

## Minute of Meeting Council

Date	Time	Venue
Thursday, 21 December 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 Alistair Mackay, 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

### Chair

Provost Cameron presided.

### In Attendance

S Black, Chief Executive; P MacLeod, Director of Children's Services; M Crearie, Director of Development & Housing Services; A Morrison, Acting Director of Development & Housing Services; S MacDougall, Director of Environment & Communities; A Russell, Director of Finance & Resources; D Amos, Head of Policy & Commissioning, L Mahon, Head of Marketing, A Armstrong-Walter, Partnerships and Inequalities Manager and L McIntyre, Strategic Planning and Policy Development Manager (all Chief Executive's); S Quinn, Assistant Director of Schools, G McKinlay, Head of Schools and J Trainer, Head of Early Years and Inclusion (all Children's Services) F Carlin, Head of Planning & Housing Services (Development & Housing Services); G McNeil, Head of Amenity Services (Environment & Communities); K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, J Lynch, Head of Property Services, M Conaghan, Legal & Democratic Services Manager, L Belshaw, Democratic Services Manager and D Low, Senior Committee Services Officer (LACs) (all Finance & Resources); and M Ferguson, Head of Health & Social Care (Renfrewshire Health & Social Care Partnership).

## **Apology**

Councillor J MacLaren.

## **Declaration of Interest**

Councillor McIntyre declared a financial interest in respect of item 18 of the agenda - Notice of Motion 9 - as he was a landlord. He indicated that it was his intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

## **Additional Item**

Councillor Sharkey intimated that he wished to table an emergency motion which had not been included in the notice calling the meeting and he requested that this be taken as an additional item.

Provost Cameron ruled, in terms of Standing Order 14, that as there were no special circumstances which required the item to be considered at the meeting as a matter of urgency, the motion would not be taken up as an additional item of business.

## **Order of Business**

In terms of Standing Order 16, the Provost indicated that she intended to alter the order of business to facilitate the conduct of the meeting by considering Notice of Motion 11 before Notice of Motion 1.

## **Paisley's Bid for UK City of Culture 2021**

Prior to the commencement of business Provost Cameron intimated that she had written to the Lord Mayor of Coventry City Council congratulating him on Coventry's successful bid to be the UK City of Culture 2021. Provost Cameron paid tribute to the efforts of Council staff and bid partners for promoting the bid process and advised that the regeneration of Paisley and Renfrewshire through the promotion of culture would continue. She advised that the Chief Executive would submit a report to a future meeting of Council on the legacy of the bid process.

## **1 Minutes of Council, Boards and Panels**

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

Council, 28 September 2017

Finance, Resources and Customer Services Policy Board, 28 September 2017

Regulatory Functions Board, 5 October 2017

Regulatory Functions Board, 1 November 2017

Education and Children's Services Policy Board, 2 November 2017

Audit, Risk and Scrutiny Board, 6 November 2017

Appointment Board, 6 November 2017

Communities, Housing and Planning Policy Board, 7 November 2017

Appointment Board, 7 November 2017

Infrastructure, Land and Environment Policy Board, 8 November 2017

Finance, Resources and Customer Services Policy Board, 8 November 2017

Petitions Board, 8 November 2017

Personnel Appeals and Applied Conditions of Service Appeals Panel, 9 November 2017

Local Review Body, 14 November 2017

Regulatory Functions Board, 16 November 2017

Paisley North Local Area Committee, 16 November 2017

Renfrew and Gallowhill Local Area Committee, 21 November 2017

Johnstone and the Villages Local Area Committee, 23 November 2017

Paisley South Local Area Committee, 28 November 2017,

Houston, Crosslee, Linwood, Riverside and Erskine Local Area Committee, 29 November 2017

Local Review Body, 5 December 2017

Personnel Appeals and Applied Conditions of Service Appeals Panel, 6 December 2017

Regulatory Functions Board, 7 December 2017

Cross Party Sounding Board, 7 December 2017

Leadership Board, 12 December 2017

Personnel Appeals and Applied Conditions of Service Appeals Panel, 19 December 2017  
2017 Appointment Board, 19 December 2017

**DECIDED:** That the Minutes be approved.

## **2 Scottish Government Budget and Local Government Finance Settlement**

There was submitted a report by the Director of Finance & Resources relative to the Scottish Government draft budget 2018/19 and the draft local government finance settlement 2018/19 which had been issued on 14 December 2017 and were subject to parliamentary approval in late February 2018.

Based on the published budget information, the total Scottish public sector spending for 2018/19 was set at £40,639 million representing a £1,261 million (3.2%) cash increase across the total Scottish budget. The 2018/19 budget would operate under the Fiscal Framework, established in support of the 2016 Scotland Act. The additional powers over income tax rates and thresholds added to the already devolved powers that existed in relation to the Land and Building Transaction Tax and Scottish Landfill Tax. In total the Scottish Government's budget in 2018/19 included assumed tax receipts in excess of £13.3 billion.

The report intimated that the budget figures for 2018/19 reflected the intention of the Scottish Government to utilise the maximum capital borrowing powers available to support £450 million of Scottish Government borrowing to support capital investment. In addition, the 2018/19 budget was the first to be supported by economic forecasts provided by the Scottish Fiscal Commission.

The Scottish Government had not provided any material details of spending plans beyond 2018/19.

The report further intimated that the Local Government Finance Circular 5/2017 had been issued to councils on 14 December 2017. The circular provided details of the provisional revenue and capital funding allocations for 2018/19 ahead of the Local Government Finance (Scotland) Order 2018 which was due to be debated by the Scottish Parliament in February 2018. Subject to parliamentary approval, the circular confirmed headline revenue grant funding for Renfrewshire for 2018/19 of £299.095 million. The Cabinet Secretary for Finance and the Constitution had written to council Leaders outlining the set of conditions that made up the provision funding allocation for local government which remained focussed on national teacher numbers, health and social care resources and changes to the council tax. Any local authority not intending to agree to the offer and accept the full package of measures and benefits had been requested to notify the Cabinet Secretary by 19 January 2018.

**DECIDED:**

- (a) That the detailed content of the report be noted; and
- (b) That the specific conditions associated with the provisional local government finance settlement as outlined and the requirements, if the terms of the offer were not accepted, be noted.

### **3 A Prudential Framework for Capital Finance - Progress Report**

There was submitted a progress report by the Director of Finance & Resources relative to the Council's prudential indicators for 2017/18. The report detailed the position as at 13 October 2017 and intimated that total capital expenditure was £29.134 million, of which £25.017 million related to Non Housing and £4.117 million related to Housing. A review of the updated capital spending plan for 2017/18 suggested that the indicators required to be revised for the current year, the details of which were contained within the report.

The report set out the proposed net decrease of £2.65 million in the planned Non Housing capital expenditure during 2017/18 and the factors which had contributed to this decrease; the factors considered in relation to the proposed decrease of £8.648 million in the planned Housing capital expenditure; proposed revisions to the external debt indicators; and the position with treasury management and affordability indicators.

**DECIDED:**

- (a) That the report be noted; and
- (b) That the changes to the prudential indicators as detailed in the report be approved.

### **4 Governance Arrangements**

There was submitted a report by the Director of Finance & Resources relative to a number of changes to the Council's governance arrangements.

The report intimated that, at present, the Community Asset Transfer Review Sub-committee was made up of members from the Communities, Housing and Planning Policy Board. It was proposed that this be changed to the Infrastructure, Land and Environment Policy Board.

The report advised that the remit of the Regulatory Functions Board required to be changed to explicitly include functions relating to Houses in Multiple Occupancy (HMOs).

With reference to the meeting of Council held on 28 September 2017, the report intimated that no response had been forthcoming in relation to the invitation to the Renfrewshire Evangelical Alliance to nominate a third religious representative to the Education and Children's Services Policy Board. The report now proposed that an advertisement be placed in the local and national press and on the Council's website seeking nominations for the third church representative to the Education and Children's Services Policy Board.

The report highlighted that there was no delegated power to send elected members to conferences or seminars other than the list of approved conferences in respect of which no further approval was required. It was proposed to add to the list of approved conferences that members be permitted to attend any conference or seminar which was free of charge held in Scotland.

Councillor Nicolson, seconded by Councillor Paterson, moved :

- (a) That the membership of the Community Asset Transfer Review Sub-Committee be drawn from the Infrastructure, Land and Environment Policy Board to comprise any five members of the Policy Board provided three were from the Administration and two from the opposition groups or parties. The Sub-committee to be chaired by either the Convener or Depute Convener of the Board;
- (b) That the remit of the Regulatory Functions Board be extended to cover Part 5 of the Housing (Scotland) Act 2006;
- (c) That it be delegated to the Head of Corporate Governance to make the necessary changes to the Council's Scheme of Delegated Functions;
- (d) That an advertisement be placed in the local and national press and on the Council's website seeking nominations for the third church representative to the Education and Children's Services Policy Board; and
- (e) That members be permitted to attend any conference/seminar which was free of charge and which took place in Scotland and that the list of approved conferences be amended to reflect this.

Councillor Montgomery, seconded by Councillor Devine, moved as an amendment that the report not be agreed.

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, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Andy Doig, Audrey Doig, Don, Hughes, K MacLaren, M MacLaren, McCartin, McEwan, McGurk, McNaughtan, Mylet, Nicolson, Paterson, Rodden, Shaw and Steel.

The following members abstained: Councillors Begg, Binks, Graham, Kerr, Mackay, McIntyre and Strang.

13 members having voted for the amendment, 21 members having voted for the motion and 7 members having abstained, the motion was accordingly declared carried.

**DECIDED:**

(a) That the membership of the Community Asset Transfer Review Sub-Committee be drawn from the Infrastructure, Land & Environment Policy Board to comprise any five members of the Policy Board provided three were from the Administration and two from the opposition groups or parties. The Sub-Committee to be chaired by either the Convener or Depute Convener of the Board;

(b) That the Remit of the Regulatory Functions Board be extended to cover Part 5 of the Housing (Scotland) Act 2006;

(c) That it be delegated to the Head of Corporate Governance to make the necessary changes to the Council's Scheme of Delegated Functions;

(d) That an advertisement be placed in the local and national press and on the Council's website seeking nominations for the third church representative to the Education and Children's Services Policy Board; and

(e) That members be permitted to attend any conference/seminar which is free of charge and which took place in Scotland and that the list of approved conferences be amended to reflect this.

## **5 Planning - Scheme of Delegation Review**

Under reference to page 364 of the Minute of the meeting of the Council held on 28 September 2017 there was submitted a report by the Director of Development and Housing Services relative to a review of the existing Scheme of Delegation for planning applications.

The report set out the terms of the review as detailed in the Notice of Motion agreed by the Council in September, highlighting specifically the proposal that the Communities, Housing & Planning Policy Board consider applications where such applications were the subject of an objection by a Community Council and where those objections were relevant material considerations; where an application raised significant objections; and where an application, if approved, would be contrary to the Development Plan. The report also addressed the proposal that the publication of a weekly list of proposed decisions be re-introduced and provided a detailed examination of the existing Scheme of Delegation to officers in relation to planning matters.

The report intimated that, following the review, the Scheme of Delegation was considered generally fit for purpose both in terms of decision making accountability and consideration of third party representations and in terms of optimising performance and fulfilling applicants expectations of a timeous decision. However, the review suggested that the more contentious applications relating to new residential developments on undeveloped land be presented to the Communities, Housing and Planning Policy Board for determination; that a list of decisions taken by officers under delegated authority be published on a fortnightly basis; and that the opportunity be taken to extend the definition of 'Appointed Officer' for the purposes of delegated authority. The proposed alterations, if approved, would require the approval of Scottish Ministers prior to implementation.

**DECIDED:**

(a) That the Scheme of Delegation be amended as set out in the appendix to the report, by adding paragraphs (d), (e) (f) and (g) to the exceptions, and that corresponding amendments be made to the terms of reference for the Communities, Housing and Planning Policy Board;

(b) That in terms of the 'Planning Function', the Scheme of Delegation be amended to include "The Director of Development & Housing Services, the Head of Planning & Housing Services, and the Manager and Assistant Managers within Development Standards, and the Strategy and Place Manager and the Development Plans and Housing Strategy Team Leader as appointed officers, be authorised to determine" the specified matters; and

(c) That the Scheme of Delegation as amended, and insofar as it related to planning functions, be referred to Scottish Ministers for approval and confirmation of the process would be reported to a future meeting of the Council.

## **6 Review of Community-Level Governance Arrangements**

There was submitted a report by the Chief Executive relative to the assessment of local area committees as a model of community-level governance.

The report intimated that in 2016 the Council agreed changes to the governance arrangements for the Community Planning Partnership and at that time it was agreed that a review of the LACs would be undertaken. The report outlined the key findings of the review of the current Local Area Committee (LAC) arrangements and suggested a number of proposals for a future model of community-level governance for discussion by the Council and for subsequent further consultation. The report outlined the process and key activities undertaken; the proposed function and remit; boundaries; membership; meetings; grant funding and arrangements for consultation. A copy of the consultation paper was appended to the report.

**DECIDED:**

(a) That the findings of the review into current LAC arrangements be noted;

(b) That it be noted that the review had been discussed by the Cross Party Sounding Board on 7 December 2017; and

(c) That consultation commence as detailed at section 9 of the report on the proposals outlined within the appendix.

## **7 Support to Community Groups**

There was submitted a report by the Chief Executive relative to a proposed review of the Council's approach to supporting community organisations to improve the consistency of the support the Council provided to such organisations and to better align this to the Council's strategic objectives.

The report intimated that the requirement for the review was driven by a number of emerging statutory requirements arising from the Community Empowerment (Scotland) Act 2015 together with new developments within the Council such as the review of community- level governance arrangements and empowering communities, both of which required a consolidated approach. The report proposed that, following the review, a framework be developed which clearly outlined the principles for the Council's engagement and support and created a process which was more efficient for the Council and transparent for community organisations.

### **DECIDED:**

(a) That a review be undertaken of Council support to community groups, including engagement with community groups on their views and experiences; and

(b) That the outcome of this review and associated recommendations be submitted to a future Council meeting for consideration.

## **8 The EU Data Protection Regulation**

There was submitted a report by the Director of Finance & Resources relative to the new European Union General Data Protection Regulation (GDPR) which would come into force on 25 May 2018.

The report intimated that GDPR was the most significant data protection development in recent years. The Regulation would make important changes to existing data protection law and the way in which the Council addressed data protection compliance. As well as introducing new rights for individuals and enhancing existing rights, the monetary penalties for a data protection breach would increase from £500,000 to €20 million. The reputational damage for an organisation which failed to comply with GDPR would also be considerable.

Article 37 of the GDPR obliged the Council to designate a Data Protection Officer (DPO) on the basis of professional qualities and, in particular, expert knowledge of data protection law and practices. The key tasks of the DPO, prescribed by Article 39, were to inform and advise the Council and its employees about their obligations to comply with the GDPR and other data protection laws; to monitor compliance with the GDPR and other data protection laws, including managing internal data protection activities; advise on data protection impact assessments; train staff and conduct internal audits; to be the first point of contact for supervisory authorities and for individuals whose data was processed; and to have due regard to the risk associated with the Council's processing operations.



The report advised that the Managing Solicitor (Information Governance) had been appointed to this statutory role with effect from 15 November 2017 and section 4 of the scheme of delegated functions would require to be amended to reflect this. The title of the post had also been amended to Managing Solicitor (Data Protection Officer). In addition to reflect the autonomy of this role, a new delegation had been added to section 5 of the scheme of delegated functions: "The Managing Solicitor (DPO) is authorised to discharge the role of statutory DPO, which includes autonomy in advising on all issues which involve the protection of personal data and monitoring compliance."

**DECIDED:**

- (a) That the terms of the report, which detailed the implications of GDPR for the Council, be noted;
- (b) That the implementation of the GDPR Action Plan summarised in paragraph 3.5 be approved;
- (c) That it be noted that the Managing Solicitor (Data Protection Officer) had been appointed as Data Protection Officer; and
- (d) That Sections 4 and 5 of the scheme of delegated functions be amended to reflect this statutory appointment.

## **9 Standards Commission for Scotland: Decision of the Hearing Panel of the Commission**

There was submitted a report by the Director of Finance & Resources relative to the outcome of the Standards Commission for Scotland Hearing into a complaint made to the Commissioner for Ethical Standards in Public Life in Scotland. The complaint alleged that Councillor Mack had contravened the councillors' code of conduct by failing to respect the Chair at the meeting of Council held on 29 September 2016 and failing to comply with her rulings.

The report indicated that the Commissioner for Ethical Standards in Public Life in Scotland had conducted an investigation into the complaint and had subsequently submitted a report to the Standards Commission for Scotland. The Commission, following receipt of the Commissioner's report had held a hearing in relation to the complaint and concluded that Councillor Mack had contravened paragraph 3.2 of the Code and that comments made by him at the Council meeting held on 29 September 2016 did not attract the protection given to political expression by Article 10 of the European Convention on Human Rights. The Hearing Panel imposed a sanction of suspension of seven months from all meetings of Renfrewshire Council, and of any committee and sub-committee thereof, effective from 1 November 2017.

**DECIDED:** The Council, having considered the findings in accordance with the terms of the Ethical Standards in Public Life etc (Scotland) Act 2000, noted the report.

## Suspension of Standing Orders

Provost Cameron, seconded by Councillor Nicolson, moved in terms of Standing Order 44, that Standing Order 57 (Deputations) be suspended to allow S McGee, MSYP, the opportunity to speak on the following motion. This was agreed unanimously.

