).

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

1 Revenue Budget Monitoring Report

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources and Community Resources in respect of services reporting to the Infrastructure, Land and Environment Policy Board for the period 1 April to 23 June 2017.

DECIDED: That the budget position be noted.

2 Capital Budget Monitoring Report

There was submitted a capital budget monitoring report by the Director of Finance & Resources in respect of services reporting to the Infrastructure, Land and Environment Policy Board for the period 1 April to to 23 June 2017.

DECIDED: That the report be noted.

3 Operational Performance Report

There was submitted a report by the Director of Community Resources which provided an overview of key service activities during the period 1 April to 23 June 2017.

The report provided a progress update in respect of the main projects and activities delivered by services within Community Resources, together with key performance indicators. In connection with the LED Street Lighting Investment Programme. It was proposed that regular progress reports be submitted to future meetings of the Board relative to the assessments undertaken of street lighting levels and the review of the Programme. Having noted that there were currently no sites in Renfrewshire that were listed on the contaminated land register, it was further proposed that the aforementioned update report also provide information in respect of sites in the Linwood area where remediation works had been undertaken on land that contained contamination. This was agreed.

Adjournment

The meeting adjourned at 1.20pm and re-convened at 1.25pm.

DECIDED:

(a) That regular progress reports be submitted to future meetings of the Board relative to the assessments undertaken of street lighting levels and the review of the LED Street Lighting Investment Programme;

(b) That the update report also provide information in respect of sites in the Linwood area where remediation works had been undertaken on land that contained contamination; and

(c) That the Operational Performance report be otherwise noted.

4 Renfrewshire Local Transport Strategy - Refresh

There was submitted a report by the Director of Community Resources relative to a refresh of the Renfrewshire Local Transport Strategy.

The report advised that the current Local Transport Strategy (LTS) had been prepared in 2007. Most of the actions arising from the LTS had been implemented and those remaining were being progressed through Renfrewshire's projects in the Glasgow City Region City Deal. In addition various initiatives such as the Renfrewshire Strategic Economic Framework 2016/18 and Paisley Town Centre 10-Year Action Plan made commitments to prepare a new Local Transport Strategy for Renfrewshire. The recent advent of major economic drivers, such as the Glasgow City Region City Deal, made an up-to-date LTS vital to achieving the Council's economic and social ambitions. The LTS took policy cues from the National and Regional Transport Strategy hierarchy. However, the National and Regional Transport Strategies had been produced in 2006 and 2008 respectively and were both currently undergoing review. In the circumstances it was deemed appropriate to refresh the LTS for Renfrewshire, taking account of legislative changes since 2007, emerging themes and opportunities. The proposed LTS 2017 Refresh, a copy of which was appended to the report, set out a number of interim strategic aims and actions for the period up to the publication of the new National Transport Strategy based on active travel; demand management; network performance; strategic road and rail connections; development; network maintenance; and road and community safety. In due course a new, fully rewritten LTS, taking account of policies yet to emerge from the new National and Regional Transport Strategies, would be produced.

The report also highlighted that in addition to the LTS, the Council was undertaking a specific Transport Strategy for Paisley for the period 2017/27, highlighting specific interventions that could be implemented in the short to medium term to support the bid for UK City of Culture 2021.

DECIDED: That the Renfrewshire Local Transport Strategy Refresh 2017 be approved for publication.

5 Response to Scottish Government Consultation on Climate Change Bill

There was submitted a report by the Director of Finance & Resources relative to the consultation exercise undertaken in respect of the Scottish Government Climate Change Bill.

The report made reference to the devolved responsibility for setting carbon targets, the Climate Change (Scotland) Act passed in 2009 and the progress made both nationally against the targets contained within the Act and locally in terms of the Council's Carbon Management Plan. The report further intimated that the Scottish

Government Climate Change Bill proposed carbon targets for the period 2020 to 2050, with interim targets set for 2020, 2030, 2040 and 2050. The consultation document sought views in relation to these targets and their impacts. A copy of the Council's proposed response was appended to the report. It was noted that the response was supportive of the proposed targets but expressed concerns that the momentum of the early years would not be sustained and highlighted the need for finance and staffing resource assessments to be undertaken to define the requirements and facilitate planning.

DECIDED:

(a) That the Scottish Government's consultation on the Climate Change Bill 2017 be noted;

(b) That the proposed targets contained therein be welcomed, in principle;

(c) That the Board's concerns about the resources and scheduling of later targets be expressed; and

(d) That the submission of the response to the consultation, contained in the Appendix to the report, be approved.

6 Response to Scottish Government Consultation on Draft Water intended for Human Consumption (Private Supplies) (Scotland) Regulations 2017

There was submitted a report by the Director of Community Resources relative to the Council's response to the consultation document by the Scottish Government entitled 'Draft Water Intended for Human Consumption (Private Supplies) (Scotland) Regulations 2017'.

The consultation sought views on proposed new legislation to regulate the supply of water for larger or commercial private water supplies, which were being introduced to align with, and implement, the EU Drinking Water Directive 2015/1787. The deadline for submissions to the consultation had been 28 July 2017 and the Director had submitted the response, a copy of which was appended to the report, on behalf of the Council to meet this deadline .

DECIDED:

(a) That the consultation on the proposed draft Water Intended for Human Consumption (Private Supplies) (Scotland) Regulations 2017 be noted; and

(b) That the action of the Director of Community Resources in submitting a response to the consultation on behalf of the Council, a copy of which was appended to the report, be homologated.

7 Public Protection Operational Service Plan 2017/20

There was submitted a report by the Director of Community Resources relative to the Public Protection Service Operational Service Plan 2017/20.

The report, which had also been considered at the meeting of Communities, Housing and Planning Policy Board held on 29 August 2017, summarised the activities, actions and targets for the Public Protection Service, as delivered by Community Resources, for the period 2017/20. Included within the 2017/20 Plan was the statutory Business Regulation Service Plan 2017/18 for Food Safety Enforcement and Health & Safety Enforcement. The Operational Service Plan was structured into four themes, namely Introduction and overview, Action Plan, Performance Indicator Scorecard, and Service appendices. The indicators within the scorecard would be monitored and incorporated into the six-monthly reporting process.

DECIDED:

(a)That the Public Protection Operational Service Plan 2017/20, incorporating the statutory Business Regulation Service Plan 2017/18 for Food Safety Enforcement and Health & Safety Enforcement, be approved; and

(b)That it be noted that the report had also been considered at the meeting of Communities, Housing and Planning Policy Board held on 29 August 2017 in terms of those activities within the Plan which were within the remit of that Policy Board.

8 Air Quality - Annual Progress Report

There was submitted a report by the Director of Community Resources relative to air quality within Renfrewshire and, in particular, detailing the findings of the Council's most recent Local Air Quality Management report, entitled 'Renfrewshire's 2017 Annual Progress Report'.

The report stated that all councils required to submit an Annual Air Quality Progress report, providing an overview of air quality in accordance with standards set out in technical guidance. The 2017 Annual Progress Report contained detailed monitoring and technical information and was available as a background paper to the report.

The 2017 Renfrewshire Annual Progress Report reviewed air quality monitoring data from 2016 and concluded that there had been an overall reduction and downward trend in pollution levels in Renfrewshire. For the first time in over a decade there had been no exceedances of statutory air quality objectives identified at any of the monitoring locations in Renfrewshire. Air quality was affected by a number of factors, including weather conditions. Whilst the results of monitoring during 2016 and the overall conclusion in the Annual Progress Report were positive, it was noted that it was likely that, in future, exceedances could occur and be recorded. On that basis, air quality monitoring would continue to be undertaken and an Air Quality Action Plan would be submitted to a future meeting of this Policy Board. The Council would require to continue with the current monitoring programme for a further two to three years, before any consideration was given to amending or revoking the Air Quality Management Areas declared for Paisley Town Centre, Johnstone High Street and Renfrew Town Centre.

DECIDED:

(a) That the outcome of Renfrewshire's 2017 Air Quality Annual Progress Report and that there were no exceedances of statutory air quality objectives identified at any of the monitoring sites throughout Renfrewshire during 2016 be noted;

(b) That it be noted that air quality was affected by a number of factors, including weather conditions, that it was expected that, in future, exceedances could occur and that monitoring would continue for a further two to three years at least; and

(c) That it be noted that a Renfrewshire Air Quality Action Plan was currently being drafted and would be submitted to a future meeting of this Board for consideration and approval.

9 The Renfrewshire Council (Johnstone Station and Associated Side Roads) (Various Restrictions) (Amendment) Order: Sustained Objection

There was submitted a report by the Director of Community Resources relative to the proposed Renfrewshire Council (Johnstone Station and Associated Side Roads) (Various Restrictions) (Amendment) Order and, in particular, the objection made and not withdrawn.

The report advised that following approaches from residents of Fraser Avenue Johnstone, to re-consider the previously rejected proposals for traffic management in Fraser Avenue and the surrounding streets, it was proposed that a Traffic Regulation Order (TRO) be approved to support traffic flow and the safe movement of vehicles and pedestrians. The proposed TRO would allow for better management of available road space around the train station by restricting inappropriate long stay commuter car parking on the double bends on Fraser Avenue, allowing an improvement in two way traffic flow and forward visibility for vehicles using the road, while also improving road safety and the ease with which properties on Fraser Avenue could be accessed. A summary of the detail and location of the proposal, and the objection were appended to the report.

The making of TROs was a function delegated to the Director of Community Resources after consultation with the Convener of the Infrastructure, Land and Environment Policy Board and the local ward members unless objections were received. Following consultation on the above TRO, one objection had been received and not withdrawn. In accordance with the Local Authorities' Traffic Orders (Procedures) (Scotland) Regulations 1999 and the Council's procedures, the report advised of the options available when considering and determining the objection, which were either to consider the objection itself in fulfilment of its statutory obligations to give consideration to all objections made and not withdrawn or to appoint an independent Reporter to convene a hearing to consider the objection. It was proposed that no reporter be appointed on this occasion and that having considered the objection made and not withdrawn it not be upheld. This was agreed.

DECIDED:

(a) That it be agreed, following consideration that the objection made and not withdrawn, in relation to the Renfrewshire Council (Johnstone Station and Associated Side Roads) (Various Restrictions) (Amendment) Order, be not upheld and that an independent reporter not be appointed;

(b) That the implementation of the restrictions on Fraser Avenue, Johnstone, as advertised, be approved; and

(c) That the Director of Community Resources, in consultation with the Convener of the Infrastructure, Land and Environment Policy Board, be authorised to make the Traffic Regulation Order.

10 Proposed Restricted Roads (20mph Limit) (Scotland) Bill Consultation Response

There was submitted a report by the Director of Community Resources relative to the draft proposal lodged by Mark Ruskell MSP that a 20 mph speed limit be introduced in built up areas to replace the current 30 mph default speed limit on restricted roads.

The report made reference to the decision taken at the meeting of this Board held on 7 June 2017 to delegate authority to the Director of Community Resources, in conjunction with the Convener of the Board, to submit a response on behalf of Renfrewshire Council by the deadline, with the caveat that the response was subject to approval at the next meeting of the Infrastructure, Land and Environment Policy Board. The Scottish Government had subsequently extended the deadline for submissions to 15 September 2017. Accordingly a copy of the proposed Council response to the consultation was appended to the report for approval.

DECIDED: That the response, a copy of which was appended to the report, be approved for submission to the Scottish Government as the Council's response to the consultation on the Proposed Restricted Roads (20mph Limit) (Scotland) Bill.

11 Disposal of Land adjacent to 1 Woodside Avenue, Bridge of Weir

There was submitted a report by the Director of Finance & Resources which sought approval to declare an area of land adjacent to the property at 1 Woodside Avenue, Bridge of Weir, and identified on a plan attached to the report, as surplus to requirements. The report proposed that, in the event the land was declared surplus to requirements, the land would be sold to the owner of the property at 1 Woodside Avenue, Bridge of Weir for incorporation within their garden ground and to facilitate the creation of a new access route into the property.

