

## Minute of Meeting Housing & Community Safety Policy Board

Date	Time	Venue
Tuesday, 12 May 2015	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

Councillors B Brown, E Devine, M Devine, Grady, Henry, McCartin, McEwan, McGurk, Murrin, J Sharkey and Williams.

### CHAIR

Councillor Williams, Convener, presiding.

### IN ATTENDANCE

S MacDougall, Director of Community Resources; M Crearie, Director of Development & Housing Services; O Reid, Interim Head of Public Protection (Community Resources); E MacLean, Head of Housing Services and V Howie, Senior Financial Services Manager (both Development & Housing Services); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, D Forbes, Finance Manager and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

### ALSO IN ATTENDANCE

Chief Inspector S Nelson (Police Scotland); and J McGhie, Group Manager, (Scottish Fire and Rescue Service).

### 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 Development & Housing Services 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 since the last report there had been budget realignments of £690,000 related to additional Discretionary Housing Payments funding from the Scottish Government.

## 2 CAPITAL BUDGET MONITORING REPORT

There was submitted a capital budget monitoring report by the Director of Finance & Resources in respect of the Housing Division of Development & Housing Services for the period 1 April, 2014 to 27 February, 2015.

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

## 3(a) SCOTTISH FIRE & RESCUE SERVICE

There was submitted a report by the Local Senior Officer, Scottish Fire and Rescue Service (SFRS) relative to service performance and activities in the Renfrewshire area during January/February 2015.

The report highlighted improvements across a range of performance indicators and identified areas where further interventions were required. Over the period there had been one fire-related fatality; incidences of deliberate fire-raising had slightly increased; the number of accidental primary fires, dwelling fires and non domestic fires had reduced; the number of false alarms had increased; while the number of road traffic collisions had reduced. The appendix to the report provided an analysis of performance and activities on a ward basis.

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

## 3(b) POLICE SCOTLAND

There was submitted a report by the Chief Superintendent, K Division Police Scotland, relative to service performance in the Renfrewshire area during the period 1 April, 2014 to 28 February, 2015. The report provided an analysis of key performance indicators for both recorded and detected crime and covered all local police plan priority areas as detailed in the local police plan.

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

**4(a) GROUND ADJACENT TO 15 ELLIOT AVENUE, PAISLEY**

There was submitted a report by the Director of Finance & Resources seeking approval to declare the area of land adjacent to 15 Elliot Avenue, Paisley, shown on the map appended to the report, as surplus to requirements in order to facilitate the sale of this land to Mr and Mrs Stewart, owners of the adjacent ground.

**DECIDED:**

(i) That the land adjacent to 15 Elliot Avenue, Paisley be declared surplus to requirements;

(ii) That the sale to the proprietors of 15 Elliot Avenue, Mr and Mrs Stewart, be authorised on such terms and conditions as may be negotiated by the Head of Property Services under delegated powers;

(iii) That the Head of Corporate Governance be authorised to conclude the sale incorporating into the bargain any such terms and conditions as may be deemed necessary to protect the Council's interests;

(iv) That it be noted that the Head of Planning & Development would place an advert in the local press in terms of the Town & Country Planning (Scotland) Act 1959 for the proposed sale of an area of open space; and

(v) That it be noted that the Director of Finance & Resources would seek Scottish Ministers Consent in terms of section 12(7) of the Housing (Scotland) Act 1987 in respect of the proposed disposal of HRA land and property.

**4(b) LAND ADJACENT TO 2 BYRES ROAD, ELDESLIE**

There was submitted a report by the Director of Finance & Resources seeking approval to declare the area of land adjacent to 2 Byres Road, Elderslie, shown on the map appended to the report, as surplus to requirements in order to facilitate the sale of this land to Mr and Mrs Stewart, owners of the adjacent ground.