### 10 Notice of Motion 11 by Councillors Paterson and Grady

There was submitted a Notice of Motion by Councillors Paterson and Grady in the following terms:

"Motion from MSYPs

Renfrewshire Council supports the calls made by its MSYPs to encourage schools to actively engage young people in the development and delivery of Personal, Social and Health Education (PSHE).

Renfrewshire Council acknowledges the work of the MYSPs, through their engagement with around 3000 young people through an online survey, in identifying PSHE as a priority for development.

Council notes that a comprehensive and relevant PSHE programme is essential for helping young people prepare for adulthood. The Council agrees with the MSYPs that a PSHE programme should encourage maturity and be delivered in a manner which demonstrates respect and value for all members of our society.

Council supports the young people's request that they be actively engaged in the development and discussion of the PSHE curriculum so that all young people have equal opportunities in life."

S McGee, MSYP, spoke on the motion.

Councillor Paterson, seconded by Councillor Grady, then moved the motion which was approved unanimously.

**DECIDED:** Renfrewshire Council supported the calls made by its MSYPs to encourage schools to actively engage young people in the development and delivery of Personal, Social and Health Education (PSHE).

Renfrewshire Council acknowledged the work of the MYSPs, through their engagement with around 3000 young people through an online survey, in identifying PSHE as a priority for development.

Council noted that a comprehensive and relevant PSHE programme was essential for helping young people prepare for adulthood. The Council agreed with the MSYPs that a PSHE programme should encourage maturity and be delivered in a manner which demonstrated respect and value for all members of our society.

Council supported the young people's request that they be actively engaged in the development and discussion of the PSHE curriculum so that all young people had equal opportunities in life.

## 11 Notice of Motion 1 by Councillors Davidson and Dowling

There was submitted a Notice of Motion by Councillors Davidson and Dowling in the following terms:

"That Council recognises that the health and mental wellbeing of looked after children in Renfrewshire is extremely important. Council recognises that this group of young people are, on the most, very vulnerable.

That Council will set aside a sum of £75,000 for looked after children to enjoy holidays and other learning and cultural activities.

This funding will allow this group of young people to enjoy the holidays and cultural learning experiences that their peers in the community enjoy. This will be extremely beneficial to their wellbeing, leading to better positive outcomes for the young people.

This sum matches the funding set aside by the previous administration for this purpose."

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

Councillor Paterson, seconded by Councillor J Cameron, moved as an amendment:

"Council recognises the importance of ensuring that our care experienced children and young people experience good mental health and wellbeing and that they can enjoy the same opportunities as their non-care experienced peers.

Council will set aside an amount of £100,000 for looked after children to which applications can be made for educational, cultural, social and employability activities. This will supplement the existing budgets available to promote such activities.

In addition, Council will make representations to Life Changes Trust for additional funding which could be used to enhance this fund and provide further opportunities for our care experienced young people in Renfrewshire."

In terms of Standing Order 27, Councillors Davidson and Dowling being the mover and seconder of the motion, agreed to accept the amendment which was approved unanimously.

**DECIDED:** Council recognised the importance of ensuring that our care experienced children and young people experienced good mental health and wellbeing and that they could enjoy the same opportunities as their non-care experienced peers.

Council would set aside an amount of £100,000 for looked after children to which applications could be made for educational, cultural, social and employability activities. This would supplement the existing budgets available to promote such activities.

In addition, Council would make representations to Life Changes Trust for additional funding which could be used to enhance this fund and provide further opportunities for our care experienced young people in Renfrewshire.

## **Declaration of Interest**

Councillor Mylet declared a financial interest during consideration of this item as he was the holder of a residents' parking permit. He indicated that it was his intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

## **12 Notice of Motion 2 by Councillors Graham and Mackay**

There was submitted a Notice of Motion by Councillors Graham and Mackay in the following terms:

"Council is concerned that the decision to impose parking charges in Johnstone and Renfrew was taken without proper consultation with the communities and businesses affected.

Council agrees that it will revisit the decision at the first appropriate opportunity."

Councillor Graham, seconded by Councillor Mackay, then moved the motion.

Councillor Nicolson, seconded by Councillor McEwen, moved as a first amendment:

"Council notes the decision of the Infrastructure and Land Policy Board on 8/11/2017 regarding proposals for parking in Johnstone and Renfrew. Council notes that impact assessments are to be carried out as part of that decision. Council further agrees that prior to implementation of specific proposals these should be subject to full consultation with relevant community groups at the earliest opportunity. Implementation of parking charges would only be introduced if the consensus is that there would be benefit to the local community."

Councillor Sharkey, seconded by Councillor Bibby, moved as a second amendment:

"After 'parking' insert 'and residents parking permit' then add 'Paisley' between 'in' and 'Johnstone' and in the final line replace 'revisit' with 'revoke'."

## **ADJOURNMENT**

The meeting adjourned at 10.25 a.m. and reconvened at 10.30 a.m.

## **MOTION TO SUSPEND STANDING ORDERS**

Provost Cameron ruled that the second amendment by Councillors Sharkey and Bibby was not competent in terms of Standing Order 28 (Rescinding of Decisions) as it was contrary to the decision which had been taken at item 5 of page 445 of the meeting of the Infrastructure, Land and Environment Policy Board held on 8 November 2017 and that there had been no material change in circumstances justifying the matter being reconsidered.

Councillor Sharkey, seconded by Councillor Kennedy, moved in terms of Standing Order 44, that Standing Order 28 (Rescinding of Decisions) be suspended to allow the Council to consider the second amendment to the notice of motion by Councillors Graham and Mackay.

On the roll being called the following members voted for the motion to suspend Standing Orders: Councillors Begg, Bibby, Binks, Brown, Davidson, Devine, Andy Doig, Dowling, Grady, Graham, Harte, Hood, Kennedy, Kerr, Mackay, McCulloch, McIntyre, Montgomery, Sharkey, Sheridan and Strang.

The following members voted against the motion to suspend Standing Orders: Councillors Adam-McGregor, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Audrey Doig, Don, Hughes, K MacLaren, M MacLaren, McCartin, McEwan, McGurk, McNaughtan, Nicolson, Paterson, Rodden, Shaw and Steel.

21 members having voted for the motion to suspend Standing Orders and 19 members having voted against the motion to suspend Standing Orders, the necessary two-thirds of those members present and voting at the meeting was not achieved as required for the suspension of Standing Orders and accordingly the motion to suspend Standing Orders was defeated.

In terms of Standing Order 27, Councillors Graham and Mackay being the mover and seconder of the motion, agreed to accept the first amendment by Councillors Nicolson and McEwen which was approved unanimously.

**DECIDED:** Council noted the decision of the Infrastructure, Land and Environment Policy Board on 8 November 2017 regarding proposals for parking in Johnstone and Renfrew. Council noted that impact assessments were to be carried out as part of that decision. Council further agreed that prior to implementation of specific proposals these should be subject to full consultation with relevant community groups at the earliest opportunity. Implementation of parking charges would only be introduced if the consensus was that there would be benefit to the local community.

## **SEDERUNT**

Councillor Mylet returned to the meeting prior to consideration of the following item of business.

### **13 Notice of Motion 3 by Councillors Graham and Mackay**

There was submitted a Notice of Motion by Councillors Graham and Mackay in the following terms:

"Council agrees to write to the Scottish Government to request a ban on Electric Shock Collars which has no place in modern dog training."

Councillor Graham, seconded by Councillor Mackay, then moved the motion which was agreed unanimously.

**DECIDED:** Council agreed to write to the Scottish Government to request a ban on electric shock collars which had no place in modern dog training.

### **14 Notice of Motion 4 by Councillors Sheridan and McCulloch**

There was submitted a Notice of Motion by Councillors Sheridan and McCulloch in the following terms:

"That this council reviews our current planning procedures to ensure local democracy is paramount and that the best interests of our communities and commerce are protected. Reaffirm communication, transparency and accountability will be at the core of the process. Utility companies defined planned timetables to form part of the application with effective penalties in place. Should statutory legislation be necessary to achieve these objectives then political representation should be made."

Councillor Sheridan, seconded by Councillor McCulloch, then moved the motion which was agreed unanimously.

In addition, it was proposed that the process and design issues at Deafhillock Roundabout be investigated and a report submitted in due course to the appropriate Board; and that the outcome of the investigations be communicated to those residents most directly affected by the roadworks at the roundabout. This was agreed.

**DECIDED:**

(a) That the Council would review the current planning procedures to ensure local democracy was paramount and that the best interests of our communities and commerce were protected. It was reaffirmed that communication, transparency and accountability would be at the core of the process. Utility companies defined planned timetables would form part of the application with effective penalties in place. Should statutory legislation be necessary to achieve these objectives then political representation would be made; and

(b) That the process and design issues at Deafhillock Roundabout be investigated and a report submitted in due course to the appropriate Board; and that the outcome of the investigations be communicated to those residents most directly affected by the roadworks at the roundabout.

## **15 Notice of Motion 5 by Councillors Sheridan and McCulloch**

There was submitted a Notice of Motion by Councillors Sheridan and McCulloch in the following terms:

"This council explores the positive impact of charging utility companies by the hour for road closures and calls on the Scottish government to follow the UK government plans to allow councils to impose similar charges to help reduce lengthy and repetitive roadworks."

Councillor Sheridan, seconded by Councillor McCulloch, then moved the motion which was agreed unanimously.

**DECIDED:** This Council would explore the positive impact of charging utility companies by the hour for road closures and called on the Scottish government to follow the UK government plans to allow councils to impose similar charges to help reduce lengthy and repetitive roadworks.

## **16 Notice of Motion 6 by Councillors Mackay and Hood**

There was submitted a Notice of Motion by Councillors Mackay and Hood in the following terms:

"The Council calls upon the Government to review the legislation which regulates Public Utilities carrying out works on the roads and pavements. In particular, Public Utilities should be required when carrying out major works, to fit service ducts to minimise the impact of any future works required in the same area."

Councillor Mackay, seconded by Councillor Hood, then moved the motion.

Councillor Nicolson, seconded by Councillor Paterson, moved as an amendment that the word 'Public' be removed where it occurred in the motion.

In terms of Standing Order 27, Councillors Mackay and Hood, being the mover and seconder of the motion, agreed to accept the amendment and the motion as amended was approved unanimously.

**DECIDED:** Council called upon the Government to review the legislation which regulated Utilities carrying out works on the roads and pavements. In particular, Utilities should be required when carrying out major works, to fit service ducts to minimise the impact of any future works required in the same area.

## **17 Notice of Motion 7 by Councillors McCartin and Andy Doig**

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

"The Council agrees to develop the post of Makar for Renfrewshire, to ensure that writing and poetry becomes a focus for people in the area. The role of Makar, and what would be expected of her/him, requires to be discussed with the local poetry and writing community throughout Renfrewshire to ensure the best balance for the council and our community."

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

**DECIDED:** That the post of Makar for Renfrewshire be developed by the Council, to ensure that writing and poetry became a focus for people in the area. The role of Makar, and what would be expected of her/him, would be discussed with the local poetry and writing community throughout Renfrewshire to ensure the best balance for the council and our community.

## **18 Notice of Motion 8 by Councillors Mackay and Graham**

There was submitted a Notice of Motion by Councillors Mackay and Graham in the following terms:

"The Council will no longer provide Elected Members with newspapers and magazines, thus saving an annual cost of nearly £7,000.

Elected Members are already provided with IT equipment costing nearly £53,000, which is capable of accessing news in real time rather than the outdated news provided by the newspapers."

Councillor Mackay, seconded by Councillor Graham, then moved the motion.

Councillor Hughes, seconded by Councillor Adam-McGregor, moved as a first amendment:

“Insert after ‘magazines’ in the first paragraph:

‘with the exception of local newspapers the Paisley Daily Express and The Gazette which provide local information. These should be available in the common area of the elected members offices thus saving a substantial annual cost to the Council.’

Insert and replace all after real time ‘which can be used to access national publications’.”

Councillor Bibby, seconded by Councillor Sharkey, moved as a second amendment:

“Council recognises the important role the printed media has in communicating the business of the Council to the wider public, and in providing a range of information to Elected Members on local community and wider matters.

Council further recognises the role of the printed media in the democratic process providing both accountability and scrutiny on decisions, both individually and generally, and will continue to provide newspapers to Elected Members as is the case currently.”

In terms of Standing Order 27, Councillors Mackay and Graham being the mover and seconder of the motion, agreed to accept the first amendment.

The vote was then taken between the motion and the second amendment.

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

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

15 members having voted for the second amendment and 26 members having voted for the motion as amended the motion as amended was accordingly declared carried.

**DECIDED:** The Council would no longer provide Elected Members with newspapers and magazines with the exception of local newspapers the Paisley Daily Express and The Gazette which provided local information. These would be available in the common area of the elected members’ offices thus saving a substantial annual cost to the Council.

Elected Members were already provided with IT equipment costing nearly £53,000, which was capable of accessing news in real time which could be used to access national publications rather than the outdated news provided by the newspapers.

## **DECLARATION OF INTEREST**



Councillor McIntyre, having declared a financial interest the following item of business left the meeting during consideration of this item and did not to take part in any discussion or voting thereon.

## **SEDERUNT**

Councillor McGurk left the meeting during consideration of the following item.

### **19 Notice of Motion 9 by Councillors Mackay and Graham**

There was submitted a Notice of Motion by Councillors Mackay and Graham in the following terms:

"The Council calls on the Scottish Government to change landlord and tenant legislation to give the Council the power to require all landlords letting properties in its area to (i) have an inspection and report of those properties completed by an independent third party specialist surveyor prior to each letting of a residential property and (ii) exhibit this survey to the Council as the authority responsible for registration of private landlords under the Antisocial Behaviour etc (Scotland) Act 2004. This would provide confidence to both landlord and tenant, that let properties meet with the repairing standard."

Councillor MacKay, seconded by Councillor Graham, then moved the motion which was agreed unanimously.

**DECIDED:** Council called on the Scottish Government to change landlord and tenant legislation to give the Council the power to require all landlords letting properties in its area to (i) have an inspection and report of those properties completed by an independent third party specialist surveyor prior to each letting of a residential property and (ii) exhibit this survey to the Council as the authority responsible for registration of private landlords under the Antisocial Behaviour etc (Scotland) Act 2004. This would provide confidence to both landlord and tenant, that let properties meet with the repairing standard.

## **ADJOURNMENT**

The meeting adjourned at 11.35 a.m. and reconvened at 11.50 a.m.

## **SEDERUNT**

Councillors McGurk and McIntyre returned to the meeting prior to consideration of the following item of business.

### **20 Notice of Motion 10 by Councillors Begg and Mackay**

There was submitted a Notice of Motion by Councillors Begg and Mackay in the following terms:

"World War 1 Commemorations

During 2018 this council will support some students from our high schools to visit one

or more of the battlefields of Flanders and Northern France to take part in commemorating this one hundredth year since the end of that war.

In particular at least one group should visit in Flanders, near Ypres, Vancouver Corner where the first WMD was used with mustard gas against Canadian Soldiers killing 2000 of them, Passchendaele and the Tyne Cot Cemetery to take in the immensity of our forefathers' sacrifices, Hill 60 where a large German Command Post was blown to smithereens by Commonwealth troops tunnelling underground from the front lines as well as Essex Farm, a dressing station, where Col. John McCrae wrote the famous lines:-

"In Flanders Field the poppies blow  
Between the crosses row on row,  
That mark our place"

At the end of their tour our students, representing this Council, should participate and lay at least one wreath, in the name of this Council, at the evening service of remembrance at the Menin Gate Memorial in Ypres."

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

Councillor Steel, seconded by Councillor Paterson, moved as an amendment that the first paragraph of the motion be retained and the remainder of the motion be replaced with:

"That Council will also support our High Schools should they wish to visit one or more of the battlefields of Flanders and Northern France to take part in commemorating the centenary of the end of that war."

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

The following members voted for the motion: Councillors Begg, Binks, Bibby, Brown, Davidson, Devine, Dowling, Grady, Graham, Harte, Hood, Kennedy, Kerr, Mackay, McCulloch, McIntyre, Montgomery, Sharkey, Sheridan and Strang.

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

**DECIDED:** That during 2018 Council would support some students from our high schools to visit one or more of the battlefields of Flanders and Northern France to take part in commemorating this one hundredth year since the end of that war.

That Council would also support our High Schools should they wish to visit one or more of the battlefields of Flanders and Northern France to take part in commemorating the centenary of the end of that war.

## **21 Notice of Motion 12 by Councillors Andy Doig and Harte**

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

"Trade Justice

Renfrewshire Council agrees:

To endorse the Trade Justice Scotland Coalition's principles for just trade, as an alternative to trade deals like TTIP and CETA.

That the Leader of the Council should write to the Secretary of State for Communities, Social Security and Equalities; the Cabinet Secretary for Finance and Constitution, and local MPs and MSPs to warn of the impact that a new generation of trade deals might have on Council decision-making after Brexit, and to call for them to endorse the Trade Justice Scotland Coalition's principles for just trade.

That the Leader of the Council will write to COSLA to express concern about the impact that future trade deals, negotiated by the UK government after we leave the EU and modelled on TTIP and CETA, might have on local council decision-making, and ask them to raise these with the UK government and Scottish government on this Council's behalf.

To promote future trade, commerce, and industry, across Renfrewshire with a view to growing the local manufacturing sector and increasing jobs."

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

**DECIDED:** That the Trade Justice Scotland Coalition's principles for just trade, as an alternative to trade deals like TTIP and CETA be endorsed.

