

Minute of Meeting Council

Date	Time	Venue
Thursday, 13 December 2018	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Jennifer Marion Adam-McGregor, Councillor Tom Begg, Councillor Derek Bibby, Councillor Bill Binks, Councillor Bill Brown, Councillor Stephen Burns, Councillor Jacqueline Cameron, Provost Lorraine Cameron, Councillor Michelle Campbell, Councillor Carolann Davidson, Councillor Eddie Devine, Councillor Andy Doig, Councillor Audrey Doig, Councillor Natalie Don, Councillor Alison Jean Dowling, Councillor Edward Grady, Councillor Neill Graham, Councillor Jim Harte, Councillor John Hood, Councillor Lisa-Marie Hughes, Councillor Karen Kennedy, Councillor Scott Kerr, Councillor Paul Mack, Councillor James MacLaren, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Eileen McCartin, Councillor Colin McCulloch, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor John McIntyre, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor 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 Communities, Housing & Planning Services; G McNeil, Director of Environment & Infrastructure; A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning and L Mahon, Head of Marketing & Communications (both Chief Executive's Service); S Quinn, Assistant Director–Schools and J Trainer, Head of Child Care and Criminal Justice (both Children's Services); C Dalrymple, Regulatory & Enforcement Manager (Communities, Housing & Planning Services); C Hunter, Environmental Improvements Manager (Environment & Infrastructure); K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, M Conaghan, Legal & Democratic Services Manager, L Belshaw, Democratic Services Manager, K Locke, Risk Manager and R Devine, Senior Committee Services Officer (all Finance & Resources); V Hollows, Chief Executive and F Naylor, Business Planning & Finance

Manager (Renfrewshire Leisure Limited); and D Leese, Chief Officer and P McCulloch, Acting Head of Health and Social Care (Paisley) (both Renfrewshire Health & Social Care Partnership).

Apology

Councillor Mackay.

Declarations of Interest

Councillor Audrey Doig declared a financial interest in respect of item 20 of the agenda (Notice of Motion 12) as she was an employee of Renfrewshire Leisure Limited. She indicated that it was her intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

Councillor Andy Doig declared a financial interest in respect of Item 20 of the agenda (Notice of Motion 12) as he was the husband of an employee of Renfrewshire Leisure Limited. 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 Hughes declared a non-financial interest in respect of Item 20 of the agenda (Notice of Motion 12) as she was Chair of the Board of Renfrewshire Leisure Limited. Councillor Hughes indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matters it was her intention to remain in the meeting during consideration of this item.

Councillor McCartin declared a non-financial interest in respect of Item 20 of the agenda (Notice of Motion 12) as she was a member of the Board of Renfrewshire Leisure Limited. Councillor McCartin indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matters it was her intention to remain in the meeting during consideration of this item.

Councillor Begg declared a non-financial interest in respect of Item 20 of the agenda (Notice of Motion 12) as he was a member of the Board of Renfrewshire Leisure Limited. Councillor Begg indicated that as he had a general dispensation from the Standards Commission which allowed him to take part and to vote in relation to such matters it was his intention to remain in the meeting during consideration of this item.

Additional Items

Councillors Devine and Hood intimated that they wished to table two emergency motions which had not been included in the notice calling the meeting and they requested that these be taken as additional items.

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

1 Minutes of Meetings 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, 27 September 2018
 Council, special meeting, 27 September 2018
 Appointment Board, 4 October 2018
 Appointment Board, 23 October 2018
 Appointment Board, 25 October 2018
 Communities, Housing and Planning Policy Board, 30 October 2018
 Regulatory Functions Board, 31 October 2018
 Education and Children's Services Policy Board, 1 November 2018
 Audit, Risk and Scrutiny Board, 5 November 2018
 Infrastructure, Land and Environment Policy Board, 7 November 2018
 Placing Requests and Exclusions Appeals Panel, 8 November 2018
 Finance, Resources and Customer Services Policy Board, 14 November 2018
 Regulatory Functions Board, 15 November 2018
 Local Review Body, 20 November 2018
 Regulatory Functions Board, special meeting, 29 November 2018
 Leadership Board, 5 December 2018

DECIDED: That the Minutes be approved.

2 A Prudential Framework for Capital Finance in Renfrewshire - Progress Report

There was submitted a progress report by the Director of Finance & Resources relative to the Council's prudential indicators for 2018/19.

The report outlined the key objectives of the Prudential Code, detailed the Renfrewshire position as at 12 October 2018, relative to fulfilment of the objectives and intimated that total capital expenditure was £23.477 million, of which £18.812 million related to Non-Housing and £4.665 million related to Housing. A review of the updated capital spending plan for 2018/19 suggested that the indicators required to be revised for the current year, the details of which were contained within the report. It was highlighted that indicators for 2019/20 and 2020/21 would be reviewed during February 2019, together with the budget proposals.

The report set out the proposed net decrease of £1.459 million in the planned Non-Housing capital expenditure during 2016/17 and the factors which had contributed to this decrease; the factors considered in relation to the proposed increase of £0.288 million in the planned Housing capital expenditure; outlined proposed revisions to the capital expenditure and capital financing requirement indicators and the indicators for affordability and detailed considerations in relation to the future review of the external debt and treasury management indicators.

DECIDED: That the changes to the prudential indicators, as detailed in the report, be approved and that the report be otherwise noted.

3 Paisley Museum Reimagined Limited - Appointment of the Council Director and Delegations to the Chief Executive

There was submitted a report by the Chief Executive relative to the appointment of the Council Director to Paisley Museum Reimagined Limited and seeking delegated authority for the Chief Executive, in consultation with the Leader of the Council, to take urgent decisions and actions relating to the oversight and control of the company by the Council as its sole member where, in the opinion of both the Chief Executive and the Leader of the Council, a decision or action required to be taken as a matter of urgency.

At the meeting of the Leadership Board held on 19 September 2018 authority was delegated to the Chief Executive to complete the necessary actions to facilitate the establishment of an independent company limited by guarantee to direct the fundraising strategy and Capital Appeal Campaign.

The report advised that the company, Paisley Museum Reimagined Limited, was currently being incorporated and proposed that the Leadership Board had responsibility for oversight and determination of matters relating to the company.

Councillor Paterson, seconded by Councillor McEwan, moved that Councillor Nicolson be appointed as the Council Director on the Board of Paisley Museum Reimagined Limited. This was agreed.

DECIDED:

(a) That the appointment of Councillor Nicolson as the Council Director on the Board of Paisley Museum Reimagined Limited be approved;

(b) That it be agreed that the terms of reference of the Leadership Board include the provision of oversight of and determination of matters concerning the company;

(c) That the Chief Executive be authorised, in consultation with the Leader of the Council, to make decisions on the Council's behalf in relation to the functions of the company where, in the opinion of both the Chief Executive and the Leader of the Council, a decision or action required to be taken as a matter of urgency; and

(d) That it be agreed that where the delegation referred to above was used a report be submitted to the next available meeting of the Leadership Board providing details of the decision taken and also providing an explanation as to why the use of delegated powers was considered necessary.

4 Renfrewshire Additional Support Needs (ASN) Playscheme

Under reference to item 14 of the Minute of the meeting of the Council held on 28 June 2018, there was submitted a report by the Director of Children's Services relative to the provision of playscheme services to Additional Support Needs (ASN) children in Renfrewshire following the withdrawal of the Capability Scotland service and noting that progress had been made to maintain the service. Council had agreed a continuance of the service and that a detailed report be submitted to the Council for consideration.

The report summarised the background to the withdrawal of the Capability Scotland 'day care' service, the replacement service delivered by the Council, feedback from the parents of service users to the Council ASN Playscheme, challenges in continuing to

deliver this service and how these were being addressed. A copy of the inspection report, prepared following the visit during summer 2018 by the Care Inspectorate was appended to the report. In addition the report highlighted how children with ASN who attended mainstream schools or Mary Russell school could access activities during school holiday periods.

DECIDED:

- (a) That the continued provision of the Renfrewshire ASN Playscheme for children who attended Riverbrae School and the bases at St. Anthony's and St. Paul's be noted;
- (b) That the progress of the parent/Children's Services working group be noted; and
- (c) That the opportunities available for children who attended Mary Russell School or mainstream schools be noted.

5 Promoting LGBTQIA Equality in Schools

Under reference to item 33 of the Minute of the meeting of Council held on 27 September 2018, there was submitted a report by the Director of Children's Services relative to the motion approved at the meeting of Renfrewshire Council held on 29 September 2016 that the Council would work closely with the Time for Inclusive Education campaign, the Scottish Government, and equalities organisations to ensure that homophobic bullying in Renfrewshire schools was effectively tackled and that Renfrewshire's classrooms actively promoted equality and inclusivity for young people with LGBTI identities.

The report outlined the approaches taken within Renfrewshire's schools to support those with Lesbian, Gay, Bisexual, Transgender, Queer/Questioning, Intersex, Asexual (LGBTQIA) identities and to promote positive relationships and inclusivity.

The report intimated that, during November 2018, the Deputy First Minister had announced that all 33 recommendations of the LGBTI Inclusive Education Working Group would be implemented. The Scottish Government would support all state schools to teach LGBTI inclusion and equality across different age groups and subjects. The report stated that the Working Group would be re-established as an Implementation Group and Children's Services would monitor guidance as it emerged.

DECIDED:

- (a) That the ongoing work in Renfrewshire schools to promote and celebrate inclusivity in relation to sexual orientation and gender identity be noted; and
- (b) That the announcement by the Scottish Government with regard to LGBTQIA in education be noted.

Sederunt

Councillor Mack entered the meeting during consideration of the following item of business.

6 Governance Arrangements

There was submitted a report by the Chief Executive relative to the appointment of Councillor Jacqueline Cameron as the Chair to Renfrewshire Alcohol and Drugs Commission and an amendment to the list of public holidays for 2019 to reflect that the autumn 2019 public holidays fell on 27 and 30 September 2019.

The report advised that a number of concerns in relation to the impact of drug and alcohol misuse in Renfrewshire had been identified during the development of the Community Plan 2017 and it had been agreed to explore potential options for partnership working to improve associated life outcomes for local people. In this connection it was proposed to establish an Alcohol and Drugs Commission in Renfrewshire. The aims and composition of the Commission were outlined. Given her roles as Vice Chair of the Renfrewshire Health and Social Care Integration Joint Board and Convener of the Member Officer Group: Public Protection it was proposed that Councillor Jacqueline Cameron be appointed as Chair of the Commission.

The report also stated that the dates listed for autumn public holidays in 2019, approved at the meeting of the Finance, Resources & Customer Services Policy Board held on 5 September 2019 were not correct and proposed that the list be amended to show the correct dates of 27 and 30 September 2019.

DECIDED:

(a) That the appointment of Councillor Jacqueline Cameron as the Chair of the Renfrewshire Alcohol and Drugs Commission, as set out in paragraph 3.3 of the report, be agreed; and

(b) That the list of public holidays for 2019 be amended to show that the autumn 2019 public holidays fell on Friday 27 and Monday 30 September 2019.

7 Fly-tipping in the Countryside and at known Fly-tipping Spots (Lead Officer Karen Locke)

Under reference to item 7 of the Minute of the Meeting of the Audit, Risk & Scrutiny Board held on 25 September 2018, there was submitted a report by the Lead Officer relative to the review of fly-tipping in the countryside and at known fly-tipping spots.

The report stated that the Audit, Risk & Scrutiny Board at its meeting held on 28 August 2017 as part of the annual programme of activity for 2017/18 had agreed to undertake a review into fly-tipping in the countryside and at known fly-tipping spots. The aim and scope of the review were detailed. At the meeting of the Audit, Risk & Scrutiny Board held on 25 September 2018, the Board had considered the final report which summarised the evidence, findings and recommendations of the review and agreed that it be submitted to a future meeting of the Council for consideration.

DECIDED: That the findings of the final report on the review of fly-tipping in the countryside and at known fly-tipping spots, approved at the meeting of the Audit, Scrutiny and Petitions Board held on 25 September 2018, be noted and that the recommendations contained therein be approved.

8 Housing Repairs by Council and Outside Contractors (Lead Officer Colin Hunter)

Under reference to item 14 of the Minute of the Meeting of the Audit, Risk & Scrutiny Board held on 29 May 2018, there was submitted a report by the Lead Officer relative to the review of housing repairs by the Council and outside contractors.

The report stated that the Audit, Risk & Scrutiny Board at its meeting held on 28 August 2017 as part of the annual programme of activity for 2017/18 had agreed to undertake a review of housing repairs by Building Services and outside contractors. The aim and scope of the review were detailed. At the meeting of the Audit, Risk & Scrutiny Board held on 29 May 2018, the Board had considered the final report which summarised the evidence, findings and recommendations of the review and agreed that it be submitted to a future meeting of the Council for consideration.

DECIDED:

(a) That the findings of the final report on the review of the upkeep of common areas within Council housing stock, including garden areas, approved at the meeting of the Audit, Scrutiny and Petitions Board held on 29 May 2018, be noted;

(b) That the overall conclusion of the final report, that delivery of the repairs service within Renfrewshire Council by Building Services and its external contractors was operating satisfactorily, be noted; and

(c) That it be noted that the re-design, currently underway, of the Service within Facilities Management would further improve the customer journey and satisfaction levels for tenants.

9 Notice of Motion 1 by Councillors Sharkey and Brown

There was submitted a Notice of Motion by Councillors Sharkey and Brown in the following terms:

"The International Fair Trade Charter

This Council endorses and adopts the attached International Fair Trade Charter (see attached)."

Councillor Sharkey, seconded by Councillor Brown, then moved the motion.

Councillor Begg, seconded by Councillor J MacLaren, moved as an amendment:

"This Council wishes to accept the International Fair Trade Charter but not before the Fair Trade Steering Group based in the Council has had the opportunity to review and discuss it. Furthermore, the officers of this Council should be given the same courtesy and time to comment on the implications prior to such a motion being resubmitted."

In terms of Standing Order 27, Councillors Sharkey and Brown, being the mover and seconder of the motion, agreed the amendment to the motion. The amendment was agreed unanimously.

DECIDED: That it be noted that Council wished to accept the International Fair Trade Charter but not before the Fair Trade Steering Group, based within the Council, had the opportunity to review and discuss it. Furthermore, the officers of the Council should be given the same courtesy and time to comment on the implications prior to such a motion being re-submitted.

10 Notice of Motion 2 by Councillors Audrey Doig and Paterson

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

"Renfrewshire Council is an active member of the Nuclear Free Local Authorities Scotland Forum, and a member of the Hiroshima-led Mayors for Peace; both of which have been working for over 3 decades to promote multilateral nuclear disarmament.

NFLA and Mayors for Peace work with the International Campaign to Abolish Nuclear Weapons (ICAN), which received the Nobel Peace Prize in 2017 for its work in encouraging over two thirds of United Nations members to agree to the International Treaty to Prohibit Nuclear Weapons (TPNW). Council regrets that the Governments of the existing nuclear weapon states, including the UK, refuse to support the Treaty. Council fully supports the TPNW as one of the most effective ways to bring about long-term and verifiable multilateral nuclear disarmament.

Council calls on the United Kingdom Government to lead a global effort to prevent nuclear war by:

Renouncing the option of using nuclear weapons first;

Cancelling the plan to replace its entire Trident nuclear arsenal with enhanced weapons;

Actively pursuing a verifiable agreement among nuclear-armed states to eliminate their nuclear arsenals by supporting the Treaty to Prohibit Nuclear Weapons and the 'Good Faith' Protocols within the Nuclear Non-Proliferation Treaty.

The Council will ask the Chief Executive to write to the UK Government to inform them of this resolution and urge them to take account of it."

Councillor Audrey Doig, seconded by Councillor Paterson, then moved the motion.

Councillor Graham, seconded by Councillor McIntyre, moved as an amendment:

"This Council is committed to the long term goal of a world without nuclear weapons. This Council requests that the UK Government continues to work with partners across the international community to press for key steps towards multilateral disarmament, including the entry into force of the Comprehensive Nuclear Test Ban Treaty and successful negotiations on a Fissile Material Cut-Off Treaty in the conference on Disarmament."

On the roll being called, the following members voted for the amendment: Councillors Begg, Binks, Graham, Kerr, J MacLaren, McIntyre and Strang.

The following members voted for the motion: Councillors Adam-McGregor, Bibby, Brown, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Davidson, Devine, Andy Doig, Audrey Doig, Don, Grady, Harte, Hood, Hughes, Kennedy, Mack,

K MacLaren, M MacLaren, McCartin, McCulloch, McEwan, McGurk, McNaughtan, Montgomery, Mylet, Nicolson, Paterson, Rodden, Sharkey, Shaw, Sheridan and Steel.

The following member abstained: Councillor Dowling.

7 members having voted for the amendment, 34 members having voted for the motion and 1 member having abstained, the motion was accordingly declared carried.

DECIDED:

(a) That it be noted that Renfrewshire Council was an active member of the Nuclear Free Local Authorities Scotland Forum (NFLA) and a member of the Hiroshima-led Mayors for Peace; both of which had been working for over 3 decades to promote multilateral nuclear disarmament;

(b) That it be noted that NFLA and Mayors for Peace worked with the International Campaign to Abolish Nuclear Weapons (ICAN), which had received the Nobel Peace Prize in 2017 for its work in encouraging over two thirds of United Nations members to agree to the International Treaty to Prohibit Nuclear Weapons (TPNW);

(c) That Council regrets that the Governments of the existing nuclear weapon states, including the UK, refused to support the Treaty and fully supported the TPNW as one of the most effective ways to bring about long-term and verifiable multilateral nuclear disarmament;

(d) That Council calls on the United Kingdom Government to lead a global effort to prevent nuclear war by:

Renouncing the option of using nuclear weapons first;

Cancelling the plan to replace its entire Trident nuclear arsenal with enhanced weapons;

Actively pursuing a verifiable agreement among nuclear-armed states to eliminate their nuclear arsenals by supporting the Treaty to Prohibit Nuclear Weapons and the 'Good Faith' Protocols within the Nuclear Non-Proliferation Treaty; and

(e) That the Chief Executive write to the UK Government to inform of this resolution and urge it to take account of the decision.