**DECIDED:**

(i) That the land adjacent to 2 Byres Road, Elderslie, as indicated on the plan attached to the report, be declared surplus to requirements;

(ii) That the sale of the land to the proprietors of 2 Byres Roads be authorised on such terms and conditions as may be negotiated by the Head of Property Services under delegated powers;

(iii) That the Head of Corporate Governance be authorised to conclude the sale of this land, including any such terms and conditions deemed necessary to protect the Council's interests;

(iv) That the Head of Planning & Development be authorised to place an advert in the local press in terms of the Town & Country Planning (Scotland) Act 1959 for the proposed sale of an area of open space; and

(v) That it be noted that the Director of Finance & Resources would seek Scottish Ministers consent in terms of Section 12(7) of the Housing (Scotland) Act 1987 for the disposal of land from the Housing Revenue Account.

**4(c) LAND AT ABBEY ROAD, ELDERSLIE**

There was submitted a report by the Director of Finance & Resources seeking approval to declare the land at Abbey Road, Elderslie, shown on the map appended to the report, as surplus to requirements, in order to facilitate the sale of the land to Dawn Homes Limited, owner of the adjoining ground.

**DECIDED:**

(i) That the land at Abbey Road, Elderslie as shown on the plan attached to the report be declared surplus to the Council's requirements in order to enable a disposal to the adjoining owner Dawn Homes Ltd;

(ii) That it be noted that the disposal was subject to appropriate terms and conditions of sale being approved by the Planning & Property Policy Board; and

(iii) That it be noted that the disposal of the land would be subject to the Director of Finance & Resources obtaining appropriate Scottish Ministers consent in terms of Section 12(7) of the Housing (Scotland) Act 1987 for the disposal of land held on the Housing Revenue Account.

**4(d) ST FERGUS' PRIMARY SCHOOL RELOCATION**

There was submitted a report by the Director of Finance & Resources seeking approval to transfer a site at Bankfoot Road, Paisley, shown on Plan E2297 attached to the report, from the Housing Revenue Account to the General Services Account in exchange for the cleared site of the existing St Fergus' Primary School, shown on Plan E2296 attached to the report, to facilitate the building of the proposed new St Fergus' Primary School.

**DECIDED:**

(i) That the transfer of the site at Bankfoot Road, Paisley, as indicated on the Plan E2297 attached to the report, from the Housing Revenue Account to the General Services Account in exchange for the cleared site of the existing St Fergus' Primary School (Plan Ref: E2296) be authorised; and

(ii) That it be noted that the Director of Finance & Resources would seek Scottish Ministers consent in terms of Section 12(7) and Section 203 of the Housing (Scotland) Act 1987 for the transfer of the site (Plan E2297) out of, and the transfer of the site (Plan E2296) into, the Housing Revenue Account.

**4(e) LAND ADJACENT TO 47 GLEBE STREET, RENFREW**

There was submitted a report by the Director of Finance & Resources seeking approval to declare the area of land adjacent to 47 Glebe Street, Renfrew, shown on the map attached to the report, as surplus to requirements in order to facilitate the sale of the land to the proprietors of 47 Glebe Street, Renfrew.

**DECIDED:**

(i) That the land adjacent to 47 Glebe Street, Renfrew, as shown on the map appended to the report, be declared surplus to requirements;

(ii) That the sale of this land to the proprietors of 47 Glebe Street, Renfrew be authorised on such terms and conditions as may be negotiated by the Head of Property Services under delegated powers;

(iii) That the Head of Corporate Governance be authorised to conclude the sale of the land, including any such terms and conditions that may be deemed necessary to protect the Council's interests;

(iv) That the Head of Planning & Economic Development be authorised to place an advert in the local press in terms of the Town and Country Planning (Scotland) Act 1959 for the proposed sale of an area of open space; and

(v) That it be noted that the Director of Finance & Resources would seek Scottish Ministers consent in terms of Section 12(7) of the Housing (Scotland) Act 1987 for the disposal of land from the Housing Revenue Act.