That the Leader of the Council write to the Secretary of State for Communities, Social Security and Equalities; the Cabinet Secretary for Finance and Constitution, and local MPs and MSPs to warn of the impact that a new generation of trade deals might have on Council decision-making after Brexit, and to call for them to endorse the Trade Justice Scotland Coalition's principles for just trade.

That the Leader of the Council write to COSLA to express concern about the impact that future trade deals, negotiated by the UK government after we leave the EU and modelled on TTIP and CETA, might have on local council decision-making, and ask them to raise these with the UK government and Scottish government on this Council's behalf.

That future trade, commerce, and industry, across Renfrewshire be promoted with a view to growing the local manufacturing sector and increasing jobs.

## **22 Notice of Motion 13 by Councillors McCartin and Nicolson**

There was submitted a Notice of Motion by Councillors McCartin and Nicolson in the following terms:

"Council agrees to support the efforts of Paisley Pirates Ice Hockey Club to bring ice provision back to Paisley.

Paisley Pirates have an ambition and a plan to develop a new ice rink in the Paisley area which would be run by them for both their own needs and open to the wider public."

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

Councillor Davidon, seconded by Councillor Sharkey, moved as an amendment:

“Council agrees to support Paisley Pirates Ice Hockey Club, but agrees to an asset transfer of Land for the purpose of building an Ice Rink which will benefit the whole of Renfrewshire.”

On the roll being called the following members voted for the amendment: Councillors Bibby, Brown, Davidson, Devine, Andy Doig, 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, Audrey Doig, Don, Graham, Hughes, Kerr, Mackay, K MacLaren, M MacLaren, McCartin, McEwan, McGurk, McIntyre, McNaughtan, Mylet, Nicolson, Paterson, Rodden, Shaw, Steel and Strang.

14 members having voted for the amendment and 27 members having voted for the motion the motion was accordingly declared carried.

**DECIDED:** That the Council agreed to support the efforts of Paisley Pirates Ice Hockey Club to bring ice provision back to Paisley.

Paisley Pirates had an ambition and a plan to develop a new ice rink in the Paisley area which would be run by them for both their own needs and open to the wider public.

## **23 Notice of Motion 14 by Councillors Begg and Strang**

There was submitted a Notice of Motion by Councillors Begg and Strang in the following terms:

"Equal Pay

The Elected Members recognise the excellent work done by previous Councils and their officers in reducing this Council's gender pay gap and clearing any backlog of gender equality claims. At a recent board meeting it was stated that a modest five percent remains.

This Council, with four and a half years still to run, commits to taking all reasonable steps to reduce the gender pay gap to zero before the end of that period."

Councillor Begg, seconded by Councillor Strang, then moved the motion which was agreed unanimously.

It was further proposed that a report be submitted to an appropriate Board in relation to the issues of gender pay gap, context and timescales. This was agreed.

**DECIDED:** That the excellent work done by previous Councils and their officers in reducing this Council's gender pay gap and clearing any backlog of gender equality claims be recognised by Elected Members. At a recent board meeting it was stated that a modest five percent remained.

This Council, with four and a half years still to run, committed to taking all reasonable steps to reduce the gender pay gap to zero before the end of that period.

That a report be submitted to an appropriate Board in relation to the issues of gender pay gap, context and timescales.

## **24 Notice of Motion 15 by Councillors Begg and Strang**

There was submitted a Notice of Motion by Councillors Begg and Strang in the following terms:

"Road Laying and Repairs Using Waste Plastic

Over the past few years we have become conscious of the amount of plastics that are going to land fill and being thrown into the sea to the extent that it is a danger to life in our oceans. Claims have been made that waste plastic can be incorporated into asphalt to make and repair our roads reducing the costs and lengthening the life of roads and repairs. It appears to be a win/win situation.

A company started up recently near Lockerbie called MacRebur is promoting and making this product.

It is proposed that a few officers from our council with expertise in this area visit the company to assess the claims and report their findings to councillors before the next full council."

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

Councillor McEwen, seconded by Councillor Don, moved as an amendment that the last two paragraphs of the motion be deleted and substituted with the following:

"That officers examine innovative approaches to road surfacing materials such as that produced by MacRebur Ltd. Near Lockerbie, and report their findings together with appropriate recommendations to the Infrastructure, Land and Environment Policy Board."

In terms of Standing Order 27, Councillors Begg and Strang being the mover and seconder of the motion, agreed to accept the amendment and the motion as amended was approved unanimously.

**DECIDED:** Over the past few years we had become conscious of the amount of plastics that were going to land fill and being thrown into the sea to the extent that it was a danger to life in our oceans. Claims had been made that waste plastic could be incorporated into asphalt to make and repair our roads reducing the costs and lengthening the life of roads and repairs. It appeared to be a win/win situation.

Innovative approaches to road surfacing materials such as that produced by MacRebur Limited near Lockerbie be examined by officers, and their findings together with appropriate recommendations be reported to the Infrastructure, Land and Environment Policy Board.

## **25 Notice of Motion 16 by Councillors Montgomery and Bibby**

There was submitted a Notice of Motion by Councillors Montgomery and Bibby in the following terms:

"Council has serious concerns over the proposed changes in the Boundary Commission for Scotland's 2018 Review of UK Parliamentary Constituencies. In particular concern is expressed at the impact of communities served by the proposed seats of Paisley and Renfrewshire West. Council calls on the Boundary Commission for Scotland to reconsider these proposals in order to safeguard the identities of local communities."

Councillor Montgomery, seconded by Councillor Bibby, then moved the motion which was agreed unanimously.

**DECIDED:** Council had serious concerns over the proposed changes in the Boundary Commission for Scotland's 2018 Review of UK Parliamentary Constituencies. In particular concern was expressed at the impact of communities served by the proposed seats of Paisley and Renfrewshire West. Council called on the Boundary Commission for Scotland to reconsider these proposals in order to safeguard the identities of local communities.

### **Former Councillor Williams**

Prior to the conclusion of the meeting, Provost Cameron wished former Councilor Tommy Williams who was in hospital a speedy recovery.

## Minute of Meeting

### Communities, Housing & Planning Policy Board

Date	Time	Venue
Tuesday, 16 January 2018	14:00	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 Colin McCulloch, Councillor Marie McGurk, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Jane Strang

#### In Attendance

A Morrison, Acting Director of Development & Housing Services; S MacDougall, Director of Environment & Communities; F Carlin, Head of Planning & Housing Services, D Bryce, Development Standards Manager, and S Marklow, Assistant Manager - Policy (all Development & Housing Services); C Dalrymple, Regulatory Enforcement Manager, D Kerr, Service Co-ordination Manager (both Environment & Communities); and A McLaughlin, Senior Solicitor Litigation & Regulatory and R Devine, Senior Committee Services Officer (both Finance & Resources).

#### Declarations of Interest

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

## 1 Pre-Determination Hearing

### **PLANNING APPLICATION - 17/0394/PP - BAE SYSTEMS LTD - USE OF LAND WITHIN THE CORE DEVELOPMENT AREA FOR RESIDENTIAL DEVELOPMENT (IN PRINCIPLE), ROYAL ORDNANCE, STATION ROAD, BISHOPTON.**

The Convener invited the Head of Planning & Housing Services to provide an overview of the purpose of the pre-determination hearing and the procedure to be followed.

The Head of Planning & Housing Services advised that the purpose of the pre-determination hearing was to hear from the applicant and objectors in relation to the above application as it was considered a major development which was significantly contrary to the development plan. It was noted that it was a mandatory requirement under Section 38A of the Planning etc. (Scotland) Act 2006 and the related Development Management Regulations to hold a pre-determination hearing for such applications. The Head of Planning & Housing Services outlined the procedure for conducting the hearing, a copy of which had been circulated to members of the Policy Board, and explained the order in which the parties would be heard. He reminded elected members present that they should not express any views on the application, which would be submitted to a future meeting of the Council.

There was submitted a report by the Director of Development & Housing Services in summary of the application. A copy of the location plan for the proposal was circulated.

The Convener invited the applicant's representative, J Gettinby (BAe Systems), to provide an overview of the proposal. During the presentation Mr Gettinby outlined the future of Dargavel Village, mentioning the original masterplan and planning permission; the land owner-led programme that supported Scottish Government targets for housing; the redevelopment of brownfield land in a sustainable location; community engagement; and the high-profile collaborative programme to deliver a high quality sustainable village community. Reference was also made to the provision of strategic off-site infrastructure, education and health facilities, affordable housing and retail and community greenspaces.

Representatives of the objectors, D Woodrow and J Mackintosh (Bishopton Community Council) and S Macleod (Dargavel Residents Association) were then given the opportunity to outline their representations on the application during which reference was made to the historical background of the proposal. Concerns were expressed regarding the increased number of houses; the capacity of the new-build school; the lack of engagement by Renfrewshire Community Health Partnership in respect of the health centre facility; the potential loss of employment/industrial areas; the lack of facilities for the elderly and infirm; the impact on parking and volume of traffic on Craigton Road resulting from the proposed retail development; drainage issues; and the loss of sports pitches and pavilion.

Mr J Gettinby (BAe Systems) and Mr G Trehwella (Cass Associates), the applicant's representatives, were then given an opportunity to respond to the points raised during the representations and to questions by councillors and provided clarification.



The Convener thanked everyone for their participation in the hearing.

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

## **2 Minute of Meeting of Police and Fire & Rescue Scrutiny Sub-Committee**

There was submitted the Minute of the meeting of the Police and Fire & Rescue Scrutiny Sub-Committee held on 7 November 2017, which formed the Appendix to this Minute.

**DECIDED:** That the Minute be approved.

## **3 Revenue Budget Monitoring Report**

There was submitted a joint report by the Director of Finance & Resources, Director of Development & Housing Services, Director of Children's Services and Director of Environment & Communities in respect of Services reporting to the Communities, Housing & Planning Policy Board for the period 1 April to 10 November 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.

## **4 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 & Planning Policy Board for the period 1 April to 10 November 2017.

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

## **5 Public Protection Operational Update**

There was submitted a report by the Director of Environment & Communities relative to recent activities undertaken by Renfrewshire Community Safety Partnership. The report provided updates in terms of environmental enforcement and improvement activities, protecting vulnerable residents, building safer communities, diversionary activities and performance in terms of achievement against indicators and targets

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

## **6 Independent Review of Hate Crime Legislation in Scotland - Consultation Paper**

There was submitted a report by the Director of Environment & Communities relative to consultation by the Scottish Government in connection with the Independent Review of Hate Crime Legislation in Scotland.

The report advised that the review, led by Lord Bracadale, had been established following an Independent Advisory Group report which had recommended that the Scottish Government lead discussion on the terminology and definitions around hate crime, prejudice and community cohesion, and consider whether existing criminal law provided sufficient protection for those at risk of hate crime. In addition, a recent court case which raised issues in relation to crimes committed with a religious motivation and was the subject of much debate as to whether the offence fell within the statutory provisions of hate crime, had highlighted the need to consolidate hate crime to recognise recent factors that had changed the landscape around hate crime offences. The consultation, which had been undertaken between 31 August and 23 November 2017, had sought responses to specific questions. The report stated that the review was considering the full range of existing legislation in order to reach a view on whether it was the most effective way for the justice system to deal with conduct motivated by hatred, malice, ill-will or prejudice and advised that the deadline for submissions had been extended to allow a response to be considered and submitted on behalf of the Council following this meeting of the Policy Board.

The proposed responses to the consultation questions, detailed in section 4 of the report, had been drafted in consultation with the "I Am Me" charity" and reflected the responses made on behalf of that charity to the review. It was proposed that paragraph 4.7 of the proposed responses be amended to include 'therefore to protect those targeted for their religious beliefs' after the word 'apply' in the final sentence. This was agreed. It was anticipated that Lord Bracadale would publish his report during 2018 and the Scottish Government would thereafter determine how best to take forward the recommendations contained within his final report.

### **DECIDED:**

- (a) That the consultation on the Independent Review of Hate Crime Legislation in Scotland be noted;
- (b) That paragraph 4.7 of the response be amended to include 'therefore to protect those targeted for their religious beliefs' after the word 'apply' in the final sentence; and
- (c) That the Council's consultation response be approved.

## **7 Scottish Fire and Rescue Service - Local Fire and Rescue Plan (Renfrewshire) 2018**

There was submitted a report by the Director of Environment & Communities relative to the Scottish Fire and Rescue Service, Draft Local Fire and Rescue Plan (Renfrewshire) 2018.

The report advised that the draft Local Fire and Rescue Plan (Renfrewshire) 2018 had been considered at the meeting of the Police and Fire & Rescue Scrutiny Sub-committee held on 29 August 2017. The document detailed Scottish Fire and Rescue's priorities, underpinning the delivery of services to the local community in Renfrewshire in the forthcoming year. At the Sub-committee meeting the consultation response submitted on behalf of the Council had been approved.

A copy of the Scottish Fire and Rescue Service Local Fire and Rescue Plan (Renfrewshire) 2018 was appended to the report.

**DECIDED:**

(a) That the Scottish Fire and Rescue Service Local Fire and Rescue Plan (Renfrewshire) for 2018 be approved; and

(b) That it be noted that the operational implications and performance for Renfrewshire would be discussed with Scottish Fire and Rescue representatives at future meetings of the Police and Fire & Rescue Scrutiny Sub-Committee.

## **8 Renfrewshire Vacant and Derelict Land Strategy 2018**

There was submitted a report by the Director of Environment & Communities relative to the Renfrewshire Vacant and Derelict Land Strategy 2018.

The report stated that the Renfrewshire Local Development Plan contained a commitment to reduce the amount of vacant and derelict land across Renfrewshire. The Renfrewshire Vacant and Derelict Land Strategy 2018 aimed to support the Renfrewshire Local Development Plan in terms of this commitment and identified a number of actions to promote the redevelopment and/or re-use of brownfield and previously used land to enhance places and support sustainable economic growth. It was noted that local vacant and derelict land was monitored annually via the Renfrewshire Vacant and Derelict Land Survey and a copy of the 2017 survey was available on the Council's website. A copy of the Renfrewshire Vacant and Derelict Land Strategy 2018 was appended to the report.

**DECIDED:** That the Renfrewshire Vacant and Derelict Land Strategy 2018, a copy of which was appended to the report, be approved.

## **9 Planning (Scotland) Bill 2017**

There was submitted a report by the Acting Director of Development & Housing Services relative to the Planning (Scotland) Bill 2017.

The report made reference to previous reports, submitted during 2017, to the former Planning & Property Policy Board, and this Policy Board, regarding the Scottish Government's review of the Scottish Planning system. On 4 December 2017 the Minister for Local Government and Housing introduced the Planning (Scotland) Bill 2017 to the Scottish Parliament setting out how the Bill would underpin improvements to the Planning system.

A summary of the main aims and objectives of the Bill, in terms of development planning and development management, was provided within the report.

The report stated that the Bill was under the control of the Parliament's Local Government and Communities Committee and that it was anticipated that there would be a Call for Evidence early in 2018 to inform its scrutiny. Further reports would be submitted to future meetings of this Policy Board as the legislation changed and detailed proposals on the review of the planning system emerged.

**DECIDED:**

(a) That it be noted that the Planning (Scotland) Bill had been presented to the Scottish Parliament for scrutiny; and

(b) That the Acting Director of Development & Housing Services be authorised to submit views on the Planning (Scotland) Bill if requested.

## **10 Making Places Initiative - Foxbar Place Plan**

Under reference to item 25 of page 439 of the Minute of the meeting of this Policy Board held on 7 November, 2017 there was submitted a report by the Acting Director of Development & Housing Services relative to local applications submitted to the Scottish Government Making Places Initiative Fund.

The report advised that one of the two local funding applications submitted to support the development of a pilot local Place Plan for Foxbar in Paisley had been successful and would enable the delivery of a plan led by residents, businesses and community groups and informed by a strong programme of community consultation and engagement. The exercise was anticipated to commence during Spring 2018 and the outcomes would be reported to a future meeting of this Policy Board. It was noted that the application to deliver a design process for Clyde Muirshiel Regional Park (CMRP) had not been successful and alternative funding sources would be considered to assist delivery of the CMRP Strategy and Action Plan.

**DECIDED:**

(a) That the success of the Council's application to the Making Places Initiative Fund to support the development of a pilot Local Place Plan for Foxbar be noted; and

(b) That it be noted that the outcomes of the exercise for Foxbar would be reported to a future meeting of this Policy Board.

## **11 Planning Appeal Decisions - Proposed Housing Development within the Greenbelt**

There was submitted a report by the Acting Director of Development & Housing Services relative to the outcome of six planning applications, involving significant development proposals within the Green Belt, which had been refused planning permission by the Council and had been subject to appeal to the Scottish Government's Directorate of Planning and Environmental Appeals.

The report stated that the Reporters, appointed by Scottish Ministers, had dismissed all of the appeals, detailed in the Appendix to the report, and that planning permission in respect of the proposed developments had been refused.

**DECIDED:** That it be noted that the appeals involving large-scale housing development and a sixth appeal involving retail development, as detailed in the Appendix to the report, had been dismissed and that planning permission had been refused.

## 12 Proposal of Application Notices

There was submitted a report by the Director of Development & Housing Services relative to proposal of application notices.

**DECIDED:** That the key issues identified to date be noted.

## 13 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.

The Clerk advised that only those members of the Policy Board who had attended the visit to the application site, undertaken on 12 December 2017, Councillors Binks, Burns, Don, J MacLaren, McGurk, McNaughtan and Strang, were eligible to consider and determine application A1 below.