Adjournment

The meeting adjourned at 10.05am and reconvened at 10.25am.

11 Notice of Motion 3 by Councillors McCartin and Mack

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

"Brexit

Brexit is expected to have significant economic and demographic consequences for Renfrewshire depending on any terms agreed, there will be a loss of access to markets and labour predicted to negatively affect the economy.

Accordingly, Renfrewshire Council supports the holding of a further referendum to give the UK public the final say on any terms agreed for Brexit, that referendum to include the option of the UK remaining in the EU.

Council notes that the Scottish Parliament has agreed “to providing unequivocal support for a public vote on the final terms of the Brexit deal.””

In terms of Standing Order 27, Councillors McCartin and Mack, being the mover and seconder of the motion, agreed a proposal by Councillor Paterson, that the words “and COSLA” be inserted after Scottish Parliament in the final paragraph. Councillor McCartin, seconded by Councillor Mack, then moved the motion as amended.

Councillor Sharkey, seconded by Councillor Devine, moved as a first amendment:

“That this Council agrees with the premise of the Motion but seeks clarity of the current Scottish Government’s contradictory position of seeking separation from the largest economic market, i.e. the UK on the basis of self-determination, but seeks binding partnership within the EU. This Council therefore supports the call for an early General Election in order that the electorate can make an informed decision.”

Councillor J MacLaren, seconded by Councillor Graham, moved as a second amendment:

“The UK public voted to leave and the Government has done its best to bring this about. It is for the elected politicians to argue the detail and not to go back to the public for another vote. You can’t go back and re-run elections or referenda just because you don’t like the result.

Renfrewshire Council does not support the holding of a further referendum on leaving Europe, nor does this council agree to a further referendum on the independence for Scotland.”

On the roll being called between the motion as amended and the first amendment, the following members voted for the first 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, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Audrey Doig, Don, Hughes, Mack, K MacLaren, M MacLaren, McCartin, McEwan, McGurk, McNaughtan, Mylet, Nicolson, Paterson, Rodden, Shaw and Steel.

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

14 members having voted for the first amendment, 21 members having voted for the motion and 7 members having abstained, a vote was then taken between the motion and second amendment.

On the roll being called between the motion and the second amendment, the following members voted for the second amendment: Councillors Begg, Binks, Graham, Kerr, J MacLaren, McIntyre and Strang.

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

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

7 members having voted for the second amendment, 21 members having voted for the motion and 14 members having abstained, the motion as amended was accordingly declared carried.

DECIDED:

(a) That it be noted that Brexit was expected to have significant economic and demographic consequences for Renfrewshire, depending on any terms agreed, with a loss of access to markets and labour predicted to negatively affect the economy;

(b) That Renfrewshire Council support the holding of a further referendum to give the UK public the final-say on any terms agreed for Brexit, that referendum to include the option of the UK remaining in the EU; and

(c) That Council note that the Scottish Parliament and COSLA had agreed "to providing unequivocal support for a public vote on the final terms of the Brexit deal."

12 Notice of Motion 4 by Councillors Sharkey and Devine

There was submitted a Notice of Motion by Councillors Sharkey and Devine in the following terms:

"Lang's Tannery – Improved Terms and Conditions

This Council agrees to support the workers of Lang's Tannery in Paisley in their ongoing strike action for improved Terms & Conditions.

Council notes that Lang's are part of the wider Scottish Leather Group, and the workplace has been a constant fixture in the Paisley area for well over 100 years and this is the first time in its history that the workers have felt compelled to take any form of strike action, showing how far the workforce have been pushed by the Employer.

The Employer and Community Union, the Trade Union that are the recognised Union within the group to negotiate pay, terms and conditions for staff were involved in protracted annual pay discussions since 2018, that ultimately reached a ballot of all members who returned an overwhelming rejection of the offer, and as such the Union encouraged the Employer to re-open further dialogue and/or invite ACAS to convene conciliatory discussions in order to avoid any escalation of dispute.

However, the Employer ignored these requests and proceeded to impose the pay offer upon all staff, the very offer that had been unilaterally rejected across all of the Scottish sites.

Regrettably, this has now led the Lang's workforce to undergo this ongoing Strike

Action, in the hope that the Employer will re-engage with the Union with a view to exploring a suitable resolution in this matter.

It is further noted that during the previous strike action, whilst the workers were stood out in the extreme weathers on the picket line, the Employer proceeded to have delivered pizzas for those who had attended and issued them a £25 gift voucher. These actions showed blatant disregard by the Employer towards their long-serving Employees who fighting for a justifiable cause and see the responsibility for the breakdown in industrial relations lying entirely at the feet of the Employer.

Council pledges its entire support to ensure the strikers' current plight is acknowledged and responded to in good faith by the Employer."

Councillor Sharkey, seconded by Councillor Devine, then moved the motion.

Councillor McNaughtan, seconded by Councillor Burns, moved as a first amendment :

"This Council recognises the need for all sides in any industrial dispute to negotiate in good faith in order to reach a resolution. Council expects all parties in trade disputes to treat each other with respect in order to avoid protracted disruption and adversely affect the economy of Renfrewshire."

Councillor J MacLaren, seconded by Councillor Graham, moved as a second amendment:

"Renfrewshire Council believes that the ongoing industrial action at WJ and W Lang is not relevant Council business. WJ and W Lang is not a Council run business, and what is more, the Council has no contracts with this business. Council believes that the matter is for the employer and Community Union to resolve and urges the union to accept the offer of arbitration"

In terms of Standing Order 27 Councillors J MacLaren and Graham being the mover and seconder of the second amendment agreed to withdraw their amendment.

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

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

27 members having voted for the first amendment and 15 members having voted for the motion, the amendment was accordingly declared carried.

DECIDED: That Council recognised the need for all sides in any industrial dispute to negotiate in good faith in order to reach a resolution and expected all parties in trade disputes to treat each other with respect in order to avoid protracted disruption and adversely affect the economy of Renfrewshire.

Adjournment

The meeting adjourned at 11.20am and reconvened at 11.30am.

Sederunt

When the meeting re-convened Councillors Binks, McCartin and Shaw were not present but entered the meeting during consideration of the following item.

Councillor Mack left the meeting during consideration of this item.

13 Notice of Motion 5 by Councillors Kennedy and Brown

There was submitted a Notice of Motion by Councillors Kennedy and Brown in the following terms:

“Pedestrian Crossings in Renfrewshire

Council instructs the relevant departments to inspect every pedestrian crossing in Renfrewshire to ensure they are fit for purpose for our visually impaired residents. Council will take appropriate action where needed to install or repair tactile paving and tactile rotating discs to enable those residents to cross with a degree of safety. Council also agrees to undertake an assessment of the condition of Renfrewshire's footpaths with regard to their safety for disabled and visually impaired residents.”

Councillor Kennedy, seconded by Councillor Brown, then moved the motion.

Councillor Adam-McGregor, seconded by Councillor McEwan, moved as an amendment:

“All signal controlled pedestrian crossings in Renfrewshire have an annual inspection programme to ensure they are functioning correctly for all users and in particular visually impaired residents. All footways are also part of a cyclic inspection programme which includes safety for visually impaired users. Council therefore agrees that any repairs reported regarding tactile paving, rotating cones and audible alarms should be rectified as a matter of priority.”

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

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

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

It was proposed that where appropriate lighting levels be included in pedestrian crossing inspections. This was agreed.

DECIDED:

- (a) That it be noted that all signal-controlled pedestrian crossings in Renfrewshire had an annual inspection programme to ensure they were functioning correctly for all users and, in particular, visually impaired residents;
- (b) That it be noted that all footways were also part of a cyclical-inspection programme which included safety for visually-impaired users;
- (c) That any repairs reported regarding tactile paving, rotating cones and/or audible alarms be rectified as a matter of priority; and
- (d) That where appropriate lighting levels be included in pedestrian crossing inspections.

Sederunt

Councillor Mack re-entered the meeting prior to consideration of the following item of business.

14 Notice of Motion 6 by Councillors Hood and Grady

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

"St Anthony's Primary School - United Kingdom's Literacy School of the Year

Council congratulates the staff, parents and pupils of St Anthony's Primary School on being awarded the United Kingdom's Literacy School of the Year. This is a notable achievement as it is the first win by a Scottish school and is a testament to the hard work and dedication of all involved."

Councillor Hood, seconded by Councillor Grady, then moved the motion which was agreed unanimously.

DECIDED: That the staff, parents and pupils of St Anthony's Primary School be congratulated on being awarded the United Kingdom's Literacy School of the Year, which was a notable achievement as it was the first win by a Scottish school and a testament to the hard work and dedication of all involved.

15 Notice of Motion 7 by Councillors Sharkey and Kennedy

There was submitted a Notice of Motion by Councillors Sharkey and Kennedy in the following terms:

"Paisley Town Centre Parking

Council recognises that the current administration is unable to provide a consistent and credible parking policy for Paisley town centre and believes that the Free for Three offering free parking for three hours should be given a pilot scheme in order to find a

way through the SNP's lack of clarity."

Councillor Sharkey, seconded by Councillor Kennedy, then moved the motion.

Councillor McEwan, proposed that Council agrees that parking arrangements in Paisley Town Centre be reviewed. The request to consider three hours of free parking, the provision of electric charging points, disability parking spaces and improved signage should be considered as part of the review along with the financial implications.

In terms of Standing Order 27, Councillors Sharkey and Kennedy, being the mover and seconder of the motion, agreed that the motion be withdrawn and replaced by the proposal by Councillor McEwan, and this was agreed unanimously.

The Chief Executive highlighted the desirability of considering the findings of any proposed review of parking arrangements in Paisley Town Centre, which could potentially have financial implications for the Council, prior to setting the Council budget in February 2019. Accordingly, it was agreed that the implications arising from the proposals to be considered as part of the review, be provided to members as soon as possible, together with an analysis of the recently announced proposed Scottish Budget.

DECIDED:

(a) That parking arrangements in Paisley Town Centre be reviewed;

(b) That the request to consider three hours of free parking, the provision of electric charging points, disability parking spaces and improved signage be considered as part of the review along with the financial implications; and

(c) That the implications arising from the proposals to be considered as part of the review be provided to members as soon as possible, together with an analysis of the recently announced proposed Scottish Budget.

Sederunt

K MacLaren left the meeting prior to consideration of the following item of business.

16 Notice of Motion 8 by Councillors McCartin and Andy Doig

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

"Commercial sexual exploitation

Council agrees to support the Nordic model of the management of this form of exploitation, which criminalises the purchase of sex, decriminalises the sale of sex, and provides services to help prostitutes leave this life.

Council will write to the Minister for Justice asking that the Scottish Government adopts this model."

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

Councillor Hughes, seconded by Councillor Campbell, moved as an amendment;

Replace 'prostitutes' with 'sex workers' and add 'if they so choose' after 'to leave this life'.

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, Graham, Hughes, Kerr, M MacLaren, McEwan, McGurk, McIntyre, McNaughtan, Mylet, Nicolson, Paterson, Rodden, Shaw and Steel.

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

The following members abstained: Councillors Bibby and J MacLaren.

21 members having voted for the amendment, 18 members having voted for the motion and 2 members having abstained, the amendment was accordingly declared carried.

DECIDED:

(a) That Council supports the Nordic model of the management of commercial sexual exploitation, which criminalised the purchase of sex, decriminalised the sale of sex and provided services to help sex workers leave this life if they so chose; and

(b) That Council write to the Minister for Justice asking that the Scottish Government adopts this model.

Sederunt

Councillor K MacLaren re-entered the meeting prior to consideration of the following item of business.

17 Notice of Motion 9 by Councillors Andy Doig and McCartin

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

"Repair of Kilbarchan Park Gates

Council notes that in the summer of 2017 the main gates of Kilbarchan Public Park were inadvertently struck by a council vehicle causing damage and rendering them unsafe for use. Council regrets that nearly two years later they have still to be repaired and accordingly instructs the appropriate council officers ensure repairs are made within six months from today."

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

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

Delete 'within 6 months' and replace with 'by 23 May 2019' and that similar repairs to Shanks Park posts and Barshaw main gates are repaired by the same date.

In terms of Standing Order 27, Councillors Andy Doig and McCartin, being the mover and seconder of the motion, agreed the amendment to the motion. The amendment was agreed unanimously.

DECIDED:

(a) That Council note that in the summer of 2017 the main gates of Kilbarchan Public Park were inadvertently struck by a Council vehicle causing damage and rendering them unsafe for use. Council regretted that nearly two years later they had still to be repaired and accordingly instructed that the appropriate Council officers ensure repairs were made by 23 May 2019; and

(b) That similar repairs be undertaken, by the same date, to the posts at Shanks Park, Johnstone and the main gates at Barshaw Park, Paisley.

18 Notice of Motion 10 by Councillors Andy Doig and Mack

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

"Scottish National Stage Race

Council acknowledges the growth of Scottish cycling in recent decades so that Scotland is now one of the top international competitive cycling nations, Council further notes with pride the outstanding success of Renfrewshire clubs such as the Johnstone Wheelers and Paisley Velo, who have contributed to this renaissance, and remembers with pride the role that Paisley and Renfrewshire played in initiating the former Scottish Milk Race in the 1970's.

Council laments the fact that Scotland alone, of all the British Isles countries, does not currently have a national stage race, and therefore resolves to approach the Scottish Government, Sports Scotland, and Scottish Cycling, to promote the revival of a Scottish national cycling stage race to continue to secure Scotland's place at the top of international cycling."

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

DECIDED:

(a) That Council acknowledged the growth of Scottish cycling in recent decades so that Scotland was now one of the top international competitive cycling nations, Council further noted with pride the outstanding success of Renfrewshire clubs, such as the Johnstone Wheelers and Paisley Velo, who had contributed to this renaissance, and remembered with pride the role that Paisley and Renfrewshire played in initiating the former Scottish Milk Race in the 1970's; and

(b) That Council lamented the fact that Scotland alone, of all the British Isles countries, did not currently have a national stage race, and therefore resolved to approach the

Scottish Government, Sports Scotland, and Scottish Cycling, to promote the revival of a Scottish national cycling stage race to continue to secure Scotland's place at the top of international cycling.

19 Notice of Motion 11 by Councillors Andy Doig and Mack

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

"Renfrewshire Council Review of Community Events Charging

Council reaffirms its ambition to promote Renfrewshire Council as a leading tourism destination with strategic transport links, and one with a rich heritage and legacy of medieval, enlightenment, and industrial assets.

Council believes that the foundation for such an ambition lies in empowering local communities to showcase their own heritage and legacy and calls for a review of Renfrewshire Council's charging policy for community events, particularly in reference to that operated by local authorities such as Edinburgh City and Stirling which have established tourist footfall."

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

DECIDED:

(a) That Council reaffirmed its ambition to promote Renfrewshire Council as a leading tourism destination with strategic transport links, and one with a rich heritage and legacy of medieval, enlightenment, and industrial assets; and

(b) That Council believed that the foundation for such an ambition lay in empowering local communities to showcase their own heritage and legacy and called for a review of Renfrewshire Council's charging policy for community events, particularly in reference to that operated by local authorities such as Edinburgh City and Stirling which had established tourist footfall.

Declarations of Interest

Councillors Audrey Doig and Andy Doig having previously declared a financial interest in the following item of business left the meeting and took no part in the discussion or voting thereon.

Councillors Hughes, McCartin and Begg having previously declared an interest in the following item of business and having a general dispensation from the Standards Commission which allowed them to take part and to vote in relation to such matters, remained in the meeting.

20 Notice of Motion 12 by Councillors Harte and Grady

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

"Park Mains High School Gym

Council agrees that members of the public will not be allowed access to the gym at Park Mains High School, during school opening hours, until it has been agreed by parents, teachers, pupils and the wider community, following comprehensive consultation and engagement."

Councillor Harte, seconded by Councillor Grady, then moved the motion.

Councillor Nicolson, seconded by Councillor Campbell, moved as an amendment:

"Access arrangements

Council notes that a review of the access arrangements to the Community Sports Hub at Park Mains High School Erskine was agreed at the leadership board at its meeting on the 5/12/18. This was agreed by all members. This review is in response to public concerns raised and that a report indicating any works required and potential costs will be reported back for consideration."

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

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

The following member abstained: Councillor Begg.

20 members having voted for the amendment, 19 members having voted for the motion and 1 member having abstained, the amendment was accordingly declared carried.

DECIDED: That Council noted that a review of the access arrangements to the Community Sports Hub at Park Mains High School Erskine was agreed unanimously at the meeting of the Leadership Board held on 5 December 2018 and that a report identifying works required and potential costs would be submitted to a future meeting for consideration.

Sederunt

Councillors Audrey Doig and Andy Doig re-entered the meeting prior to consideration of the following item of business.

21 Notice of Motion 13 by Councillors Sharkey and Hood

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

"Paisley Threads

This Council congratulates Paisley Threads on 20 years of their excellent contribution to helping the people of Renfrewshire and especially our young people."

Councillor Sharkey, seconded by Councillor Hood, then moved the motion which was agreed unanimously.

DECIDED: That Paisley Threads be congratulated on their 20 years of excellent contribution to helping the people of Renfrewshire and especially young people.

22 Notice of Motion 14 by Councillors Mack and Andy Doig

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

"Freedom of the Press

This Council joins journalists and press freedom campaigners all over the world in condemning anyone in a position of power who thinks it is 'in the interests of the state' to kill their critics as long as they call them 'enemies of the people.'

Moreover, in addition to affirming the above principle, the Independent Group would like to mark this time of year with the giving on an inexpensive gift to all fellow Councillors - the Locus Classicus and Everyman guide to local government, 'Caught in The Crossfire' by leading investigative journalist, Mr Russell Findlay."