It was noted that there was a Tree Preservation Order covering the larger area of amenity space within which the 340 square metres of land proposed for disposal was located.

DECIDED: That the area of land located adjacent to 1 Woodside Avenue, Bridge of Weir, as identified on the plan appended to the report, be declared surplus to requirements, with a view to its disposal to the adjacent owner.

12 City Deal Glasgow Airport Investment Area (GAIA) Cycleway: Compulsory Purchase Order

There was submitted a joint report by the Acting Director of Development & Housing Services and the Director Finance & Resources relative to the City Deal Glasgow Airport Investment Area (GAIA) Cycleway Compulsory Purchase Order.

The report advised that the GAIA project comprised the realignment of Abbotsinch Road between Arran Avenue and Greenock Road/Inchinnan Road; a new bridge across the White Cart; and improved facilities for cyclists and pedestrians, all aimed at improving connections between the Westway, Inchinnan and Airport Business Parks and as an enabler for the delivery of a world-class business and commercial offering located around the airport. Planning applications had been submitted in respect of the project, while the public benefits of the GAIA project were detailed, together with the associated funding arrangements, which included provision for land acquisition. In order to further progress the Project it was necessary to progress land assembly. The planned infrastructure required for the project required the acquisition of property, titles and interests, identified on a schedule attached to the report.

Scottish Government guidance (Planning Circular 6/2011) recommended a “twin track” approach to land acquisition in order to provide a greater degree of certainty should voluntary negotiations falter and to resolve any defects in the title in the land to be acquired. The Policy Board had previously approved the use of compulsory purchase order (CPO) in principle. The Council therefore continued to adopt the recommended approach of pursuing the acquisition of land required on a voluntary basis while at the same time progressing with the preparation of a CPO to be used as a fall back in the event of failure to reach agreement with the affected parties. It was highlighted that not all of the interests would need to be acquired using CPO powers and that it might also be the case that, as the Council proceeded with the CPO and voluntary discussions, other, as yet, unidentified, titles or interests might come to light which were not listed within the schedule which would form part of the CPO. The use of CPO powers was considered appropriate for the Project on the basis that the land interests to be acquired were restricted in nature and the Project, once completed, would provide significant public benefits which outweighed the remaining interests. It was proposed that the Council, as Roads Authority, would use the powers of compulsory purchase in terms of the Roads (Scotland) Act 1984 in order to assemble the land required for this Project, as the land to be acquired was solely to construct the infrastructure.

DECIDED:

(a) That the making of a Compulsory Purchase Order be approved to acquire the titles and interests in the land required to implement the Project, identified on Plans GAIA Cycleway CPO Plans 1,2,3 and 4, appended to the report, where voluntary acquisition was not achieved;

(b) That the list of owners and interests currently identified and included in the GAIA Cycleway CPO Land Schedule, be noted; and

(c)That it be noted that voluntary acquisition discussions would continue with all affected parties concurrently with the publication of the Compulsory Purchase Order and that voluntary acquisition would be progressed wherever practicable.

13 City Deal Glasgow Airport Investment Area (GAIA): Compulsory Purchase Order

There was submitted a joint report by the Acting Director of Development & Housing Services and the Director of Finance & Resources relative to the City Deal Glasgow Airport Investment Area (GAIA) Compulsory Purchase Order.

The report advised that the GAIA project comprised the realignment of Abbotsinch Road between Arran Avenue and Greenock Road/Inchinnan Road; a new bridge across the White Cart; and improved facilities for cyclists and pedestrians, all aimed at improving connections between the Westway, Inchinnan and Airport Business Parks and as an enabler for the delivery of a world-class business and commercial offering located around the airport. Planning applications had been submitted in respect of the project, while the public benefits of the GAIA project were detailed, together with the associated funding arrangements, which included provision for land acquisition. In order to further progress the Project it was necessary to progress land assembly. The planned infrastructure required for the project required the acquisition of property, titles and interests, identified on a schedule attached to the report.

Scottish Government guidance (Planning Circular 6/2011) recommended a “twin track” approach to land acquisition in order to provide a greater degree of certainty should voluntary negotiations falter and to resolve any defects in the title in the land to be acquired. The Policy Board had previously approved the use of compulsory purchase order (CPO) in principle. The Council therefore continued to adopt the recommended approach of pursuing the acquisition of land required on a voluntary basis while at the same time progressing with the preparation of a compulsory purchase order to be used as a fall back in the event of failure to reach agreement with the affected parties. It was highlighted that not all of the interests would need to be acquired using CPO powers and that it might also be the case that as the Council proceeded with the CPO and voluntary discussions other, as yet, unidentified, titles or interests might come to light which were not listed within the schedule which would form part of the CPO. The use of CPO powers was considered appropriate for the Project on the basis that the land interests to be acquired were generally limited/minor in nature and the Project, once completed would facilitate the delivery of a world class business and commercial offering located around the airport. Only one party faced significant acquisitions in terms of their overall ownership. Voluntary terms had been agreed with that party. As such the public benefits outweighed the remaining interests. It was proposed that the Council would use powers of compulsory purchase as Planning Authority under the Town and Country Planning (Scotland) Act 1997 or as Roads Authority under the Roads (Scotland) Act 1984. The most appropriate powers would be used and finalised when the outcome of specific voluntary negotiations were completed.

DECIDED:

(a)That the making of a Compulsory Purchase Order be approved to acquire the titles and interests in the land required to implement the Project, identified on Plans GAIA CPO Plans 1,2,3,4 and 5, where voluntary acquisition was not achieved;

(b) That the list of owners and interests currently identified and included in the GAIA CPO Land Schedule be noted; and

(c) That it be noted that voluntary acquisition discussions would continue with all affected parties concurrently with the publication of the Compulsory Purchase Order and that voluntary acquisition would be progressed wherever practicable.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of the following items of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present, there would be disclosure to them of exempt information as defined in paragraphs 6, 8 and 9 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

14 City Deal - Voluntary Acquisition of Land for the Glasgow Airport Investment Area Project

There was submitted a joint report by the Acting Director of Development & Housing Services and Director of Finance & Resources relative to the voluntary acquisition of property for the City Deal Clyde Glasgow Airport Investment Area (GAIA) Project.

The report summarised the aims and benefits of the project, made reference to planning and funding matters related to the project and outlined proposed action to address the situation.

DECIDED:

(a) That the property, shaded grey on Plan E2629, a copy of which was appended to the report, be acquired subject to the terms and conditions detailed within the report ;

(b) That an irrevocable option be entered into, secured by a standard security in respect of the area cross hatched on Plan E2629, a copy of which was appended to the report, to enable the current owner to remain in the Residential Property subject to the terms and conditions detailed in the report ; and

(c) That authority be delegated to the Head of Corporate Governance in conjunction with the Head of Property to conclude the acquisition of the property and the option over the residential property referred to above.

15 Disposal of land: Garthland Lane, Paisley

There was submitted a report by the Director of Finance & Resources relative to the outcome of the marketing of the site of the former Garthland House Elderly Care Home, Garthland Lane, Paisley. Full details of the offers received for the land, which was identified in a plan appended to the report, were provided.

DECIDED:

- (a) That the Director of Finance & Resources be authorised to accept the top offer for the site, in the best financial and other interests of the Council, and subject to any other terms and conditions considered necessary by the Head of Property and the Head of Corporate Governance to protect the interests of the Council;
- (b) That it be noted that one offer received was at a financial level below that which could be considered for recommendation to the Board; and
- (c) That it be noted that the subject would be remarketed if a suitable bargain could not be concluded with the top offeror.

16 Roads Trading Budget Monitoring Report

There was submitted a report by the Director of Community Resources relative to the Roads organisation for the period 1 April to 23 June 2017. The report provided an update on financial and operational issues arising during the period.

DECIDED: That the report be noted

17 Vehicle Maintenance Trading Budget Monitoring Report

There was submitted a report by the Director of Community Resources relative to the Vehicle Maintenance organisation for the period 1 April to 23 June 2017. The report provided an update on financial and operational issues arising during the period.

DECIDED: That the report be noted

Minute of Meeting

Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Wednesday, 30 August 2017	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Tom Begg, Councillor Bill Brown, Provost Lorraine Cameron, Councillor Audrey Doig, Councillor Alison Jean Dowling, Councillor Jim Harte, Councillor Kenny MacLaren, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Jim Sharkey, Councillor John Shaw, Councillor James Sheridan, Councillor Andy Steel, Councillor Jane Strang

Chair

Councillor Shaw, Convener, presided.

In Attendance

S MacDougall, Director of Community Resources; A Russell, Director of Finance & Resources; D Amos, Head of Policy & Commissioning, B Lambert, Strategic Commercial Category Manager and N Irvine-Brown, Policy Lead – Performance & Quality (all Chief Executive's); D Gillies, Head of Facilities Management, C Dalrymple, Regulatory & Enforcement Manager, C Grainger, Planning & Performance Manager and D McNab, Transportation Manager (all Community Resources); L Feely, Housing Asset & Investment Manager (Development & Housing Services); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, A MacArthur, Head of Finance, R McGrath, Head of Customer & Business Services, T Olowe, Interim Head of HR, OD and Workforce Strategy, R Cree, OD & Workforce Planning Manager, D Farrell, Finance & Business Partner, P McDonald, Performance Assistant and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

Declarations of Interest

There were no declarations of interest intimated prior to commencement of the meeting.

1 Investment Review Board

There was submitted the Minute of the meeting of the Investment Review Board held on 7 June 2017 which forms Appendix 1 hereto.

DECIDED: That the Minute be noted.

2 Joint Consultative Committee (Non-teaching)

There was submitted the Minute of the meeting of the Joint Consultative Board (Non-teaching) held on 14 June 2017 which forms Appendix II hereto.

DECIDED: That the Minute be noted.

3 Revenue Budget Monitoring to 23 June 2017

There was submitted a revenue budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on general fund services and the Housing Revenue Account for the period 1 April to 23 June 2017.

DECIDED: That the report be noted.

SEDERUNT

Councillors Harte and Strang entered the meeting during consideration of the following item.

4 Revenue Budget Monitoring - Council Overview to 23 June 2017

There was submitted a revenue budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on general fund services and the Housing Revenue Account for the period 1 April to 23 June 2017.

DECIDED: That the report be noted.

5 Capital Budget Monitoring Report

There was submitted a capital budget monitoring report by the Director of Finance & Resources relative to capital expenditure on corporate issues for the period 1 April to 23 June 2017.

DECIDED: That the report be noted.

6 Capital Budget Monitoring Report - Overview

There was submitted a capital budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on the Housing and Non-housing Capital Programmes for the period 1 April to 23 June 2017.

DECIDED: That the report be noted.

7 Annual Efficiency Statement 2016/17

There was submitted a report by the Director of Finance & Resources relative to the publication of the Annual Efficiency Statement 2017. An appendix to the report summarised the efficiencies achieved during 2016/17.

DECIDED: That the Annual Efficiency Statement 2017 be approved.

8 Anti-money Laundering Policy

There was submitted a report by the Director of Finance & Resources relative to the Council's Anti-money Laundering Policy to prevent money laundering within all the Council's dealings. A copy of the policy was appended to the report.

The policy ensured that the Council had appropriate and proportionate anti-money laundering safeguards and reporting arrangements in place to help maintain an anti-fraud culture and uphold high ethical standards in the administration of public funds.

The policy assisted the Council to meet its responsibilities under various legislation including the Terrorism Act 2000, Proceeds of Crime Act 2002, Money Laundering Regulations 2007 and Fraud Act 2006, and subsequent regulations.

DECIDED: That the Anti-money Laundering Policy, as set out in the appendix to the report, be approved.

9 Customer & Business Services Performance Report

There was submitted an update report by the Director of Finance & Resources relative to performance across key Customer & Business Services functions from 1 April to 31 July 2017.