**(A1) 17/0393/PP – WARD 11: USE OF LAND WITHIN THE CORE DEVELOPMENT AREA FOR RESIDENTIAL DEVELOPMENT (AS PART OF NORTH WEST RESIDENTIAL NEIGHBOURHOOD) WITH ASSOCIATED SUDS POND (IN PRINCIPLE) AT ROYAL ORDNANCE, STATION ROAD, BISHOPTON PA7 5NJ: BAE SYSTEMS**

It was proposed that the application be granted subject to the conditions and reasons detailed within the report and the applicant entering into a Section 75 Agreement. This was agreed.

**DECIDED:** That the application be granted subject to the conditions and reasons detailed within the report and the applicant entering into a Section 75 Agreement.

**(A2) 17/0454/LB – WARD 4: DEMOLITION OF FORMER SCHOOL BUILDING AT THE INSTITUTE, MAXWELLTON STREET, PAISLEY: MR HARPER**

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

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

**(A3) 17/0456/PP – WARD 4: ERECTION OF 40 FLATS, FORMATION OF PARKING AND LANDSCAPING AT THE INSTITUTE, MAXWELLTON STREET, PAISLEY: MR HARPER**

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

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

**(A4) 17/0666/PP – WARD 1: ERECTION OF (NON-FOOD) RETAIL DEVELOPMENT COMPRISING THREE UNITS, SPRINKLER TANK, SUB-STATION AND PUMP ROOM WITH ASSOCIATED PARKING, ACCESS, LANDSCAPING AND PUBLIC REALM: BRAEHEAD GLASGOW LIMITED**

Councillor McGurk, seconded by Councillor McNaughtan, moved that the Board be disposed to the application being granted subject to conditions/Section 75 Agreement.

Councillor Andy Doig, seconded by Councillor K MacLaren, moved as an amendment that the application be refused as the proposal was contrary to the agreed and stated policy of Renfrewshire Council as outlined in its five Strategic Town Centre Plans for Paisley, Renfrew, Johnstone, Linwood and Erskine which sought to prioritise economic development there as the preferred location for strategic scale retail developments.

On the roll being called the following members voted for the amendment: Councillors Binks, Andy Doig, Hood, J MacLaren, K MacLaren, M MacLaren, McCulloch, Montgomery and Strang.

The following members voted for the motion: Councillors Burns, Don, McGurk and McNaughtan.

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

**DECIDED:** That the application be refused as the proposal was contrary to the agreed and stated policy of Renfrewshire Council as outlined in its five Strategic Town Centre Plan for Paisley, Renfrew, Johnstone, Linwood and Erskine which sought to prioritise economic development there as the preferred location for strategic scale retail developments.

**(A5) 17/0838/CC – WARD 5: DEMOLITION OF BUILDING WITHIN CONSERVATION AREA AT 22 HIGH STREET, PAISLEY: RENFREWSHIRE COUNCIL.**

A revised copy of the location map for the proposal was circulated.

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

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





## Minute of Meeting

### Police and Fire & Rescue Scrutiny Sub-Committee

Date	Time	Venue
Tuesday, 07 November 2017	14:00	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### Present

Councillors McGurk, McNaughtan, Montgomery and Strang.

#### Chair

Councillor McGurk, Convener, presided.

#### In Attendance

S MacDougall, Director of Environment & Communities; C Dalrymple, Regulatory & Enforcement Manager and D Kerr, Service Coordination Manager (all Environment & Communities); and R Devine, Senior Committee Services Officer (Finance & Resources).

#### Also in Attendance

Chief Superintendent G Crossan, Superintendent B Kennedy and Sergeant L MacLaren (all Police Scotland); and D Proctor, Local Senior Officer and M Gallacher, Group Manager (both Scottish Fire and Rescue Service).

#### Declarations of Interest

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

## 1 Local Policing Plan

There was submitted a report by the Director of Environment & Communities relative to the Renfrewshire Local Policing Plan 2017/20, a copy of which was appended to the report.

The report advised that the Plan detailed the divisional priorities of Police Scotland for the next three years and highlighted that the areas of focus for the Plan were complimentary to the Council's forthcoming Outcome Improvement Plan and that a multi-agency group, operating at a divisional level, would be established to work on the serious organised crime agenda.

The operational arrangements, context, priorities, objectives and effectiveness of the policing model deployed in Renfrewshire since May 2017 were discussed.

**DECIDED:** That the publication of the Renfrewshire Local Policing Plan 2017/20 be noted.

## 2 Scottish Police Authority Review of Police Estates

There was submitted a report by the Director of Environment & Communities relative to the Police Scotland Estate Strategy and the Policing 2026 Strategy and, in particular, to the review undertaken of the estate.

The report stated that the Scottish Police Authority (SPA) had approved the Police Scotland Estate Strategy during June 2015. The vision of the Strategy was to enhance service delivery by transforming the estate into one which was modern, flexible and fit for purpose, in line with the Policing 2026 Strategy. Police Scotland had inherited a large estate based on legacy requirements that had developed over a significant period of time when policing demands had been very different from current and anticipated future demands. As part of the review, 53 police stations in Scotland, including those in Quarry Street, Johnstone and Linwood, had been identified as no longer being required to support service delivery and/or for operational reasons and were being considered for potential disposal. The SPA had commenced a period of formal engagement with communities, partners and staff and no decision would be taken prior to the end of January 2018 when the outcome of the consultation would be submitted to the SPA Board for consideration. A summary of the proposed operational arrangements in Johnstone and Linwood was provided.

**DECIDED:**

(a) That the consultation into the proposed disposal of 53 police stations currently being carried out by the Scottish Police Authority and running up to 31 January, 2018 be noted; and

(b) That the operational implications for the Renfrewshire area arising from the proposals contained within the consultation be noted.

## 3 Police Scotland Scrutiny Report

There was submitted a report by the Chief Superintendent, Police Scotland, relative to service performance and activities in the Renfrewshire area.

The report summarised the key performance indicators and the appendix to the report provided statistics for the period April to August 2017, relating to the specific key objectives detailed in the Renfrewshire Local Policing Plan 2014/17, together with comparative data for 2016. The report also provided local updates in relation to the Police Scotland priorities of violence, disorder and anti-social behaviour; serious and organised crime; counter terrorism and domestic extremism; protecting people at risk of harm; road policing; and acquisitive crime. The commitment to work with Community Planning partners to keep the people of Scotland and its communities safe and Partnership working were highlighted as critical elements of the strategy.

Crime/incident trends relating to murders, serious assault, domestic abuse, stop and searches, theft by housebreaking, detection of sexual crimes and road traffic casualties were discussed. Mention was made by members of the Sub-Committee and the Police Scotland representatives of the positive impact of the local community policing model on the crime/incident trends during the reporting period. An invitation was extended to members of the Sub-committee to attend a future morning briefing.

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

#### **4 Scottish Fire & Rescue Service Scrutiny Report**

There was submitted a report by the Local Senior Officer, Scottish Fire and Rescue Service (SFRS) relative to SFRS performance and activities in the Renfrewshire area during the first and second quarters of 2017/18.

The report highlighted improvements across a range of performance indicators and identified areas where further interventions were required. Over the period there had been a decrease in the number of accidental dwelling fires from 96 in the same period in 2016/17 to 87 in the current reporting period; the total number of all non-fatal fire casualties had decreased from 24 to 17; the total number of incidents involving deliberate fire raising had decreased from 490 to 357; the total number of fires in non-domestic premises had decreased from 42 to 33; the number of unwanted fire alarm signal incidents had increased from 380 to 461; the total number of non-fatal road traffic collisions attended by the Service had decreased from 46 to 39; and the number of recorded casualties had decreased from 49 to 37. The appendix to the report provided a detailed analysis of performance and activities.

The pro-active approach to minimising the fire safety risk in high rise blocks adopted locally, the beneficial impact of the Bonfire event in Paisley Town Centre and the work undertaken by the Council to uplift waste materials prior to 5 November and reduce the requirement of the Fire and Rescue Service to attend at 'unauthorised' bonfires in the Renfrewshire area, and an act of violence perpetrated against Fire and Rescue Service officers locally were discussed.

The report also detailed a number of priorities and interventions, specifically highlighting the Local Area Liaison Officer's attendance at the daily tasking meeting within Renfrewshire Safety Hub; the Community Action Team (CAT) engagement with a number of key partners to promote fire safety within the home and the wider unintentional harm agenda; a number of information/awareness events that had been conducted by the CAT to support the work of the SFRS Spring Thematic Action Plan which included talks on deliberate fires and water safety around reservoirs; and the number of home fire safety visits carried out in Renfrewshire during the reporting period.

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

## **5 Spotlight - Community Policing: First six months**

Superintendent B Kennedy (Police Scotland) gave a presentation relative to the first six months of Community Policing in the Renfrewshire area.

The local policing model had been implemented on 4 April 2017 and reference was made to the rationale for introduction, making reference to Police Scotland priorities and objectives, local service demands, the consultation undertaken and the key areas of the Policing 2026 programme. A brief summary of how Community Policing operated locally, the training provided to Community Officers and the benefits to both Police Scotland and the community was provided. An evaluation of the first six months was currently being undertaken. However it was noted that anecdotal feedback received to date had been positive. Local community groups would be encouraged to participate in the evaluation by providing feedback of their experience.

**DECIDED:** That the information provided be noted.

## **6 Spotlight on Vulnerable Adults**

Superintendent B Kennedy (Police Scotland) and Group Manager M Gallacher (Scottish Fire and Rescue Service) gave a presentation relative to vulnerable adults.

An overview and analysis of the Services' involvement with vulnerable adults during 2016/17 was provided. Reference was also made to the partnership working, particularly information sharing, undertaken to address factors which resulted in vulnerable individuals requiring the Police and Fire & Rescue Service to intervene, which consequently impacted on the level of service available for other users.

The sympathetic collaborative approach adopted locally, the procedures available to intervene, training provided to partner organisation employees and the associated resource implications were discussed.

**DECIDED:** That the information provided be noted.

## Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Wednesday, 17 January 2018	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

### Chair

Councillor McNaughtan, Convener, presided.

### In Attendance

D Campbell, Assistant Managing Solicitor (Licensing); P Shiach, Committee Services Officer, A Easdon, Licensing Officer (Paralegal), N Barr, Administrative Assistant and G McIntosh, Civic Government Enforcement Officer (for item 6 only) (all Finance & Resources).

### Apologies

Provost Lorraine Cameron and Councillor Alistair Mackay.

### 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 items 7, 8(a) and 8(b) of the agenda prior to item 6 of the agenda.

### 1 **Grant of a Public Entertainment (Tanning Salon) Licence - Personal Appearance**

There was submitted the undernoted application for the grant of a Public Entertainment (Tanning Salon) Licence. The applicant had been asked to appear personally for the first time together with Councillor Sheridan who had submitted an objection to the application and Councillor Dowling who had submitted a letter of objection outwith the statutory timescale to the application: -

Applicant: Terem Leisure Services Limited

Premises: Unit B, 53 Clippens Road, Linwood

Authorised activity: Tanning Salon

Operating hours: Monday to Sunday 9.00 to 22.00

Mr Feeney, on behalf of the applicant and Mr McGowan, his solicitor were invited into the meeting together with Councillor Sheridan. There was no appearance by or on behalf of Councillor Dowling.

The Assistant Managing Solicitor indicated that in the absence of Councillor Dowling, the reason for the late submission could not be ascertained. The Convener proposed that the objection submitted by Councillor Dowling be not taken into consideration when determining the application. This was agreed unanimously.

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.

### 2 **Renewal of a Second Hand Dealer's Licence SHD-098 - 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: -

Applicant: F1 Motor Company Limited

Premises: 26 Lonend, Paisley

Authorised activity: Second hand car sales

Operating hours: Monday to Saturday 9.00 am - 6.00 pm; Sunday 11.00 am - 4.00 pm

There was no appearance by or on behalf of the applicant. 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.

### **3 Grant of a Second Hand Dealer's Licence and Variation to Condition 4 – Personal Appearance**

There was submitted the undernoted application for the grant of a Second Hand Dealer's Licence and variation to Condition 4. The applicant had been asked to appear personally for the first time: -

Applicant: Ramsdens Financial Limited

Premises: Unit 13, Intu Braehead Shopping Centre, Kings Inch Road, Glasgow

Authorised goods: Jewellery

Operating hours: Monday to Friday 10.00 am to 9.00 pm; Saturday 9.00 am to 6.30 pm; Sunday 10.00am to 6.00 pm

Mr O'Donnelly, on behalf of 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 with standard Condition 4 amended to allow the records referred to therein to be held electronically. This was agreed unanimously.

**DECIDED:** That the application be granted for a period of one year with standard Condition 4 amended to allow the records referred to therein to be held electronically.

### **4 Grant of a Skin Piercing and Tattooing Licence - Personal Appearance**

There was submitted the undernoted application for the grant of a Skin Piercing and Tattooing Licence. The applicant had been asked to appear personally for the first time together with the Director of Environment & Communities who had submitted an objection to the application: -

Ellie Campbell, 41 Viking Crescent, Houston

There was no appearance by or on behalf Ms Campbell. Mr G Wands and Mr R Marshall on behalf of the Director of Environment & Communities were invited into the meeting.

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.

## **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.

### **5 Renewal of a Taxi Driver's Licence - Susp T2510 - Personal Appearance**

There was submitted the undernoted application for the renewal of a Taxi Driver's Licence. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted an objection to the application: -

William McNeill, 26 Stock Avenue, Paisley

The Assistant Managing Solicitor (Licensing) provided the Board with information relative to the applicant.

The Convener proposed that as a result of the information, there be no further consideration of the application. This was agreed unanimously.

**DECIDED:** That there be no further consideration of the application.

### **6 Grant of a Taxi Driver's Licence - Personal Appearance**

Under reference to item 4 of the Minute of the meeting of this Board held on 7 December, 2017, the Board resumed consideration of the undernoted application for the grant of a Taxi Driver's Licence. The applicant had been asked to appear personally for the second time.

Scott Gilligan, 15 Alloway Grove, Paisley

There was no appearance on or on behalf of the applicant. The Convener proposed that the matter be considered in Mr Gilligan's absence and this was agreed unanimously.

Councillor McNaughtan, seconded by Councillor Hughes, moved that the application be continued to allow the applicant to appear in person.

Councillor McEwan, seconded by Councillor Steel, 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, 4 members voted for the amendment and 4 members voted for the motion.

There being an equality of votes cast, the Convener used his second and casting vote



in favour of the motion. The motion was accordingly declared carried.

**DECIDED:** That consideration of the application be continued and that the applicant be invited to attend a future meeting of the Board.

## **7 Renewal of House in Multiple Occupation Licences - Personal Appearances**

There were submitted the undernoted applications for the renewal of Licences for Houses in Multiple Occupancy. The applicant had been asked to appear personally for the first time together with the Director of Environment & Communities who had submitted reports on the outcome of enquiries made by the Council in relation to the suitability of the living accommodation at the addresses: -

(a) Renfrewshire Social Work, 1 Blackford Crescent, Paisley

The Assistant Managing Solicitor (Licensing) advised that the outstanding matters had been resolved and that the application for renewal had been granted under delegated authority for a period of three years.

**DECIDED:** That it be noted that the application for renewal had been granted under delegated authority for a period of three years.

(b) Renfrewshire Social Work, 3 Blackford Crescent, Paisley

The Assistant Managing Solicitor (Licensing) advised that the outstanding matters had been resolved and that the application for renewal had been granted under delegated authority for a period of three years.

**DECIDED:** That it be noted that the application for renewal had been granted under delegated authority for a period of three years.

## **8 Renewal of a Private Hire Car Driver's Licence - P6281 - 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 to the application:-

David James Rush, 120 Blackstoun Crescent, Pollok

Mr Rush, the applicant, was invited into the meeting together with Sergeant Curran and Sergeant Finnie 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 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, 18 January 2018	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 Neill Graham, Councillor Lisa-Marie Hughes, Mr Iain Keith, Councillor Karen Kennedy, Councillor John McNaughtan, 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, S Quinn, Assistant Director – Schools, D Hawthorn, Head of Childcare and Criminal Justice, G McKinlay, Head of Schools and M McCargo, Children's Services Manager (all Children's Services); and G McLachlan, Senior Finance Manager and D Low, Senior Committee Services Officer (both Finance & Resources).

#### Apologies

Councillors Grady, Kerr and Mylet and Mr J Nellaney.

#### 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 10 November 2017.

### **DECIDED:**

(a) That the report be noted; and

(b) That it be noted that since the budget was approved, there had been a number of budget adjustments resulting in a net decrease of £202,000. This was in the main due to the transfer of budget relating to tackling poverty (£75,000), reduction in the charge to Criminal Justice Service (£100,000) and the allocation of an overtime saving (£35,000).

## **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 10 November 2017.

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

## **3 Renfrewshire Youth Voice: Youth Commission Update**

There was submitted a report by the Director of Children's Services relative to the formation and development of a Youth Commission.

The report intimated that the Council's Youth Services had supported the formation and development of a Youth Commission focussing on young people and mental health. The report provided a summary of the work and achievements of the Youth Commission since its establishment and identified the next stage of its work, on mental health issues for young people, before it submitted its findings and recommendations to the Council and key partners in May/June 2018.

### **DECIDED:**

(a) That the progress made by the Renfrewshire Youth Commission be noted; and

(b) That it be noted that a report would be provided to a future meeting of the Board containing draft recommendations from the Youth Commissioners on how young people's mental health could be safeguarded and improved in Renfrewshire.