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

Councillor Devine, seconded by Councillor Hood, moved as an amendment:

"Accept paragraph 1. Delete paragraph 2."

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

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

13 members having voted for the amendment and 29 members having voted for the motion, the motion was accordingly declared carried.

DECIDED:

(a) That this Council joined journalists and press freedom campaigners all over the world in condemning anyone in a position of power who thought it was 'in the interests of the state' to kill their critics as long as they called them 'enemies of the people;' and

(b) That moreover, in addition to affirming the above principle, this time of year be marked with the giving on an inexpensive gift from the Independent Group to all fellow Councillors - the Locus Classicus and Everyman guide to local government, 'Caught in The Crossfire' by leading investigative journalist, Mr Russell Findlay.

Sederunt

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

23 Notice of Motion 15 by Councillors J MacLaren and Begg

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

"Fixed penalty notice for littering

The Council acknowledges the importance of discouraging people from dropping litter; supports increasing the fixed penalty notice for littering from £80 to £100; agrees that a letter from the local authority will be sent to the Scottish Government making clear Renfrewshire Council's support for increasing the default on-the-spot litter fine from £80 to £100 and to request that Ministers implement this change as quickly as possible."

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

Councillor Mylet, seconded by Councillor Steel, moved as an amendment:

"To delete two instances of £100 and replace with £200."

In terms of Standing Order 27 Councillors J MacLaren and Begg being the mover and seconder of the motion agreed the amendment to the motion. The motion as amended was agreed unanimously.

DECIDED: That the Council acknowledged the importance of discouraging people from dropping litter; supported increasing the fixed penalty notice for littering from £80 to £200; agreed that a letter be sent from the local authority to the Scottish Government making clear Renfrewshire Council's support for increasing the default on-the-spot litter fine from £80 to £200 and requesting that Ministers implement this change as quickly as possible.

24 Notice of Motion 16 by Councillors McIntyre and Strang

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

"Increase to reimbursement rate for National Concessionary Travel Scheme

Renfrewshire Council notes the reduction in the reimbursement rate for the National Concessionary Travel Scheme from an initial rate of 76.3% in 2006/2007 to 56.8% in 2018/2019.

The Council calls on the Scottish Government to increase the reimbursement rate to support bus services across Renfrewshire and Scotland."

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

Councillor Don, seconded by Councillor Hughes, moved as an amendment;

"The Council calls on the Scottish Government to increase the reimbursement rate to support bus services across Renfrewshire and Scotland. Council also agrees that no uplift or increase be considered unless it is attached to a commitment by local bus companies to improve services to local communities."

In terms of Standing Order 27 Councillors McIntyre and Strang being the mover and seconder of the motion agreed the amendment to the motion. The amendment was agreed unanimously.

DECIDED: That Council calls on the Scottish Government to increase the reimbursement rate to support bus services across Renfrewshire and Scotland and agreed that no uplift or increase be considered unless it was attached to a commitment by local bus companies to improve services to local communities.

Minute of Meeting

Communities, Housing & Planning Policy Board

Date	Time	Venue
Tuesday, 15 January 2019	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Chair

Councillor McGurk, Convener, presided.

In Attendance

M Crearie, Director of Communities, Housing & Planning Services; L McIntyre, Head of Policy & Commissioning and A Morrison, Head of Regeneration (both Chief Executive's Service); F Carlin, Head of Planning & Housing Services, O Reid, Head of Public Protection, C Dalrymple, Regulatory Enforcement Manager, S Marklow, Strategy & Place Manager and L Muirhead, Planning & Housing Manager (all Communities, Housing & Planning Services); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, A McLaughlin, Senior Solicitor Litigation & Regulatory Services and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

Declarations of Interest

Councillor Nicolson declared a financial interest in item 11(b) Planning Application 18/0211/PP as he was a member of NHS Greater Glasgow & Clyde Health Board and intimated that he would leave the meeting and not take part in any discussion or voting thereon.

1 Minute 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 30 October 2018, which forms the Appendix to this Minute.

DECIDED: That the Minute be approved.

2 Revenue Budget Monitoring Report

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources, Communities, Housing & Planning Services and Children's Services for the period 1 April to 9 November 2018.

DECIDED: That the budget position be noted.

3 Capital Budget Monitoring Report

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the period 1 April to 9 November 2018.

DECIDED: That the report be noted.

4 Community Empowerment Fund

There was submitted a report by the Chief Executive relative to the award of grants from the Community Empowerment Fund.

The report outlined the key objectives and aims of the Community Empowerment Fund and the appendix to the report provided details of two applications; one from Lochwinnoch Community Development Trust for £8,000 to conduct a feasibility study in order to develop a water abstraction facility as a community business; and one from Kustom Kruizers for £50,000 to convert the former toilet block in Robertson Park into a bicycle workspace, hub and training centre for young people. It was noted that the application from Kustom Kruizers had been deferred from the last meeting of this Board and that an asset transfer application was at an early stage.

It was highlighted that the deadline for the submission of applications for the next round of funding was 20 November 2018.

DECIDED:

(a) That Lochwinnoch Community Development Trust be awarded £8,000; and

(b) That Kustom Kruizers be awarded £25,000 as a contribution towards the costs of full refurbishment of Robertson Park toilets, subject to a successful asset transfer application.

5 Renfrewshire Common Housing Allocation Policy

Under reference to item 10 of the Minute of the meeting of the Board held on 21 August 2018, there was submitted a report by the Director of Communities, Housing & Planning Services relative to the Renfrewshire Common Housing Allocation Policy (the policy), an updated copy of which was appended to the report.

The report detailed the outcome of public consultation on the draft Renfrewshire Common Housing Allocation Policy and advised that feedback received had been extremely positive. Consequently, only one amendment, as detailed in paragraph 4.4 of the report, had been made to the content of the updated policy.

DECIDED:

- (a) That feedback received during the consultation period as detailed in section 4 of the report be noted;
- (b) That the finalised Renfrewshire Common Housing Allocation Policy as set out in the appendix be approved for implementation;
- (c) That it be noted that the four participating local Housing Association partners would present the finalised Renfrewshire Common Housing Allocation Policy to their committees for approval early 2019; and
- (d) That the Director of Communities, Housing and Planning Services be authorised to prepare targets and report these to the next meeting of this Board to be held in March 2019.

6 Licensing of Mobile Home Sites with Permanent Residents

There was a report submitted by the Director of Communities, Housing & Planning Services relative to the licensing of mobile home sites with permanent residents.

The Scottish Government had introduced new legislation which amended requirements for the licensing of mobile home sites with permanent residents. The requirements had changed significantly and included a charging structure to permit Local Authorities to set fees for work associated with issuing a licence for any site. All sites to which this applied required to be licensed by 1 May 2019. It was noted that there were only five sites within Renfrewshire with permanent residents that were likely to be affected by the new requirements. An appendix to the report detailed the Schedule of Charges for Mobile Home (Permanent) Site Licence Fees to be applied.

DECIDED:

- (a) That the licensing changes to be implemented for mobile home sites with permanent residents be noted;
- (b) That the schedule of charges for licence fees for such sites, as detailed within the appendix to the report, be approved;
- (c) That it be delegated to the Director of Communities, Housing & Planning Services under the Council's Scheme of Delegated Functions to undertake relevant regulatory and enforcement activities and charge appropriate fees for licensing and regulation

under the new legislation; and

(d) That it be noted that under the Council's Scheme of Delegated Functions authorised officers within Communities and Public Protection already had powers to issue, vary, renew, refuse or revoke licences under the Caravan Sites and Control of Development Act 1960 and that the Appeal process set in this legislation was directly to the Sheriff Court – with no formal appeal process within the local authority.

7 Regulation of Social Housing - Response to Consultation by the Scottish Housing Regulator

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Regulation of Social Housing – Response to Consultation by the Scottish Housing Regulator (SHR) on its framework of regulation of social housing in Scotland. It was noted that the deadline for responses was 14 December 2018 and a draft response had been issued to meet this timescale.

The report intimated that the SHR had powers under the Housing (Scotland) Act 2010 to regulate social housing in Scotland. The framework of regulation applied to all social landlords and it set out how the SHR would regulate Registered Social Landlords and the housing and homeless services provided by local authorities.

The report detailed the SHR consultation papers and provided a summary of the new draft framework for regulation along with a copy of the Council's proposed response as detailed in the appendix to the report.

DECIDED: That the consultation response from Renfrewshire Council, as detailed in the appendix to the report, be approved.

8 Vandalism, Youth Disorder and Partnership Interventions

There was submitted a report by the Director of Communities, Housing & Planning Services relative to Vandalism, Youth Disorder and Partnership Interventions.

The report highlighted key achievements that were contributing to a sustained reduction in vandalism and youth disorder and provided detailed information about the evolution of innovative and holistic partnership initiatives and interventions.

DECIDED:

(a) That the reduction in youth disorder and vandalism being reported to the Renfrewshire Community Safety Partnership be noted; and

(b) That the work undertaken by Renfrewshire Community Safety Partnership and other partners to tackle and reduce reported incidents of vandalism and youth disorder be noted.

9 Land at Hallhill Road, Johnstone

There was submitted a report by the Director of Finance & Resources relative to land at Hallhill Road, Johnstone.

The report intimated that the site at Hallhill Road, Johnstone, identified on the plan appended to the report (E2871B), was surplus to the requirements of the Housing Revenue Account (HRA) and agreement was now sought to transfer the land to the General Services Account (GSA) to facilitate the construction of a nursery.

It was highlighted that the transfer of this land to the GSA would be subject to the transfer of a replacement site to the HRA once a suitable replacement site had been identified.

DECIDED:

(a) That the transfer of the Housing Revenue Account site at Hallhill Road, Johnstone, as shown on the plan attached to the report, to the General Services Account subject to geotechnical investigations and planning considerations be approved;

(b) That it be noted that the Housing Revenue Account would receive a site from the General Service Account in exchange for the site transferred once this had been identified;

(c) That it be noted that the internal transfer of the sites between the General Services and Housing Revenue Account would be undertaken in terms of Section 203(2) of the Housing (Scotland) Act 1987 and in accordance with the Disposal of Land by Local Authorities (Scotland) Regulations 2010 and the subsequent guidance issued by Scottish Ministers on the disposal of Housing Revenue Account land issued March 2016; and

(d) That it be noted that the development of a nursery at Hallhill Road would be subject to a detailed planning application.

10 Proposals of Application Notices

There was submitted a report by the Director of Communities, Housing & Planning Services relative to three proposal of application notices.

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

11 Planning Applications

There were submitted the undernoted reports by the Director of Communities, Housing & Planning Services relative to applications for planning permission that required to be determined by the Board.

(A) 16/0726/PP – WARD 12: DISCHARGE OF PLANNING CONDITIONS 5 AND 10(A) AND (B) RELATIVE TO PLANNING PERMISSION GRANTED FOR THE ERECTION OF RESIDENTIAL DEVELOPMENT COMPRISING 195 DWELLING HOUSES WITH ASSOCIATED ROADS, CAR PARKING AND LANDSCAPING AT NORTH BAR, BANCHORY AVENUE, INCHINNAN BY CALA HOMES (WEST) LIMITED

Under reference to paragraph 23(c) of the Minute of the meeting of this Board held on 30 October 2018, consideration of the application to discharge planning conditions resumed.

It was proposed that, as detailed within the report, planning conditions 5 and 10(a) and (b) be discharged. Councillor Nicolson further proposed that it be noted that the applicant had expressed agreement with the view of the Board that a high importance be placed on providing a safe walking route to local schools and services thereby greatly reducing the necessity for pedestrians to cross busy local roads. The applicant had agreed to work on a more direct north west link path to connect with the footbridge located on Newshot Drive, local primary schools and nurseries and local bus services. This was agreed.

DECIDED: That planning conditions 5 and 10(a) and (b) be discharged and that it be noted that the applicant had expressed agreement with the view of the Board that a high importance be placed on providing a safe walking route to local schools and services thereby greatly reducing the necessity for pedestrians to cross busy local roads. The applicant had agreed to work on a more direct north west link path to connect with the footbridge located on Newshot Drive, local primary schools and nurseries and local bus services.

DECLARATION OF INTEREST

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

(B) 18/0211/PP: WARD 10: ERECTION OF 110 TWO-STOREY DWELLING HOUSES, ASSOCIATED LANDSCAPING, INFRASTRUCTURE AND ASSOCIATED WORKS BY TAYLOR WIMPEY WEST SCOTLAND AND NHS GREATER GLASGOW & CLYDE

Under reference to paragraph 23(a) of the Minute of the meeting of this Board held on 30 October 2018, consideration of the application resumed.

Councillor Andy Doig, seconded by Councillor Binks, moved that given the decision taken at full Council on 27 September 2018 supporting the primacy of safe walking routes to school, and reaffirmed by the last Communities, Housing & Planning Policy Board on 30 October 2018, this Board finds that the report on Planning Application 18/2011/PP falls under Standing Order 28 and is not competent, and therefore should be withdrawn from the agenda.

Councillor McNaughtan, seconded by Councillor Rodden, moved as an amendment that the application be granted subject to the conditions and reasons detailed within the report and that the matter of safe travel to school routes be referred to the Education & Children's Services Policy Board for its consideration.

On the roll being called the following members voted for the amendment: Councillors Burns, Don, McCulloch, McGurk, McNaughtan, Montgomery and Rodden.

The following members voted for the motion: Councillors Binks, Andy Doig, Hood, J MacLaren and Strang.

Seven members having voted for the amendment and five members having voted for the motion, the amendment was accordingly declared carried.

DECIDED: That the application be granted subject to the details and conditions detailed within the report and that the matter of safe travel to school routes be referred to the Education & Children's Services Policy Board for its consideration.

SEDERUNT

Councillor Nicolson returned to the meeting prior to consideration of the following item.

(C) 18/0117/PP – WARD 12: VARIATION TO CONDITION 4 (ENCLOSURE AND OPERATION OF STORAGE BAYS) OF PLANNING PERMISSION 16/0832/PP BY WRC

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

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

(D) 18/0593/PP – WARD 8: ERECTION OF 13 INDUSTRIAL UNITS WITH ASSOCIATED ACCESS ROAD AND CAR PARKING AND ERECTION OF PALISADE PERIMETER FENCE AND ACCESS GATES BY MR BELLJAFLAH

It was proposed that the application be refused for the reasons detailed within the report. This was agreed.

DECIDED: That the application be refused for the reasons detailed within the report.

(E) 18/0649/PP – WARD 9: DEMOLITION OF SINGLE-STOREY GARAGE BUILDINGS AND ERECTION OF FLATTED ACCOMMODATION BY MEGARITY DEVELOPMENTS LIMITED

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

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

(F) 18/0650/PP – WARD 8: DEMOLITION OF SINGLE-STOREY GARAGE BUILDING AT 11 STEEPLE STREET, KILBARCHAN BY MEGARITY DEVELOPMENTS LIMITED

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

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

(G) 18/0482/PP – WARDS 4 AND 12: ERECTION OF BUSINESS PART DEVELOPMENT (IN PRINCIPLE) TO INCLUDE ADVANCED MANUFACTURING RESEARCH AND DEVELOPMENT AND AVIATION SERVICES, COMPRISING OF PRIMARILY CLASS 4 BUSINESS, CLASS 5 GENERAL INDUSTRIAL AND CLASS 5 STORAGE AND DISTRIBUTION USES; ANCILLARY SERVICE, EDUCATION AND TRAINING PROVISION; PLUS ASSOCIATED CAR PARKING, ACCESS, LANDSCAPING, INFRASTRUCTURE WORKS, PUBLIC REALM AND OPEN SPACE AT NETHERTON FARM, ABBOTSINCH ROAD, RENFREW BY RENFREWSHIRE COUNCIL CITY DEAL TEAM

Councillor McGurk proposed that the Board be disposed to grant subject to conditions and subject to the terms of the Direction issued by the Scottish Ministers to the Council on 14 January 2018 in terms of Regulations 31 and 32 of the Town & Country Planning (Development Management Procedure) (Scotland) Regulations 2013 and in particular the restrictions on the Council granting or not granting the planning permission in respect of the development before the expiry of the period specified in the Direction. This was agreed.

DECIDED: That the Board was disposed to grant subject to conditions and subject to the terms of the Direction issued by the Scottish Ministers to the Council on 14 January 2018 in terms of Regulations 31 and 32 of the Town & Country Planning (Development Management Procedure) (Scotland) Regulations 2013 and in particular the restrictions on the Council granting or not granting the planning permission in respect of the development before the expiry of the period specified in the Direction.

Minute of Meeting

Police and Fire & Rescue Scrutiny Sub-Committee

Date	Time	Venue
Tuesday, 15 January 2019	15:00	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor John Hood, Councillor Marie McGurk, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jane Strang

Chair

Councillor McGurk, Convener, presided.

In Attendance

M Crearie, Director of Communities, Housing & Planning Services; O Reid, Head of Communities & Public Protection and C Dalrymple, Communities and Regulatory Manager (both Communities, Housing and Planning Services); and K O'Neill, Assistant Democratic Services Officer (Finance & Resources).

Also in Attendance

S Wright, Chief Inspector (Police Scotland); and M Gallacher, Group Manager and J Barr, Station Manager (both Scottish Fire & Rescue Service).

Declarations of Interest

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

1 Consultation on HM Inspectorate of Constabulary in Scotland (HMICS) Scrutiny Plan 2019-20

There was submitted a report by the Director of Communities, Housing & Planning Services relative to consultation on HM Inspectorate of Constabulary in Scotland's (HMICS) Scrutiny Plan 2019/20.

The report advised that HMICS had undertaken strategic engagement with Police Scotland, Force Executive and Divisional Commanders between November 2018 and January 2019 which allowed them to maintain a good understanding of current issues which affected policing and to ensure that their future scrutiny activity focused on the right issues in the right areas.