The report highlighted performance to collect Council Tax and Non-domestic Rates, detailed performance to process Housing Benefit and the Scottish Welfare Fund, and included an update on funding and expenditure relative to Discretionary Housing Payments. Appendices 1 and 2 to the report provided detailed performance information. A copy of the Scottish Public Services Ombudsman Report relative to the Scottish Welfare Fund formed Appendix 3 to the report.

An update on the overall contact centre call handling response times as well as face-to-face response times across three customer service locations in Paisley, Renfrew and Johnstone were also included.

DECIDED: That the report be noted.

10 Non-domestic Rates: Accounts for write off

There was submitted a report by the Director of Finance & Resources relative to the proposed write-off of non-domestic rates accounts for sums over £10,000, in accordance with the Council's Financial Regulations. The report indicated that the Council's procedures for the recovery of debt had been pursued without success. The value of the debt to be written off was £578,247.54.

DECIDED: That the sum of £578,247.54, as detailed in the report, be written off.

11 Housing Benefit Overpayments: Accounts for write off

There was submitted a report by the Director of Finance & Resources relative to the proposed write-off of housing benefit overpayments for sums over £10,000, in accordance with the Council's Financial Regulations. The report indicated that the Council's procedures for the recovery of debt had been pursued without success. The value of the debt to be written off was £11,149.60.

DECIDED: That the sum of £11,149.60, as detailed in the report, be written off.

12 Sundry Debtors: Accounts for write off

There was submitted a report by the Director of Finance & Resources relative to the proposed write-off of sundry debtor accounts for sums over £10,000, in accordance with the Council's Financial Regulations. The report indicated that the Council's procedures for the recovery of debt had been pursued without success. The value of the debt to be written off was £48,235.87.

DECIDED: That the sum of £48,235.87, as detailed in the report, be written off.

13 Better Council Change Programme Update

There was submitted an update report by the Chief Executive relative to progress to deliver the Better Council Change Programme.

The report provided an update on progress to deliver the Online Customer Access Project and the Enterprise Resource Planning/Business World that comprised Phase 2 of the programme and detailed proposals for the development of Phase 3, including workforce planning.

DECIDED:

(a) That the content of the report be noted; and

(b) That the work ongoing to identify further opportunities for transformation across the Council be noted.

14 Council Workforce Plan 2017/20

There was submitted a report by the Director of Finance & Resources relative to the introduction of a new Council Workforce Plan 2017/20 (the plan). A copy of the plan and an associated action plan were appended to the report.

The report explained the Council's approach to workforce planning, drivers and demand, key workforce challenges, workforce planning priorities and how the plan would be implemented, monitored and reviewed. Progress to deliver the plan would be reported to this Board on an annual basis.

DECIDED: That the Council Workforce Plan 2017/20 be approved for implementation.

15 Chief Executive's Service Health & Safety - Annual Report 2016/17 and Action Plan 2017/18

There was submitted a report by the Chief Executive relative to the annual health and safety report for the Chief Executive's Service, reviewing health and safety performance during 2016/17 and seeking approval to implement the action plan for 2017/18 as appended to the report.

The report set out arrangements for the management of health and safety within the service and demonstrated commitment to continuous improvement in health and safety performance. It summarised achievements to 31 March 2017 and the action plan detailed the tasks that the service aimed to achieve by March 2018.

DECIDED: That the Chief Executive's Service annual health and safety report for 2016/17 and the action plan for 2017/18 be approved.

16 Public Holidays for Renfrewshire Council Employees 2018

There was submitted a report by the Director of Finance & Resources relative to public holidays and one day of no work requirement for Renfrewshire Council employees in 2018. The proposed holidays followed the pattern set over previous years and were listed in an appendix to the report.

DECIDED: That the public holidays and day of no work requirement for Renfrewshire Council employees for 2018, as detailed in the appendix, be approved

17 Civic Hospitality

The Convener intimated that a revised report had been submitted by the Director of Finance & Resources relative to requests received by the Provost for civic hospitality from individuals and organisations for specific events as detailed within the report.

The report proposed the type and cost of civic hospitality to be provided in respect of each event and sought authorisation for the Director of Finance & Resources, in consultation with the Provost, to make the necessary arrangements or, in the case of events that had already occurred, to homologate the action taken by the Director of Finance & Resources, in consultation with the Provost, to provide civic hospitality.

DECIDED:

(a) That the Director of Finance & Resources, in consultation with the Provost, make the necessary arrangements for civic hospitality, at the approximate cost indicated, as follows:

Unveiling of the Workers' Memorial Cairn at Robertson Park, Renfrew - £250;

Erskine Hospital Military Ball - £1,000;

Singing Children of Africa Concert in Paisley Town Hall - £1,250; and

(b) That the action taken by the Director of Finance & Resources, in consultation with the Provost, to provide civic hospitality, at the approximate cost indicated, for the undernoted events be homologated:

Volunteer International Development Education Salesian UK week - £1,000

Visit to Lapwing Lodge by a scout group from Gladsaxe - £250; and

Unveiling of artwork and plaque to commemorate former Councillor J Mitchell - £450.

SEDERUNT

Councillor Nicolson entered the meeting during consideration of the following item.

18 CONTRACT AUTHORISATION REPORTS

The undernoted contract authorisation reports were considered.

18(a) Contract for the Provision of Adaptations and Small Repair Services for Renfrewshire Council

There was submitted a joint report by the Chief Executive and the Chief Officer, Renfrewshire Health & Social Care Partnership, relative to the award of a contract for the provision of adaptations and small repair services for Renfrewshire Council.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for the provision of adaptations and small repairs services for Renfrewshire Council to Bridgewater Housing Association Limited;

(b) That it be noted that the total contract value across both Councils would be £1,095,000, excluding VAT, including the maximum option period, with spend pertaining to Renfrewshire Council being £630,000, excluding VAT; and

(c) That it be noted that the contract was anticipated to commence on 1 November 2017 for a period of two years with the Council's option to extend the contract for up to one year. The actual date of commencement would be stated in the Council's Letter of Acceptance.

18(b) Provision of Community Based Transitional Employment Training

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to a multi-supplier framework contract for the provision of community based transitional employment training in four lots; Construction, Landscaping, Childcare and Creative Industries.

At the conclusion of a procurement exercise carried out in accordance with Council and EU procedures, seven tenders were submitted. Following evaluation, it was proposed that places on the framework contract be awarded as undernoted. No award was proposed for Lot 3 as tenders received did not represent best value.

Lot 1 – Construction to Linstone Housing Association Limited;

Lot 2 – Landscaping to Linstone Housing Association Limited and Barnardo's; and

Lot 4 – Creative Industries to Impact Arts (Projects) Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a multi-supplier framework contract for the provision of community based transitional employment training as undernoted:

Lot 1 – Construction to Linstone Housing Association Limited;

Lot 2 – Landscaping to Linstone Housing Association Limited and Barnardo's; and

Lot 4 – Creative Industries to Impact Arts (Projects) Limited;

(b) That it be noted that the framework contract was anticipated to commence on 23 September 2017, or alternatively, the date confirmed in the Letter of Acceptance, and end on 30 September 2018;

(c) That it be noted that the cumulative spend under this framework contract would be up to the value of £594,446.88 excluding VAT; and

(d) That it be noted that any call-offs awarded through this framework contract would be subject to Council Standing Orders Relating to Contracts.

18(c) Provision of an Early Level Transition Programme

There was submitted a joint report by the Chief Executive and the Director of Children's Services relative to the award of a contract for the provision of an early level transition programme for a period of 12 months.

In terms of the relevant procedures and regulations, an invitation to tender was issued to Barnardo's given that competition was absent for technical reasons. The tender received from Barnardo's had been assessed and considered acceptable on both technical and commercial grounds.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for the provision of an early level transition programme to Barnardo's;

(b) That it be noted that the contract value was £181,665.00 excluding VAT; and

(c) That it be noted that the contract was anticipated to commence on 11 September 2017 for a period of 12 months. The actual date of commencement would be stated in the Council's Letter of Acceptance.

18(d) Development/Upgrade of Glasgow Airport Cycle Route

There was submitted a joint report by the Chief Executive and the Director of Community Resources relative to a NEC3 Engineering and Construction Short Contract for the development/upgrade of Glasgow Airport cycle route.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for the development/upgrade of Glasgow Airport cycle route to Luddon Construction Limited;

(b) That it be noted that the contract sum was £184,532.24, excluding VAT, plus 10% contingency for any unforeseen works; and

(c) That it be noted that the contract start date was anticipated to be 11 September 2017 and the completion date was 10 weeks from the date of commencement. The actual start date would be confirmed in the Council's Letter of Acceptance.

18(e) Delegated Approval for the Procurement of Johnstone Castle Demolition Works

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of multiple work packages for required demolitions to enable the regeneration of Johnstone Castle area via the undertaking of separate mini competitions under the Scotland Excel Demolition Services framework agreement (contract reference: 1115).

DECIDED:

(a) That the report be noted;

(b) That authority be delegated to the Head of Policy & Commissioning to determine and authorise the appointment of contractors via a number of mini competitions utilising the Scotland Excel Demolition Services framework agreement (contract reference: 1115), Lot 2 – Demolition Works for demolition works required as part of the regeneration of the Johnstone Castle area until the expiry of said Demolition Services framework on 31 January 2020; and

(c) That a report be submitted to this Board at the end of the financial year summarising the relevant procurement processes, outcomes and respective values.

18(f) 2017 Door Replacement Programme - Phase 2

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for the 2017 Door Replacement Programme – Phase 2 in the form of an SBCC Standard Building Contract with Quantities for Use in Scotland (MTC/Scot), 2011 Edition.

DECIDED: That the Head of Corporate Governance be authorised to award the contract for 2017 Door Replacement Programme – Phase 2 to Sidey Solutions Limited at a contract sum of £723,030.20 excluding VAT for a total period of twenty weeks commencing 9 October 2017 and concluding 23 February 2018 or

as per the start and completion dates confirmed in the Letter of Acceptance.

18(g) Festive Lighting 2017 up to 2021

There was submitted a joint report by the Chief Executive and the Director of Community Resources relative to the award of a NEC3 Term Service Short Contract for festive lighting 2017 up to 2021.

DECIDED:

(a) That the Head of Corporate Governance award the contract for festive lighting 2017 up to 2021 to Field and Lawn Limited;

(b) That the contract be awarded for three years with the option (at the discretion of the Council) to extend for up to 12 months. The anticipated start date was 26 September 2017 to run until 25 September 2020 with an option to extend up to 25 September 2021. The exact dates would be confirmed in the Letter of Award;

(c) That a contract value for three years of £366,588.50 excluding VAT be approved; and

(d) That the contract value, should the extension option be taken, of £485,377.00 excluding VAT be approved.

18(h) Vehicle Replacement Programme 2017/18

There was submitted a joint report by the Chief Executive and the Director of Community Resources relative to the award of a contract under the Scotland Excel Framework Agreement for Heavy Vehicles and Municipal Vehicles for the purchase of six refuse collection vehicles for the Vehicle Replacement Programme 2017/18.

DECIDED: That the Head of Corporate Governance be authorised to award a contract for the supply of six refuse collection vehicles to Volvo Truck and Bus Centre (Scotland) Limited at a cost of £944,200, excluding VAT, to be delivered by March 2018.

18(i) Upgrade to Middleton Road Waste Transfer Station

There was submitted a joint report by the Chief Executive and the Directors of Community Resources and Finance & Resources relative to the award of a contract to upgrade Middleton Road Waste Transfer Station.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a contract to upgrade Middleton Road Waste Transfer Station to Noel Regan & Sons Building & Civil Engineering Contractors UK Limited;

(b) That the contract sum of £295,336.70 excluding VAT and an additional 10% of the contract sum as risk allowance for any unforeseen works be approved; and

(c) That it be noted that the start date was anticipated to be 18 September 2017 with a completion date of 9 April 2018. Exact dates would be confirmed in the Letter of Acceptance.