## **4 Renfrewshire: Year of Young People 2018**

There was submitted a report by the Director of Children's Services relative to the Scottish Government's designation of 2018 as the Year of Young People.

The report intimated that throughout 2018 the Scottish Government, local authorities and other partners were planning to deliver a range of activities and events which would address the six themes identified by young people as most important to them: participation; education; health and wellbeing; equality and discrimination; enterprise and regeneration; and culture.

**DECIDED:**

(a) That it be noted that 2018 had been designated by the Scottish Government as the Year of Young People;

(b) That it be noted that Renfrewshire Youth Services would be leading and facilitating a year of celebrating young people across the authority in partnership with young people and local youth work agencies and services across a range of sectors and locations; and

(c) That a Renfrewshire Year of Young People 2018 activity calendar be created on the Young Scot Young Renfrewshire portal and council social media, showcasing local talent and contributions made by young people, emphasising their role as creators and curators of their stories and achievements and not just passive consumers of services.

## **5 Consultation on Education (Scotland) Bill**

There was submitted a report by the Director of Children's Services relative to the most recent consultation issued by the Scottish Government on the draft Education (Scotland) Bill.

The report advised that the Bill intended to give greater power to head teachers in regard to curriculum, the improvement agenda, staffing and funding. It also intended to refresh arrangements for parental involvement and pupil participation in the school decision-making process, establish regional improvement collaboratives and introduce a new body which would replace the General Teaching Council and the Community Learning and Development Standards Council with one organisation which registered all education professions. The Council's proposed response to the consultation was appended to the report.

**DECIDED:**

(a) That the Council's response to the consultation as appended to the report be approved; and

(b) That the changes proposed to education governance and the implications for local authorities and for schools be noted.

## **6 Carers (Scotland) Act 2016 - Progress Update - Implementation of Young Carer Requirements**

There was submitted a report by the Director of Children's Services relative to the implementation of young carer requirements in terms of the Carers (Scotland) Act 2016.

The report intimated that the Carers (Scotland) Act 2016 recognised the role of young carers and placed a number of duties on local authorities and health boards to support them. A Young Carers Working Group had been established in Renfrewshire in May 2017 to prepare for implementation of the Act from 1 April 2018.

A post of Young Carer Social Worker had been created to support the delivery of new duties introduced by the Act. In terms of Section 21 of the Act the Council had a duty to set local eligibility criteria, having first consulted such persons and bodies representative of carers as it considered appropriate and having taken such steps as it considered appropriate to involve carers. The eligibility criteria, which were appended to the report, had been considered at the meeting of the Renfrewshire Health & Social Care Integration Joint Board held on 24 November 2017 and now required the approval of this Board.

**DECIDED:** That the eligibility criteria for young carers services as detailed in the appendix to the report be approved.

## **7 Strategic Review of Educational Services and Support for Children with Additional Support Needs in Mainstream Education**

There was submitted a report by the Director of Children's Services relative to a proposed review of educational services and the support provided for children in Renfrewshire with additional support needs in mainstream education.

The report intimated that there had been an increase in the number of children assessed as having additional support needs since the Council's Getting it Right for Every Learner strategy was implemented in 2013. As a result of this increase, the report advised that a strategic review of educational services and support for children with additional support needs was required. The review would focus on ensuring that additional support needs were identified as early in a child's education as possible, that supports were provided in the child's mainstream school where possible and that where a child needed support from outwith their mainstream school this was provided as close to home as possible. Children's Services had established the Inclusion Planning and Support Group to undertake this review.

### **DECIDED:**

(a) That it be noted that a strategic review of additional support needs provision to support children in mainstream schools was underway: and

(b) That it be noted that a revised strategy for meeting the educational needs of children in Renfrewshire with additional support needs would be brought to a future meeting of this Policy Board by September 2018.

## **8 Inspection of St Fillan's Primary School, Houston**

There was submitted a report by the Director of Children's Services relative to the inspection of St Fillan's Primary School, Houston 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 three areas for further improvement. Children's Services would continue to monitor 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 St Fillan's Primary School, Houston be noted.

## **9 Inspection of St John Ogilvie School, Paisley**

There was submitted a report by the Director of Children's Services relative to the inspection of St John Ogilvie Primary School, Paisley 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 five key strengths and two areas for further improvement. Children's Services would continue to monitor 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 St John Ogilvie Primary School, Paisley be noted.

## **10 Annual Report of the Adoption and Fostering Panels 2016/17 - Update on Developments for Looked After Children**

There was submitted a report by the Director of Children's Services relative to the annual report of Renfrewshire Council's Adoption and Fostering Panels 2016/17.

The annual report, attached as an appendix to the report, set out the work that had been dealt with by the Adoption and Fostering Panels between 1 October 2016 to 31 September 2017 and set it in the context of the broader issues pertaining to looked after and accommodated children. The report made reference to the progress being made regarding Renfrewshire's own foster carers with two new carer households being approved in 2016/17.

The report also detailed the future work of the panels, the continued work on improving timescales for adoptive placements, the outcome of the inspection of the Fostering and Adoption Service by the Care Inspectorate and provided details of the ongoing project being undertaken in partnership with Who Cares? Scotland relative to building relationships with looked after young people before starting to engage in awareness-raising work with the wider school community, pupils, teachers and parents.

The Children's Services Manager gave a presentation on the work of the Panels in ensuring that the work undertaken to assess children's long term care needs and the assessment of potential carers was carried out to the highest standard.

**DECIDED:**

- (a) That the contents of the Fostering and Adoption Annual Report 2016/17 be noted; and
- (b) That the continuing partnership with Who Cares? Scotland on issues relating to care-experienced young people be noted.

## **11 School Holiday Arrangements School Session 2019/20**

There was submitted a report by the Director of Children's Services relative to the proposed local school holiday arrangements for the school session commencing in August, 2019.

The report intimated that in line with the normal consultation arrangements, three potential options had been circulated to staff, parent councils, pupil councils, teaching and other trade unions for consideration. These proposals were detailed in appendices to the report. The school holiday proposal preferred by the majority of those who had submitted responses to the consultation was detailed in Appendix 1 to the report with Appendices 2, 3 and 4 showing the holiday patterns less favoured and Appendix 5 providing an analysis of the responses.

**DECIDED:** That the Director of Children's Services be authorised to set local school holiday arrangements for academic year 2019/20 as detailed in Appendix 1 to the report.



## Minute of Meeting

### Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 22 January 2018	10:00	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Tom Begg, Councillor Bill Binks, Councillor Stephen Burns, Councillor Michelle Campbell, Councillor Jim Sharkey

#### Chair

Councillor Binks, Convener, presided.

#### In Attendance

P MacLeod, Director of Children's Services; L Feely, Housing Asset & Investment Manager (Development & Housing Services); C Hunter, Environmental Improvements Manager (Environment & Communities); and A MacArthur, Head of Finance, K Locke, Risk Manager and C MacDonald, Senior Committee Services Officer (all Finance & Resources).

#### Also in Attendance

D McConnell and A Haahr (both Audit Scotland).

#### Apologies

Councillor Alison Jean Dowling, Councillor Neill Graham and Councillor Emma Rodden.

#### Declarations of Interest

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

## 1 **Audit Scotland Annual Audit Plan 2017/18**

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland's Annual Audit Plan 2017/18, a copy of which was appended to the report.

The report intimated that based on their analysis of the risks facing the Council, the audit plan outlined Audit Scotland's approach to the audit of the 2017/18 financial statements of the Council and the charities it controlled in order to assess whether they provided a true and fair view of the financial position of the Council, and also whether they had been prepared in accordance with proper accounting practice. The Plan outlined the responsibilities of Audit Scotland and the Council; their assessment of key challenges and risks and the approach and timetable for completion of the audit.

**DECIDED:** That the report and Audit Scotland's Annual Audit Plan 2017/18 be noted.

## 2 **Scottish Public Services Ombudsman (SPSO) Annual Report 2016/17**

There was submitted a report by the Director of Finance & Resources relative to the Scottish Public Services Ombudsman's (SPSO) annual report. The report intimated that the SPSO was the final stage for complaints about Councils, the National Health Service, housing associations, colleges, universities, prisons, most water providers, the Scottish Government and its agencies and departments and most Scottish authorities. Local government remained the sector about which the SPSO received most complaints (37%) with the NHS receiving the second highest number (34%). No complaint details for specific organisations were included in the report. However, information was received separately from the SPSO which indicated that the number of complaints received relative to Renfrewshire was 47 compared with 56 in 2015/16.

During the period of the report the SPSO determined 49 complaints against the Council. Received and determined numbers did not tally as complaints determined included cases carried forward from previous years. Of the 49 complaints determined during the period, five were investigated, three were fully upheld, one was partly upheld and one was not upheld. Copies of the SPSO decision reports relative to the three fully upheld and one partly upheld were attached as appendices to the report. The SPSO would not generally consider a complaint unless the complainer had gone through the Council's complaints procedure fully. In 2016/17 the Council received 6364 complaints. The SPSO indicated that a low uphold rate suggested a robustness in an authority's handling of complaints.

**DECIDED:**

(a) That the report be noted; and

(b) That it be noted of the 49 complaints against Renfrewshire Council determined by the SPSO in 2016/17, five were fully investigated, three were fully upheld and one was partly upheld.

### **3 Fly-Tipping in the Countryside and at known Fly-Tipping Spots (Lead Officer Karen Locke)**

Under reference to item 13(b) of the Minute of the meeting of this Board held on 6 November 2017 there was submitted a report by the Lead Officer relative to the Board's review of fly-tipping in the countryside and at known fly-tipping spots.

The report provided an update on progress of the review and information that had been prepared for the Board's interest to date.

The report advised that the review would look at the research available to understand the extent of fly-tipping in general in Scotland and specifically in Renfrewshire and identify key reasons that motivated both individuals and organisations towards fly-tipping. The report outlined the methodology that was to be used and advised that invitations had been extended to key stakeholders to attend future meetings of the Board to provide evidence from their respective areas of expertise.

The report detailed background information on fly-tipping in Scotland and in Renfrewshire and highlighted what constituted fly-tipped waste and the causes of and motivation towards fly-tipping. The report noted that the Lead Officer would ensure that the presentations from those invited to present to the Board would be made available in advance in order that the Members would have an opportunity to consider any questions that they would wish to explore.

It was proposed that, in addition to the data outlined within the report, the Lead Officer would provide a split of data between rural and town complaints; explore whether there was any data pertaining to fly-tipping behind tenement buildings; provide data in an additional format in relation to the table outlined in paragraph 6.5 of the report to make it easier to note trends; to confirm if CCTV was present in Clarence Street and McKerral Street, Paisley and check if there was any relationship/correlation between CCTV use and fly-tipping behaviour; and to invite a representative from the appropriate Tenants & Residents Association which covered Clarence Street, Paisley to the Board to give evidence. This was agreed.

#### **DECIDED:**

- (a) That the progress of the review be noted;
- (b) That the information provided be noted;
- (c) That the next steps be noted;
- (d) That it be agreed that a split of data be provided between rural and town complaints;
- (e) That it be agreed that the Lead Officer would explore whether there was any data pertaining to fly-tipping behind tenement buildings;
- (f) That it be agreed that the Lead Officer would provide data in an additional format in relation to the table outlined in paragraph 6.5 of the report to make it easier to note trends;

(g) That it be agreed that the Lead Officer confirm if CCTV was present in Clarence Street and McKerral Street, Paisley and check if there was any relationship/correlation between CCTV use and fly-tipping behaviour; and

(h) That it be agreed that a representative from the appropriate Tenants & Residents Association which covered Clarence Street, Paisley be invited to the Board to give evidence.

## **SEDERUNT**

Prior to consideration of the following item, the Convener welcomed Ms M Dymond (Maxwellton Tenants' Association) to the meeting.

### **4 Review of Housing Repairs by Council and Outside Contractors (Lead Officer Colin Hunter)**

Under reference to item 13(c) of the Minute of the meeting of this Board held on 6 November 2017 there was submitted a report by the Lead Officer relative to an update on progress of the Board's review of housing repairs by Council and outside contractors.

The report advised that the Lead Officer had met with representatives from Tenants and Residents Associations across the Council area. Appendix 1 to the report detailed the Tenant and Residents Associations that attended the Repairs Development Group/Council Wide Tenant Forum meetings. Members noted that Williamsburgh Tenants & Resident's Association was not on the list and asked the Lead Officer to check if they had been invited to the meetings. Appendix 2 outlined the housing repair questions that had been put to Tenants and Residents Associations and the responses received.

The report indicated that key statistics from the statutory returns were benchmarked with other local authorities which had similar numbers of housing stock to Renfrewshire Council. Initial analysis of information appeared to support the general consensus that repairs were carried out timeously and to a high standard, although some instances had been noted where this was not the case.

During financial year 2016/17, 54,274 (emergency and non-emergency) reactive repairs were carried out within Council Housing stock. Customer surveys were carried out for Development and Housing Services which recorded a 91.4% satisfaction rate from a sample of 10% of tenants who had a repair undertaken during that financial year. Appendix 3 of the report outlined some of the stated reasons by tenants for both satisfaction and dissatisfaction with the work carried out. Scottish Local Authority annual returns to the Scottish Housing Regulator, including those from Renfrewshire Council, were examined and comparisons undertaken. The comparison results were set out within Appendix 4.

The Convener invited M Dymond, Secretary of Maxwellton Tenants' Association to respond to the points raised within the discussion. There followed a question and answer session at the conclusion of which the Convener thanked M Dymond for her attendance at the meeting and her contribution to the Board's review.

**DECIDED:**

- (a) That the content of the report and initial conclusions be noted;
- (b) That the next steps for the review process be noted;
- (c) That it be agreed that an invitation be extended to local authorities and appropriate Senior Officers of the Council to attend the Board meeting to be held on 19 March 2018;
- (d) That it be noted that the Lead Officer would report back to the next meeting of the Board to advise if Williamsburgh Tenants & Resident's Association had been invited to the Repairs Development Group/Council Wide Tenant Forum meetings.



## Minute of Meeting

### Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 24 January 2018	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 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 Environment & Communities; G McNeil, Head of Amenity Services, O Reid, Head of Public Protection, C Dalrymple, Regulatory and Enforcement Manager, K Carr, Senior Facilities Manager – Soft Services, 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 & Performance Manager (all Environment & Communities); S McFadden, Project Director for City Deal (City Deal) and B Walker, Depute Project Director (City Deal) (both Development & Housing Services) and J Lynch, Head of Property Services, R Mould, Energy Officer (Community Liaison), C Doogan, Energy Team Leader, C Thorpe, Corporate Asset/Energy Manager, D Farrell, Finance & Business Partner, 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 Environment & Communities in respect of Services reporting to the Infrastructure, Land and Environment Policy Board for the period 1 April to 10 November 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 10 November 2017.

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

### **3 Operational Performance Report**

There was submitted a report by the Director of Environment & Communities which provided an overview of key service activities during the period 1 April to 10 November 2017.

The report provided a progress update in respect of the main projects and activities delivered by services within Environment & Communities, together with key performance indicators.

**DECIDED:** That the Operational Performance report update be noted.

### **4 The Water Intended for Human Consumption (Private Supplies) (Scotland) Regulations 2017**

There was submitted a report by the Director of Environment & Communities relative to the Water Intended for Human Consumption (Private Supplies) (Scotland) Regulations 2017.

The report advised that within Renfrewshire there were currently four private water supplies regulated in terms of the Private Water Supplies (Scotland) Regulations 2006. Amendments introduced by the EU Drinking Water Directive 2015/1787 meant that the 2006 Regulations were not compliant with EU Regulations. Consequently the Scottish Government had introduced the Water Intended for Human Consumption (Private Supplies) (Scotland) Regulations 2017, effective from 27 October 2017, to update the regulatory framework relating to large private water supplies or those



serving properties where commercial or public activity took place. The Regulations applied to supplies which provided more than 10m<sup>3</sup> of water a day, supplies that were used by more than 50 people or used for commercial or public activities. The report outlined the work currently being undertaken to address the implications of the new Regulations and indicated that guidance supporting the Regulations extended the definition of a commercial property to include bed and breakfast businesses, privately rented property, holiday-let accommodation, church or village halls and dairy farms.

It was noted that an exercise to identify properties that now fell within the remit of the Regulations in terms of the new definition was ongoing and it was anticipated that the number of supplies now covered by the Regulations was likely to increase significantly.

**DECIDED:**

- (a) That the introduction of the Water Intended for Human Consumption (Private Supplies) (Scotland) Regulations 2017 and the extension to the definition of a commercial property within the guidance supporting the Regulations be noted;
- (b) That the ongoing exercise to determine the number of private water supplies covered by the revised Regulations within Renfrewshire be noted; and
- (c) That arrangements be made to submit a further report on the full implications of the new Regulations in Renfrewshire to a future meeting of this Policy Board.

## **5 Weed Control Strategy - Renfrewshire**

Under reference to item 23 page 23 of the Minute of the meeting of the Council held on 22 June 2016 there was submitted a report by the Director of Environment & Communities relative to the use by the Council of glyphosate and the investigations carried out into the effectiveness and cost-effectiveness of alternative weed-control strategies.

The report detailed the results of the pilot exercises undertaken to identify alternative weed control strategies and provided an update on the decision of the European Commission, who licenced the use of herbicides within the European Union, to grant a licence for the use of glyphosate as a weed control herbicide for the five-year period commencing 16 December 2017. Two alternative weed control strategies had been piloted, the first being an alternative herbicide treatment and the second being the mechanical removal of weeds. In addition, research had been undertaken into the use and effectiveness of controlling weeds with flame and high pressure steam technology.