To support the process, HMICS had sought the views of key stakeholders, including local councils, to ascertain whether there were any topical, high-risk or emerging areas in policing that should be included within the 2019/20 Scrutiny Plan. The response developed and submitted by Renfrewshire Council, prior to the deadline of 21 December 2018, was appended to the report for homologation. It was noted that the response welcomed the development of a HMICS Scrutiny Plan for 2019/20 and sought continued focus on key national issues. At K Division level, Police Scotland had worked closely with the Council and with the Scottish Fire & Rescue Service to develop an innovative collaborative learning approach shared across key agencies and which sought to integrate local actions and priorities into the Local Outcome Improvement Plan to develop shared accountability across strategic objectives for the benefit of communities across Renfrewshire.

It was highlighted that local relationships with Police Scotland and the Scottish Police Authority were excellent and the response highlighted the strength of the relationship.

DECIDED:

(a) That the consultation on the HMICS Scrutiny Plan 2019/20 be noted; and

(b) That the action by the Director of Communities, Housing & Planning Services in submitting the Council's consultation response, as detailed in Appendix 1 to the report, be homologated.

2 HMICS and HMIPS - Reports on the Review of Arrangements for Home Detention Curfew

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the review by HM Inspectorate of Constabulary in Scotland (HMICS) to determine the 'state, effectiveness and efficiency' of both Police Scotland and the Scottish Police Authority and HM Inspectorate of Prisons for Scotland (HMIPS) to independently assess the processes operated in the Scottish Prison Services with respect to the Home Detention Curfew system.

The report advised that a review of arrangements for Home Detention Curfew had been undertaken following the murder committed locally by an offender who was 'unlawfully at large'.

A short-life working group established by the Scottish Prison Service and Police Scotland had been created to develop and change processes, assess what could be done differently and identify any learning that might arise.

Following the review, both organisations made a number of recommendations HMICS (16) and HMIPS (21) that had either already been implemented or would be considered moving forward. Chief Inspector Wright indicated that a number of recommendations could require a change in legislation which restricted progress at this time and further updates would be provided at future meetings.

DECIDED:

(a) That the reviews undertaken by HMICS and HMIPS on arrangements for home detention curfew be noted;

(b) That confirmation of progress being made in implementing the recommendations in the HMICS report that had particular reference to Police operations at a local level be noted; and

(c) That further updates be provided where changes to legislation were required to implement the recommendations.

3 Spotlight - Police Scotland Group 2 Crimes/Trends

There was submitted a report by the Public Protection Unit (Police Scotland), relative to statistical data for the period April to November 2018 concerning sexual crime in Renfrewshire and Inverclyde Divisions.

The report indicated that Group 2 crime incorporated a range of sexual offences ranging from serious sexual offences such as rape and indecent and sexual assault, to public indecency, sexual exposure, indecent communications and taking, distributing or possessing indecent photographs of children.

The Sub-committee was informed of a steady increase in the volume of reports of sexual crime in Renfrewshire and Inverclyde, and by extension throughout the entire Police Scotland area.

The report indicated that the volume of non-recent reporting had increased considerably in recent years and as a result more than 41% of sexual offences reported in 2018/19 were non-recent in nature.

DECIDED: That the information provided be noted.

4 Spotlight - Scottish Fire & Rescue Service - Deliberate Fire Raising

There was submitted a report by the Local Senior Fire Office relative to statistical data for the period 1 October to 31 December 2018 concerning incidents of deliberate fire raising locally and nationally; those Council wards where the volume of deliberate fires was highest; and the nature of incidents and activities undertaken by Scottish Fire & Rescue Service and numerous other agencies, including Police Scotland, Community Wardens and Housing to address the situation.

The report advised that the success of prevention and intervention activities and provision of fire safety advice to the public was measured around a number of outcome-based performance indicators. A multi-agency approach to dealing with fire offending and offenders was an effective way of protecting persons and property from fire, reducing operational response costs, and improving fire and fire-related performance indicators. A number of measures had been adopted and included bonfire education with children and young people and information exchange with Police Scotland at daily hub meetings.

The report indicated that the Prevention and Protection Directorate would provide materials including leaflets, presentations and guidance notes to allow local managers and community action teams to factor in a multi-agency approach to preventing deliberate fire setting across Renfrewshire for the coming year.

DECIDED: That the information provided be noted.

5 Local Issues Update

Chief Inspector Wright, gave a presentation relative to the potential impact of Brexit on services including possible new protocols, impact on arrest warrants and how support could require to be given to police forces in other areas of the United Kingdom. Assurance was given that, if required, provision of support to other areas would not impact on the service provided locally.

He also advised that the recent Winterfest festival held in Renfrewshire had been a success with no issues or increased criminal activity.

The Local Senior Officer, Scottish Fire & Rescue Service also made reference to the possible impact of Brexit on services provided by the Scottish Fire & Rescue Service and identified that no risks to service provision had been identified.

Both the Chief Officer (Police Scotland) and the Local Senior Officer (Scottish Fire & Rescue Service) indicated that business continuity planning meetings were ongoing.

DECIDED: That the information be noted.

Minute of Meeting

Regulatory Functions Board

Date	Time	Venue
Wednesday, 16 January 2019	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Eddie Devine, Councillor Audrey Doig, Councillor Lisa-Marie Hughes, Councillor Alistair Mackay, Councillor Cathy McEwan, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Jane Strang

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

A McLaughlin, Senior Solicitor (Litigation and Regulatory Services), P Shiach, Committee Services Officer, N O'Brien, Assistant Committee Services Officer and N Barr, Administrative Assistant (all Finance & Resources).

Apologies

Councillors Rodden and Steel.

Declarations of Interest

Councillors Montgomery and Devine declared a non-financial interest in item 1a of the agenda as the objector was known to them and indicated their intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

Sederunt

Councillors Devine and Montgomery, having previously declared an interest in the following item of business left the meeting and took no part in any discussion or voting thereon.

1 Grant of Street Traders' Licences - Personal Appearances

Under reference to item 9 of the Minute of the meeting of this Board held on 31 October 2018, consideration was resumed of application (a) for the grant of a Street Trader's Licence and there was submitted application (b) for the grant of a Street Trader's Licence. Applicant (a) had been asked to appear personally for the second time together with Councillor Sharkey, who had submitted an objection to the application in relation to trading in the Ralston area of Paisley and applicant (b) had been asked to appear personally for the first time together with Councillor Kenny MacLaren, Joyce Bunton, Gary Wilson, Tracy Wilson, Fiona MacRae, Elizabeth Johnston, Paul Johnston, Paul Johnston Jnr., William Kelly, Julie O'Brien, John O'Brien, Martin Reilly, Frank McGeachie, Yvonne Gibson, Russell Nightingale, Janice Boyd, Alice MacRae, Johnathon Williams, Stephanie Mayo, and Nicola Murney, who had submitted objections to the application:-

(a) Applicant: Alexander Brannigan, 5 Stoddart Square, Elderslie
 Authorised goods: soft ice cream, soft drink and confections
 Trading from: Renfrewshire Council area excluding Paisley Town Centre
 Lochfield and Hunterhill
 Operating hours: seven days per week – 11.00 am to 10.00 pm

There was no appearance by or on behalf of Mr Brannigan. Councillor Sharkey, who had submitted an objection to the application, 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 subject to the exclusion of the following areas, Lochfield, Ralston, Hunterhill and Paisley Town Centre. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year subject to the exclusion of the following areas, Lochfield, Ralston, Hunterhill and Lochfield.

SEDERUNT

Councillors Devine and Montgomery re-entered the meeting prior to consideration of the following item of business.

(b) Applicant: LI Tea's Limited (Owner Katrina Boal)
 Authorised goods: soup, hot and cold rolls, salads and sandwiches
 Trading from: Marchfield Avenue, parked 15 metres from junction to
 Inchinnan Road
 Opening hours: Monday to Sunday 8.00 am to 3.00 pm

There was no appearance by or on behalf of Ms Boal, LI Tea's Limited. Councillor Kenny MacLaren, who had submitted an objection to the application and Joyce Bunton, representing Paisley North Community Council, who had submitted an objection to the application were invited into the meeting. There was no appearance by or on behalf of Gary Wilson, Tracy Wilson, Fiona MacRae, Elizabeth Johnston, Paul Johnston, Paul Johnston Jnr., William Kelly, Julie O'Brien, John O'Brien, Martin Reilly, Frank McGeachie,

Yvonne Gibson, Russell Nightingale, Janice Boyd, Alice MacRae, Johnathon Williams, Stephanie Mayo, and Nicola Murney, objectors to the application.

After consideration of all matters before the Board, the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

2 Renewal of a Taxi Operator's Licence

There was submitted the undernoted application for renewal of a Taxi Operator's Licence:-

Eric Egan

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.

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

Under reference to item 3 of the Minute of the meeting of this Board held on 31 October 2018, there was submitted the undernoted application for grant of a Private Hire Operator's Licence. The applicant had been asked to appear personally for the second time:-

Allan Sneddon

There was no appearance by or on behalf of Mr Sneddon. The Convener proposed that the application be considered in Mr Sneddon's absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

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 could 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.

4 Surrender and Re-issue of a Taxi Operator's Licence

There was submitted the undernoted application for the surrender and re-issue of a Taxi Operator's Licence:-

Present Operator: Charles Alexander McKinnon
 Proposed Operator: Scott McKinnon
 Licence No: TX019

The Convener proposed that the application be granted. This was agreed unanimously.

DECIDED: That the application be granted.

5 Request for Exemption from assisting Wheelchair Passengers - Personal Appearance

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

David Snell

Mr Snell, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that Mr Snell's request for exemption from assisting wheelchair passengers be granted for the duration of his current Taxi Driver's Licence. This was agreed unanimously

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

6 Renewal of a Taxi Driver's Licence - Personal Appearance

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

John Connolly

There was no appearance by or on behalf of Mr Connolly. Sergeant Hay, on behalf of the Chief Constable, who had submitted a representation to the application, was invited into the meeting. The Convener proposed that the application be considered in Mr Connolly's absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

7 Grant of Private Hire Car Drivers' Licences - Personal Appearances

There were submitted the undernoted applications for grant of Private Hire Car Drivers' Licences. The applicants had been asked to appear personally for the first time together with Police Scotland who had submitted representations to applications (a) and (b) and an objection to application (c):-

(a) Steven Davidson Morton

Mr Morton, the applicant, was invited into the meeting together with Sergeant Hay, 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 granted for a period of one year. This was agreed unanimously.

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

(b) Stuart Burns

Mr Burns, the applicant, was invited into the meeting together with Sergeant Hay, on behalf of the Chief Constable, who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

(c) Steven Conway

There was no appearance by or on behalf of Mr Conway. Sergeant Hay, on behalf of the Chief Constable, who had submitted an objection to the application, was 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.

Declaration of Interest

Councillor Devine declared a non-financial interest in the following item of business as the applicant was known to him, left the meeting and took no part in any discussion or voting thereon.

8 Grant of Landlord Registrations - Personal Appearances

Under reference to item 4 of the Minute of the meeting of this Board held on 29 March 2018, consideration was resumed of application (a) for grant of Landlord Registration and there was submitted application (b) for grant of Landlord Registration. Applicant (a) had been asked to appear personally for the third time together with Police Scotland and applicant (b) had been asked to appear personally for the first time:-

(a) Robert McCutcheon – REN – 00660216-17

Mr McCutcheon, the applicant, was invited into the meeting together with Sergeant Hay, on behalf of the Chief Constable. 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.

SEDERUNT

Councillor Devine re-entered the meeting prior to the following item of business.

(b) Robert Potts – 419170/350/10401403149/10571

Mr Potts, the applicant, was invited into the meeting together with Mr Summerside, former Letting Agent, MS Property. 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 consideration of the application be continued to allow the applicant to produce evidence of payment of the fine imposed by the First-tier Tribunal for Scotland (Housing and Property Chamber) and that, if required, the applicant be invited to a future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of the application be continued to allow the applicant to provide evidence of payment of the fine imposed by the First-tier Tribunal for Scotland (Housing and Property Chamber) and that, if required, the applicant be invited to a future meeting of the Board.

Minute of Meeting

Education and Children's Services Policy Board

Date	Time	Venue
Thursday, 17 January 2019	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Chair

Councillor Paterson, Convener, presided.

In Attendance

S Quinn, Acting Director of Children's Services; J Trainer, Head of Childcare and Criminal Justice, G McKinlay, Head of Schools, L McAllister, Acting Head of Early Years and Broad General Education and L Fingland, Service Planning and Policy Development Manager (all Children's Services); and G McLachlan, Senior Finance Manager, D Low, Senior Committee Services Officer and N O'Brien, Assistant Committee Services Officer (all Finance & Resources).

Apology

Councillor Mack.

Declarations of Interest

Councillors Kennedy, Graham, Kerr, Nicolson and Shaw declared a non-financial interest in item 9 as they were all members of the Adoption and Fostering Panels. All intimated that they would remain in the meeting and not take part in the discussion or voting thereon.

Valedictory

The Convener advised that Peter MacLeod, Director of Children's Services, had left the Council to take up a new post as Chief Executive with the Care Inspectorate. He paid tribute to the exemplary professionalism he had displayed during his career with the Council and for the advice and assistance he had provided and wished him well in his new post. The Convener intimated that Steven Quinn had assumed the post of Acting Director of Children's Services.

1 Revenue Budget Monitoring Report

There was submitted a joint revenue budget monitoring report by the Director of Finance & Resources and the Acting Director of Children's Services for the service to 9 November 2018.

The report advised that since the last report there had been budget adjustments resulting in a net decrease of £70,000, consisting of adjustments between departments totalling £61,000 and £9,000 allocated to the corporate landlord.

DECIDED: That the report be noted.

2 Capital Budget Monitoring Report

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the service to 9 November 2018.

DECIDED: That the report be noted.

3 Proposal to Consult on a Catchment Review Affecting Bishopton Primary School and a New Primary School to be Built at Dargavel Village

There was submitted a report by the Acting Director of Children's Services relative to the proposal to consult on a catchment review affecting Bishopton Primary School and a new primary school to be built at Dargavel Village.

The report intimated that in November 2012 a Section 75 agreement between the Council and BAE systems made provision for the development of a new primary school within the Dargavel Village site. Any new primary school required a defined catchment area and in accordance with the Schools (Consultation) Scotland Act 2010, the report sought approval to revise the catchment arrangements between Bishopton Primary School and a new primary school at Dargavel Village. Subject to the necessary agreements it was anticipated that the new school would be constructed in 2021.

DECIDED:

- (a) That the consultation procedures detailed in Appendix 1 of the report be noted;
- (b) That the consultation document in Appendix 2 of the report be approved;
- (c) That it be agreed that the arrangements for denominational pupils within Dargavel Village would remain unchanged, within the St John Bosco Primary School catchment and;
- (d) That a report on the outcome of the consultation be submitted to the meeting of the Education and Children's Services Policy Board to be held on 22 August 2019.

Sederunt

Councillor Mylet entered the meeting during consideration of the following item of business.

4 Early Learning and Childcare Entitlement - 1140 Expansion Plan

Under reference to item 4 of the Minute of meeting of this Board held on 23 August 2018, there was submitted a report by the Acting Director of Children's Services relative to the detail of the infrastructure developments to support the expansion of early learning and childcare in Renfrewshire. These developments included the engagement of senior Children's Services officers with private and third sector providers to explore the options for allocating additional funding to support them in the transition towards 1140 expansion.

The report provided details on the infrastructure works to be undertaken, including refurbishments, extensions and new builds and a plan detailing the proposed 1140 expansion across Renfrewshire on an area-by-area basis was appended to the report.

Councillor Bibby proposed that a briefing note detailing further information on the progress of all the infrastructure works, including the management of the decant process, be issued to all members of this Policy Board by the end of February 2019. This was agreed.

DECIDED:

- (a) That the planned infrastructure developments outlined in Section 4 of the report be agreed;
- (b) That the further engagement of senior Children's Services officers with private and third sector providers to explore options for allocating additional funding to support them in the transition towards 1140 expansion be approved; and
- (c) That a briefing note detailing further information on the progress of all the infrastructure works, including the management of the decant process, be issued to all members of this Policy Board by the end of February 2019.

5 Childcare First - Hillview Nursery

Under reference to item 25 of the Minute of meeting of Renfrewshire Council held on 27 September 2018, there was submitted a report by the Acting Director of Children's Services relative to an update on discussions between the Council and Childcare First on the transfer of Hillview Nursery to the Council.

The report highlighted the Council's obligations relative to the expansion of early learning and childcare to 1140 hours and set the nursery's current childcare provision against this. The Council had now formally written to Childcare First Limited, seeking to implement the Council's decision to transfer the nursery. It was proposed that the employees would transfer to Renfrewshire Council with effect from 1 April 2019 and at that time there would be an opportunity for staff to transfer to the Council's terms and conditions, failing which they would transfer under their existing terms and conditions.

DECIDED:

(a) That the transfer of Hillview Nursery from Childcare First Limited to the Council be agreed; and

(b) That authority be delegated to the Acting Director of Children's Services and Head of Corporate Governance, to complete the transfer subject to the satisfactory completion of legal negotiations.

6 Achievement of a Curriculum for Excellence Level (CfE) Return 2018

There was submitted a report by the Director of Children's Services relative to the Achievement of a Curriculum for Excellence Level (ACEL) return of data on all Primary 1, Primary 4, Primary 7 and Secondary 3 pupils in terms of their performance in literary and numeracy.

The report intimated that the achievement of a Curriculum for Excellence Level return in 2017/18 demonstrated consistent improvement in literacy and numeracy across all stages. Attainment gaps across Renfrewshire had decreased for both individual and area-based deprivation indicators which demonstrated that while all performance had improved, the performance of the most deprived pupils had increased at a greater rate than the least deprived. Renfrewshire's pupils had performed at above the national average at all stages, in all curricular areas and across all Scottish Index of Multiple Deprivation (SIMD) quintiles.