18(j) Traffic Management Works

There was submitted a joint report by the Chief Executive and the Director of Community Resources relative to the award of a framework contract with a number of qualified and experienced suppliers of Traffic Management Works for the Council's road resurfacing programme 2017/18.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a multi-supplier framework contract for traffic management works and any subsequent call-off (package orders) contracts for Lot 1 to firstly, Finco Contracts Limited, secondly, Markon Limited and thirdly, W J North Limited trading as W J Scotland and for Lot 2, firstly Finco Contracts Limited, secondly W I & A Gilbert Limited and thirdly Newlay Civil Engineering Limited;

(b) That it be noted that the cumulative spend made under this framework contract and any related package orders would be up to the maximum value of £2,200,000 excluding VAT; and

(c) That it be noted that the framework contract was intended to commence on 18 September 2017 or, the date confirmed in the Letter of Acceptance, and would be for a period of four calendar years.

18(k) Integrated Customer Portal and Customer Relationship Management (CRM) Solution

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to a contract for an integrated customer portal and customer relationship management (CRM) solution.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for an integrated customer portal and customer relationship management (CRM) solution to Firmstep Limited;

(b) That it be noted that the total contract value was £344,178 excluding VAT, including the extension periods; and

(c) That it be noted that the contract period would be for an initial period of three years with the option to extend on a further two occasions, each for a period of 12 months. The contract would commence on 2 October 2017 or the date stated in the Letter of Acceptance.

18(l) George Street Decommissioning

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to a negotiated contract for the decommissioning of boiler plant from seven boiler houses (incorporating asbestos removal and

associated works), the removal of 160 water tanks and the timber lining of cupboards within 317 domestic properties at George Street, Paisley.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for decommissioning works at George Street, Paisley to Advanced Energy Management Services Limited;

(b) That a maximum contract sum of £345,290.35, excluding VAT, be approved; and

(c) That it be noted that the proposed start date was early September 2017 for a duration of two years, which would allow for any issues that may arise gaining access to the properties. The actual start date would be confirmed in the Letter of Acceptance.

18(m) Provision of Energy Efficiency Works (HEEPS ABS)

There was submitted a joint report by the Chief Executive and the Acting Director of Development & Housing Services relative to the award of work packages for the provision of energy efficiency works as part of the Home Energy Efficiency Programme for Scotland Area Based Schemes (HEEPS ABS) – Year 1.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award all required 2017/18 work packages for the provision of energy efficiency works (HEEPS ABS) to Everwarm Limited at a cumulative value for all three phases of no more than £4,500,000 excluding VAT for required works within 2017/18; and

(b) That it be noted that phase one would start on 25 September 2017 with all three phases to be completed by 31 May 2018 as required under the HEEPS grant conditions.

18(n) Framework Contract for Banking Services

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to a framework contract for Lot 1 - general banking services on behalf of Renfrewshire Council and associated bodies; and Lot 2 - general banking services on behalf of Renfrewshire Leisure Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to conclude the award of the single source framework contract for general banking services to Clydesdale Bank Plc for a period of four years;

(b) That it be noted that the framework contract consisted of 2 Lots: Lot 1 Renfrewshire Council general banking services; and Lot 2 Renfrewshire Leisure Limited general banking services, and that any call off contracts would be issued by the respective contracting body under the relevant Lot;

(c) That it be noted that prices would be fixed for the framework contract in

accordance with the pricing schedule submitted by the Clydesdale Bank Plc;

(d) That once the framework contract was operational, authority be delegated to the Director of Finance & Resources and the Head of Policy & Commissioning to approve the award of any direct call off contract made under Lot 1 for Renfrewshire Council; and

(e) That it be noted that the ceiling value of all call off agreements made under both Lots of this framework contract would be £247,765.

19 Operational Performance Report: Integrated Facilities Management (Hard & Soft Services)

There was submitted an update report by the Director of Community Resources relative to the operational performance of Facilities Management (Hard and Soft Services) delivered by Community Resources from 1 April to 23 June 2017.

DECIDED: That the report be noted.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved to exclude the press and public from the meeting during consideration of the following items of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present there could be disclosure to them of exempt information as defined in paragraphs 8 and 9 of Part I of Schedule 7A of the Local Government (Scotland) Act, 1973.

20 Building Services Trading Budget Monitoring Report

There was submitted an update report by the Director of Community Resources relative to Building Services financial and operational issues arising from 1 April to 23 June 2017.

DECIDED: That the report be noted.

21 Catering Trading Budget Monitoring Report

There was submitted an update report by the Director of Community Resources relative to Catering financial and operational issues arising from 1 April to 23 June 2017.

DECIDED: That the report be noted.

Minute of Meeting Investment Review Board

Date	Time	Venue
Wednesday, 07 June 2017	11:00	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor John McIntyre, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw

Chair

Councillor Shaw, Convener, presided.

In Attendance

A MacArthur, Head of Finance and P Shiach, Committee Services Officer (both Finance & Resources).

Also in Attendance

D Millar, Senior Investment Analyst, Hymans Robertson LLP and G Brisbane, Portfolio Manager (Standard Life Wealth Limited).

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

1 Minute of Previous Meeting

There was submitted the Minute of the meeting of the Investment Review Board held on 23 November 2016.

DECIDED: That the Minute be noted.

2 Introductory Briefing - Operation of the Investment Review Board and Management of Common Good Fund Investments

There was submitted a presentation by the Head of Finance relative to the operation of the Investment Review Board and the management of the Common Good Funds.

The presentation provided information on the frequency of Board meetings; details of the three funds, namely Renfrew, Paisley and Johnstone Common Good funds; investment principles; the investment manager and investment adviser; and governance and reporting.

The Head of Finance was then heard in answer to questions from members on the content of the presentation.

DECIDED: That the presentation be noted.

3 Information Session - Renfrewshire Investment Portfolio and the Current Economic Position

There was submitted a briefing by D Millar, Hymans Robertson LLP, relative to the Renfrewshire investment portfolios and the current economic situation.

Mr Millar made reference to historic returns for world markets to 31 March 2017 indicating that survey data suggested sustained strength in business conditions over the period. The US Federal Reserve had raised US interest rates twice over the period to a range of 0.75% - 1% per annum by the end of March 2017.

He indicated that a resilient post-referendum performance from the United Kingdom economy and some fiscal easing lowered expectations that the Bank of England would cut interest rates again in the short term. Headline inflation had reached 2% or higher in the US, the Eurozone and the UK by the end of the period.

Mr Millar commented on the economic and market conditions in terms of the global perspective; the performance of equities and bonds over the period to 31 March 2017, and provided information in relation to the general performance, asset allocation and performance by asset class of the Paisley and Renfrew Common Good Funds. There followed a question and answer session.

DECIDED: That the information be noted.

4 Paisley and Renfrew Common Good Funds - Review of Investment and Income Performance

There was submitted a report by the Director of Finance & Resources relative to the performance of the Paisley and Renfrew Common Good Funds for the six-month

period ending 31 March 2017. The Head of Finance advised that the reporting period was the six months to 31 March 2017 and not 30 September 2016 as indicated in the report. A performance review report by Hymans Robertson LLP was appended thereto.

G Brisbane, Investment Manager, presented a report in relation to the performance of the Paisley and Renfrew Common Good Funds to 31 March 2017. The report provided information on the portfolio manager, world markets for period 31 March 2016 to 31 March 2017; global equity returns; the UK Gilt yield; long term global themes; investment guidelines; the performance of the Paisley and Renfrew Common Good funds to 31 March 2017; asset attribution; the top 10 equity holdings; policy influence; and the European election. An appendix to the report provided information on investment restrictions; alternatives; and population dynamics.

Mr Brisbane was then heard in answer to questions from members.

DECIDED:

(i) That it be noted that the reporting period covered in the report by the Director of Finance & Resources related to the six months to 31 March 2017 and not 30 September 2016 as indicated in the report; and

(ii) That the reports be otherwise noted.

Minute of Meeting

Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 14 June 2017	15:00	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Representing Renfrewshire Council Management - Councillors T Begg, J McNaughtan and A Steel.

Representing Trade Unions – J Boylan, M Ferguson S Hicks, K Kernachan and M McIntyre (UNISON); M Gallagher and C McLeod, (GMB); and A Gibson, (UNITE).

In Attendance

K Anderson, Amenity Services Manager and E Scott, Building Services Manager (both Community Resources); T Olowe, Interim Head of HR; R Cree, Principal HR Adviser, S Fanning, Principal OR and HD Adviser (Health and Safety), R Laouadi, Human Resources Manager and P Shiach, Committee Services Officer (all Finance & Resources); and M Ferguson, Head of Health & Social Care Services (West Renfrewshire).

Apologies

Councillors J Harte and J Paterson, and S McAllister and J McMenemy (UNITE).

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

1 Appointment of Chairman

It was proposed and agreed that Councillor Steel chair the meeting.

DECIDED: That Councillor Steel chair the meeting.

Additional Item

The Chair indicated that there were two additional items in relation to an update on group insurance cover and temporary workers and overtime which had not been included in the notice calling the meeting. The Chair, being of the opinion that the items, which were dealt with respectively at item 4 and 8 below were competent, authorised their consideration.

2 Minute of Previous Meeting

There was submitted the Minute of the meeting of the Joint Consultative Board: Non-Teaching held on 26 April 2017.

DECIDED: That that Minute be noted.

3 Matters Arising

(i) Care at Home Service

Under reference to item 5 of the Minute of the meeting of the Board held on 26 April 2017 the Human Resource Manager referred to the concerns raised by the Trades Unions over the restructuring of the Care at Home Service and indicated that previously the Principal HR Adviser had intimated that he had been advised that the restructure had not been implemented at that time and had suggested that he would arrange a meeting with all parties to address the trades unions' concerns.

DECIDED: That the information be noted.

(ii) Refuse Collectors - Underwood Road

Under reference to item 5 of the Minute of the meeting of the Board held on 26 April 2017 M Ferguson expressed concern that management had inferred that staff in relation to Underwood Road had been disruptive and that this was not a true reflection of the position as the issue had been in relation to welfare matters and that the management position had been unacceptable.

DECIDED: That the information be noted.

4 Update on Group Insurance Cover

M Ferguson requested an update on the position in relation to the outstanding issue on Group cover which had been outstanding since 2010.

The Human Resources Manager intimated that she would raise the issue of the appropriate forum for discussion on this item with the Head of Corporate Governance.

DECIDED: That the information be noted.

5 Developments in Health and Safety

There was submitted a report by the Interim Head of HR relative to developments with regard to health and safety issues. The report detailed policies and guidance that were currently being revised and outlined training courses which had been undertaken since the last meeting of the Board. In particular, it was noted that the following policies were being revised and an update of progress was provided as follows: -

Guidance on Statutory Inspections and Maintenance – issued.

The following policies and guidance were being revised: -

- CDM Guidance –ready for approval from the CMT;
- Control of Legionella Bacteria in Hot and Cold Water Systems;
- The selection and control of contractors

The report advised that the health and safety section continued to assist services to retain accreditation to BS OHSAS 18001:2007, and indicated that the next audit was scheduled for September 2017.

The report advised that as part of the Healthy Working Lives Gold award programme, the health and safety section and the Health & Social Care Partnership were working together to further develop shared events.

The report indicated that the health and safety section were working with the risk and accident section to identify accident causation type which could result in claims against the Council. This would lead to further strategies which may reduce the impact of claims to the Council and raise health and safety awareness among employees.

The report intimated that the health and safety section were working with services to survey the fire arrangements within Renfrewshire House in line with the current refurbishment programme.

The report advised that the health and safety service continued to work with the Town Centres Team and other event organisers and had been involved in the British Pipe Band Championships, Renfrew Gala Day, Barshaw Gala Day and Sma Shot Day.

DECIDED: That the report be noted.