Following evaluation of the alternative weed-control pilots and the research into other and emerging weed-control methods it was found that glyphosate remained the most effective and cost-effective method to control weeds.

**DECIDED:**

- (a) That the outcome from the trials of alternative herbicide control strategies and the effectiveness and cost-effectiveness of these trials compared to the use of glyphosate be noted;
- (b) That the decision by the European Commission to renew the approval of glyphosate as a weed control herbicide for a period of five years commencing on 16 December 2017 be noted;
- (c) That the continued use of glyphosate weed-control herbicide as the Council's main herbicidal treatment, being the most effective and cost-effective herbicide currently

available on the market for amenity use, be agreed;

(d) That it be noted that the Council would adhere to any further guidance issued by the European Union, UK or Scottish bodies, such as the Department for Environment, Food & Rural Affairs and Food Standards Scotland; and

(e) That it be noted that alternatives to the use of glyphosate weed-control methods would continue to be monitored and trialled to assess the effectiveness and cost-effectiveness of such strategies.

## **6 Street Lighting Improvement Strategy - Completion Report**

There was submitted a report by the Director of Environment & Communities relative to the Council's Street Lighting Investment Strategy.

The report advised that the Council had approved a capital investment of £11 million to support delivery of the Street Lighting Investment Strategy (the Strategy) that would convert 30,756 street lights to light-emitting diode (LED) lanterns and replace up to 1,356 street lighting columns.

By mid-December 2017 the Strategy had been completed substantially with 96% of street lights converted to LED lanterns and 83% of the 1,356 street lighting columns replaced as planned.

The report intimated that the Strategy ensured Renfrewshire led the way on street lighting improvements across Scottish local authorities, removed the risk of sourcing replacement parts for obsolete equipment and had offset a projected increase in electricity costs over the next 10 years. In addition the Strategy was on course to deliver an estimated gross revenue savings of £1.391m and net revenue saving of £750,000 per annum. An independent night-time audit of all streets with new LED lanterns had been undertaken and had identified that lights levels exceeded the British Standards for street lights. 97% of street lights measured were found to have been installed in accordance with the design specification and emitted highquality light levels in excess of minimum standards. Remedial action in respect of the remaining 3% of audited street lights was scheduled for completion during Spring 2018.

### **DECIDED:**

(a) That the progress and planned completion timescales for the Renfrewshire Street Lighting Improvement Strategy, as approved by Council in June 2015, to replace existing street lanterns with LEDs to improve the quality of lights and reducing energy, carbon and maintenance requirements, be noted; and

(b) That it be noted that the results of the independent night-time audit of light levels in street lights where LED lanterns had been installed, exceeded the minimum British Standard.

## **7 The Glasgow Bin Lorry Crash - Update Report on Progress with Action Plan following Recommendations of the Fatal Accident Inquiry**

There was submitted a report by the Director of Environment & Communities relative to progress to deliver the action plan, previously approved by the Leadership Board on 29 March 2016, to address the recommendations made by the Sheriff following the determination of the Fatal Accident Inquiry (FAI) into the death of six people on 22

December 2014 when a bin lorry mounted a pavement in Glasgow City Centre.

The report outlined the potential implications for the Council, advised that significant progress had been made to implement the action plan, detailed specific areas where actions had been undertaken and concluded as a priority, and listed other actions being taken and further actions being considered by the Council which were not specifically noted in the Sheriff's determination.

The report confirmed that the Council's recruitment process was already robust in a number of areas highlighted in the Sheriff's recommendations. Immediate action had been taken to obtain confirmation of fitness to drive from medical practitioners as part of the recruitment process for posts where driving was a requirement. All existing drivers of large goods vehicles (LGV) and public service vehicles (PSV) had been interviewed by the Council's occupational health provider to confirm their fitness to drive. A letter had also been sent to each employees' general practitioner seeking confirmation that the employee had no underlying health condition that would affect their ability to drive. The report further advised that an eyesight examination would be added to the medical requirements for LGV and PSV drivers. Should a LGV or PSV driver be found to have a health condition that could not be resolved they would be redeployed to another post.

**DECIDED:**

- (a) That the progress of the action plan, approved at the meeting of the Leadership Board held on 29 March 2016 to address the recommendations made by the Sheriff in the determination of the FAI into the Glasgow bin lorry crash, be noted;
- (b) That, based on the findings of the medical referrals held to date, the inclusion of a further medical check for all LGV and PSV drivers in the form of an eyesight examination every two years be noted; and
- (c) That it be noted that the task team would continue to monitor and progress the implementation of the FAI findings and actively research and develop areas that continued to evolve, including vehicle specification and advancing safety features.

## **8 Renfrewshire's Air Quality Action Plan**

There was submitted a report by the Director of Environment & Communities relative to the requirement, in terms of the Environment Act 1995, for local authorities to undertake regular review and assessment of air quality within their area and submit the findings to the Scottish Government.

The report advised that the Act and associated Regulations specified objectives for air quality pollutants which should not be exceeded. Within Renfrewshire there were currently three Air Quality Management Areas: Paisley Town Centre; Johnstone High Street; and Renfrew Town Centre. The pollutants within each of these areas were nitrogen dioxide (NO<sub>2</sub>) and particulate matter smaller than 10 microns in diameter (PM<sub>10</sub>). This was consistent with the position in many town centres across the UK.

The report indicated that a new draft Renfrewshire Air Quality Action Plan had been developed incorporating all three Air Quality Management Areas, superseding and expanding the 2014 Paisley Town Centre Air Quality Action Plan. The Renfrewshire Air Quality Action Plan would be considered a draft document and would be subject to statutory consultation in accordance with the Environment Act 1995. The report summarised the key content, priorities and actions contained within the draft Plan, detailed the statutory consultees and advised the consultation process that would be undertaken.

A report on the finalised Renfrewshire Air Quality Action Plan would be submitted to a future meeting of this Policy Board.

**DECIDED:**

- (a) That the Draft Renfrewshire Air Quality Action Plan, as detailed within Appendix 1 of the report be noted;
- (b) That the Environment & Communities service be authorised to follow the statutory process and consult on the content of the Draft Renfrewshire Air Quality Action Plan with both statutory consultees and wider stakeholders, including members of the public; and
- (c) That a further report be submitted to a future meeting of this Policy Board on the completion of the consultation exercise and seeking final approval of the Renfrewshire Air Quality Action Plan.

## **9 Renfrewshire Council Carbon Management Plan 2014/15 - 2019/20: Update 2016/17**

There was submitted a report by the Acting Director of Development & Housing Services relative to progress attained during 2016/17 in terms of the Carbon Management Plan 2014/20.

The report advised that reducing carbon emissions was a key priority for all local authorities and one of the principle measures to address climate change. The Carbon Management Plan, which set a target reduction of 36% carbon emissions from the 2013 baseline by March 2021, had been approved by the former Planning & Property Policy Board on 11 November 2014.

It was highlighted that after 2016/17 a reduction of 34.7% from the 2013 baseline had been achieved. A breakdown of the reduction was provided together with details of measures that had been implemented and had helped to achieve the reduction.

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

## **10 Renfrewshire Council ECO-flex Statement of Intent**

There was submitted a report by the Acting Director of Development & Housing Services relative to the Renfrewshire Council ECO-flex Statement of Intent.

The report stated that Energy Company Obligation (ECO) was a levy added to fuel bills by energy providers with over 250,000 customers. The levy was used by energy companies to meet carbon reduction targets set by the Office of Gas & Electricity Markets (OFGEM). The report advised that the UK Government had introduced a funding stream to the ECO called ECO-flex, which would apply to owner-occupier and private rented accommodation. The onus was on local authorities to set qualifying criteria in a Statement of Intent appropriate for the locality. Applicants that met the qualifying criteria could access funding for insulation and energy efficiency improvements.

A copy of the draft Renfrewshire Council Statement of Intent was appended to the report. A summary of the proposed 11 local qualifying criteria that were consistent with criteria used by other local authorities was also provided.

**DECIDED:** That the Renfrewshire Council Statement of Intent be approved for submission to OFGEM.

## **11 Renfrewshire Council response to the Scottish Government's Fuel Poverty Strategy Consultation**

There was submitted a report by the Acting Director of Development & Housing Services relative to consultation by the Scottish Government in connection with their Fuel Poverty Strategy.

The report advised that the key elements of the consultation included; revision of the fuel poverty definition and the creation of new legislation; a change in policy resulting in primary action to support programmes to eliminate fuel poverty being channelled via the Scottish Energy Efficiency Programme; recognition of the value of communities and partnership working; proposed targets; changes in the collection, monitoring and recording processes; and a focus on the outcomes and principles of the Strategy.

The proposed response to the consultation was appended to the report.

**DECIDED:** That the response to the Scottish Government's Fuel Poverty Strategy, as appended to the report, be approved.

## **12 The Renfrewshire Council (Glasgow Airport Investment Area, City Deal) (Number One) Compulsory Purchase Order 2018**

There was submitted a joint report by the Acting Director of Development & Housing Services and Director of Finance & Resources relative to progress and developments to acquire land by compulsory purchase to implement the proposed City Deal infrastructure development.

The report advised that planning permission relative to the Compulsory Purchase Order (CPO) had been approved and provided updates in terms of acquisition of land interests. The report also updated details of land and the list of owners and interests within the Glasgow Airport Investment Area Compulsory Purchase Order Land Schedule for inclusion in the Renfrewshire Council (Glasgow Airport Investment Area, City Deal)(Number One) Compulsory Purchase Order 2018.

It was noted that the powers to be used for the CPO were provided by the Roads (Scotland) Act 1984 and that, as a consequence, there had been refinements to the specimen design for the project. In addition it was noted that the First Minister had announced, on 11 December 2017 that the Netherton Farm site had been chosen as the location for the new National Manufacturing Institute for Scotland.

**DECIDED:**

(a) That the updated details for land, as shown on the Location Plan, Map 1, Map 2, Map 3, Map 4 and the updated list of owners and interests included in the Glasgow Airport Investment Area Compulsory Purchase Order Land Schedule required to implement the Glasgow Airport Investment Area Project, be approved;

(b) That it be noted the above details would be included in The Renfrewshire Council (Glasgow Airport Investment Area, City Deal) (Number One) Compulsory Purchase Order 2018;

(c) That it be noted that voluntary acquisition discussions were continuing and would continue with all affected parties concurrently with the publication of the Compulsory

Purchase Order and that voluntary acquisition would be progressed wherever practicable; and

(d) That the announcement by the First Minister, on 11 December 2017 that the Netherton Farm site, which was in Council ownership, had been chosen as the location for the new Manufacturing Institute for Scotland (NMIS), be noted.

## **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 8 and 9 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

### **13 Roads Trading Budget Monitoring Report**

There was submitted a report by the Director of Environment & Communities relative to the Roads organisation for the period 1 April to 10 November 2017.

The report provided an update on financial and operational issues arising during the period.

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

### **14 Vehicle Maintenance Trading Budget Monitoring Report**

There was submitted a report by the Director of Environment & Communities relative to the Vehicle Maintenance organisation for the period 1 April to 10 November 2017.

The report provided an update on financial and operational issues arising during the period.

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

## Minute of Meeting Petitions Board

Date	Time	Venue
Monday, 29 January 2018	10:00	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### Present

Councillor Jennifer Marion Adam-McGregor, Councillor Michelle Campbell, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Jim Sharkey, Councillor Andy Steel

### Chair

Councillor Adam-McGregor, Convener, presided.

### In Attendance

D McNab Transportation Manager (Environment and Communities); and P Shiach Committee Services Officer (Finance & Resources).

### Apologies

Councillors Bill Brown and Scott Kerr.

### Declarations of Interest

Councillor Hughes declared a non-financial interest in item 1 of the agenda as she had an involvement with the petitioner and indicated that it was her intention to leave the meeting and not to take part in the discussion thereon.

## 1 **Petition: Traffic Calming, Newmains Road, Renfrew**

Under reference to item 1 of the Minute of the meeting of this Board held on 8 November 2017, there was submitted a report by the Director of Finance & Resources relative to the petition on traffic concerns on Newmains Road, Paisley, submitted by Mrs Lang. The Petitioner had previously advised that she would not be in attendance at the meeting.

The petition had been considered at the meeting of the former Audit, Scrutiny and Petitions Board held on 28 November 2016 when it had been agreed that consideration of the petition be continued pending further discussions with Police Scotland. The petition was then considered at meetings of this Board held on 7 June, 30 August and 8 November 2017 when it was agreed that the matter be continued further to allow driver feedback signs (DFS) to be installed on Newmains Road, Renfrew for a second time for a period of two weeks as two years had elapsed since the signs had previously been installed. The Head of Amenity Services had previously advised that he was aware of speeding complaints on Newmains Road, Renfrew. Speed measurements had been carried out previously on this length of road and average speeds were recorded up to 27mph. An accident analysis had been carried out which showed no evidence of any injury accidents in the latest three-year period. There had not been an injury accident on Newmains Road since 2012.

The Head of Amenity Services had previously advised that the results from the Driver Feedback Signs (DFS) that had been out in January 2016 showed an 85% speed at 32mph, and had indicated that there was unlikely to be a speeding issue.

Following the meeting of this Board held on 7 June 2017 Police Scotland had advised the Transportation Manager that traffic police had been out on Newmains Road from 8 August until 31 August 2017 and no speeding issue had been identified.

At the meeting of this Board held on 8 November 2017 the Head of Amenity Services had advised that following the traffic police observations, Police Scotland had indicated that they had not identified any speeding issues on Newmains Road. However, they also indicated that because no suitable place could be identified for their equipment, observations had been carried out by officers standing at the roadside in high visibility jackets. They would have been very visible to drivers and it is possible that this would have affected driver behaviour at that time.

The Transportation Manager advised that Driver Feedback Signs had been installed for a second time in December 2017 had shown an 85% speed at 32mph. These results did not identify a speeding issue and therefore there were no plans for any traffic calming measures.

**DECIDED:** That no further action be taken with regard to the petition.

## **Recording of Dissent**

Councillor Sharkey requested that his dissent be recorded in terms of Standing Order 24.



## Minute of Meeting

### Renfrewshire Appointment Board - Head of HR & Organisational Change

Date	Time	Venue
Tuesday, 30 January 2018	13:30	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Bill Binks, Councillor Jacqueline Cameron, Councillor John Hood, Councillor Cathy McEwan, Councillor John McNaughtan, Councillor Jim Sharkey

#### Chair

Councillor McEwan, Convener, presided.

#### In Attendance

A Russell, Director of Finance & Resources and R Laouadi, HR Manager (Finance & Resources).

#### Apologies

Councillor Shaw.

#### Declarations of Interest

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

#### 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 could 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.

## 1 Head of HR & Organisational Change - Shortleeting

There were submitted copies of the forms of application for the candidates for the post of Head of HR and Organisational Change. The Board considered the applications in detail.

Councillor Sharkey, seconded by Councillor McNaughtan, moved that seven applicants be invited to attend for interview on 26 February 2018.

Councillor McEwan, seconded by Councillor J Cameron, moved as an amendment that six applicants be invited to attend for interview on 26 February 2018.

In terms of Standing Order 30 the Convener intimated that the vote would be by a show of hands.

On a vote being taken, 2 members voted for the amendment and 4 members voted for the motion. The motion was accordingly declared carried.

**DECIDED:** That the shortleet of seven candidates as agreed be invited to attend interviews on 26 February 2018.

## Minute of Meeting

### Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Wednesday, 31 January 2018	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 Environment & Communities; A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning and B Lambert, Strategic Commercial Category Manager (both Chief Executive's); D Gillies, Head of Facilities Management, K Carr, Senior Facilities Manager (Soft Services) and G Hannah, Strategic Change Manager (all Environment & Communities); 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; E Shields, Business Services Manager; D Farrell, Finance & Business Partner and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

#### Declarations of Interest

Councillor Shaw declared an interest in respect of item 14 of the agenda as a member of his family was a member of Johnstone Pipe Band. He indicated that it was his intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

Councillor Brown declared an interest in respect of item 15(c) of the agenda as a member of his family was employed by OLM Systems Limited. He indicated that it was his intention to remain in the meeting during consideration of this item but not take part in the discussion or voting thereon.

## **1 Investment Review Board**

There was submitted the Minute of the meeting of the Investment Review Board held on 22 November 2017 which forms Appendix I to this Minute.

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

## **2 Joint Consultative Committee (Non-teaching)**

There were submitted the Minutes of the meetings of the Joint Consultative Board (Non-teaching) held on 25 October and 13 December 2017 which form Appendices II and III to this Minute.

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

## **3 Revenue Budget Monitoring Report**

There was submitted a revenue budget monitoring report by the Director of Finance & Resources in respect of Finance & Resources, Environment & Communities and miscellaneous expenditure for the period 1 April to 10 November 2017.

It was noted that on page 27 the final line of the report should read “underspend” and not “breakeven”.

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

## **4 Revenue Budget Monitoring Report - Council Overview**

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 10 December 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 10 December 2017.

**DECIDED:** That the report be noted

## **6 Capital Budget Monitoring Report - Council 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 10 December 2017.

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

## **7 Paisley & Renfrew Common Good Funds 2018/19**

There was submitted a report by the Director of Finance & Resources relative to the estimated funding available during 2018/19 for disbursement from the Paisley and Renfrew Common Good Funds.

The report indicated that income from both Common Good Funds was used to fund ongoing projects and commitments made previously by the Board and its predecessors. In addition, an annual allocation was made to the relevant Local Area Committees with delegated authority to disburse grants to local organisations that had applied for grant aid and/or to use the funding to support appropriate projects. A forecast income and expenditure statement for both Common Good Funds, including the cost of recurring projects, was appended to the report.