DECIDED:

(a) That the report be noted; and

(b) That the efforts of the children and young people and the significant commitment of teachers and support staff be noted.

7 Class Sizes in Primary School

There was submitted a report by the Acting Director of Children's Services in relation to the class size in Renfrewshire's primary schools.

The report intimated that the Council operated a model where the maximum class size in Primary 2 was 25 compared to the statutory limit of 30. However, this maximum class size could be challenged as a result of the level set down by statute. The report proposed that the local arrangement be replaced with those set out in national regulations. Changes would come into effect in August 2019 thus ensuring that all current classes were unaffected.

Councillor Paterson, seconded by Councillor Shaw moved that it be agreed that, with effect from August 2019 and in line with national regulations, all Renfrewshire Primary Schools would have maximum class sizes of 25 in primary 1, 30 in primary 2 and 3 and 33 in primary 4-7.

Councillor Kennedy, seconded by Councillor Grady, moved an amendment in the following terms:

“The Education and Children’s Services Policy Board is asked to conduct a full consultation with Teaching Unions, Parents and Parent Councils over proposed increases to class sizes in Renfrewshire. Education and Children’s Services will bring back a report on the consultation to the next Board Meeting”.

On the roll being called the following members voted for the amendment: Councillors Bibby, Binks, Davidson, Grady, Graham, Kennedy and Scott.

The following members voted for the motion: Provost Lorraine Cameron, Councillor Don, Hughes, McNaughtan, Mylet, Nicolson, Paterson, Rodden and Shaw and Mr Nellaney and Mr Singh.

The following member abstained: Mr Keith.

Seven members having voted for the amendment, 11 members having voted for the motion and one member having abstained, the motion was accordingly declared carried.

DECIDED: That it be agreed that, with effect from August 2019 and in line with national regulations, all Renfrewshire Primary Schools would have maximum class sizes of 25 in primary 1, 30 in primary 2 and 3 and 33 in primary 4-7.

8 Update on Progress of Inspection of a Registered Service - Throughcare

Under reference to item 15 of the Minute of the meeting of this Board held on 23 August 2018, there was submitted a report by the Acting Director of Children’s Services relative to progress made on the recommendations arising from the registered Throughcare Service inspection in May 2018 by the Care Inspectorate.

The report highlighted the three quality indicators addressed during the inspection which were care and support, staffing and management and leadership. The Care Inspectorate had made seven requirements and six recommendations in relation to the service. Following the inspection Children’s Services had agreed an action plan which addressed all the requirements and recommendations, and which was subject to regular review. The report provided an update against the actions identified in the inspection.

DECIDED: That the progress made in relation to addressing the requirements and recommendations made by the Care Inspectorate following their inspection in May 2018 be noted.

9 Annual Report of the Adoption and Fostering Panel 2017/18 - Update on Developments for Looked After Children and Fostering Service

There was submitted a report by the Acting Director of Children's Services relative to the annual report of Renfrewshire Council's Adoption and Fostering Panels 2017/18.

The annual report, attached as Appendix 1 to the report, detailed the work that had been dealt with by the Adoption and Fostering Panels between 1 October 2017 to 31 September 2018 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 three new interim carer households being approved in 2017/18.

The report also detailed the future work of the panels, the continued work on improving timescales for adoptive placements and the outcome of the inspection of the Fostering and Adoption Service by the Care Inspectorate. The report also highlighted the impending commencement of the Best Services Trial in Renfrewshire. The trial would compare two approaches: service (i.e parenting capacity assessment undertaken by the Council's social work team); and an evidence-based infant mental health intervention called Glasgow Infant and Family Team (GIFT) which was being delivered by the NSPCC. Foster carers of children who were randomly selected for the GIFT assessment would require to be heavily involved in the assessment and treatment programme.

The report intimated that the partnership agreement which described the respective responsibilities and obligations placed upon the Council and its registered foster carers, and which the Council asked all new foster carers to sign, had been updated in response to new legislation and the introduction of an updated complaints process. A copy of the updated partnership agreement was attached as Appendix 2 to the report.

DECIDED:

- (a) That the contents of the Fostering and Adoption Annual Report 2017/18 be noted;
- (b) That the continuous effort to secure foster carers and adoptive parents for Renfrewshire's children who required an alternative family placement be noted;
- (c) That the continued progress of the Best Services Trial in Renfrewshire be noted; and
- (d) That the implementation of a new partnership agreement between Renfrewshire Council and its foster carers be approved.

Minute of Meeting

Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 21 January 2019	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 Harte, Councillor Emma Rodden, Councillor Jim Sharkey

Chair

Councillor Binks, Convener, presided.

In Attendance

L McIntyre, Head of Policy & Commissioning (Chief Executive's Service); G Hannah, Strategic Change Manager and M Higginbotham, Development Manager (both Environment & Infrastructure); K Graham, Head of Corporate Governance, L Neary, Head of Transformation & Organisational Development, A MacArthur, Head of Finance, A McMahon, Chief Auditor, A Connor, Records Manager and C MacDonald, Senior Committee Services Officer (all Finance & Resources); and D Wilson, Social Work Manager, Renfrewshire Health and Social Care Partnership.

Also Attending

J Cornett, Director and M Ferris, Senior Audit Manager (both Audit Scotland).

Declaration of Interest

Councillor Campbell declared a non-financial interest in Item 5 of the agenda as she was employed by NHS Greater Glasgow and Clyde. However, as she considered the interest was not significant she did not consider it necessary to leave the meeting.

Order of Business

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering Item 3 of the agenda after Item 7.

1 Internal Audit and Counter Fraud Progress and Performance for Period to 31 December 2018

There was submitted a report by the Chief Auditor relative to Internal Audit and Counter Fraud performance from 1 April to 31 December 2018 in terms of the delivery of the Audit Plan for the year and outlining actual performance against targets set by the Director of Finance & Resources. No formal performance targets for fraud investigation had been established as a major part of the team's work involved being the single point of contact for the Department for Work and Pensions (DWP) Single Fraud Investigation Service.

It was noted that the focus over the last year had been on increasing fraud awareness amongst employees to prevent fraud from occurring against the Council. The types of fraud referrals received to date were wide-ranging and the team's objective was to concentrate on investigating those referrals considered to contain the greatest fraud risk. The report also detailed the progress made against local and national initiatives involving Internal Audit and the Counter Fraud Team.

The report advised that 2018/19 Internal Audit Plan included an assignment for "Disclosure Checks – Review Arrangements" which had been due to be undertaken however, the process for managing disclosure arrangements was changing and disclosure checks were to be monitored using the Business World system once it had been implemented. As a result, the report proposed that it would be more beneficial to undertake the audit engagement when the new processes had been fully implemented.

DECIDED:

(a) That the Internal Audit and Counter Fraud Team progress and performance to 30 December 2018 be noted; and

(b) That the proposed changes to the internal audit plan be agreed.

2 Summary of Internal Audit Reports for the Period 10 October to 31 December 2018

There was submitted a report by the Chief Auditor relative to the requirement in terms of the Public Sector Internal Audit Standards (PSIAS) that Internal Audit communicate the results of each engagement to the Board. A further report relative to two investigations was considered at Item 9 of this Minute.

The Appendix to the report detailed the category of assurance, service, engagement and assurance rating and recommended risk ratings for each engagement as either critical, important, good practice or service improvement. A summary of findings was also

provided in relation to final reports issued for those engagements completed during the period 1 October to 31 December 2018.

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

DECIDED: That the summary of Audit findings report for the period 1 October to 31 December 2018 be noted.

3 Scottish Information Commissioner - Annual Report 2017/18

There was submitted a report by the Director of Finance & Resources relative to the annual report 2017/18 by the Scottish Information Commissioner. The report intimated that the Freedom of Information (Scotland) Act 2002 (FOISA) created a general right to obtain information from any designated Scottish public authority subject to limited exemptions. The Commissioner's 2017/18 annual report explored the performance of the Office of the Scottish Information Commissioner across Scotland.

It was noted that in total there had been 77,528 Freedom of Information (FOI) requests in Scotland in 2017/18 which was an increase of 4.3% on the previous year. Renfrewshire Council received 1,502 FOI requests in 2017/18 compared to 1,418 in 2016/17.

A total of 507 appeals had been received by the Commissioner in 2017/18. Renfrewshire Council had three appeals submitted to the Commissioner, two of which were upheld and one case closed without requirement for a decision as the issue was resolved with the applicant.

The report advised that the low level of requirement for review compared to the high volume of requests processed by the Council, together with only three appeals to the Office of the Scottish Information Commissioner during 2017/18 indicated that the Council continued to manage its responsibilities well.

DECIDED: That the report be noted.

4 Commissioner for Ethical Standards in Public Life in Scotland Annual Report 2017/18

There was submitted a report by the Director of Finance & Resources relative to the annual report by the Commissioner for Ethical Standards in Public Life in Scotland. The report provided details of the investigation of complaints about the conduct of councillors, members of devolved public bodies and MSPs and scrutiny of Scotland's Ministerial public appointments process. The report also related to the second year of the Commissioner's 2016/20 strategic plan, looked forward to the 2018/19 period of the plan and provided an overview of the 2017/18 budget.

The report advised that while the Commissioner had experienced an increase in activity on public appointments, this had been balanced by a reduction of approximately 25% in the number of complaints received about the conduct of councillors or members of public bodies.

The largest category of complaints related to misconduct on individual applications. Nationally during 2017/18 the Commissioner received 146 complaints compared with 174 in 2016/17 and the subject matter of the complaints was detailed in the report. The Commissioner for Ethical Standards in Public Life in Scotland referred 10 reports to the Standards Commission in 2017/18. The Standards Commission determined to hold nine hearings and one was scheduled to be heard in 2018/19. The Standards Commission decided to take no action in respect of one of the 10 reports referred to it.

No specific figures relative to Renfrewshire Council were included in the Commissioner's report. However, information had been received separately from the Commissioner that, during the period covered by the report one complaint had been received against a Renfrewshire Councillor compared with four in 2016/17.

The report noted that, as part of the Council's elected members' induction programme of events and development opportunities, a briefing had been provided on 10 May 2017 on Standards & Ethics in Public Life and Roles and Responsibilities of Councillors which included specific guidance on the Code of Conduct for Councillors and on registering and declaring interests. A briefing was also held on 7 November 2018 for Councillors relative to the revised Code of Conduct for Councillors and associated guidance which had been issued by the Standards Commission.

DECIDED:

(a) That the 2017/18 Annual Report by the Commission for Ethical Standards in Public Life in Scotland be noted; and

(b) That the actions taken in Renfrewshire in relation to the Code of Conduct and members' induction programme of events and development opportunities be noted.

Declaration of Interest

Councillor Campbell having previously declared an interest in the undernoted item remained in the meeting.

5 Scottish Public Services Ombudsman (SPSO) Annual Report 2017/18

There was submitted a report by the Director of Finance & Resources relative to the Scottish Public Services Ombudsman's (SPSO) annual report 2017/18. 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 public authorities. Local government remained the sector about which the SPSO received most complaints (29%) with the NHS receiving the second highest number (28%). 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 48 compared with 47 in 2016/17.

During the period of the report the SPSO determined 48 complaints against the Council. Of the 48 complaints determined during the period, four were investigated, three were partly upheld and one was not upheld. Copies of the SPSO decision reports relative to the three partly upheld complaints 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 2017/18 the Council received 6,098 complaints compared with 6,364 in 2016/17.

DECIDED:

- (a) That the report be noted; and
- (b) That it be noted of the 48 complaints against Renfrewshire Council determined by the SPSO in 2017/18, four were investigated, three were partly upheld and one was not upheld.

6 Records Management Plan Update

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

The report intimated that in accordance with the Public Records (Scotland) Act 2011, the Council had in place a RMP to guide continual improvement of its record keeping. The RMP had been approved by Council on 25 February 2016 when it was agreed that an annual report would be submitted to the Board. Conditional agreement of the RMP was reached with the Keeper of the Records of Scotland on 16 August 2016. The Keeper had fully accepted 11 out of the 16 elements on the RMP with the remaining five elements being on an improvement plan.

DECIDED:

- (a) That the report be noted; and
- (b) That it be agreed that annual reports continue to be submitted to the Board.

Prior to consideration of the following item the Convener welcomed M Love, Brookfield Community Council to the meeting.

7 Review of the Newly-introduced Speed Limit in Brookfield (Lead Officer - David Wilson)

Under reference to Item 8 of the Minute of the meeting of this Board held on 5 November 2018, there was submitted a report by the Lead Officer relative to the review of the newly-introduced speed limit in Brookfield (A761).

The report advised that in 2006 the Scottish Government provided new guidance to Local Authorities regarding the speed limit on roads under their control. The guidance provided a detailed framework for how speed limits should be assessed and imposed. Within this guidance was an instruction for each Local Authority to carry out a "Speed Limit Review" on all A and B class roads by 2011.

In 2011, the Council carried out the review which identified several locations where the existing speed limit did not meet the framework's criteria and requested that consideration be given to reducing the speed limit at those locations. The review identified some locations where a technical evaluation suggested a raised speed limit. At that time Council officers suggested that there was little or no support for raising speed limits and consequently proposed none.

The Development Manager (Environment & Infrastructure Services) and M Love, Brookfield Community Council were present to provide information in relation to the review. A copy of Brookfield Community Council's submission relating to the review of the speed limit was attached as an appendix to the Lead Officer's report.

The report advised that no further witnesses or information would be presented and outlined the key findings which proposed that the current speed limit was appropriate, and no further action was required.

The Lead Officer indicated that as there were no questions or further clarification sought it was proposed that the report be taken forward for final consideration and approval by the Council on 28 February 2019. This was agreed unanimously.

DECIDED:

- (a) That the progress, information contained within the report and views of the final witnesses be noted;
- (b) That the findings of the review be agreed; and
- (c) That it be agreed that the report be approved for consideration by the Council on 28 February 2019.

8 Audit Scotland - Annual Audit Plan 2018/19

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland's Annual Audit Plan 2018/19, a copy of which was appended to the report.

The report intimated that the audit plan outlined Audit Scotland's approach to the audit of the 2018/19 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 2018/19 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 item 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 1 and 14 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

9 Summary of Internal Audit Investigations Findings for Period 01 October to 31 December 2018

There was submitted a report by the Chief Auditor relative to the requirement in terms of the Public Sector Internal Audit Standards (PSIAS) that Internal Audit reported on the findings and conclusions of audit engagements to the Board. The Appendix to the report provided a summary of the findings of two internal audit investigations.

Councillor Rodden, seconded by Councillor Campbell, moved that a report outlining the final recommendations by the Service in respect of Case Number C0003 2019 015 be submitted to a future meeting of the Board. This was agreed unanimously.

DECIDED:

- (a) That it be agreed that a report outlining the final recommendations by the Service in respect of Case Number C0003 2019 015 be submitted to a future meeting of the Board; and
- (b) That the summary of Audit findings relating to the investigations be noted.

Minute of Meeting

Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 23 January 2019	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Chair

Councillor McEwan, Convener, presided.

In Attendance

G McNeil, Director of Environment & Infrastructure; C Grainger, Planning & Performance Manager and B Walker, Depute Project Director - City Deal (both Chief Executive's Service); C Dalrymple, Regulatory and Enforcement Manager (Communities, Housing & Planning Services); G Hutton, Head of Operations & Infrastructure, K Anderson, Amenity Services Manager - Waste, G Hannah, Strategic Change Manager, K Gray, StreetScene Manager, M Higgenbotham, Development Manager and J Wallace, Roads Technical Officer (all Environment & Infrastructure); and J Lynch, Head of Property Services, F Hughes, Asset Manager, C Doogan, Energy Team Leader, D Farrell, Finance & Business Partner, R Devine, Senior Committee Services Officer and N O'Brien, Assistant 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, Environment & Infrastructure and Communities, Housing & Planning Services in respect of services reporting to this Board for the period 1 April to 9 November 2018.

The report intimated that a range of management actions were currently being undertaken to address the budget pressures outlined within the report and detailed potential risks which could impact on the year-end break even forecast position.

DECIDED: That the report be noted.

2 Capital Budget Monitoring Report

There was submitted a joint capital budget monitoring report by the Directors of Finance & Resources and Environment & Infrastructure in respect of services reporting to this Board for the period 1 April to 9 November 2018.

DECIDED: That the report be noted.

3 Operational Performance

There was submitted an update report by the Director of Environment & Infrastructure relative to operational performance.

The report provided updates in respect of the main projects and activities delivered by services within Environment & Infrastructure since the previous Policy Board meeting, together with performance updates, which summarised target and actual performance indicators and benchmarking targets under each of the key change themes.

It was proposed that in relation to waste services an update report be submitted to a future meeting of the Board in connection with the impact of the service changes implemented. This was agreed.

DECIDED:

(a) That the operational performance updates, detailed within the report, be approved; and

(b) That an update report be submitted to a future meeting of the Board in connection with the impact of the service changes implemented in respect of waste services.

4 Renfrewshire Council Carbon Management Plan 2014/20 - Update 2017/18

There was submitted an update report by the Director of Finance & Resources relative to progress achieved in delivering the Renfrewshire Council Carbon Management Plan 2014/20.

The Renfrewshire Council Carbon Management Plan 2014/20 (the Plan), approved at the meeting of the Council's former Planning & Property Board held on 11 November 2014, aimed to reduce, by March 2020, carbon emissions in Renfrewshire by 36% of the 2012/13 baseline. The Council had generated carbon emissions of 53,515 tonnes of carbon dioxide in the baseline year. The report advised that current progress after 2017/18 showed a reduction of 45.5% had been achieved and detailed measures that had contributed to the reduction in carbon emissions. It was highlighted that the programme of carbon reduction activities contained within the Plan not only delivered carbon reductions in accordance with the Climate Change Declaration but also delivered cost savings for the Council and positioned the Council well in terms of the Carbon Reduction Commitment - Energy Efficiency Scheme.