6 Agency Workers

There was submitted a report by the Interim Head of HR relative to the number of agency staff employed within the Council as at April 2017 detailing the service capacity and in which they were engaged.

DECIDED: That the report be noted

7 Annual Absence Report 2016/17

There was submitted a report by the Interim Head of HR relative to annual absence statistics for the period 1 April 2016 to 31 March 2017. The report detailed absence statistics by service and by category of staff.

The report detailed absence statistics for the quarters ending 30 June 2016 to 31 March 2017; analysis and trends; overall days lost per FTE employee; days lost per FTE teacher; days lost per FTE Local Government Employee; absence trends and ranking information; reasons for absence annual overview; supporting attendance activity; costs of sick pay; and details of occupational sick pay and statutory sick pay costs per employee group and overall for 2014/15 to 2016/17.

M Ferguson indicated that concerns he had previously raised in relation to reports received from People Asset Management had not been addressed. The Principal OD and HR Adviser (Health & Safety) advised that he would arrange a meeting with all parties to address the trades unions' concerns.

DECIDED: That the report be noted.

8 Details of Grievances

There was submitted a report by the Interim Head of HR relative to details of grievances received.

The report provided information on grievances at both the informal and formal stages. The report indicated that there were a total of six grievances as at June 2017, a decrease of one since the last report.

DECIDED: That the report be noted.

9 Temporary Workers and Overtime Report

M Ferguson advised that previously the Board had received reports on temporary workers and overtime, and requested that this practice be revived.

DECIDED: That the agenda for future meetings include reports detailing instances of the use of temporary workers and overtime.

10 Date of Next Meeting

It was noted that the next meeting of the JCB Non-Teaching would be held at 3 pm on Wednesday 13 September 2017.

Minute of Meeting

Petitions Board

Date	Time	Venue
Wednesday, 30 August 2017	14:30	Corporate Meeting Room 3, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jennifer Marion Adam-McGregor, Councillor Bill Brown, Councillor Stephen Burns, Councillor Michelle Campbell, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Scott Kerr, Councillor Jim Sharkey, Councillor Andy Steel

Chair

Councillor Adam-McGregor, Convener, presided.

In Attendance

J Trainer, Head of Early Years and Inclusion (Children's Services); and P Shiach Committee Services Officer (Finance & Resources).

Declarations of Interest

There were no declarations of interest intimated prior to commencement of the meeting.

1 Annual Report of Petitions received and their Outcomes

There was submitted a report by the Director of Finance & Resources relative to petitions considered by the former Audit, Scrutiny and Petitions Board during the period September 2016 to March 2017, and by the Petitions Board in June 2017.

The report advised that following the Local Government Elections in May 2017 and subsequent changes to the Council's decision-making structure approved at the Statutory Meeting of the Council held on 18 May 2017, the petitions function was separated from the audit and scrutiny function, and the Petitions Board was established.

The report indicated that seven petitions were considered by the former Audit, Scrutiny and Petitions Board and two by the Petitions Board during the period covered by the report, three of which were continued from the previous reporting period. Details of the petitions received and their outcomes were set out in the appendix to the report.

DECIDED: That the Annual Report on petitions received and their outcomes, be noted.

2 Petition: Carers' Transport Costs

Under reference to item 2 of the Minute of the meeting of this Board held on 8 June 2017, there was submitted a report by the Director of Finance & Resources relative to the Board's further consideration of the petition which had been submitted in the undernoted terms:

"Transport costs are a massive issue that affects so many carers of all ages, from as young as they start school till older adulthood. Many carers face huge financial difficulty and as a result are unable to have much of a social life of their own as they cannot afford to get around by public transport. The simple task of getting to shops, collecting medication from the chemist or doing many other things that come as part of the daily routine that carers face on a day to day basis.

Alongside a caring role it's important for carers to be able to attend support groups and meet with friends in order to have a healthy social life which many cannot do due to lack of money for buses or even trains depending on where you stay. As a result of being able to get out and about it allows the carer to be less stressed and lowers the chances of developing a mental health issue due to the many pressures of the caring role.

The cost of travel may not seem a lot of money to many however £4.00 per adult a day adds up to £28.00 a week (varies dependent on where you are for bus fares) which is a huge amount of the income a carer receives. Having concessionary travel or even a discount on travel for carers would be huge benefit to so many as many people say companion card is enough. However, people do not realise the cared for has to be present to allow card to be used, a carer is 9 out of 10 times on their own while traveling so as you see companion card is useless at this point.

45% of young adult carers (18-25) have reported that they have mental health problems due to their caring role and the struggles they face because of it.

68.8% of older carers say that being a carer has an adverse effect on their mental

health. This could be lessened by such a small change like concessionary or discounted travel. For young people aged 16-19 or in full time education who have a young Scot card you are entitled to a discounted rate of travel however, this discount is only valid on single journeys. In most cases this is no use to a carer as they are making return journeys especially if they are in further education and have a long distance to travel every day or do not live with the person they provide care for. Some carers have to travel many miles just to visit the person they care for if they are in specialised hospitals or care homes.

Being a carer is not all bad it has many positive aspects such as learning crucial skills such as observation skills, listening skills, budgeting skills, organisation skills, being trustworthy and so many more. These skills would be of so much use to the employment field but unfortunately not many employers see this. Carers do this on a daily basis because they care even when the cared for could end up in a hospital, care home or in a looked after residential setting. When this happens the carer will do whatever they can to get to the cared for even if it results in at times not eating or walking miles due to not having money for transport.

This is why I feel so strongly about getting support for carers when it comes to transport. I hope that carers and decision makers will get behind this campaign and help to change so many people's lives for the better.

Is free concessionary transport for carers really too much to ask for when carers dedicate their lives to provide care to others?"

The report advised that the Council had taken a decision on 1 May 2014 on a similar matter, following the motion that

"Council supports the Scottish Youth Parliament's campaign for young carers.

The cost of travel to school, work and to attend social activities can be prohibitive for young carers and to alleviate that Council calls on the Scottish Government to introduce and fund a scheme of concessionary travel for young people who have caring responsibilities.

Council also calls for the Student Awards Agency for Scotland to recognise young carers as vulnerable and be given access to additional bursaries to allow them to fully take up educational opportunities.

Council finally instructs officers within the Education department to review its policy on payments of the Educational Maintenance Allowance in order to provide clear and flexible guidance for schools when dealing with pupils whose attendance may be affected by caring responsibilities to be reported to a future meeting of the Education Policy Board".

The report indicated that the Head of Early Years and Inclusion had advised that there were new responsibilities for the Council and the Health and Social Care Partnership in addressing the needs of carers. Similarly the Head of Adult Services advised that Renfrewshire Health and Social Care Partnership would jointly produce a Local Carer Strategy to coincide with the implementation of the Carers (Scotland) Act from 1 April 2018. Carers and carer organisations would be involved in planning, shaping and reviewing services for carers through the Partnership's Strategic Planning Group.

The report further indicated that the Regional Child Care Commissioning Co-ordinator had advised that engagement activities with young carers had commenced through the Carers' Centre and the issue of transport had already arisen through young people indicating that the cost of travel impeded their ability to have respite/breaks

from caring responsibilities. The Regional Child Care Commissioning Co-ordinator had also given an undertaking that the issue of transport would be explicitly addressed in the next sessions with young carers.

The petitioner was not in attendance but had submitted further information in relation to her petition in the following terms:

"I have had a reply from COSLA which has stated that to implement Concessionary travel for carers would cost a further £92 million. COSLA have said they are not yet convinced that concessionary travel for carers holds a greater need than ways in which they could provide help to lessen the burdens of a caring role.

My local MP Mhairi Black has informed me that a consultation on concessionary travel will be taking place in the near future however is still unsure what date but will let me know.

I met with Karen Nowland, the meeting went well, we had a lengthy discussion and Karen has assured me that she will be taking my petition on to the various boards in which she is a member".

The Head of Early Years and Inclusion advised the Board that Carers could access a companion card for use when they were travelling with the person they were caring for. They could not use that card if the person being cared for was not present so they could not use it to visit the person in hospital.

The Head of Early Years and Inclusion further intimated that it was estimated that there were 788,000 carers in Scotland and of these around 111,000 could qualify for the Carer's Allowance. Only 66,140 received the benefit (as at August 2015). To qualify for Carer's Allowance, carers must provide 'regular and substantial' care which was defined as at least 35 hours a week. They must be aged 16 or over and not be 'gainfully employed' or in full-time education, and the person they cared for must also be in receipt of a disability benefit at a certain level: Disability Living Allowance, Personal Independence Payment or Attendance Allowance. The majority of those who did qualify for Carer's Allowance, but did not receive it, were pensioners. This was because they were subject to the 'overlapping benefits' rule, which meant that an individual could only receive one non-means tested benefit in full at the same time. Given the age restriction young carers were excluded from the benefit.

The Head of Early Years and Inclusion intimated that the Scottish Parliament had received written evidence from: Carers Scotland; Coalition of Carers; ENABLE; Transport Scotland; and COSLA. The Petitioner had provided some additional evidence to support her petition. The three charities indicated that they supported the principal of a concessionary transport scheme.

The Head of Early Years and Inclusion informed the Board that Transport Scotland had indicated that they could not fund a concessionary transport scheme for carers and suggested that perhaps local authorities should consider funding a scheme. They indicated that they could not provide an estimated cost for a concessionary scheme for carers like that in place for older adults. The older adult scheme cost around £192 million per annum. The Coalition of Carers estimated the cost of providing a concessionary transport scheme for carers at £14.2 million per annum.

The Head of Early Years and Inclusion provided statistics relative to Renfrewshire indicating that 11% of adults over the age of 16 in Renfrewshire identified they were a carer compared to 9% across Scotland in the 2011 census. 2% of those under 16 in Renfrewshire identified themselves as carers in the same census. This figure was the same as the Scottish figure. He advised that the Scottish Health Survey 2012/13

suggested that 17% of the 16+ adult population in Scotland and 4% of the under 16 child population were carers. The Children Count wellbeing survey undertaken between November 2016 and January 2017 found that 2.4% of children and young people aged 9 to 16 years were 'young carers'. This equated to 227 young people aged under 16. This survey was offered to all school pupils from P5 to S4 and achieved an 87% response rate – more than 10,000 pupils. The number of young carers aged 16 to 18 was not known but estimated to be in the region of 50. In addition 566 new carers received a service from the Carers Centre in 2015/16, this included 38 young carers.

The Convener proposed that Council take no further action on the Petition but refer it to the Scottish Parliament, as the Petition related to that organisation. This was agreed unanimously.

DECIDED:

- (i) That the terms of the Petition be noted; and
- (ii) That Council take no further action on the Petition but refer it to the Scottish Parliament, as the Petition related to that organisation.

Minute of Special Meeting Council

Date	Time	Venue
Wednesday, 30 August 2017	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jennifer Marion Adam-McGregor, Councillor Tom Begg, Councillor Derek Bibby, Councillor Bill Binks, Councillor Bill Brown, Councillor Stephen Burns, Councillor Jacqueline Cameron, Provost Lorraine Cameron, Councillor Michelle Campbell, Councillor Carolann Davidson, Councillor Eddie Devine, Councillor Andy Doig, Councillor Audrey Doig, Councillor Natalie Don, Councillor Alison Jean Dowling, Councillor Edward Grady, Councillor Neill Graham, Councillor Jim Harte, Councillor John Hood, Councillor Lisa-Marie Hughes, Councillor Karen Kennedy, Councillor Scott Kerr, Councillor Paul Mack, Councillor James MacLaren, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Eileen McCartin, Councillor Colin McCulloch, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor John McIntyre, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Will Mylet, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor Jim Sharkey, Councillor John Shaw, Councillor James Sheridan, Councillor Andy Steel, Councillor Jane Strang

In Attendance

P MacLeod, Director of Children's Services; S MacDougall, Director of Community Resources; A Morrison, Acting Director of Development & Housing Services; A Russell, Director of Finance & Resources; D Leese, Chief Officer, S Lavers, Chief Finance Officer and I Beattie, Head of Health & Social Care (all Renfrewshire Health & Social Care Partnership); K Graham, Head of Corporate Governance, M Conaghan, Legal & Democratic Services Manager, L Belshaw, Democratic Services Manager and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

Chair

Provost L Cameron presided.