**5 COMMUNITY SAFETY PARTNERSHIP - OPERATIONAL UPDATE**

There was submitted an update report by the Director of Community Resources relative to the recent activities of the Renfrewshire Community Safety Partnership. The report included information about environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; the development of Her Majesty's Inspectorate of Constabulary for Scotland (HMICS) Scrutiny Plan 2015/16; and the development of the integrated control room and CCTV.

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

**6 THE HOME ENERGY EFFICIENCY PROGRAMME FOR SCOTLAND: AREA BASED SCHEMES (HEEPS:ABS) FOR 2015/2016 – UPDATE**

Under reference to item 8 of the Minute of the meeting of this Board held on 10 March, 2015, there was submitted an update report by the Director of Development & Housing Services confirming that the Council had secured an award of £3,920,725 for 2015/16 from the Scottish Government Home Efficiency Programme for Scotland: Area Based Schemes (HEEPS:ABS). An appendix to the report detailed the improvement projects to be delivered during 2015/16 and the individual amount of funding awarded to each project.

**DECIDED:**

(a) That it be noted that funding of £3,920,725 had been awarded for qualifying projects within the Renfrewshire Council area for 2015/16 under the HEEPS:ABS programme; and

(b) That it be noted that the HEEPS:ABS programme reflected consultation with the Federation of Local Housing Associations in Renfrewshire and incorporated projects that had been assessed realistically as able to be delivered over the course of 2015/16, in accordance with Scottish Government guidance.

**7 LOCAL HOUSING STRATEGY 2016 -2021 PREPARATION AND HNDA**

There was submitted a report by the Director of Development & Housing Services relative to the development of a new Local Housing Strategy for 2016/21, including a timetable for submission of the strategy to the Scottish Government by June 2016.

The report detailed the final housing need estimates as identified by the Housing Need and Demand Assessment 2 (HNDA 2) conducted by the Glasgow and the Clyde Valley Housing Market Partnership. The report also outlined additional work to build on the results of HNDA 2 in order to better understand the need for new affordable housing and inform future affordable housing investment programmes.

Housing need estimates were the starting point for developing Housing Supply Targets (HSTs) and the report advised on the work ongoing to develop HSTs for both affordable and private housing for inclusion in the Strategic Development Plan, Local Development Plan and Local Housing Strategy.

**DECIDED:**

(a) That the timetable for developing the new Local Housing Strategy 2016/21 be noted;

(b) That the housing need estimate for Renfrewshire, as published in the Housing Need and Demand Assessment for the Glasgow & Clyde Valley Strategic Housing Market Partnership area and detailed within the report be noted; and

(c) That it be agreed that further work be undertaken to develop Housing Supply Targets for inclusion in the new Local Housing Strategy, Strategic Development Plan and the Local Development Plan.

**8 ST JAMES SHELTERED HOUSING**

There was submitted a report by the Director of Development & Housing Services relative to 28 properties that comprised the St James Sheltered Housing provision. The properties were located on the ground and first floor of various tenement blocks in Brown Street, Henderson Street and Underwood Lane, Paisley and as such were not grouped within a traditional sheltered housing complex. Because of their location and access to facilities/amenities more commonly associated with sheltered housing provision, these properties were not popular as sheltered housing and demand was low.

The report proposed that any sheltered housing properties becoming void in the future at St James be decommissioned and let as mainstream properties. Existing tenants had been consulted about this proposal and would continue to receive sheltered housing services.

**DECIDED:**

(a) That it be agreed that the 28 sheltered properties at St James be decommissioned as 'sheltered' as they became vacant, due to their low demand, unpopular location and the dispersed nature of the properties;

(b) That it be agreed that all existing tenancies continue to be designated as 'sheltered' for as long as a current tenant resided there and the current tenants continue to have full access to the sheltered housing service. Council tenants would receive housing options advice should they wish to consider a move to appropriate alternative accommodation; and

(c) That it be agreed that all sheltered properties at St James that became vacant in the future be re-let as mainstream tenancies.