DECIDED: That the report be noted.

5 Scottish Food Enforcement Liaison Committee: Brexit Working Group

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the establishment by the Scottish Food Enforcement Liaison Committee of a Brexit Working Group (the Group).

The report advised that the Group had been set up to focus on and make recommendations relating to the potential impact of a "No Deal" exit from the European Union (EU) on areas of the food regulatory landscape. The terms of reference of the Group were detailed within the report together with the Council's responsibilities in terms of food exports and imports through Glasgow International Airport. The report noted that the Council would be represented on the Group and be involved in work to understand and influence the future shape of the regulatory landscape as it related to official controls and certification relating to food exports and imports.

DECIDED: That it be noted that Renfrewshire Council was part of the Working Group established by the Scottish Food Enforcement Liaison Committee and would be involved in the Group's work to understand and influence the future shape of the regulatory landscape as it related to official controls and certification of food exports and imports.

6 Vegetation Removal from Private Land

There was submitted a report by the Director of Environment & Infrastructure relative to the proposed adoption by the Council of a policy relating to the removal of vegetation from private land where it overhung and/or encroached the road causing danger, obstruction or interference to vehicles or pedestrians. A copy of the proposed Policy was appended to the report.

The report stated that the Council was able, in terms of the Roads (Scotland) Act 1984, to serve notice on land owners/occupiers to remove vegetation that encroached on the road causing danger, obstruction or interference to vehicles and pedestrians. The legislation enabled the Council to recover the costs of work where the landowner did not take the required action to cut-back the vegetation having been served with a notice and the Council subsequently intervened to carry out the works. It

was noted that in circumstances where the Council currently undertook such works the Council did not seek to recover costs. Adoption of the Policy would enable the Council to act in a consistent manner and to recover costs from landowners where they failed to take the required action and the Council subsequently undertook the works on their behalf.

DECIDED: That the Policy, a copy of which was appended to the report, to enable the Council to recover from landowners the costs incurred in undertaking works where vegetation was overhanging or encroaching the road and endangering, obstructing or interfering with the passage of vehicles, be approved.

7 Community Asset Transfer - Land within the On-X, Linwood

There was submitted a report by the Director of Finance & Resources relative to the proposed transfer of land, identified on the plan appended to the report, within the On-X, Linwood, in terms of the Community Empowerment (Scotland) Act 2015.

The report advised that a request had been received from Kilbarchan Amateur Athletics Club (also known as Kilbarchan Harriers) for an asset transfer of the land at On-X, Paisley, by way of a 30-year lease, to create a supporting sports facility. The land to be transferred was currently leased to Renfrewshire Leisure, who supported the request and were willing to relinquish their lease. The proposed terms and conditions of the lease were outlined within the report.

DECIDED:

(a) That the Head of Corporate Governance be authorised to accept a renunciation of part of the lease with Renfrewshire Leisure for the area of ground indicated on the plan attached to the report;

(b) That it be noted that the Community Asset Transfer Panel, chaired by the Head of Property Services, had been convened on 1 November 2018, and upon reviewing the application and supporting documentation, determined to support the proposal;

(c) That the Community Asset Transfer request be approved; and

(d) That the Head of Corporate Governance be authorised to conclude a 30-year lease of the land with Kilbarchan Amateur Athletics Club (also known as Kilbarchan Harriers) on the terms and conditions detailed within the report.

8 Community Asset Transfer Request - Land within Fountain Gardens, Paisley

There was submitted a report by the Director of Finance & Resources relative to the proposed transfer of land, identified on the plan appended to the report, within Fountain Gardens, Paisley, in terms of the Community Empowerment (Scotland) Act 2015.

The report advised that a request had been received from the Star Project for an asset transfer of land at Fountain Gardens, Paisley, by way of a 30-year lease to create a community labyrinth. The proposed terms and conditions of the lease were outlined within the report.

DECIDED:

- (a) That the Community Asset Transfer request be approved; and
- (b) That the Head of Corporate Governance be authorised to conclude a 30-year lease with the Star Project on the terms and conditions detailed within the report.

9 Proposed Occupational/Leasing Agreements at Renfrewshire House for Scotland Excel

There was submitted a report by the Director of Finance & Resources relative to the proposed revision of the existing occupational/leasing agreements with Scotland Excel in respect of Renfrewshire House, Paisley.

The report advised that Scotland Excel had requested the revision of their current occupational arrangement for Renfrewshire House to obtain additional space. Currently Scotland Excel occupied the majority of the north wing on the fourth floor of Renfrewshire House. Communities, Housing & Planning Services' staff occupied the remainder of the floor. It was proposed, that in the event the Board approved the revised occupational/leasing agreements, that Scotland Excel would occupy the entire north wing of the fourth floor of Renfrewshire House. The report highlighted that Renfrewshire Council, as lead authority for Scotland Excel, would ordinarily procure and maintain Scotland Excel's leasing arrangement in the name of Renfrewshire Council however as the Council was unable to lease property to itself the Head of Property Services and Head of Corporate Governance would require to consider potential suitable alternative arrangements. The provisionally agreed terms and conditions of the revised occupational/leasing agreements were detailed within the report.

DECIDED:

- (a) That the Head of Property Services and the Head of Corporate Governance be authorised to conclude an appropriate revised occupational agreement or leasing arrangement over appropriate premises, within Renfrewshire House, to accommodate Scotland Excel;
- (b) That the actual location/size of the space which would ultimately be occupied by Scotland Excel within Renfrewshire House, be recognised and that it be noted that the fitting out and costings might change marginally to reflect ongoing Council/Scotland Excel priorities; and
- (c) That the Head of Governance be authorised to formally implement the provisionally agreed terms and conditions detailed within the report.

10 Former Foxbar Civic Amenity Site, Leitchland Road, Paisley

There was submitted a report by the Director of Finance & Resources relative to the proposed lease of the former Foxbar Civic Amenity Site, Leitchland Road, Paisley. A copy of plan E1956, which was appended to the report, identified the land to be leased.

The report stated that as part of the Council's redesign of civic amenity operations and the opening of the improved civic amenity hub at Underwood Road, the Leitchland

Road Amenity Site had been deemed surplus to requirements and closed in 2014. Thereafter the site had been cleared and marketed for lease. An application to lease the site had been received and details of the proposed terms and conditions of the lease were contained within the report.

DECIDED: That the Head of Property Services and the Head of Corporate Governance be authorised to conclude a lease of the former Foxbar Civic Amenity Site, Leitchland Road, Paisley, on the basis of the terms and conditions detailed in the report.

11 Disposal of Land at Millarston Drive, Paisley

There was submitted a report by the Director of Finance & Resources relative to the proposed sale of land at Millarston Drive, Paisley to Link Housing Association. A copy of plan E2806, which was appended to the report, identified the land proposed for sale.

The report advised that the Strategic Housing Investment Plan, approved at the meeting of the Communities, Housing & Planning Policy Board held on 7 November 2017, detailed how investment in affordable housing would be targeted to achieve the objectives of the Local Housing Strategy. Community Planning partners, including the housing associations operating in Renfrewshire, had been consulted on the Plan prior to approval. Link Housing Association had been identified within the Strategic Housing Investment Plan as the partner for the development of the site at Millarston Drive, Paisley, identified on plan E2806. The Housing Association had developed proposals to construct approximately 92 new homes on the site and the proposed terms and conditions of the sale were detailed within the report.

DECIDED: That the Head of Property and Head of Corporate Governance be authorised to dispose of the land at Millarston Drive, Paisley, identified on plan E2806 appended to the report, to Link Housing Association on the terms and conditions detailed within the report.

12 Disposal of Land at Skye Crescent, Paisley

There was submitted a report by the Director of Finance & Resources relative to the proposed sale of land at Skye Crescent, Paisley to Sanctuary Housing Association. A copy of plan E2805, which was appended to the report, identified the land proposed for sale.

The report advised that the Strategic Housing Investment Plan, approved at the meeting of the Communities, Housing & Planning Policy Board held on 7 November 2017, detailed how investment in affordable housing would be targeted to achieve the objectives of the Local Housing Strategy. Community Planning partners, including the housing associations operating in Renfrewshire, had been consulted on the Plan prior to approval. Sanctuary Housing Association had been identified within the Strategic Housing Investment Plan as the partner for the development of the site at Skye Crescent, Paisley, identified on plan E2805. The Housing Association had developed proposals to construct approximately 130 new homes on the site and the proposed terms and conditions of the sale were detailed with the report.

DECIDED: That the Head of Property and the Head of Corporate Governance be authorised to dispose of the land at Skye Crescent, Paisley, identified on plan E2805 appended to the report, to Sanctuary Housing Association on the terms and conditions detailed within the report.

13 Land at Bridge Isle, Inchinnan Road, Renfrew

There was submitted a report by the Director of Finance & Resources relative to the proposed transfer of land at Bridge Isle, Inchinnan Road, Renfrew. Copies of plans E2799 and E2800, which were appended to the report, identified the land involved.

The Glasgow Airport Investment Area Project was part of the Glasgow City Region City Deal and comprised new alignment and upgrading of the existing Abbotsinch Road shared cycleway/footpath on both sides of the new and upgraded road, improvements to the existing junctions at Abbotsinch Road, A8 Greenock Road, A8 Inchinnan Road junctions, the Arran Avenue/Abbotsinch Road roundabout and connections to existing cycleways and core paths. These works aimed to provide the infrastructure and environmental improvements necessary to deliver the vision of creating an internationally-recognised centre for innovation, research and advanced manufacturing within a world-class business and commercial location centred on an international airport providing up to 10,000 new jobs.

The report proposed that an area of woodland and grass located between the former Netherton Farm and land south of the Inchinnan Bridge which was held on the Council's General Services Account and identified on plan E2799 be declared surplus to requirements and subsequently transferred to the adjoining owner in exchange for land, identified on plan E2800 to facilitate the construction of a new segregated cycleway/footpath from the Bascule Bridge to the realigned Abbotsinch Road, where it would connect into the larger Glasgow Airport Investment Area project. In terms of the Council's Scheme of Delegation the Head of Property Services would negotiate terms and conditions for the transfer of the land retaining a servitude right.

DECIDED:

(a) That the area of land located at Isle Bridge, Inchinnan Road, Renfrew be declared as surplus to requirements;

(b) That the transfer of the area of land located at Isle Bridge, Inchinnan Road, Renfrew to the adjoining owner in exchange for land required from them, identified on plan E2800, as part of the City Deal, Glasgow Airport Investment Area Project be authorised on the terms and conditions approved by the Head of Property Services; and

(c) That the Head of Corporate Governance be authorised to conclude the transfer incorporating into the bargain such terms and conditions as may be deemed appropriate.

EXCLUSION OF PRESS AND PUBLIC

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

14 Proposed Land Sale - Former School Site off Beith Road, Johnstone

There was submitted a report by the Director of Finance & Resources relative to the proposed sale of the former school sites off Beith Road, Johnstone.

The report provided details of the marketing initiative undertaken and offers received, together with an analysis of each offer.

DECIDED:

(a) That the Director of Finance & Resources be authorised to accept the preferred offer for the site in the best financial and other interests of the Council and subject to any other terms and conditions as are considered necessary by the Head of Property Services and the Head of Corporate Governance to protect the interests of the Council; and

(b) That it be noted that if missives cannot be progressed to conclusion with the preferred offeror that an approach be made to the second placed alternative preferred offeror to seek to conclude a sale failing which the land will be formally marketed at a suitable future date.

Minute of Meeting

Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Wednesday, 30 January 2019	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Bill Brown, Provost Lorraine Cameron, Councillor Audrey Doig, Councillor John Hood, Councillor Kenny MacLaren, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw, Councillor Andy Steel, Councillor Jane Strang

Chair

Councillor J Shaw, Convener, presided.

In Attendance

A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning and B Lambert, Strategic Procurement Manager (both Chief Executive's); D Gillies, Head of Facilities Management (Environment & Infrastructure Services); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, A MacArthur, Head of Finance, R McGrath, Head of Business & Customer Services, A McMahon, Chief Auditor, A Black, Managing Solicitor – Data Protection Officer, E Shields, Business Services Manager, A McNaughton, Senior Committee Services Officer and N O'Brien, Assistant Committee Services Officer (all Finance & Resources).

Apologies

Councillors Tom Begg, Jim Harte and Jim Sharkey.

Declarations of Interest

Councillor Audrey Doig declared a financial interest in item 14 of the agenda as she was an employee of Renfrewshire Leisure Limited and intimated that she would leave the meeting and not take part in any discussion or voting thereon.

1 Joint Consultative Board (Non-teaching)

There were submitted Minutes of meetings of the Joint Consultative Board (Non-teaching) held on 14 November and 12 December 2018 which form Appendices I and II hereto.

DECIDED: That the Minutes be noted.

2 Investment Review Board

There was submitted a note of the inquorate Investment Review Board meeting of 21 November 2018 and the Minute of the meeting held on 5 December 2019 which form Appendices III and IV hereto.

DECIDED: That the note of meeting and Minute 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, Corporate Landlord and Miscellaneous expenditure for the period to 9 November 2018.

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 to 9 November 2018.

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 to 9 November 2018.

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 to 9 November 2018.

DECIDED: That the report be noted.

7 Paisley & Renfrew Common Good Fund Budgets 2019/20

There was submitted a report by the Director of Finance & Resources relative to the estimated funding available for disbursement during 2019/20 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 this Board and its predecessors. In addition, an annual allocation was to be made to the relevant Local Partnerships 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 attached to the report.

DECIDED:

(a) That the 2019/20 budget allocations to Local Partnerships be approved as follows:

Renfrew Common Good – Renfrew Local Partnership - £67,360

Paisley Common Good – Paisley East, Ralston, Hawkhead & Lochfield, Hunterhill and Charleston Local Partnership - £11,100

Paisley Common Good - Paisley North, Ferguslie, Gallowhill, Paisley West & Central Local Partnership - £9,750

Paisley Common Good – Glenburn and Foxbar & Brediland Local Partnership - £9,150; and

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

8 Council Tax: Accounts for Write Off

There was submitted a report by the Director of Finance & Resources relative to a proposal to write off Council Tax accounts for sums over £10,000 where recovery was no longer viable. The value of the debt to be written off was £57,469.52.

DECIDED: That the sum of £57,469.52 as detailed in the report, be written off.

9 Non-domestic Rates: Accounts for Write Off

There was submitted a report by the Director of Finance & Resources relative to a proposal to write off Non-domestic Rates accounts for sums over £10,000 where recovery was no longer viable. The value of the debt to be written off was £358,537.64.

DECIDED: That the sum of £358,537.64 as detailed in the report, be written off.

10 Sundry Income: Accounts for Write Off

There was submitted a report by the Director of Finance & Resources relative to a proposal to write off Sundry Debtor accounts where recovery was no longer viable. The value of the debt to be written off was £27,274.35.

DECIDED: That the sum of £27,274.35 as detailed in the report, be written off.

11 Customer & Business Services Performance Report

There was submitted a report by the Director of Finance & Resources relative to the Customer & Business Services Performance Report.

The report detailed performance across key Customer & Business Service functions including revenue collection and benefit administration for the period ending 31 December 2018 and explained that £20,000 had been re-allocated from Discretionary Housing Payments to the Scottish Welfare Fund to meet an increased demand for Crisis Grants following the roll out of Universal Credit.

DECIDED:

(a) That the report be noted; and

(b) That the redistribution of Council resources from Discretionary Housing Payments to support Scottish Welfare Fund payments also be noted.

12 Operational Performance Report - Facilities Management

There was submitted an update report by the Director of Environment & Infrastructure relative to the performance of services delivered by Integrated Facilities Management (Hard & Soft Services) since November 2018.

The report provided performance information on building services; repairs over the last three years; housing repairs; gritting; street lighting; external works; compliance regime; period poverty; early years and childcare; workforce development; operational improvements; attendance at work; enquiries and complaints and free school meals.

DECIDED: That the operational performance update be approved.

13 Counter Fraud & Corruption Policy

new Counter Fraud and Corruption Policy (the Policy) to reflect the current arrangements in place for the prevention, detection and investigation of fraud risks throughout the Council and to replace both the Prevention and Detection of Fraud and Corruption Strategy and the Housing and Council Tax Benefit Counter Fraud Prevention Policy. A copy of the new Policy was attached to the report.

The Policy applied to employees, elected members, service users, contractors, agencies, suppliers and other partner organisations where the principles of “following the public pound” applied, for example organisations that received funding from the Council, including the voluntary sector and other third-party organisations where the Council had an interest.

The Policy delivered effective arrangements for tackling fraud and the content conformed to professional guidance issued by the Chartered Institute of Public Finance and Accountancy. It also took account of other professional guidance and relevant legislation such as the Bribery Act 2010.

DECIDED:

- (a) That the Counter Fraud and Corruption Policy, as appended to the report, be approved; and
- (b) That it be noted that the Counter Fraud and Corruption Policy replaced the Prevention and Detection of Fraud and Corruption Strategy and the Housing and Council Tax Benefit Counter Fraud Policy.

DECLARATION OF INTEREST

Councillor Audrey Doig, having previously declared an interest in the undernoted item, left the meeting and took no part in any discussion or voting thereon.

14 Guarantor for Renfrewshire Leisure Limited

There was submitted a report by the Director of Finance & Resources relative to authorisation for the Director of Finance & Resources to sign guarantees for and on behalf of Renfrewshire Council for the lease of sports equipment to Renfrewshire Leisure Limited (RLL).

The report advised that the transfer of the Council's leisure facilities to RLL in 2002 had highlighted that it was likely in the future that the Council would be required to act as Guarantor in relation to borrowing or capital finance arrangements.

The report explained that leases associated with current contracts for sports equipment had expired or were due to expire and RLL intended to enter into further lease contracts for new sports equipment to be used in its sports facilities. The cost of the proposed new contract for a lease period of four years was approximately £108,865 plus VAT and

RLL would retain ownership of the equipment on expiry of the lease. The Council was also required to accept various obligations relating to the provision of access to the equipment as this would be sited in Council-owned premises and therefore a landlord waiver also required to be signed.