Apology

Councillor Mackay.

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

1 Motion

There was submitted a motion in the following terms:

"Council notes with grave concern the decision by Capability Scotland to cease providing the learning disability service at West Lane Gardens Johnstone and Whitehaugh Day Centre, Paisley which they provide on behalf of Renfrewshire Council.

Council further notes the distress and anxiety this has caused to users of this much loved service and their carers who have benefited from the security, care and companionship it has provided over many years and who believe that it is in their best interests that the service continues in its present form. These centres of excellence are providing an encouraging environment from which service users fulfil their potential and are empowered and enabled to go out into the community.

Council accepts it is the choice of users to continue to meet as a group and to continue to benefit from the service and will therefore take the necessary action to ensure that the service continues to be provided beyond the 20th October."

Councillor Bibby, seconded by Councillor Sharkey, then moved the motion.

Councillor Nicolson, seconded by Councillor J Cameron, moved as a first amendment that the following be inserted after group: Council agrees that all measures necessary should be taken by all respective organisations to ensure services in their current locations continue until such time as necessary in order that a structured and considered approach is taken with regard to the future of these services.

Renfrewshire Council finds the way this matter has been handled as unacceptable. The primary consideration should be providing support to service users and a long term planned approach on the future provision of services which could have a material impact on individuals concerned.

Councillor Binks, seconded by Councillor Graham, moved as a second amendment that the motion include: The decision taken for the continuation of services at Whitehaugh and West Lane Gardens is to be Client and Carer led with any interruption to the client/carers relationship kept to the absolute minimum. Any future outcome should include a minimum renewable three-year working contract for the carer so as to establish some stability for the carer/client partnership.

In terms of Standing Order 27, following clarification by Councillor Binks that reference to 'carer' referred to caring staff and not to family members, the second amendment was accepted by the mover and seconder of the motion.

Thereafter, in terms of Standing Order 27, the first amendment was withdrawn by the mover and seconder of the first amendment.

DECISION: That the Council notes with grave concern the decision by Capability Scotland to cease providing the learning disability service at West Lane Gardens Johnstone and Whitehaugh Day Centre, Paisley which they provide on behalf of Renfrewshire Council.

Council further notes the distress and anxiety this has caused to users of this much loved service and their carers who have benefited from the security, care and companionship it has provided over many years and who believe that it is in their best interests that the service continues in its present form. These centres of excellence are providing an encouraging environment from which service users fulfil their potential and are empowered and enabled to go out into the community.

Council accepts it is the choice of users to continue to meet as a group and to continue to benefit from the service and will therefore take the necessary action to ensure that the service continues to be provided beyond the 20th October.

The decision taken for the continuation of services at Whitehaugh and West Lane Gardens is to be Client and Carer led with any interruption to the client/carer relationship kept to the absolute minimum. Any future outcome should include a minimum renewable three-year working contract for the carer so as to establish some stability for the carer/client partnership.

Minute of Meeting

Houston, Crosslee, Linwood, Riverside and Erskine Local Area Committee

Date	Time	Venue
Wednesday, 30 August 2017	18:00	Park Mains High School, Barhill Road, Erskine, PA8 6EY

Present: Councillor Tom Begg, Councillor Michelle Campbell, Councillor Audrey Doig, Councillor Natalie Don, Councillor Alison Jean Dowling, Councillor Jim Harte, Councillor James MacLaren, Councillor James Sheridan

Chair

Councillor Don, Convener, presided.

Community Representatives

D Woodrow, Bishopton Community Council; M Dundas, Brookfield Community Council; D Dunlop, Houston Community Council; M McElhinney, Linwood Community Council; M Gilzean, Bridge of Weir Tenants' & Residents' Association; J Taggart, Erskine; R Boyd and M Dougan, both Renfrewshire Youth Voice; and S McGee, Scottish Youth Parliament.

Community Planning Partners

M Ferguson, Head of Health and Social Care (Renfrewshire Health & Social Care Partnership); and Inspector Glass (Police Scotland).

In Attendance

A Armstrong-Walter, Strategic Partnerships and Inequalities Manager and S Graham, Partnerships Planning and Development Manager (both Chief Executive's); M Henry, Tasking and Deployment Manager and A McNab, Transportation Manager (both Community Resources); and K Graham, Head of Corporate Governance (Lead Officer) and D Low, Senior Committee Services Officer (LACs) (both Finance & Resources).

Apologies

Councillors Kerr and McCulloch; and A Johnstone, Brighter Bridge of Weir.

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

1 Renfrewshire Health & Social Care Partnership Update

There was submitted a report by the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the Community Connectors Initiative; the launch of an information campaign highlighting various health-related resources in the community; the development of a new Health & Social Care website; and notification of a joint inspection of adult services by the Care Inspectorate and Healthcare Improvement Scotland.

DECIDED: That the report be noted.

2 Community Safety & Public Protection Update

There was submitted a report by the Director of Community Resources providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Houston, Crosslee, Linwood, Riverside & Erskine Local Area Committee (LAC) area during the period 1 April to 30 June 2017.

The report provided information on Houston, Crosslee, Linwood, Riverside & Erskine community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; and a spotlight on the National Strategic Assessment on Unintentional Harm.

DECIDED: That the report be noted.

3 Review of Local Area Committees

The Strategic Partnerships and Inequalities Manager gave a presentation on the review of LACs.

DECIDED: That the presentation be noted.

4 Open Session/Key Local Issues

(a) Representation

The Senior Committee Services Officer (LACs) advised that in terms of paragraph 2.2 of Renfrewshire Council's Scheme of Decentralisation Renfrewshire Youth Voice had expressed an interest in participating in the LAC. The Renfrewshire Youth Voice representative would be Ross Boyd and the substitute representative would be Mark Dougan.

DECIDED:

- (i) That it be agreed that Renfrewshire Youth Voice be represented on the LAC; and
- (ii) That it be noted that the representative would be Ross Boyd and the substitute representative would be Mark Dougan.

(b) Public Transport in the LAC area

D Woodrow, Bishopton Community Council, highlighted the lack of a direct bus service between Bishopton and Braehead. The Senior Committee Services Officer (LACs) advised that public transport had been previously a standing item on this LAC's agendas and agreed to write to SPT to raise this issue.

DECIDED: That the Senior Committee Services Officer (LACs) write to SPT to raise this issue.

5 Budget Monitoring Report

There was submitted a report by the Director of Finance & Resources relative to the Houston, Crosslee, Linwood, Riverside & Erskine LAC budget for 2017/18

DECIDED: That the report be noted.

6 Grant Award Feedback

There was submitted a report by the Director of Finance & Resources relative to project feedback received from community and voluntary groups in receipt of LAC funding.

DECIDED: That the report be noted.

7 Date of Next Meeting

DECIDED: It was noted that the next meeting of this LAC would be held in Linwood High School at 6.00 pm on 29 November 2017.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 07 September 2017	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Provost Lorraine Cameron, Councillor Eddie Devine, Councillor Lisa-Marie Hughes, Councillor Alistair Mackay, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Andy Steel, Councillor Jane Strang

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

A McLaughlin, Senior Solicitor (Litigation and Regulatory Services), P Shiach, Committee Services Officer and K Whiteside, Licensing Officer (Paralegal) (all Finance & Resources).

Apologies

Councillors McEwan and Rodden.

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

Order of Business

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 2 of the agenda prior to item 1 of the agenda and items 9, 10, 11(a), 11(b) and 11(c) of the agenda prior to item 5 of the agenda.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of the following items of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraph 3 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

1 Request for Exemption from Assisting Wheelchair Passengers - Personal Appearance

There was submitted the undernoted request for exemption from assisting wheelchair passengers. The applicant had been asked to appear personally for the first time: -

Mohammed Nasir, Flat 0/2, 87 Dixon Avenue, Glasgow

Mr Nasir, the licence holder, was invited into the meeting. After consideration of all matters before the Board, the Board adjourned to allow members to consider the request. The meeting was reconvened and the Convener proposed that the request be refused. This was agreed unanimously.

DECIDED: That Mr Nasir's request for exemption from assisting wheelchair passengers be refused.

2 Surrender and Re-issue of Taxi Operator's Licence - Personal Appearance

There was submitted the undernoted application for the surrender and re-issue of a Taxi Operator's Licence. The applicant had been asked to appear personally for the first time:-

Present Operator: The Executor of Rosalin Holliday, Shutterflat Farm, Beith
Proposed Operator: Rosalin Seymour, Shutterflat Farm, Beith
Licence No.: TX193

Mrs Seymour, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted. This was agreed unanimously.

DECIDED: That the application be granted.

3 Grant of Private Hire Car Drivers' Licences - Personal Appearances

There were submitted the undernoted applications for the grant of Private Hire Car Drivers' Licences. The applicants had been asked to appear personally for the first time together with Police Scotland who had submitted representations to applications (a), (b) (c), (d), and an objection to application (e): -

(a) Shirley Jardine, 38 Quarry Street, Johnstone

There was no appearance by or on behalf of Ms Jardine. Sergeant Curran and Ms Stevenson, on behalf of the Chief Constable who had submitted a representation in respect of the application, were invited into the meeting. The Convener proposed that the matter be considered in Ms Jardine's absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

(b) John Nicolson, 14C Camphill Court, Paisley

Mr Nicolson, the applicant, was invited into the meeting together with Sergeant Curran and Ms Stevenson on behalf of the Chief Constable who had submitted a representation in respect of the application. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

(c) David Smith, 28 Whitehills, Erskine

There was no appearance by or on behalf of Mr Smith. Sergeant Curran and Ms Stevenson, on behalf of the Chief Constable who had submitted a representation in respect of the application, were invited into the meeting. The Convener proposed that the matter be considered in Mr Smith's absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be continued to a future meeting to allow the applicant to appear in person. This was agreed unanimously.

DECIDED: That consideration of the application be continued and that the applicant be invited to a future meeting of the Board.

(d) David Burns, 2 Findhorn, Erskine

There was no appearance by or on behalf of Mr Burns. Sergeant Curran and Ms Stevenson, on behalf of the Chief Constable who had submitted a representation in respect of the application, were invited into the meeting. The Convener proposed that the matter be considered in Mr Burns' absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

(e) Daniel Thomson, Flat 1/2, 4 Tower Terrace, Paisley

Mr Thomson, the applicant, was invited into the meeting together with Sergeant Curran and Ms Stevenson on behalf of the Chief Constable who had submitted an objection in respect of the application. The Senior Solicitor advised that the objection from Police Scotland took the form of two letters and that the second letter dated 16 May 2017 had not been circulated to members of the Board as it contained details of spent convictions.

After consideration of the age, nature and seriousness of the convictions the Convener proposed that the Board consider the applicant's spent convictions as the interests of justice so required.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened.

Councillor McNaughtan, seconded by Provost Cameron, moved that the application be granted for a period of one year.

Councillor Steel, seconded by Councillor Montgomery, moved as an amendment that the application be refused.

In terms of Standing Order 30 the Convener intimated that the vote would be by a show of hands.

On a vote being taken, 3 members voted for the amendment and 5 members voted for the motion. The motion was accordingly declared carried.

DECIDED: That the application be granted for a period of one year.

4 Grant of Landlord Registrations - Personal Appearances

There were submitted the undernoted applications for Landlord Registration. The applicants had been asked to appear for the first time together with Police Scotland who had submitted a letter in respect of the applications: -

(a) Christopher McBride, 16 Kinnaird Drive, Linwood

Mr McBride, the applicant, and his father, were invited into the meeting together with Sergeant Curran and Ms Stevenson, on behalf of the Chief Constable who had submitted a letter in respect of the application.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened and the Convener proposed that the application be granted for a period of three years. This was agreed unanimously.