### **DECIDED:**

(a) That the 2018/19 budget allocations to Local Area Committees be approved as follows:

Renfrew Common Good - Renfrew & Gallowhill - £67,360  
 Paisley Common Good - Renfrew & Gallowhill - £2,000  
 Paisley Common Good - Paisley North - £13,000  
 Paisley Common Good - Paisley South - £15,000; and

(b) That the continued funding of recurring projects as outlined in the appendix to the report be approved.

## **8 Customer & Business Services Performance Report**

There was submitted an update report by the Director of Finance & Resources relative to performance across key Customer & Business Service functions between 1 April and 31 December 2017.

The report included performance information about revenue collection, benefit administration, Discretionary Housing Payments (DHP) and the Scottish Welfare Fund. Appendices to the report set out the Revenues Collection Statement and Supplementary Key Performance Indicators for the period.

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

## **9 Council Tax: Accounts for Write Off**

There was submitted a report by the Director of Finance & Resources relative to the proposed write-off of Council Tax 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 £113,058.97.

**DECIDED:** That the sum of £113,058.97 as detailed in the report, be written off.

## **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 £ £247,534.07

**DECIDED:** That the sum of £247,534.07 as detailed in the report, be written off.

## **11 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 £71,842.84.

**DECIDED:** That the sum of £71,842.84 as detailed in the report, be written off.

## **12 Water Direct Scheme**

There was submitted an update report by the Director of Finance & Resources relative to the implementation of a policy statement to facilitate the adoption of a Water Direct Scheme (the scheme) for Renfrewshire. The policy statement was appended to the report.

The scheme allowed customers in receipt of certain Department of Work & Pensions benefits or credits, and who had experienced arrears, to pay a fixed amount towards their charges directly from their benefit. Such direct deduction and payment would assist customers to budget and manage their water services bill. The report highlighted that the scheme could be applied without recourse to a Summary Warrant and would ensure that the debt did not escalate.

**DECIDED:**

(a) That the Policy Statement appended to the report be approved; and

(b) That the Director of Finance & Resources be authorised to develop operational guidelines to facilitate the implementation of the Water Direct Scheme.

## **13 Better Council Change Programme**

There was submitted an update report by the Director of Finance & Resources relative to delivery of the Better Council Change Programme and its associated projects; Digital, Technology Development & Customer Experience; ongoing review of Business Support functions; Workforce Planning & Development and Energy Efficiency. The report identified the savings achieved by the programme and those anticipated over coming months.

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

## **DECLARATION OF INTEREST**

Councillor Shaw, having declared an interest in the following item, left the meeting and took no part in the discussion or voting thereon.

Councillor Shaw vacated the Chair.

## **CHAIR**

Councillor McNaughton took up the Chair.

## **14 Civic Hospitality**

There was submitted a report 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 civic hospitality be provided, as detailed within the report, to Paisley Rotary Club, Johnstone Pipe Band; Linstone Housing Association; and Paisley Indoor Bowling Club;

(b) That the Director of Finance & Resources be authorised, in consultation with the Provost, to make the necessary arrangements; and

(c) That the action taken by the Director of Finance & Resources, in consultation with the Provost, to provide civic hospitality for Paisley Indoor Bowling Club, Renfrewshire 12<sup>th</sup> Province Curling, East Renfrewshire Council and St Vincent's Hospice be homologated.

## **SEDERUNT**

Councillor Shaw returned to the meeting and resumed the Chair.

## **15 CONTRACT AUTHORISATION REPORTS**

As noted below.

### **15(a) Refurbishment of St Anthony's Primary School, Johnstone**

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 refurbishment of St Anthony's Primary School, Johnstone.

At the conclusion of a procurement exercise, conducted in accordance with both the Council and EU procedures, five tenders were submitted. Following evaluation, the tender found to be the most economically advantageous was that submitted by Esh Construction Limited, trading as Esh Border Construction.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for the refurbishment of St Anthony's Primary School, Johnstone to Esh Construction Limited, trading as Esh Border Construction;

(ii) That the contract sum of £3,622,624.24 excluding VAT be approved;

(iii) That the use of a potential risk allowance (where required) of £362,262 excluding VAT be approved;

(iv) That a total contract period of 64 weeks with date of possession scheduled to be 12 March 2018 with the estimated completion date being 24 May 2019, be approved subject to confirmation of actual timescales and dates in the Council's letter of acceptance; and

(v) That it be noted that the award of this contract was subject to the provision of a Performance Bond and Collateral Warranties as indicated within the tender documentation.

## **15(b) Relocation of External Gas Services**

There was submitted a joint report by the Chief Executive and the Acting Director of Development & Housing Services relative to the relocation of external gas services at a number of properties in Renfrewshire.

The report explained the requirement to remove and relocate external gas services to facilitate the application of external wall insulation as part of energy efficiency improvement works. It was proposed that authority be granted to use Scotia Gas Network Limited to undertake the work at a maximum cost of £1,500,000. Scotia Gas Network Limited owned and maintained the gas network and was therefore the only company available on the market.

**DECIDED:**

(i) That the use of Scotia Gas Network Limited to undertake the relocation of external gas services at a number of properties throughout Renfrewshire be authorised for a maximum spend of £1,500,000 over a maximum three-year period from February 2018 to February 2021; and

(ii) That it be noted that the use of Scotia Gas Network Limited would expire when the maximum spend was exhausted or at the end of the three-year period, whichever event occurred first.

## **DECLARATION OF INTEREST**

Councillor Brown, having declared an interest in the following item, remained in the meeting.



### **15(c) SWIFT Social Work System**

There was submitted a joint report by the Chief Executive, the Chief Officer of Renfrewshire Health & Social Care Partnership and the Director of Children's Services relative to the award of a contract for the support and provision of the SWIFT Social Work System when the existing contract expired on 31 March 2018.

The report explained that the SWIFT Social Work System was a key and critical resource used by the Council and Renfrewshire Health & Social Care Partnership to record social care information and was licensed, maintained and delivered by OLM Systems Limited.

#### **DECIDED:**

(i) That the Head of Policy & Commissioning and the Director of Children's Services be authorised to award a contract for the SWIFT Social Work System to OLM Services Limited, subject to formal agreement of the relevant terms and that the Head of Corporate Governance issue the award;

(ii) That it be noted that the anticipated duration of the contract was three years; and

(iii) That it be noted that the overall contract value would be no more than £450,000 excluding VAT and would be inclusive of £240,000 for support and maintenance and a potential £210,000 for hosting services should the Council agree to OLM Systems Limited hosting the system.

### **15(d) Treatment of Co-mingled Dry Recyclates**

There was submitted a joint report by the Chief Executive and the Director of Environment & Communities relative to the direct award of a contract for the treatment of co-mingled dry recyclates under Lot 8, Model B of the Scotland Excel Framework Agreement for the Treatment of Recyclable and Residual Waste.

#### **DECIDED:**

(i) That the Head of Corporate Governance be authorised to award a contract for the treatment of co-mingled dry recyclable waste under Lot 8, Model B of the Scotland Excel Framework Agreement for the Treatment of Recyclable and Residual Waste to Regen Waste Limited;

(ii) That a contract spend of £400,000 be approved;

(iii) That it be noted that if the option to extend on a month-to-month basis was utilised, the additional spend per month would be no more than £117,000 excluding VAT;

(iv) That it be noted that the contract would commence on 15 June 2018 to 30 September 2018 with the Council's sole option to extend up to a month-by-month basis to 31 December 2018.

### **15(e) Sheltered Housing Heating Systems Upgrade**

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 upgrade of heating systems at various Council-operated sheltered housing complexes.

At the conclusion of a procurement exercise, conducted in accordance with both Council and EU procedures, five tenders were submitted. Following evaluation, the tender found to be most economically advantageous was that submitted by Truedeal Building Services Limited.

#### **DECIDED:**

- (i) That the Head of Corporate Governance be authorised to award a contract to upgrade heating systems at various Council-operated sheltered housing complexes to Truedeal Building Services Limited;
- (ii) That a contract sum of £298,127.50 excluding VAT be approved; and
- (iii) That a total contract period of five weeks be approved commencing on 22 February 2018 and completing by 30 March 2018, subject to confirmation of timescale in the letter of acceptance.

### **15(f) Construction of a New Build Extension at St John Ogilvie Primary School, Paisley**

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 construction of a new-build extension at St John Ogilvie Primary School, Paisley.

At the conclusion of a procurement exercise, conducted in accordance with both Council and EU procedures, seven tenders were submitted. Following evaluation, the tender found to be most economically advantageous was that submitted by Clark Contracts Limited.

#### **DECIDED:**

- (i) That the Head of Corporate Governance be authorised to award the contract to construct a new-build extension at St John Ogilvie Primary School, Paisley to Clark Contracts Limited;
- (ii) That a contract sum of £467,650.56 be approved;
- (iii) That the use of a potential risk allowance (if required) of £46,785.06 excluding VAT be approved;
- (iv) That it be noted that the total contract period was 22 weeks from date of possession on 3 March 2018 to completion on 6 August 2018, subject to confirmation of the dates and timescales in the Council's letter of acceptance; and

(v) That it be noted that the award of this contract was subject to the provision of a Performance Bond and Collateral Warranties as indicated within the tender documentation.

#### **15(g) Procurement of Demolition Works at the old St Fergus Primary School, Paisley**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for demolition works at the site of the former St Fergus Primary School, Paisley.

The report explained that as a result of a fire at the former school the Director of Finance & Resources and the Head of Policy & Commissioning had taken emergency action, in terms of the powers delegated to them, to award a contract to Reigart Contracts Limited for demolition works at the site, commencing on 23 August 2017, at a contract value of £462,371.69 excluding VAT.

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

#### **15(h) Strategic Review of Street Lighting - LED Lantern Replacement Final Phase**

There was submitted a joint report by the Chief Executive and the Director of Environment & Communities relative to the award of a contract for the strategic review of street lighting – LED Lantern Replacement final phase

The report explained that the contract had been awarded under the terms of a Scotland Excel Framework Contract to Centregreat Limited, following Power 1 Electrical Contractors Limited entering administration. The contract had commenced on 2 October 2017 and was due to complete in January 2018. The contract value was £227,282.69 excluding VAT with an additional value of 10% contingency for any unforeseen works.

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

### **16 Operational Performance: Integrated Facilities Management**

There was submitted an update report by the Director of Environment & Communities relative to performance of services delivered by Facilities Management (Hard & Soft Services) during the period 1 April to 10 November 2017.

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

### **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 8 and 9 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

## **17 Building Services Trading Budget Monitoring Report**

There was submitted a trading budget monitoring report by the Director of Environment & Communities relative to building services for the period 1 April to 10 November 2017

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

## **18 Catering Trading Budget Monitoring Report**

There was submitted a trading budget monitoring report by the Director of Environment & Communities relative to catering for the period 1 April to 10 November 2017.

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

## Minute of Meeting Investment Review Board

Date	Time	Venue
Wednesday, 22 November 2017	14:00	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor John McIntyre, Councillor Jim Paterson, Councillor John Shaw

### Chair

Councillor Shaw, Convener, presided.

### In Attendance

A MacArthur, Head of Finance, L Dickie, Finance Manager and C MacDonald, Senior Committee Services Officer (all Finance & Resources).

### Also in Attendance

D Millar, Senior Investment Analyst, Hymans Robertson LLP; and M Connor and G Brisbane, Portfolio Managers (both Standard Life Wealth Limited).

### Apologies

Councillors Alison Jean Dowling and Iain Nicolson.

### Declaration 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 7 June 2017.

**DECIDED:** That the Minute be approved.

## 2 Review of Statement of Investment Principles

There was submitted a report by the Director of Finance & Resources relative to the Statement of Investment Principles in relation to the Paisley and Renfrew Common Good Funds.

The report indicated that the Council had arranged for the investments of the Paisley and Renfrew Common Good Funds to be managed by Standard Life Wealth Limited, and had agreed with the manager a number of principles which governed decisions regarding these investments. These principles covered a range of issues such as which benchmark should be employed against which to assess the manager's performance, and restrictions which the manager required to observe when choosing sectors or classes of asset in which to invest. The Statement of Investment Principles had last been reviewed during November 2016 and was due for review. The report advised that there was one change proposed to the existing Statement which reflected the predominant objective for the investment manager to generate regular income for distribution to Local Area Committees and to fund other charitable activities, and to achieve capital growth thereafter. A copy of the Statement of Investment Principles was appended to the report.

**DECIDED:** That the Statement of Investment Principles, as amended, be approved.

## 3 Information Session

D Miller, Hymans Robertson LLP, gave a briefing on market and economic news since 30 June 2016. He provided some background to the market information; outlined the equity markets in 2017; detailed the impact of currencies on the market; gave an update on bonds for 2017; and made reference to the property market and how it was performing.

G Brisbane, Standard Life Wealth, gave a briefing on asset classes. He gave a brief description of what asset classes were; what asset classes Standard Life Wealth invested in; and why portfolios should be diversified.

**DECIDED:** That the briefings 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 during the six-month period ending 30 September 2017. A performance review by Hymans Robertson LLP was attached as an appendix to the report.

M Connor and G Brisbane gave a presentation which advised of the performance of the world markets since June 2016; highlighted the effect of notable events on global

equities and gilts; detailed the investment guidelines; highlighted the performance of the Common Good Funds as at 30 September 2017; detailed the Common Good portfolios; indicated the stock contribution and the top 10 equity holdings for the Common Good Funds; and drew special attention to the effect of the “smart generation” and health and wellbeing.

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

## **5 Date of Next Meeting**

It was noted that the next meeting of the Investment Review Board would be held in Renfrewshire House on Wednesday 13 June 2018 at 11.00am.

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





## Minute of Meeting

### Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 25 October 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, J Paterson and A Steel.

Representing Trade Unions – M Ferguson S Hicks and K Kernachan (UNISON); and R Stewart and A Gibson (UNITE) and J McMenemy (GMB).

### In Attendance

G McKinlay, Head of Schools (Children Services); A Bennett, Housing Services Manager (Development & Housing Services); K Anderson, Amenity Services Manager (Environment & Communities); T Olowe, Interim Head of HR, OD & Workforce Planning; R Cree, OD & Workforce Planning Manager, S Fanning, Principal HR Adviser (Health Safety and Absence), R Laouadi, Human Resources Manager and R Devine, Senior Committee Services Officer (all Finance & Resources); and I Beattie, Head of Health & Social Work Services (Paisley) Renfrewshire Health and Social Care Partnership.

### Apologies

Apologies for absence from the meeting were submitted on behalf of Councillor J Harte, S McAllister (Manual Worker Trade Union Spokesperson) and J Boylan (UNISON).

### Declarations of Interest

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

## 1 Appointment of Chairperson

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

**DECIDED:** That Councillor Steel chair the meeting.

## 2 Minute of Previous Meeting

There was submitted the Minute of the meeting of the Joint Consultative Board: Non-Teaching held on 13 September, 2017.

**DECIDED:** That the Minute be noted, subject to it being amended to record that members of the GMB trade union had been represented at the meeting by J McMenemy.

## 3 Developments in Health and Safety

There was submitted a report by the Director of Finance & Resources relative to developments with regard to health and safety issues. The report detailed policies and guidance that were currently being revised, as undernoted

Guidance on Statutory Inspections and Maintenance – issued.

The following policies and guidance were being revised: -

- Control of Legionella Bacteria in Hot and Cold Water Systems;
- The selection and control of contractors
- Alcohol and substance misuse
- Control of smoking at work

The report also 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 to be undertaken during March 2018.

It was noted that the Healthy Working Lives Gold award programme was currently under review.

The report also indicated that the health and safety section was working with the risk and insurance section to identify accident causation type which could result in claims against the Council. This would lead to the development of further strategies which might reduce the impact of claims to the Council and raise health and safety awareness among employees. The section also continued to work with services to survey the fire arrangements within Renfrewshire House in line with the current refurbishment programme and with Development & Housing Services to review the fire safety arrangements at high rise flats and shared accommodation units. The Trades Union representatives highlighted the desirability of including the through-care service in the review of fire service arrangements. This was agreed.

It was highlighted that the section continued to support the Town Centres Team and other event organisers to ensure that safe, controlled and enjoyable events were delivered. Current activities related to the planning of the winter events programme were outlined.

**DECIDED:** That arrangements be made to include the through-care service in the

review of fire safety arrangements and that otherwise the report be noted.

#### **4 Absence Statistics**

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 sickness 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 Trade Union representatives highlighted the need to exercise caution when considering the levels of psychological (non-work related) absence as the existing recording process did not enable updates to be made to the nature of the psychological absence following the initial diagnosis. It was agreed that consideration be given to amending this process. Furthermore it was agreed to provide members of the JCB Non-Teaching with statistical data relative to psychological (work-related) absences to facilitate analysis of trends, etc.

##### **DECIDED:**

- (a) That consideration be given to amending the process for recording the levels of work and non-work related psychological absences to enable updates to be made to the nature of the psychological absence when such information became available;
- (b) That statistical data relative to psychological (work-related) absences be provided to members of the JCB Non-Teaching to facilitate analysis of trends, etc; and
- (c ) That otherwise the report be noted.

#### **5 Agency Workers**

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

I Beattie, Head of Health & Social Work Services (Paisley) Renfrewshire Health and Social Care Partnership. was heard further in connection with the reasons for the increase in agency workers within Renfrewshire Health and Social Care Partnership and it was agreed that details of the reasons for the increased use of agency workers within Environment & Communities be circulated to members of the JCB Non-Teaching prior to the next meeting.