DECIDED:

(a) That the Director of Finance & Resources be authorised to sign a Guarantee for and on behalf of Renfrewshire Council for the sports equipment lease contract, relating to sports equipment between Renfrewshire Leisure Limited and the lessor; and

(b) That the Director of Finance & Resources be authorised to sign a Landlord Waiver for and on behalf of Renfrewshire Council in order to accept and confirm appropriate obligations related to the provision of access to the equipment by the lessor during the term of the lease.

SEDERUNT

Councillor Audrey Doig re-entered the meeting prior to consideration of the following item.

15 Councillors and Data Processor Agreements

There was submitted a report by the Director of Finance & Resources relative to Councillors and Data Processor Agreements.

The report advised that in terms of current legislation and regulation councillors were deemed to be individual data controllers in relation to personal information which the Council processed on their behalf; explained the roles of data controllers and data processors; and detailed responsibility for data protection compliance, including the requirement for a Data Processor Agreement between an individual councillor as a data controller and the Council as a data processor. A copy of the Data Processor Agreement was attached to the report.

DECIDED:

(a) That the requirement for a Data Processing Agreement between each councillor and the Council in respect of personal information which the Council processed on their behalf, be noted; and

(b) That the Data Processing Agreement, attached to the report, be approved and sent to each councillor for signing.

16 Macmillan Renfrewshire Improving the Cancer Journey Project

There was submitted a report by the Chief Executive relative to the MacMillan Renfrewshire Improving the Cancer Journey Project.

The report advised that the Council had secured £500,000 from Macmillan Cancer Support to deliver the Macmillan Renfrewshire Improving the Cancer Journey Project, the main aim of which was to develop and deliver, for everyone in Renfrewshire with a

cancer diagnosis, clear, seamless and accessible pathways of care based on a robust holistic assessment of need. The project was anticipated to commence later in the year.

DECIDED:

(a) That the award of £500,000 funding for the MacMillan Renfrewshire Improving the Cancer Journey project, be noted; and

(b) That it be noted that the Chief Executive had accepted the offer of grant from Macmillan Cancer Support on behalf of Renfrewshire Council.

17 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.

DECIDED: That the Director of Finance & Resources, in consultation with the Provost, be authorised to make the necessary arrangements for civic hospitality at the approximate cost indicated, as follows:

MND Scotland – £700

30th Paisley & District Scout Group - £1,800

Scottish Huntingdon's Association - £2,000

Paisley Philharmonic Choir - £400

Contract Authorisation Reports

As below.

18 Notification of Contract for Vehicle Leasing Authorised for Award under clause 9.1 j) of Council Standing Orders

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to notification that a contract for vehicle leasing had been awarded by the Director of Environment & Infrastructure under clause 9.1(j) of the Council's Standing Orders relating to Contracts.

The report explained the circumstances leading to the award of this specific contract to fulfil the Council's requirement to commit grant funding of £208,000 provided by Transport Scotland towards the cost of the lease or purchase of electric vehicles by 7 December 2018.

Separate contracts for two crew vans and for five vans, the values of which were under the EU threshold and therefore did not required to be authorised by this Board, had been awarded. However, one other contract for the lease of 17 electric cars was above the threshold and it was this contract that the Director of Environment & Infrastructure had awarded to LeasePlan UK Limited t/a Automotive Leasing for a period of five years, starting on the date the vehicles were delivered, at a cost of £240,291.60 excluding VAT. In accordance with the conditions of the grant, the first three years of the contract would be funded from the Transport Scotland grant and the remaining two years would be funded by the Council.

DECIDED:

- (a) That the award of a contract for vehicle leasing to LeasePlan UK Limited t/a Automotive Leasing by the Director of Environment & Infrastructure under clause 9.1(j) of the Council's Standing Orders Relating to Contracts, be noted; and
- (b) That it be noted that the grant allowed the Council to lease 17 electric cars for three years out of a five-year lease plan and the final two years would be met from the budget for Environment & Infrastructure Services.

19 Operation and Maintenance of Biomass Boilers at the Calside Estate

There was submitted a joint report by the Chief Executive and the Director of Communities, Housing & Planning Services relative to the award of a negotiated contract for the operation and maintenance of the biomass boilers at the Calside Estate (RC-CPU-18-333).

The report explained the decision by the Council to negotiate a contract with Highland Wood Energy Limited to maintain and continue to provide heating to tenants in the Calside Estate following intimation from British Gas Trading Limited that they did not wish to extend the current contract due to realignment of their business areas. Highland Wood Energy Limited was the incumbent contractor with a working knowledge of the estate.

DECIDED: That the Head of Corporate Governance be authorised to award a negotiated contract for the operation and maintenance of the Council's biomass boilers at Calside Estate, Paisley to Highland Wood Energy Limited at a cost of £200,000 excluding VAT for a period of one year to commence on 15 February 2019 or on the date confirmed in the letter of acceptance.

20 External Upgrade Works

There was submitted a joint report by the Chief Executive and the Director of Communities, Housing and Planning Services relative to the award of a measured term contract for external upgrade works (RC-CPU-17-093).

Following a procurement exercise conducted in accordance with the Council's procedures, nine tenders were submitted and after evaluation the tender submitted by Procast Building Contractors Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Services be authorised to award a measured

term contract for external upgrade works to Procast Building Contractors Limited at a maximum cost of £40,000,000 excluding VAT (£10m annually) for a period of 12 months with the option to extend for up to a further 12 months on three separate occasions, commencing 29 March 2019 or on the date confirmed in the letter of acceptance.

Minute of Meeting Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 14 November 2018	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 – M Ferguson, J Boylan and S Hicks (UNISON); and J McMenemy (GMB).

Apology

Councillor J Paterson.

In Attendance

G McKinlay, Head of Schools (Children Services); D Gillies, Head of Facilities Management (Environment & Infrastructure); R Laouadi, HR Manager, R Cree, OD & Workforce Planning Manager, S Fanning, Principal HR Adviser (Health Safety and Absence) and R Devine, Senior Committee Services Officer (all Finance & Resources); and P McCulloch, Adult Services Manager, Renfrewshire Health and Social Care Partnership.

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 Developments in Health, Safety and Wellbeing

There was submitted a report by the Director of Finance & Resources relative to developments in relation to health, safety and wellbeing issues.

The report detailed training undertaken, policies and guidance currently under review and outlined support provided to Services to assist with (i) the retention of accreditation to BS OHSAS 18001-2007; (ii) the review of fire arrangements for Renfrewshire House and (iii) the evaluation of contractors' health and safety documentation submitted as part of the procurement process. It was highlighted that the Asbestos at Work guidance had been approved at the meeting of the Finance, Resources & Customer Services Policy Board held on 14 November 2018. Updates were provided in respect of the Healthy Working Lives initiative, Freedom of Information enquiry information, the Corporate Health and Safety Committee and recent specific incidents where the section had supported services to ensure learning from the incidents was shared. It was noted that the Fireworks event had been cancelled.

Following discussion regarding the evaluations undertaken in relation to the procurement process it was confirmed that advice and guidance was provided by the Council to contractors who required to improve their health and safety documentation and practices, after which they could resubmit their tenders.

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 2018. The report provided information in relation to absence targets and how services and categories of staff had performed against them. An analysis of the reasons for absence for the period was included in the report. Information was also provided on supporting attendance activity levels by service and costs of sick pay and the overall number of days lost during Quarter 2, ending 30 September 2018 and for the equivalent quarters in previous years.

A summary of recent and planned actions implemented to improve absence performance was provided. There followed discussion in connection with the HEADTORCH intervention programme, the desirability of refocussing management of 'longer-term' absences, recognition of work-related stress and measures to support staff and addressing perceived barriers to staff returning to work as soon as possible, such as detriment to employees resulting from a phased return to work. It was agreed that consideration be given to making a presentation to a future meeting of the JCB Non-Teaching regarding the HEADTORCH programme and that the other issues raised be progressed via the trade union liaison meetings.

DECIDED: That it be noted that the report reflected the absence statistics for the

period 1 July to 30 September 2018.

4 Details of Grievances

There was submitted a report by the Director of Finance & Resources relative to the number of grievances received.

The report provided information on grievances at both the informal and formal stages. The report indicated that there was a total of 10 grievances as at November 2018, which was a decrease of two from the previous report considered by the Board.

DECIDED: That the report be noted.

5 Apprenticeships - Number and Type

Under reference to item 5 of the meeting of the Board held on 5 September, 2018 there was submitted a report by the Director of Finance & Resources relative to the number and type of apprentices employed by the Council. The report indicated that as at the end of September 2018, 23 apprentices were employed by the Council. There followed discussion regarding the current gender imbalance in relation to apprentices employed by the Council and initiatives previously employed to address the situation.

DECIDED: That the report be noted.

6 Agency Workers

There was submitted a report by the Director of Finance & Resources relative to the number of agency staff employed within the Council as at September 2018 and detailing the capacity and service in which they were engaged. The report advised that as at the end of September 2018, 60 agency workers were employed across all services.

DECIDED: That the report be noted.

7 Managing Violence and Aggression in Educational Establishments

The UNISON representatives expressed concern in relation to the consultation process adopted prior to approval of the Managing Violence and Aggression in Educational Establishments.

It was highlighted that it was unacceptable that although UNISON represented a range of staff employed in various educational establishments the trade union had not been involved in the consultation process. The Head of Schools (Children's Services) apologised for the oversight in not involving UNISON in the process and provided a commitment that all trade unions would be invited to participate in the consultation process when future new/revised policies were developed.

Specific concerns were outlined regarding the application and awareness of the Managing Violence and Aggression in Educational Establishments policy and it was agreed that these be noted and that 'off-table' discussions be entered into to allay concerns raised regarding the alleged discouragement by management of the

reporting/logging of violent and aggressive incidents.

DECIDED: That the concerns outlined regarding the Managing Violence and Aggression in Educational Establishments policy be noted and that 'off-table' discussions be entered into to allay concerns raised regarding the alleged discouragement by management of the reporting/logging of violent and aggressive incidents.

8 Review of Hard and Soft Facilities Management

The UNISON representatives expressed concern in relation to the lack of consultation with and information provided in terms of the ongoing review of Hard and Soft Facilities Management.

It was acknowledged by management that there had been issues in relation to the scheduling of meetings with the trade unions. Following a general discussion regarding the nature of information sought by UNISON it was agreed that a meeting be arranged and UNISON and the other trade unions with an interest be invited to attend.

DECIDED: That the concerns outlined be noted and arrangements made to convene a meeting with the trade unions in relation to the review of Hard and Soft Facilities Management.

9 Date of Next Meeting

DECIDED: It was noted that the next meeting of the Joint Consultative Board Non-Teaching was scheduled to be held at 3 pm on Wednesday, 12 December 2018.

Minute of Meeting

Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 12 December 2018	15:00	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Representing Trade Unions – J Boylan and M McIntyre (both UNISON); and R Stewart (GMB).

In Attendance

G McKinlay, Head of Schools (Children's Services); D Gillies, Head of Facilities Management (Environment & Infrastructure); R Laouadi, HR Manager, R Cree, OD & Workforce Planning Manager, S Fanning, Principal HR Adviser (Health Safety and Absence) and D Low, Senior Committee Services Officer (all Finance & Resources); and P McCulloch, Head of Health and Social Care (Paisley), Health and Social Care Partnership.

Apologies

Councillor McNaughtan; M Ferguson, S Hicks and L Glover (all UNISON) and S McAllister (GMB).

Declarations of Interest

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

Appointment of Chairperson

It was proposed and agreed that John Boylan (UNISON) chair the meeting.

DECIDED: That John Boylan chair the meeting.

1 Minute of Meeting

There was submitted the Minute of the meeting of the Joint Consultative Board: Non-teaching held on 5 September 2018.

DECIDED: That that Minute be noted.

2 Developments in Health, Safety and Wellbeing

There was submitted a report by the Director of Finance & Resources relative to developments in relation to health, safety and wellbeing issues.

The report detailed training undertaken, policies and guidance currently under review and outlined support provided to Services to assist with (i) the Healthy Working Lives Gold award training on Mental Health First Aid; (ii) the review of fire arrangements for Renfrewshire House and (iii) the evaluation of contractors health and safety documentation submitted as part of the procurement process. Updates were provided in respect of Freedom of Information enquiry information, the Corporate Health and Safety Committee and partnership working.

DECIDED: That the report be noted.

3 Details of Grievances

There was submitted a report by the Director of Finance & Resources relative to the number of grievances received.

The report provided information on grievances at both the informal and formal stages. The report indicated that there was a total of 10 grievances as at December 2018, which was no change from the previous report considered by the Board.

DECIDED: That the report be noted.

Sederunt

Councillor Begg entered the meeting during the following item of business.

4 Agency Workers

There was submitted a report by the Director of Finance & Resources relative to the number of agency staff employed within the Council as at December 2018 and detailing the capacity and service in which they were engaged. The report advised that as at the end of December 2018, 67 agency workers were employed across all services.

DECIDED: That the report be noted.

5 Date of Next Meeting

DECIDED: It was noted that the next meeting of the Joint Consultative Board Non-Teaching was scheduled to be held at 3.30 pm on Wednesday, 30 January 2019.

Note of Inquorate Meeting Investment Review Board

Date	Time	Venue
Wednesday, 21 November 2018	11:00	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor John McIntyre, Councillor John Shaw

Chair

Councillor Shaw, Convener, presided.

Also Present

D Millar, Associate Consultant, Hymans Robertson LLP.

In Attendance

A MacArthur, Head of Finance, R Conway, Finance Manager and P Shiach, Committee Services Officer (all Finance and Resources).

Apologies

Councillors Nicolson and Paterson.

Quorum

Ten minutes after the appointed time for the meeting a quorum was not present and in terms of Standing Order 52 the meeting stood adjourned.

Minute of Reconvened Meeting Investment Review Board

Date	Time	Venue
Wednesday, 05 December 2018	09:15	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Councillor Shaw, Convener, presided.

In Attendance

A MacArthur, Head of Finance, R Conway, Finance Manager and R Devine, Senior Committee Services Officer (all Finance & Resources).

Also in Attendance

D Millar, Associate Consultant Hymans Robertson LLP.

Declarations of Interest

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

1 Minute of Previous Meeting

There was submitted the Minute of the meeting of the Investment Review Board held on 13 June 2018.

DECIDED: That the Minute be approved.

2 Investment Manager Tender Exercise

There was submitted a report by the Director of Finance & Resources relative to the contract for investment manager services in respect of the Paisley and Renfrew Common Good Funds.

The report stated that the Council currently had in place a contract for management of the investments of the Paisley and Renfrew Common Good Funds. The three-year contract with Standard Life Wealth Limited, which had commenced on 1 July 2014, included an option to extend for a further two years. The option to extend had been exercised and the current arrangement was due to end on 30 June 2019.

A tender exercise, that followed the Council's normal procurement procedures and took a similar form to the 2013/14 tender exercise, was currently being undertaken. Hymans Robertson LLP had been engaged to assist the Council with the contract specification and bid evaluation process.

It was noted that a report on the outcome of the tender exercise award would be submitted to the meeting of the Council's Finance, Resources and Customer Services Policy Board, to be held on 27 March 2019, to enable the contract to be in place for commencement on 1 July 2019. The Investment Review Board would be informed of the outcome of the tender exercise at the next meeting.

DECIDED:

(a) That it be noted that the current contract for investment manager services would come to an end on 30 June 2019, and that a tender exercise was currently being undertaken for the provision of investment manager services, to commence on 1 July 2019; and

(b) That it be noted that that Hymans Robertson LLP had been engaged to assist the Council with the contract specification and bid evaluation process.

3 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 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 2017 and was due for review.

The report advised that there were no changes proposed to the existing Statement, other than minor presentational amendments. It was however highlighted that it was proposed that the existing income requirements for each Fund, as detailed in paragraph 7 of the Statement of Investment Principles, be increased, with effect from 1 January 2019 to £380,000 per annum for the Renfrew Common Good Fund and £102,700 for the Paisley Common Good Fund. A draft note on income targets, prepared by Hymans Robertson LLP, was circulated. It was noted that if agreed this revision would be incorporated into the tender specification for the contract for investment manager services in respect of the Paisley and Renfrew Common Good Funds.

DECIDED:

(a) That the Statement of Investment Principles appended to the report be approved; and

(b) That the undernoted sums be approved as the amended levels of annual income required for each fund, effective from 1 January 2019, in terms of paragraph 7 of the Statement of Investment Principles: Renfrew Common Good Fund: £380,000 (9.83% increase) Paisley Common Good Fund: £113,000 (10.03% increase).

4 Information Session

D Miller, Hymans Robertson LLP, provided a briefing on market and economic news since the last meeting.

Reference was made to returns from the markets during 2018, trends encountered by investors in the equity markets since 2017; and a summary provided of the influencing factors which had impacted on the performance of the currency and equities market and were likely to result in more volatility during 2018. It was highlighted that equity investments were viewed as a long-term activity. It was also noted that the portfolios were well diversified and gained exposure to a wide range of countries/regions, sectors and assets.

DECIDED: That the briefing be noted.

5 Paisley and Renfrew Common Good Funds six-month report to 30 September 2018

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 2018. A performance review by Hymans Robertson LLP was attached as an appendix to the report.

A presentation, prepared by Standard Life Wealth, had been circulated to members of the Board, which advised of the performance of world markets during the final quarter of 2017 and the current year; outlined the global macroeconomic environment, referred to trade tariffs and the outlook for the global economy and summarised the investment guidelines associated with the Funds. The report provided commentary

on and analysis of the performance of the Common Good Funds as at 30 September 2018 and, in particular, the asset contribution by asset class. Mention was made of the best and worst performing stocks and equity holdings within the portfolios. The rationale for remaining invested in risk assets was outlined.