DECIDED: That the application be granted for a period of three years.

(b) Christopher Scott, 5 Bridle Road, Claygate, Esher

There was no appearance by or on behalf of Mr Scott. Sergeant Curran and Ms Stevenson, on behalf of the Chief Constable who had submitted a letter in respect of the application, were invited into the meeting.

The Convener proposed that consideration of the application be continued and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of the application be continued and that the applicant be invited to a future meeting of the Board.

5 Surrender and Re-issue of Taxi Operators' Licences

There were submitted the undernoted applications for the surrender and re-issue of Taxi Operators' Licences:-

(a) Present Operator: Charles Richardson 7C Gertrude Place, Barrhead
Proposed Operator: William Guthrie, 81 Culzean Crescent, Newton Mearns
Licence No: TX198

The Convener proposed that the application be granted. This was agreed unanimously.

DECIDED: That the application be granted.

(b) Present Operator: Neil McCaig, 46Lochy Place, Erskine
Proposed Operator: Graeme Anderson, 32 Renshaw Road, Bishopbriggs
Licence No: TX098

The Convener proposed that the application be granted. This was agreed unanimously.

DECIDED: That the application be granted.

6 Renewal of Taxi/Private Hire Booking Office Licence

There was submitted the undernoted application for renewal of a Taxi/Private Hire Booking Office Licence: -

Renfrewshire Cab Co, 33a New Sneddon Street, Paisley

The Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

DECIDED: That the application be granted for a period of two years.

7 Renewal of Late Hours Catering Licences

There were submitted the undernoted applications for the renewal of Late Hours Catering Licences: -

(a) Applicant: BP Express Shopping Limited, Chertsey Road, Sunbury on Thames
Premises: BP Express, Greenock Road, Paisley
Authorised Goods: Petrol filling station with general convenience
Operating Hours: 7 days per week – 11.00 pm to 5.00 am
Licence No.: LHC031

The Convener proposed that the application be allowed to be an exception to the Board's policy on trading hours and that the application be granted for a period of two years. This was agreed unanimously.

DECIDED: That the application be allowed to be an exception to the Board's policy on trading hours and that the application be granted for a period of two years.

(b) Applicant: Shell UK Oil Products Limited, Shell Centre, London
Premises: Shell, Hillington Road, Glasgow
Authorised Goods: Convenience store located on petrol forecourt
Operating Hours: 7 days per week – 11.00 pm to 5.00 am
Licence No.: LHC025

The Convener proposed that the application be allowed to be an exception to the Board's policy on trading hours and that the application be granted for a period of two years. This was agreed unanimously.

DECIDED: That the application be allowed to be an exception to the Board's policy on trading hours and that the application be granted for a period of two years.

(c) Applicant: Shell UK Oil Products Limited, Shell Centre, London
Premises: Shell, Centreholm Roundabout, Erskine
Authorised Goods: Convenience store located on petrol forecourt
Operating Hours: 7 days per week – 11.00 pm to 5.00 am
Licence No.: LHC028

The Convener proposed that the application be allowed to be an exception to the Board's policy on trading hours and that the application be granted for a period of two years. This was agreed unanimously.

DECIDED: That the application be allowed to be an exception to the Board's policy on trading hours and that the application be granted for a period of two years.

Adjournment

The meeting adjourned at 11.50 am and reconvened at 1.30 pm. Provost Cameron was not present when the meeting reconvened.

8 Hearings into Possible Removal from the Register of Private Landlords - Personal Appearances

Under reference to item 10 of the Minute of the meeting of this Board held on 31 May 2017, the Board resumed consideration of the possible removal of the undernoted landlords from the register of private landlords. The landlords had been asked to appear personally for the second time: -

(a) Jenny Wong, Flat 9/1, 15 Kirkton Avenue, Glasgow

There was no appearance by or on behalf of Dr Wong. The Convener proposed that consideration of the possible removal of the landlord from the Register of Private Landlords be continued and that the landlord be invited to a future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of the possible removal of the landlord from the Register of Private Landlords be continued and that the landlord be invited to a future meeting of the Board.

(b) Kai Chi Loi, 416 Rua Cidade de Coimbra, Edf Brilhanismo, 3 Andar y Nape, Macao

There was no appearance by or on behalf of Mr Loi. The Convener proposed that consideration of the possible removal of the landlord from the Register of Private Landlords be continued and that the landlord be invited to a future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of the possible removal of the landlord from the Register of Private Landlords be continued and that the landlord be invited to a future meeting of the Board.

9 Renewal of Taxi Drivers' Licences - Personal Appearances

There were submitted the undernoted applications for renewal of Taxi Drivers' Licences. The applicants had been asked to appear personally for the first time: -

(a) William Kirkland, Flat 1/2, 17 Overdale Gardens, Glasgow – T1195

Mr Kirkland, the applicant was invited into the meeting.

After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

DECIDED: That the application be granted for a period of two years.

(b) James Madden, 47 Queen Square, Glasgow – T2239

The Senior Solicitor (Licensing and Litigation) advised that this application had been granted under delegated authority for a period of two years.

DECIDED: That it be noted that the application had been granted under delegated authority for a period of two years.

10 Renewal of Private Hire Car Operator's Licence - Personal Appearance

Debbie Graham, 78 Chapelhill Road, Paisley PH1463

The Senior Solicitor (Licensing and Litigation) advised that this application had been granted under delegated authority for a period of two years.

DECIDED: That it be noted that the application had been granted under delegated authority for a period of two years.

11 Grant of Private Hire Car Operators' Licences - Personal Appearances

There were submitted the undernoted applications for the grant of Private Hire Car Operators' Licences. The applicants had been asked to appear personally for the first time: -

(a) Mohammed Sayem, Flat 1/2, 9 Espedair Street, Paisley.

Mr Sayem, the applicant, was invited into the meeting together with his wife Ms McDermott. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

(b) Henry Mejury, 33 Birchwood Drive, Paisley

Mr Mejury, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

Minute of Meeting Leadership Board

Date	Time	Venue
Tuesday, 19 September 2017	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Derek Bibby, Councillor Jacqueline Cameron, Councillor Eddie Devine, Councillor Andy Doig, Councillor Lisa-Marie Hughes, Councillor James MacLaren, Councillor Eileen McCartin, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor John McIntyre, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw, Councillor James Sheridan

Chair

Councillor Nicolson, Convener, presided.

In Attendance

S Black, Chief Executive; P MacLeod, Director of Children's Services; S MacDougall, Director of Community Resources; A Morrison, Acting Director of Development & Housing Services; A Russell, Director of Finance & Resources; D Amos, Head of Policy & Commissioning, A Armstrong-Walter, Strategic Partnerships & Inequalities Manager, L McIntyre, Strategic Planning & Policy Development Manager (all Chief Executive's); O Reid, Head of Public Protection (Community Resources); J Cunningham, Music Coordinator (Children's Services); F Carlin, Head of Development & Housing Services, R Cooper, Economic Development Manager, and N Orr, Administrator (all Development & Housing Services); K Graham, Head of Corporate Governance, T Olowe, Interim Head of HR, OD & Workforce Strategy and L Belshaw, Democratic Services Manager (all Finance & Resources) and I Beattie, Head of Adult Services (Renfrewshire Health & Social Care Partnership).

Declarations of Interest

Councillor Andy Doig declared a financial interest in item 13 of the agenda as his wife was an employee of Renfrewshire Leisure Limited. He indicated that it was his intention to leave the meeting and not to take part in any discussion or voting on this item.

Councillors Hughes and McCartin declared an interest in item 13 of the agenda as they were members of the Board of Renfrewshire Leisure Limited and indicated that it was their intention to take part in the discussion as they had a general dispensation from the Standards Commission which allowed them to take part and to vote in relation to such matters.

Councillor McCartin declared an interest in item 15 of the agenda as she was a member of Paisley Opera, one of the applicants for grant funding.

1 Revenue Budget Monitoring

There was submitted a joint report by the Directors of Finance & Resources and Children's Services, the Acting Director of Development & Housing Services and the Chief Finance Officer, Renfrewshire Health & Social Care Partnership relative to the financial position to 23 June 2017 for services reporting to this Board.

DECIDED: That the report be noted.

2 Capital Budget Monitoring

There was submitted a report by the Director of Finance & Resources relative to the capital expenditure for the period to 23 June 2017 for those services reporting to this Board.

DECIDED: That the report be noted.

4 Best Value - Management Arrangements

There was submitted a report by the Chief Executive relative to proposed changes to the senior management arrangements. These changes would ensure that senior management structures continued to adapt to the environment that the Council operated in, were organised to reflect the priorities, challenges and opportunities that the Council faced, and to provide an efficient and effective management framework for the Council.

DECIDED:

(a) That the revisions to the senior management arrangements as detailed in the report be approved and that it be delegated to the Chief Executive to implement the changes in consultation with the relevant conveners; and

(b) That it be noted that the senior management structures would continue to be kept under review by the Chief Executive as national and local policy initiatives were developed and implemented.

3 Update on Syrian Refugee Resettlement Programme

There was submitted a joint report by the Director of Children's Services and Acting Director of Development & Housing Services relative to the updated position on the Syrian refugee resettlement programme.

The report intimated that in September 2015, Renfrewshire Council agreed to formally participate in the UK Government's Vulnerable Person's Relocation Scheme which allowed Syrian people affected by the conflict to come to the UK. Those prioritised for settlement were considered to be at high risk and were deemed most vulnerable due to health conditions, having been widowed or subject to torture or abuse. Since November 2015, Renfrewshire had welcomed and resettled 28 Syrian families. The report provided details of the work of the team which had been set up to work with the families to establish and maintain tenancies and to manage day to day life activities including registering for services, such as health and education, secure volunteering opportunities, and to help them feel part of their local communities.

The report indicated that contact with the Home Office had identified that there would continue to be a need for local authorities to support the resettlement programme over the next few years, including participating in the scheme to consider opportunities for family reunifications. The report proposed that Renfrewshire continued to participate in the scheme for at least a further period of two years.

It was proposed that paragraph 4.7 of the report be revised to indicate that there were many Christian Syrian families and that the resettlement team had supported families to establish links to all of their respective faith bodies. This was agreed.

DECIDED:

(a) That the progress that had been achieved by the resettlement team in Renfrewshire to date be noted;

(b) That it be agreed that Renfrewshire would continue to consider cases for resettlement for a further period of two years from November 2017; and

(c) That paragraph 4.7 of the report be revised to indicate that there were many Christian Syrian families and that the resettlement team had supported families to establish links to all of their respective faith bodies.

5 Paisley West End Regeneration Masterplan - Consultation Update

Under reference to item 4 of the Minute of the meeting of the Council held on 20 April 2017, there was submitted a report by the Acting Director of Development & Housing Services providing an update on consultation on the Paisley West End Regeneration Masterplan.

The Masterplan involved around 150 new homes; relocation of the existing growing areas; demolition of properties on Well Street and Clavering Street East and the potential demolition of other blocks on Well Street, clearance of the vacant halls of residence; demolition of commercial ground floor properties in the tenement blocks and potential provision of new commercial units.

The report indicated that the response had been positive and sought approval for officers to progress the necessary processes with the relevant agencies, including the

Scottish Government and engagement with the residents and businesses within the West End with a view to bringing a detailed and costed report to the next meeting of the Board.

DECIDED:

- (a) That the positive feedback from tenants, residents and business owners in relation to the Paisley West End Regeneration Masterplan as appended to the report be noted;
- (b) That the Acting Director of Development & Housing Services, be authorised, in consultation with the Director of Finance & Resources, to progress the necessary arrangements to support delivery of the Paisley West End Regeneration Masterplan;
- (c) That it be noted that the Finalised Masterplan, including detailed financial and delivery mechanisms, would be reported to the next meeting of the Leadership Board; and
- (d) That it be agreed that any Renfrewshire Council properties within the Masterplan area which were currently vacant or became vacant, were not re-let.