**9 DEVELOPMENT AND HOUSING SERVICES RISK REGISTER 2015/16**

There was submitted a report by the Director of Development & Housing Services relative to the Development & Housing Services Risk Register 2015/16, a copy of which was appended to the report.

The Risk Management Plan and Risk Register provided the methodology, analysis and evaluation of risks to service delivery and identified management actions to minimise those risks.

**DECIDED:** That the Development & Housing Risk Register 2015/16 be approved.

**10 SERVICE IMPROVEMENT PLAN 2015/18**

There was submitted a report by the Director of Development & Housing Services relative to the Service Improvement Plan 2015/18, a copy of which was appended to the report.

The Service Improvement Plan 2015/18 provided a comprehensive statement of what the service aimed to achieve over the next three years, based on the resources likely to be available, and taking account of the themes, actions, outcomes and targets in the Renfrewshire Community Plan, Single Outcome Agreement and Council Plan.

**DECIDED:**

(a) That the Service Improvement Plan 2015/18 be approved; and

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

## 11 SERVICE IMPROVEMENT PLAN OUTTURN REPORT

There was submitted an outturn report by the Director of Development & Housing Services relative to delivery of the Service Improvement Plan 2014/17 during the period 1 April 2014 to 31 March 2015.

The report summarised the main achievements of Development & Housing Services over the year to 31 March 2015 and included, as Appendix 1, an action plan that measured progress by detailing 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 were set out in a scorecard that formed Appendix 2 to the report.

**DECIDED:** That the progress made to implement the Development & Housing Services 2014/17 Service Improvement Plan actions and performance indicators for the activities related to the Board's remit be noted.

## 12 RESPONSE TO THE SECOND CONSULTATION ON A NEW TENANCY FOR THE PRIVATE SECTOR

There was submitted a report by the Director of Development & Housing Services relative to the Scottish Government second consultation on a new tenancy for the private sector, issued on 30 March, 2015 seeking views by 10 May, 2015 on reforms to the private sector tenancy regime in order to create a new and simplified system to benefit both private rented sector tenants and private landlords.

Subject to approval by this Board, a response to the consultation had been submitted by the due date and was set out in Appendix 1 to the report. A copy of the consultation was set out in Appendix 2 to the report.

**DECIDED:** That the consultation response submitted to the Scottish Government by 10 May, 2015 and as detailed in Appendix 1 to the report be approved; and

## 13 ALLOCATION OF HOUSES: HOUSING RULE 10.7

There was submitted an intimation by the Director of Development & Housing Services in terms of Housing Rule 10.7, which required all housing allocations which involved either (i) Council members or their immediate families or (ii) members of staff of the Housing Division or their immediate families to be notified to the relevant Policy Board.

Address – 115 Colonsay Road, Glenburn  
Size – 2 Bedroom  
Allocated to – Daughter of employee

Address – 18 Bruce Road, Gallowhill, Paisley  
Size – 2 Bedroom  
Allocated to – Mother of employee



Address – 135 0/4 George Street, Paisley  
Size – 0 Bedroom  
Allocated to – Daughter of employee

Address – 4 Lauder Drive, Linwood  
Size – 2 Bedroom  
Allocated to – Daughter of employee

Address – 57 1/1 Netherhill Road, Gallowhill, Paisley  
Size – 1 Bedroom  
Allocated to – Sister of employee

Address – 7B Ryefield Avenue, Johnstone  
Size – 1 Bedroom  
Allocated to – Step-daughter of employee

**DECIDED:** That the intimation 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.

### **14 BUILDING SERVICES: BUSINESS PLAN UPDATE 2015/18**

This item is exempt,

### **15 BUILDING SERVICES: TRADING BUDGET MONITORING REPORT**

This item is exempt,