

## Minute of Meeting Environment Policy Board

Date	Time	Venue
Wednesday, 13 May 2015	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

Councillors Bibby, Caldwell, E Devine, M Devine. Andy Doig, Audrey Doig, Grady, Provost Hall and Councillors Gilmour, J MacLaren, I McMillan and Nicolson.

### CHAIR

Councillor E Devine, Convener, presided.

### IN ATTENDANCE

S MacDougall, Director of Community Resources; S Allan, Head of Amenity Services, D Leask, Head of Facilities Management, O Reid, Interim Head of Public Protection, K Anderson, Amenity Services Manager (Waste), D Farrell, Finance & Resources Service Manager, T Stirling, Environmental Strategy Manager and A Summers, Amenity Services Manager (Streetscene & Land Services) (all Community Resources) and D Forbes, Finance Manager and A McNaughton, Senior Committee Services Officer (both Finance & Resources).

### APOLOGY

Councillor McGurk.

### 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 for the period 1 April 2014 to 27 February 2015.

### **DECIDED:**

(a) That the budget position be noted: and

(b) That it be noted that there had been no budget realignments processed since the last report.

## 2 CAPITAL BUDGET MONITORING REPORT

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the period 1 April 2014 to 27 February 2015.

**DECIDED:** That the report be noted.

## 3 SCOTTISH GOVERNMENT LOW EMISSION STRATEGY

There was submitted a report by the Director of Community Resources relative to the Scottish Government consultation on proposals to introduce a Low Emission Strategy for Scotland.

A response was required by 10 April 2015 and the Director of Community Resources, in consultation with the Convener of the Environment Policy Board, had submitted a response, a copy of which was appended to the report, subject to approval by this Board, in order to meet this deadline.

**DECIDED:** That the response to the consultation on a Low Emissions Strategy for Scotland, as detailed in the appendix to the report, be approved for submission to the Scottish Government

## 4 DISPOSAL AND DEMOLITION OF FORMER OPERATIONAL PREMISES AT BRODIE PARK

There was submitted a report by the Director of Community Resources seeking approval to declare the former park depot and pavilion site at Brodie Park, Paisley as surplus to requirements, to demolish the buildings and clear the site. A map attached to the report identified the site of the buildings to be demolished.

**DECIDED:** That it be agreed that the buildings, as identified in the map attached to the report, be declared surplus to operational requirements and thereafter demolished and the site cleared.

## **5 COMMUNITY RESOURCES RISK REGISTER – APRIL 2015**

There was submitted a report by the Director of Community Resources relative to the Community Resources risk register from April 2015, a copy of which was appended to the report.

The risk register was used to record, monitor and review the management of the key risks to service delivery identified by Community Resources.

It was proposed that the first sentence of paragraph 4 on page 6 of the register be amended to remove “unknown” and insert “uncertain” and, in relation to the Linwood Moss landfill site, that the Director of Community Resources provide a technical briefing and site visit for Elected Members. This was agreed.

### **DECIDED:**

(a) That the Community Resources risk register from April 2015 be approved, subject to amendment of the first sentence of paragraph 4, page 6, of the register to remove “unknown” and insert “uncertain”; and

(b) That the Director of Community Resources provide a technical briefing and site visit to Linwood Moss landfill site for Elected Members.

## **6 COMMUNITY RESOURCES ANNUAL HEALTH & SAFETY REPORT 2014 AND ACTION PLAN 2015/16**

There was submitted a report by the Director of Community Resources relative to the annual health and safety plan for Community Resources, reviewing health and safety performance during 2014 and seeking approval to implement the action plan for 2015/16 a copy of which was appended to the report.

The health and safety 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 the achievements of the service from January to December 2014 and the action plan detailed objectives to be delivered over the 2015/16 financial year.

**DECIDED:** That the Community Resources annual health & safety report 2014 and action plan for 2015/16 be approved.

## **7 OPERATIONAL PERFORMANCE REPORT**

There was submitted an update report by the Director of Community Resources relative to the operational performance of the services and key projects delivered by Community Resources during 2014/15.

**DECIDED:** That the operational performance update be noted.

## **8 SERVICE IMPROVEMENT PLAN 2015/16 TO 2017/18**

There was submitted a report by the Director of Community Resources relative to the Service Improvement Plan 2015/18, a copy of which was appended to the report.

The plan set out a comprehensive statement of the service aims and objectives for the next three years, based on the resources likely to be available, and took account of the themes, actions, outcomes and targets contained in the Council Plan, Single Outcome Agreement and Community Plan.

An action plan was at the core of the Service Improvement Plan and detailed the priorities, the key tasks to be implemented, the implementation timetable and the outcomes against which progress would be measured. Progress to deliver the Service Improvement Plan would be monitored and reported to the Board on a six-monthly basis.

Councillor E Devine, seconded by Councillor Gilmour, moved that the Service Improvement Plan 2015/18, as appended to the report, be approved and that progress to deliver the plan be reported to this Board in November 2015.

Councillor Andy Doig, seconded by Councillor Nicolson, moved as an amendment, that the report contain an additional recommendation that the Council agrees a duty of care to pedestrians utilising our footpaths. It further agrees that progress in the repair work at the footpath adjacent to the A761 in Lochwinnoch had been deplorable and the existing condition posed a grave inconvenience and possible danger to residents travelling by foot to Lochwinnoch train station. Council agrees to its upgrading as soon as possible and condemns the Labour administration in Renfrewshire Council for failing in its duty of care.

On the roll being called, the following members voted for the amendment: Councillors Andy Doig, Audrey Doig and Nicolson.

The following members voted for the motion: Councillors M Devine, Grady, E Devine, I McMillan, Caldwell, Bibby, Gilmour and Provost Hall.

The following member abstained: Councillor J MacLaren.

3 members having voted for the amendment, 8 members having voted for the motion and 1 member having abstained, the motion was accordingly declared carried.

### **DECIDED:**

(a) That the Service Improvement Plan 2015/18, as appended to the report, be approved; and

(b) That progress to deliver the plan be reported to this Board in November 2015.

## **9 COMMUNITY RESOURCES SERVICE IMPROVEMENT PLAN 2014/15 TO 2016/17 OUTTURN REPORT TO 31ST MARCH 2015**

There was submitted an outturn report by the Director of Community Resources relative to implementation of the Service Improvement Plan 2014/17 detailing progress achieved to deliver the tasks set out in the action plan up to the end of March 2015.

The report summarised the main achievements of Community Resources to 31st March, 2015 and included, as Appendix 1 to the report, an action plan that monitored progress to date and identified areas where significant advances had been made and actions that had been reviewed or delayed. A range of performance indicators measuring annual progress to deliver key tasks was set out in a scorecard that formed Appendix 2 to the report.

**DECIDED:**

(a) That progress to implement the 2014/17 Service Improvement Plan actions and performance indicators be noted; and

(b) That it be agreed that progress to deliver the 2015/18 Service Improvement Plan be reviewed in November 2015.

**EXCLUSION OF PRESS AND PUBLIC**

The Board 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 paragraphs 8 and 9 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973

**10 TRADING ORGANISATIONS - TRADING & BUDGET MONITORING STATEMENTS**

There were submitted trading and budget monitoring reports by the Director of Community Resources relative to the vehicle maintenance, catering and roads trading organisations for the period 1 April 2014 to 27 February 2015.

**DECIDED:** That the reports be noted.