6 Ferguslie Park Regeneration/St James Park - Update

Under reference to item 16 of the Minute of the meeting of the Council held on 29 June 2017 there was submitted a report by the Acting Director of Development & Housing Services relative to progress on the development of sports facilities, including alternative options for the development of sports facilities at St James Park, and options for housing investment in Ferguslie Park, ensuring that tenants' and communities' views were fully reflected.

The report detailed alternative proposals for enhancement of facilities at St James' Park and provided feedback on consultation with tenants and residents in relation to housing investment opportunities for the Tannahill area.

Councillor Nicolson, seconded by Councillor Paterson, moved that the alternative options for the redevelopment of enhanced sports and recreational facilities at St James Park and refurbishment of facilities at Ferguslie Sports Centre be noted; that the outcome of consultation with tenants and residents in relation to housing investment opportunities be noted and that it be noted that work was in progress to further review the options for housing investment in Tannahill and across Ferguslie Park and it be noted that a report would be presented to the Communities, Housing and Planning Policy Board in early 2018; and that it be agreed that any properties within the Tannahill area which were currently void were not re-let and any properties which became void were not re-let.

Councillor Andy Doig, seconded by Councillor J MacLaren, moved as an amendment that there be a new recommendation 2.1iv that "Agrees to invest in and upgrade the Kilbarchan and Howwood Public Pavilions to a modern standard, and to review all other existing sports pavilions across Renfrewshire Villages to seek to upgrade them where necessary."

On the roll being called, the following members voted for the amendment: Councillors Bibby, Devine, Andy Doig, J MacLaren, McIntyre and Sheridan.

The following members voted for the motion: Councillors Cameron, Hughes, McCartin, McEwan, McGurk, McNaughtan, Nicolson, Paterson and Shaw.

6 members having voted for the amendment and 9 members having voted for the motion, the motion was accordingly declared carried.

DECIDED:

(a) That the alternative options for the redevelopment of enhanced sports and recreational facilities at St James' Park and refurbishment of facilities at Ferguslie Sports Centre be noted;

(b) That the outcome of consultation with tenants and residents in relation to housing investment opportunities be noted, and that it be noted that work was in progress to further review the options for housing investment in Tannahill and across Ferguslie Park, and that a report would be presented to the Communities, Housing and Planning Policy Board in early 2018; and

(c) That it be agreed that any properties within the Tannahill area which were currently void were not re-let and any properties which became void were not re-let.

7 Town Centre Regeneration Update - Park Lane (Renfrewshire) LLP

There was submitted a report by the Chief Executive relative to the redevelopment of the former Arnotts site in Paisley.

The report intimated that a priority of the Council was to promote economic regeneration by investing in its many strengths including its built heritage, culture, businesses, educational opportunities and its community and sought authority to make available to the Limited Liability Partnership (LLP) appropriate resources from approved funding earmarked previously by the Council to support the ongoing site development activities.

DECIDED:

(a) That the significant positive progress made in the redevelopment of the former Arnott's building in Paisley town centre be noted;

(b) That it be agreed to provide financial resources of up to £0.150m to the Council's existing LLP to support the ongoing delivery of redevelopment activities on the former Arnott's site; and

(c) That it be noted that the Chief Executive, in consultation with the Head of Corporate Governance, was progressing the necessary legal changes to the structure of the LLP.

8 Joint Employability Programme

There was submitted a report by the Chief Executive relative to the proposed grant funding projects of five key partners totalling £75,500 within the Joint Employability Programme, details of which were provided in the report.

The report intimated that the programme was established in June 2015 as part of the Tackling Poverty Action Plan. In March 2017, an additional £1.5 million was allocated

to extend key projects within the Tackling Poverty Programme until the end of 2017/18 financial year including the Joint Employability Project. The Project was now in its second phase of delivery and was building on the success of the first phase which delivered a range of opportunities for young people across Renfrewshire, supporting pupils into positive future pathways beyond school.

DECIDED: That £75,500 of grant funding to partners to deliver five projects within the Joint Employability Programme, as follows, be approved:

Achieve Programme - Prince's Trust - £20k

Pupils exhibiting potential pathway programme - University of the West of Scotland - £16k

Widening access to vocational and employability outcomes - West College Scotland - £25k

Volunteering placements - Engage - £8.5k

Skills Ambassador programme - Renfrewshire Chamber of Commerce £6k.

9 Scottish Government Employability Innovation and Integration Fund

There was submitted a report by the Acting Director of Development & Housing Services relative to the Scottish Government Employability Innovation and Integration Fund which was launched on 15 June 2017 and in respect of which applications required to be submitted by 27 July 2017.

The report intimated that a budget of £2.5 million for Scotland had been made available to support the integration and/or alignment of employability and skills training services, health and social care and justice/housing services and proposals had been sought from public bodies to develop new collaborative and innovating projects that contributed to the regeneration and development of the local area. Proposals must be completed by 31 March 2019 and should be pilot in nature for a 12-18 month period.

In order to meet the deadline for responses, the Acting Director had submitted the application on behalf of the Council which proposed to deliver a new integrated service that would result in the development and delivery of a programme of training, skills development and employability activities at each level of the employability pipeline for people with convictions either living in or returning to Renfrewshire. Target groups would include harder-to-reach individuals such as women who had experienced significant trauma and those who had committed high-risk violent and/or sexual offences. The report advised that the application had been successful and the full level of grant requested, £223,566, had been approved.

It was proposed that members be provided with further information in relation to what support was provided to those within the target groups who had alcohol and drug addictions. This was agreed

DECIDED:

(a) That the actions of the Acting Director of Development & Housing Services in submitting an application to the fund for the Renfrewshire area be homologated;

(b) That it be noted that the application had subsequently been approved;

(c) That it be agreed that further reports on progress be submitted to the Board; and

(d) That members be provided with further information in relation to what support was provided to those within the target groups who had alcohol and drug addictions.

10 Advice Services

There was submitted a report by the Chief Executive relative to grant funding to Renfrewshire Citizens Advice Bureau (RCAB) and Renfrewshire Law Centre (RLC).

The report intimated that the Council currently provided funding to both organisations as part of its commitment to tackling poverty. At present RCAB and RLC received funding of £238,000 and £110,000 respectively per annum. This funding would end on 30 September 2017. The report sought approval to extend the current grant funding by six months to 31 March 2018 at a cost of £174,000.

DECIDED: That the extension of current funding arrangements for six months, at a cost of £174,000 be agreed.

11 Response to Social Security (Scotland) Bill Consultation

There was submitted a report by the Chief Executive relative to consultation by the Scottish Government on the Social Security (Scotland) Bill, responses to which required to be submitted by 23 August 2017. In order to meet this deadline the Chief Executive had submitted a response, a copy of which was appended to the report, on behalf of the Council which was based on the Council's response to the initial consultation as approved at the meeting of the Council held on 29 September 2016.

The report intimated that the current consultation was more focused in nature and afforded the opportunity to influence how the regulations were developed and the social security arrangements to be rolled out in Scotland. The consultation considered the approach of using regulations rather than primary legislation; the guiding principles of social security provision; the social security 'charter'; rules of the system; specific devolved benefits; short term assistance; top up benefits; carers' allowance and discretionary housing payments. The Council's response reflected some of the issues that Renfrewshire residents had come across when accessing social security and queries relating to internal Council arrangements.

DECIDED: That the action of the Chief Executive in submitting a response on behalf of the Council be homologated.

12 Renfrewshire Council - Integrated Enforcement Policy Annual Statement of Compliance 2016/17

There was submitted a report by the Director of Community Resources relative to the Council's Integrated Enforcement Policy Annual Statement of Compliance 2016/17.

The report intimated that the Scottish Regulators Code of Practice, agreed by the Scottish Government in February 2015, sought to ensure enforcement decisions were consistent and transparent in relation to all legislation enforced by the local authority, and required that the Council produced an annual statement of compliance showing how they had met the Code over the previous year. The Annual Statement was appended to the report.

DECIDED:

That the Renfrewshire Council Annual Statement of Compliance be approved and that the report be otherwise noted.

Declaration of Interest

Councillor Andy Doig having previously declared an interest in item 13 of the agenda left the meeting.

Declarations of Interest

Councillors Hughes and McCartin having previously declared an interest in the following item, remained in the meeting.

13 Six-monthly Monitoring Report - Renfrewshire Leisure Limited

There was submitted a report by the Chief Executive relative to the six-monthly monitoring report of Renfrewshire Leisure Limited.

The report intimated that the Leadership Board at its meeting held on 29 March 2017 approved Renfrewshire Leisure's annual business plan priorities and the arrangements to monitor delivery of the services agreement. Integral to these arrangements were quarterly monitoring meetings with Renfrewshire Leisure and six-monthly progress reports to this Board. The report provided an update on the performance of Renfrewshire Leisure over the previous six months by highlighting key achievements, providing a summary of the environment in which the organisation operated and outlining their main priorities for the next six months. The report advised that Renfrewshire Leisure had met and was continuing to meet the key requirements set out in the services agreement.

DECIDED: That the performance update and good progress being made by Renfrewshire Leisure in the delivery of the services agreement be noted.

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Councillor Doig returned to the meeting prior to consideration of the following item.

14 Paisley Pattern Commercialisation Update

Under reference to item 6 of the Minute of the meeting of the Board held on 29 March 2017, there was submitted an update report by the Chief Executive relative to the work to support the commercialisation of the Paisley Pattern archive held in the Paisley Museum and to encourage new creative economic activity within Renfrewshire to support Paisley's bid for UK City of Culture 2021.

The report provided an update in relation to promoting access to the historic textile design books and shawl collection in the Paisley Museum, including the Paisley Pattern archive digitisation and access framework; encouraging textile and related businesses to locate in Paisley and developing links with India.

It was proposed that members be provided with further information in relation to the links with India. This was agreed.

DECIDED:

- (a) That the progress with work being undertaken to support the Paisley Pattern Commercialisation be noted;
- (b) That it be noted that this work was integral to the Council's Paisley 2021 City of Culture bid; the Paisley Museum redevelopment and the Paisley Town Centre regeneration strategy;
- (c) That it be noted that further reports would be brought to this Board for consideration of any funding support required from the Council to progress initiatives; and
- (d) That members be provided with further information in relation to the links with India.

Declaration of Interest

Councillor McCartin, having previously declared an interest in the following item, remained in the meeting.

15 Culture Heritage and Events Fund

There was submitted a report by the Acting Director of Development & Housing Services relative to applications for grant from the Culture, Heritage and Events Fund following recommendations from the Paisley 2021 Partnership Board.

The report intimated that the Fund had been designed to act as a significant building block in the development of Paisley's bid to become UK City of Culture in 2021. The initial fund of £500,000 was doubled in February 2017 and it was intended to support relevant activities to support the bid up to 2021.

DECIDED:

- (a) That the high level of interested generated in this fifth round of the Culture, Heritage and Events Fund be noted;
- (b) That the recommended grant awards, totalling £171,199, as detailed in the report and as follows be approved

Connecting Histories - £14,802
 Right2Dance - £12,660
 Action for Culture and Ethics - £12,050
 CREATE Paisley - £9,999
 Miss A L Brookes - £3,500
 Live Music Now Scotland - £9,840
 Paisley Opera - £10,000
 The Tannahill MacDonald Club - £11,500
 The Textile Collective - £5,020 (part funding)
 Articulate Cultural Trust - £22,333 (part funding)
 Loud n Proud - £10,000
 Amazing Saddlery Ltd - £1,000
 In Motion Theatre - £18,520

The New Tannahill Centre - £20,000
Theatre Nemo - £9,957; and

(c) That it be noted that, following approval of these grants, the total level of committed funds was £633,139.97, leaving a balance of £366,860.03 available from the £1 million approved by the Council, for projects up to 2021.