The Trades Union representatives raised concerns that contrary to the decision recorded at Item 5 of the Minute of the previous meeting, no meeting had been convened between the Trades Union representatives and management in connection with the review of Catering Services to discuss possible action to alleviate the situation and stem the number of resignations received. The Convener intimated that he would ensure appropriate action was taken to address the situation.

**DECIDED:**

(a) That details of the reasons for the increased use of agency workers within Environment & Communities be circulated to members of the JCB Non-Teaching prior to the next meeting;

(b) That it be noted that appropriate action would be taken in respect of implementation of the decision, taken at the previous meeting, regarding convening a meeting between the Trade Union representatives and management in connection with the review of the Catering Services; and

(c ) That the report be otherwise noted.

**6 Details of Grievances**

There was submitted a report by the Interim Head of HR, OD and Workforce Planning 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 seven grievances as at October 2017, which was no variance from the previous report.

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

**7 Date of Next Meeting**

**DECIDED:** It was noted that the next meeting of the JCB Non-Teaching would be held at 3 pm on Wednesday, 13 December, 2017.

renfrewshire.gov.uk



## Minute of Meeting Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 13 December 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 Harte, J McNaughtan, and A Steel.

Representing Trade Unions – J Boylan, S Hicks and K Kernachan (UNISON); and J McMenemy (GMB).

### In Attendance

G McKinlay, Head of Schools (Children Services); F Carlin, Head of Planning and Housing (Development and Housing); D Gillies, Head of Facilities Management (Community Resources); T Olowe, Interim Head of HR; R Cree, OD & Workforce Planning Manager, S Fanning, Principal HR Adviser (Health Safety and Absence), R Laouadi, Human Resources Manager and P Shiach, Committee Services Officer (all Finance & Resources); and I Beattie, Renfrewshire Health and Social Care Services.

### Apology

Councillor J Paterson.

### Declarations of Interest

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

## 1 Appointment of Chairperson

It was proposed and agreed that J Boylan chair the meeting.

**DECIDED:** That J Boylan chair the meeting.

## 2 Developments in Health and Safety

There was submitted a report by the Director of Finance & Resources relative to developments with regard to health and safety issues. The report detailed policies and guidance that were currently being revised.

The following policies and guidance were being revised: -

- Control of Legionella Bacteria in Hot and Cold Water Systems;
- The selection and control of contractors
- Alcohol and substance misuse
- Control of smoking at work
- Violence and aggression
- Reporting of Incidents, Diseases and Dangerous Occurrences guidance.

The report also 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 to be undertaken during March 2018.

It was noted that the Healthy Working Lives Gold award programme had been submitted to the Scottish Centre for Healthy Working Lives for assessment and the outcome was awaited.

The report also indicated that the health and safety section were working with the risk and insurance section to identify accident causation type which could result in claims against the Council. This would lead to further strategies which might reduce the impact of claims to the Council and raise health and safety awareness among employees and managers. The section also continued to work with services to survey the fire arrangements within Renfrewshire House in line with the current refurbishment programme and with Development & Housing Services to review the fire safety arrangements at high flat and shared accommodation units.

It was highlighted that the section had supported the Town Centres Team and other event organisers to ensure that safe, controlled and enjoyable events delivered. The winter events had been delivered safely.

The report indicated that following discussions with the Health and Safety Team, the British Heart Foundation (BHF) had undertaken training within Renfrewshire House of 73 staff and two elected members in the use of CPR Techniques. BHF had agreed to undertake further training in the New Year, and currently there were 30 staff on the waiting list. Separate training for school office staff outwith Renfrewshire House was being considered.

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

### 3 Absence Statistics

There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for the period 1 July to 30 September 2017. The report provided information in relation to sickness 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 2, ending 30 September 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 groupings against the set absence targets for quarter ending 30 September 2017.

The Trade Union representatives highlighted the need to exercise caution when considering the levels of psychological (non-work related) absence recorded as the existing recording process did not enable updates to be made to the nature of the psychological absence following the initial diagnosis. The Principal HR Adviser (Health Safety and Absence) indicated that he would meet with Trade Union representatives to identify areas of concern.

#### **DECIDED:**

(a) The Principal HR Adviser (Health Safety and Absence) indicated that he would meet with Trade Union representatives to identify areas of concern in relation to the recording of levels of work and non-work related psychological absence; and

(b) That otherwise the report be noted.

### 4 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 eight grievances as at November 2017, which indicated an increase of 1 from the previous report.

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

### 5 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 November 2017, and detailing the capacity and service in which they were engaged.

The report showed a decrease of 13 across all services from the figure previously reported.

I Beattie, Renfrewshire Health and Social Care Services was heard in connection with the reasons for the increase in agency workers within Renfrewshire Health and Social Care Services and indicated that there were a number of recruitment challenges in terms of the Health and Social Care Partnership.

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

## **6 Date of Next Meeting**

It was noted that the next meeting of the JCB Non-Teaching would be held at 3 pm on Wednesday 31 January 2018.



## Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 01 February 2018	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 Cathy McEwan, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Andy Steel, Councillor Jane Strang

### Chair

Councillor McNaughtan, Convener, presided.

### In Attendance

D Campbell, Assistant Managing Solicitor (Licensing); E Currie, Senior Committee Services Officer and N Barr, Administrative Assistant (all Finance & Resources).

### Apologies

Councillors Emma Rodden and Alistair Mackay.

### Declarations of Interest

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

## **1 Response to Consultation: Licensing of Funfairs (Scotland) Bill**

There was submitted a report by the Director of Finance & Resources relative to a consultation published by Richard Lyle MSP in relation to a proposed Member's Bill concerning the licensing of funfairs. A copy of the Council's proposed response was appended to the report.

**DECIDED:** That the Council's proposed response to the consultation, as detailed in the appendix to the report, be approved.

### **EXCLUSION OF PRESS AND PUBLIC**

The Board resolved that the press and public be excluded from the meeting during consideration of the following items 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.

## **2 Variation of Second Hand Dealer's Licence - Personal Appearance**

There was submitted the undernoted application for variation of a Second Hand Dealer's Licence. The applicant had been asked to appear personally for the first time:-

Applicant: The Money Station Limited, 1D Slateford Gait, Edinburgh

Premise: The Money Station Limited, 29 High Street, Paisley

Variation: to vary condition 4 of licence

Mr Mitchell, on behalf of the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application for variation of standard condition 4 of the licence be granted to allow the records to be held electronically subject to paper copies of all records being made available for inspection to the Civic Government Enforcement Officer and Police Scotland on demand. This was agreed unanimously.

**DECIDED:** That the application for variation of standard condition 4 of the licence be granted to allow the records to be held electronically subject to paper copies of all records being made available for inspection to the Civic Government Enforcement Officer and Police Scotland on demand.

## **3 Variation of Booking Office Licence - Personal Appearance**

There was submitted the undernoted application for variation of a Booking Office Licence. The applicant had been asked to appear personally for the first time:-

Applicant: TOA Cabs Limited, Johnstone Railway Station, Thornbrae, Johnstone

Booking Office: TOA Cabs Limited, Johnstone Railway Station, Thornbrae, Johnstone

Variation: to vary conditions 10(ii), 10(iii), 10(iv) and 19 of licence; and to increase number of private hire vehicles from 55 to 100

Ms Anderson, on behalf of the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener (i) proposed that the application for variation of standard conditions 10(ii), 10(iii), 10(v) and 19 be granted to allow the records to be held electronically subject to paper copies of all records being made available for inspection to the Civic Government Enforcement Officer and Police Scotland on demand; and (ii) that the number of private hire vehicles be increased from 55 to 100. This was agreed unanimously.

**DECIDED:**

(a) That the application for variation of standard conditions 10(ii), 10(iii), 10(v) and 19 be granted to allow the records to be held electronically subject to paper copies of all records being made available for inspection to the Civic Government Enforcement Officer and Police Scotland on demand; and

(b) That the number of private hire vehicles be increased from 55 to 100.

#### **4 Grant of Taxi Driver's Licence - Personal Appearance**

There was submitted the undernoted application for the grant of a Taxi Driver'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:-

Stewart Forrest, 8E Saunders Court, Barrhead

There was no appearance by or on behalf of Mr Forrest. Chief Inspector Glass and Sergeant Curran, on behalf of the Chief Constable who had submitted an objection received outwith the statutory timescale to 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 Grant of Private Hire Car Driver's Licence - Personal Appearance**

There was submitted the undernoted application for the grant 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 to the application:-

Geoffrey Meiklejohn, 212 Drumchapel Road, Glasgow

Mr Meiklejohn, the applicant, was invited into the meeting together with Chief Inspector Glass and Sergeant Curran, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

**DECIDED:** That the application be refused.



## Minute of Special Meeting Council

Date	Time	Venue
Thursday, 08 February 2018	12:30	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 Jim Harte, Councillor John Hood, Councillor Karen Kennedy, Councillor Scott Kerr, 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

### Chair

Provost L Cameron presided.

### In Attendance

S Black, Chief Executive; P MacLeod, Director of Children's Services; S MacDougall, Director of Environment & Communities; M Crearie, Strategic Director for Paisley 2021; L McIntyre, Head of Policy & Commissioning (Chief Executive's); K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, M Conaghan, Legal & Democratic Services Manager; L Belshaw, Democratic Services Manager, and P Shiach, Committee Services Officer (all Finance & Resources); D Leese, Chief Officer, Renfrewshire Health & Social Care Partnership; and M MacPherson, Head of Cultural Services (Renfrewshire Leisure).

## Apologies

Councillors Graham, Hughes and Mackay.

## Declarations of Interest

Councillor Nicolson declared an interest in respect of Item 1 as he was a non-executive director of the Greater Glasgow & Clyde Health Board. He indicated that it was his intention to take part in the discussion relating to the item as the general dispensation from the Standards Commission allowed him to take part in and to vote in relation to this matter.

Councillors Davidson, Kennedy and Sharkey declared an interest in respect of item 1 as they were members of KNOW (Kids Need Our Ward) campaign. They indicated that they would remain in the meeting and participate in the discussion and voting on the item.

Councillor Campbell declared an interest in respect of item 1 as she was an employee of Greater Glasgow & Clyde Health Board. She indicated that she would remain in the meeting and participate in the discussion and voting on the item.

## 1 Motion

There was submitted a motion in the following terms:

"Council is deeply disappointed at the decision made by the Health Secretary to close the Children's Ward at the Royal Alexandra Hospital.

Council believes that the excellent and much loved children's services at the hospital should be retained within Renfrewshire and therefore calls on the Health Secretary to reverse the decision.

Council further instructs its Chief Executive to write to the Cabinet Secretary setting out the Council's view that the Ward remains open."

Councillor Kennedy, seconded by Councillor Strang, moved the motion.

Councillor Nicolson, seconded by Councillor Cameron, moved as an amendment that Renfrewshire Council acknowledges the changes proposed for three of the current paediatric services currently delivered at the RAH, the raised concerns about the provision of services locally and the anxiety that change creates for current service users.

Council notes and accepts that the decision was taken based on professional assessment of clinical needs and with the support and opinion of qualified paediatricians as being the best option for children and families requiring wrap around medical support.

Council also notes that the NHSGCC Consultation Report Paper No 17/03 clearly explains the clinical basis for the decision and that paediatric services will continue to be delivered from Paisley RAH.

## "Future Services at the RAH and in Renfrewshire

3.1 Our proposal is to move inpatient and day case care from the Royal Alexandra Hospital (RAH) to the Royal Hospital for Children (RHC), this will allow effective use of our clinical teams to maintain strong clinical presence in outpatient services at the RAH and compliance with Royal College standards at both sites.

3.2 Children's services will continue to be provided at the Royal Alexandra Hospital (RAH) as follows:

- A&E will continue to receive paediatric patients who self-present;
- Outpatient clinics will continue to be provided;
- Specialist Community Paediatric services (PANDA Centre).

3.3 Services that will transfer to the Royal Hospital for Children (RHC) will be:

- emergency inpatient admissions, including short stay medical assessment;
- elective inpatient admissions;
- day case activity including day surgery and planned investigations."

On the roll being called, the following members voted for the amendment: Councillors Adam-McGregor; Burns, J Cameron, Provost L Cameron, Councillors Campbell, Audrey Doig, Don, K MacLaren, M MacLaren, McEwan, McGurk, McNaughan, Mylet, Nicolson, Paterson, Rodden, Shaw and Steel.

The following members voted for the motion: Councillors Begg, Bibby, Binks, Brown, Davidson, Devine, Andy Doig, Dowling, Grady, Harte, Hood, Kennedy, Kerr, J MacLaren, McCartin, McCulloch, McIntyre, Montgomery, Sharkey, Sheridan and Strang.

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

**DECIDED:** Council is deeply disappointed at the decision made by the Health Secretary to close the Children's Ward at the Royal Alexandra Hospital.

Council believes that the excellent and much loved children's services at the hospital should be retained within Renfrewshire and therefore calls on the Health Secretary to reverse the decision.

Council further instructs the Chief Executive to write to the Cabinet Secretary setting out the Council's view that the Ward remains open.





## Minute of Special Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 15 February 2018	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Lisa-Marie Hughes, Councillor Alistair Mackay, Councillor John McNaughtan, Councillor Andy Steel, Councillor Jane Strang

### Chair

Councillor McNaughtan, Convener, presided.

### In Attendance

D Campbell, Assistant Managing Solicitor (Licensing), E Currie, Senior Committee Services Officer, G McIntosh, Civic Government Enforcement Officer and N Barr, Administrative Assistant (all Finance & Resources).

### Apologies

Provost Cameron and Councillors Emma Rodden, Eddie Devine, Cathy McEwan, and Kevin Montgomery.

### Declarations of Interest

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

## **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 paragraph 3 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

### **1 Hearing into Possible Suspension of Private Hire Car Driver's Licence - Personal Appearance**

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

John Nicolson, 14C Camphill Court, Paisley P2613

Mr Nicolson, the licence holder, and his Solicitor, Mr Banks, were invited into the meeting together with Inspector McLaren and Constable McEwan, on behalf of the Chief Constable. After consideration of all matters before the Board, the Assistant Managing Solicitor (Licensing) asked Mr Banks if he wished to address the Board on any period of suspension the Board might impose on his client's licence prior to any motions being made in relation to his Private Hire Car Driver's Licence. Mr Banks then addressed the Board.

Following consideration of Mr Bank's submissions, the Board adjourned to allow members to consider this matter. The meeting was reconvened and the Convener proposed that Mr Nicolson's Private Hire Car Driver's Licence be suspended for a period of three months with immediate effect. This was agreed unanimously.

**DECIDED:** That Mr Nicolson's Private Hire Car Driver's Licence be suspended for a period of three months with immediate effect.

## Minute of Meeting

### Cross Party Sounding Board

Date	Time	Venue
Thursday, 15 February 2018	11:00	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

### Chair

Councillor Nicolson, Convener, presided.

### In Attendance

S Black, Chief Executive; L McIntyre, Head of Policy & Commissioning, and L Adamson, Corporate Communications and Public Affairs Manager (both Chief Executive's); K Graham, Head of Corporate Governance and L Belshaw, Democratic Services Manager (both Finance & Resources).

### Apologies

Councillor Paterson.

### Declarations of Interest

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

## 1 Member Development Arrangements

There was submitted a report by the Director of Finance & Resources detailing progress to date in terms of the review of the elected member development programme and to give the Board the opportunity to consider the planning underway for a proposed week of focussed development activity in April 2018.

The report intimated that the Council's Best Value Assurance Report, published in August 2017 - although based on attendance at events by members of the previous Council - identified that councillors had not made the most of the development opportunities available to them. The Best Value report highlighted that following the local government elections in May 2017, the Council had prepared a comprehensive induction programme for new councillors and that a range of introductory meetings and events had been set up on various topics and recommended that councillors should take advantage of development opportunities to ensure that they had the necessary skills and knowledge to perform their role effectively.

It was noted that following the local government elections in May 2017, a focussed two-week programme of member development, prepared in consultation with elected members and senior officers, had been delivered. This was in the main directed at new members but re-elected members were also encouraged to participate. As it was almost a year into the members' current term of office, to ensure that they continued to have all the information and support they needed in their role, the opportunity was being taken to have a focussed week of briefings, clinics and workshops. Some of the topics were based around feedback from members following evaluation of the induction programme. The report proposed that these events take place during week beginning 16 April 2018.

Members considered the proposed focussed week and also the member development programme more generally and made a number of recommendations, including: that the focussed week was welcomed and should be delivered twice each year; that, if possible, there be a link on members' Surfacepro homepage to the Improvement Service on-line materials; that members receive invitations to the focussed week sessions together with the offer that if they were unable to attend, if appropriate, one-to-one sessions would be arranged or the session would be re-run, if possible; that sessions be arranged as soon as possible following the introduction of new legislation, for example the implementation of the Community Empowerment (Scotland) Act 2015 and impending planning legislation and that there be a session for members on the planning regime generally and their role, whether a member of the relevant Board or not, and that such sessions be on the basis of workshops rather than by way of presentations; that more assistance was required to ensure members had the necessary ICT skills; that the availability of presentations in the members' library area of the committee management system be more visible to members; and that members were keen that the roll out of the caseworker system took place as soon as possible following evaluation of the current pilot.

**DECIDED:** The Cross Party Sounding Board noted the arrangements in place to support members' development, including the proposed development week, and the draft programme for the development week; and noted that the proposals by Board members would be taken forward as part of the member development programme.