DECIDED: That the report and presentation be noted.

6 Date of Next Meeting

It was noted that the next meeting of the Investment Review Board would be held in Renfrewshire House on Wednesday 12 June 2019 at 11am.

DECIDED: That the information be noted.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 31 January 2019	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Eddie Devine, Councillor Audrey Doig, Councillor Lisa-Marie Hughes, Councillor Alistair Mackay, 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), E Currie, Senior Committee Services Officer, N O'Brien, Assistant Committee Services Officer, G McIntosh, Civic Government Enforcement Officer and N Barr, Administrative Assistant (all Finance & Resources).

Declarations of Interest

Councillor Montgomery declared a non-financial interest in item 8(a) of the agenda as he had prior knowledge of the matter and indicated his intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

Order of Business

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 8(b) of the agenda after item 1 of the agenda; item 12(a) of the agenda after item 8(a) of the agenda and resuming consideration of item 4 of the agenda after item 7(b).

1 Civic Government (Scotland) Act 1982: Review of Taxi Fares within Renfrewshire

Under reference to item 1 of the Minute of the meeting of this Board held on 15 November 2018 there was submitted a report by the Director of Finance and Resources relative to a review of taxi fares within Renfrewshire.

The report intimated that after considering responses to an initial consultation, the Board agreed to advertise a proposal to fix a new fare scale to have effect from a proposed date of 25 March 2019. An advertisement detailing the proposal appeared in the Paisley Daily Express newspaper on 30 November 2018 and provided that any person wishing to make representations on the proposal must do so in writing no later than 30 December 2018. No further representations had been received and the Board now required to fix a taxi fares scale for Renfrewshire.

DECIDED:

(a) That a new taxi fares scale for Renfrewshire be fixed in accordance with the advertised scale;

(b) That the fares scale come into effect on 25 March 2019;

(c) That officers be authorised to give notice to all operators of taxis operating in Renfrewshire and the persons and organisations appearing to the Board to be representative of the operators of taxis operating within Renfrewshire, being the parties initially consulted, of the fares scale fixed and its effect, the date on which it was to come into effect and the rights of appeal against the scale, all as set out in section 17 of the Civic Government (Scotland) Act 1982, as amended; and

(d) That officers be authorised to publish the fares scale, as soon as practicable following expiry of the period of appeal to the Traffic Commissioner, or, if appealed, as soon as practicable after determination of the appeal, by giving notice of the scales in an advertisement in a newspaper circulating in Renfrewshire and to specify therein that the scales shall come into effect on 25 March 2019, all in terms of section 18A of the Civic Government (Scotland) Act 1982.

2 Hearing into Possible Removal from the Register of Private Landlords - Personal Appearance

The Board considered the possible removal of the undernoted landlord from the Register of Private Landlords. The landlord had been asked to appear personally for the first time together with Kwai Leung and the Director of Communities, Housing and Planning Services:-

Anu Sharma – 261965/350/350/12171

Ms Sharma, the landlord, and her Solicitor, Mr Hunter, were invited into the meeting together with Mr C Hunter, Environmental Improvements Manager, and Ms Gray, Environmental Health Officer, on behalf of the Director of Communities, Housing and Planning Services. There was no appearance by or on behalf of Kwai Leung.

Mr Hunter, on behalf of his client, requested that consideration of this hearing be continued to a future meeting of the Board.

The Convener proposed that consideration of the hearing be continued and that the landlord be invited to future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of the hearing be continued and that the landlord be invited to a future meeting of the Board.

3 Renewal of Street Trader's Licence

There was submitted the undernoted application for renewal of a Street Trader's Licence:-

Applicant: William Greig

Authorised goods: hot and cold snacks

Trading from: Glebe Street and Broadloan, Renfrew

Operating hours: Glebe Street – 10.30 am to 11.15 am and Broadloan – 11.15 am to 2.30 pm

The Assistant Managing Solicitor (Licensing) advised that the application was for renewal of a Street Trader's Licence and not for the grant of a Street Trader's Licence as stated on the agenda for this meeting.

After consideration of all matters before the Board, the Convener proposed that Mr Greig continue to be allowed to be an exception to the Board's policy on trading in the vicinity of schools and that the application be granted for a period of two years. This was agreed unanimously.

DECIDED: That the applicant continue to be allowed to be an exception to the Board's policy on trading in the vicinity of schools and that the application be granted for a period of two years.

4 Renewal of Late Hours Catering Licence

There was submitted the undernoted application for renewal of a Late Hours Catering Licence:-

Applicant: DPK Foods Limited, trading as Domino's Pizza

Authorised goods: pizzas and other takeaway foods

Trading from: 41 Gauze Street, Paisley

Operating hours: Sunday to Thursday – 11.00 pm to 1.00 am and Friday and Saturday – 11.00 pm to 2.00 am

Licence No.: LHC 107

After consideration of all matters before the Board, the Convener proposed that the applicant continue to be allowed to be an exception to the Board's policy on trading hours and that the application be granted for a period of two years. This was agreed unanimously.

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

5 Grant of Street Trader's Licence - Personal Appearance

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

Applicant: Danni Preston

Authorised goods: hot and cold food and beverages, confectionery and milk

Trading from: Watt Road and Huntly Road, Hillington and Maxwell Street, Paisley

Operating hours: Hillington – 6.00 am to 2.30 pm and Paisley – 9.00 pm to 4.00 pm

There was no appearance by or on behalf of Ms Preston. The Convener proposed that consideration of the application be continued until later in the meeting to allow the applicant's representative to attend. This was agreed unanimously.

DECIDED: That consideration of the application be continued until later in the meeting to allow the applicant's representative to attend.

6 Variation of Taxi Operator's Licence - Personal Appearance

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

Applicant Skydale Limited

Variation: to allow full vehicle wrap advertising

Licence No.: TX214

Mr Allan, on behalf of the applicant, was invited into the meeting together with Ms Pike, Senior Marketing Officer, Renfrewshire Council. After consideration of all matters before the Board, the Convener proposed that the application be granted. This was agreed unanimously.

DECIDED: That the application be granted.

7 Surrender and Re-issue of Taxi Operator's Licence - Personal Appearance

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

Present Operator: Jared Thomas Gatley/John Curran on behalf of GLA Taxis

Proposed Operator: Jared Thomas Gatley

Licence No.: TX81

Mrs Gatley, 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. This was agreed unanimously.

DECIDED: That the application be granted.

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 could 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.

8 Grant of Landlord Registrations - Personal Appearances

Under reference to item 10 of the Minute of the meeting of this Board held on 31 October 2018 consideration was resumed of application (a) and under reference to item 11 of the Minute of the meeting of this Board held on 15 November 2018 consideration was resumed of application (b) for the grant of Landlord Registrations. The applicants had been asked to appear personally for the second time together with Police Scotland:-

(a) Paul Docherty – REN-0146399-18

The Assistant Managing Solicitor (Licensing) advised that Mr Docherty had withdrawn his application.

DECIDED: That it be noted that the application had been withdrawn.

(b) Deborah Ameh – REN-0181524-18

There was no appearance by or on behalf of Ms Ameh. Sergeant Hay, Police Scotland was invited into the meeting. The Convener proposed that the application be considered in Ms Ameh's absence and this was agreed unanimously.

After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of three years. This was agreed unanimously.

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

9 Grant of Street Trader's Licence - Personal Appearance

Under reference to item 5 of this Minute consideration was resumed of the undernoted application for the grant of a Street Trader's Licence. The applicant had been asked to appear personally for the first time:-

Applicant: Danni Preston

Authorised goods: hot and cold food and beverages, confectionery and milk

Trading from: Watt Road and Huntly Road, Hillington and Maxwell Street, Paisley

Operating hours: Hillington – 6.00 am to 2.30 pm and Paisley – 9.00 pm to 4.00 pm

Mr Donaldson, on behalf of the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the applicant be allowed to be an exception to the Board's policy on trading hours and that the application be granted for a period of one year. This was agreed unanimously.

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

Declaration of Interest

Councillor Montgomery having declared a non-financial interest in the following item of business left the meeting and took no part in any discussion or voting thereon.

10 Hearing into the Possible Removal from the Register of Private Landlords - Personal Appearance

Under reference to item 11 of the Minute of the meeting of this Board held on 15 November 2018 consideration was resumed of the possible removal of the undernoted landlord from the Register of Private Landlords. The landlord had been asked to appear personally for the second time together with the Director of Communities, Housing and Planning Services, Renfrewshire Council:-

David Blackwood – 300683/350/13551

Mr Blackwood, the landlord, was invited into the meeting together with Mr Hunter, Environmental Improvements Manager, and Ms McIntosh, Environmental Health Officer, on behalf of the Director of Communities, Housing and Planning Services.

After consideration of all matters before the Board, the Board adjourned to allow members to consider this matter. The meeting was reconvened and the Convener proposed (i) that consideration of the hearing be continued to allow Mr Blackwood to submit a Certificate of Completion from the Housing and Property Chamber First-tier Tribunal for Scotland for the property at 7 Quarry Road, Paisley and to provide evidence that he had complied with the Rent Relief Order made by the Tribunal; and (ii) that Mr Blackwood be invited to a future meeting of the Board. This was agreed unanimously.

DECIDED:

- (a) That consideration of the application be continued to allow Mr Blackwood to submit a Certificate of Completion from the Housing and Property Chamber First-tier Tribunal for Scotland for the property at 7 Quarry Road, Paisley and to provide evidence that he had complied with the Rent Relief Order made by the Tribunal; and
- (b) That Mr Blackwood be invited to a future meeting of the Board.

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Councillor Montgomery re-entered the meeting.

Adjournment

The meeting adjourned at 12.15 pm and reconvened at 12.45 pm.

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Councillors Devine and Montgomery were not in attendance when the meeting reconvened.

11 Hearing into Possible Suspension or Revocation 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 Nualla Scallan, who had submitted a complaint in relation to the licence holder:-

Paul Bean – P2592

Mr Bean, the licence holder, Mrs Bean and Mrs Gillies, were invited into the meeting together with Ms Scallan, the complainer, and Ms McCallum. Sergeant Hay, on behalf of the Chief Constable, was also invited into the meeting. Sergeant Hay confirmed that Police Scotland waived the 14 days' notice of this hearing.

After consideration of matters before the Board, the Assistant Managing Solicitor (Licensing) asked Mr Bean if he wished to address the Board on any steps the Board might take in relation to his licence prior to any motions being made in relation to his Private Hire Car Driver's Licence. Mr Bean then addressed the Board.

The Board adjourned to allow members to consider all matters. The meeting was reconvened and Ms McCallum was not in attendance. The Convener proposed that Mr Bean's Private Hire Car Driver's Licence be suspended for a period of three days. This was agreed unanimously.

DECIDED: That Mr Bean's Private Hire Car Driver's Licence be suspended for a period of three days.

12 Requests for Exemptions from Assisting Wheelchair Passengers - Personal Appearances

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

(a) William Guthrie – T0018

Mr Guthrie, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that Mr Guthrie's request for exemption from assisting wheelchair passengers be granted for the duration of his current Taxi Driver's Licence. This was agreed unanimously.

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

(b) Colin Wardrop – T1490

Mr Wardrop, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that Mr Wardrop's request for exemption from assisting wheelchair passengers be granted for the duration of his current Taxi Driver's Licence. This was agreed unanimously.

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

(c) Lyndsey Hynd – T0042

Ms Hynd, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that Ms Hynd's request for exemption from assisting wheelchair passengers be granted for the duration of her current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That Ms Hynd's request for exemption from assisting wheelchair passengers be granted for the duration of her current Taxi Driver's Licence.

Adjournment

The meeting adjourned at 2.00 pm and reconvened at 2.10 pm.

13 Renewal of Window Cleaner's Licence - Personal Appearance

There was submitted the undernoted application for renewal of a Window Cleaner'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:-

Gordon Harry James Michie – W141

Mr Michie, the applicant was invited into the meeting together with Sergeant Hay on behalf of the Chief Constable, who had submitted an objection to the application. Mr Michie requested that consideration of his application be continued to allow his Solicitor to represent him at a future meeting of the Board. 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.

14 Grant of Taxi Drivers' Licences - Personal Appearances

There were submitted the undernoted applications for grant of Taxi Driver's Licences. The applicants had been asked to appear personally for the first time together with Police Scotland who had submitted a representation to application (a) and an objection to application (b):-

(a) Danielle Scott

Ms Scott, the applicant, was invited into the meeting together with Sergeant Hay, on behalf of the Chief Constable, who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

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

(b) Sohail Mahmood

Mr Mahmood, the applicant, was invited into the meeting together with Sergeant Hay, on behalf of Chief Constable, who had submitted an objection 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.

15 Hearing into Possible Suspension or Revocation 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:-

Stephen Wright – P0172

There was no appearance by or on behalf of Mr Wright. Sergeant Hay, on behalf of the Chief Constable, was invited into the meeting.

The Convener proposed that the hearing be heard in Mr Wright's absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that Mr Wright's licence be suspended for the unexpired portion of the duration of his licence with immediate effect. This was agreed unanimously.

DECIDED: That Mr Wright's Private Hire Car Driver's Licence be suspended for the unexpired portion of the duration of his licence with immediate effect.

Minute of Meeting Leadership Board

Date	Time	Venue
Wednesday, 20 February 2019	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Derek Bibby, Councillor Jacqueline Cameron, Councillor Eddie Devine, Councillor Andy Doig, Councillor Lisa-Marie Hughes, Councillor Karen Kennedy, Councillor James MacLaren, Councillor Eileen McCartin, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor John McIntyre, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw

Chair

Councillor Nicolson, Convener, presided.

In Attendance

S Black, Chief Executive; M Crearie, Director of Communities, Housing & Planning Services; G McNeil, Director of Environment & Infrastructure; A Russell, Director of Finance & Resources; S Quinn, Acting Director of Children's Services; L McIntyre, Head of Policy & Commissioning, L Mahon, Head of Marketing & Communications; A Morrison, Head of Regeneration, S McFadden, City Deal Project Director, B Walker, Depute City Deal Project Director and R Cooper, Economic Development Manager (all Chief Executive's); K Graham, Head of Corporate Governance, L Neary, Head of Transformation & OD, A MacArthur, Head of Finance, C Crosby, Finance Manager and L Belshaw, Democratic Services Manager (all Finance & Resources); and V Hollows, Chief Executive, Renfrewshire Leisure and P McCulloch, Acting Head of Health & Social Care Services, Renfrewshire Health & Social Care Partnership.

Declarations of Interest

Councillor Hughes declared a non-financial interest in respect of item 9 of the agenda as she was Chair of the Board of Renfrewshire Leisure Limited. Councillor Hughes indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matters it was her intention to remain in the meeting during consideration of this item.

Councillor McCartin declared a non-financial interest in respect of item 9 of the agenda as she was a member of the Board of Renfrewshire Leisure Limited. Councillor McCartin indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matter it was her intention to remain in the meeting during consideration of this item.

Councillor McCartin declared a non-financial interest in respect of item 10 of the agenda as she was a member of the Old Paisley Society.

1 Revenue Budget Monitoring to 9 November 2018

There was submitted a joint revenue budget monitoring report by the Chief Executive, the Director of Finance & Resources and the Chief Finance Officer, Renfrewshire Health & Social Care Partnership. The report summarised the financial position for services reporting to the Board for the period to 9 November 2018.

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. The report summarised the position for the period to 9 November 2018 for those services reporting to the Board. Since the last report budget changes totalling £5.285 million had arisen which related to Paisley Art Centre redevelopment; St James' Playing Field; travel and accessibility infrastructure; and City Deal projects.

DECIDED: That the report be noted.

3 Tackling Poverty Programme

There was submitted a report by the Chief Executive relative to Year 2 of the Tackling Poverty programme. The report intimated that the Council at its meeting held on 1 March 2018 had agreed £5 million of funding over five years to support a new Tackling Poverty programme. It was highlighted that the proposed programme outlined in the report continued key projects from within the programme throughout Year 2. However, it was recognised that there were a number of opportunities to review projects throughout the programme, to make sure delivery models were the most effective and to explore opportunities to align more closely to mainstream service provision and to respond to the Child Poverty (Scotland) Act 2017. A Local Child Poverty Action Report was currently being developed for Renfrewshire, to meet the requirements of the Act. It was noted that over the next four years the Tackling Poverty programme would continue to provide investment to specific initiatives that supported the Council's aspiration to tackle poverty: targeting support to families that needed it most; removing barriers to

participation for children and young people; and supporting health and wellbeing of young people.

It was proposed that the Chief Executive of Renfrewshire Leisure be asked to provide members with further information on the Skoobmobile initiative. This was agreed

DECIDED:

- (a) That the content of the Tackling Poverty programme as detailed in the report be approved; and
- (b) That the Chief Executive of Renfrewshire Leisure be asked to provide members with further information on the Skoobmobile initiative.

4 Preparations for the planned withdrawal of the UK from the EU

Under reference to item 6 of the Minute of the meeting of the Board held on 5 December 2018, there was submitted an update report by the Chief Executive relative to negotiations relating to the withdrawal agreement between the UK and the EU which continued to be undertaken within a fast-paced and complex environment. The report provided an overview of the key areas of risk for the Council that had been identified by officers specifically in relation to a 'no deal' Brexit scenario being realised. Preparatory activities underway were proportionate and pragmatic, and were targeted to address specific issues identified through wider risk assessment. These activities were being progressed in light of available information, and the Council would require to continue to respond flexibly and at pace to new priorities or areas of concern as these emerged through the later stages of negotiation. Due to the increasing uncertainty and limited time now available to reach agreement on withdrawal prior to 29 March 2019, contingency planning arrangements for the proposition of a "no deal" Brexit were being scaled up across both the EU and the UK. The report focused specifically on the implications of a "no-deal" Brexit for Renfrewshire Council, and sought to provide assurance in relation to activities being undertaken by the Council to prepare for this scenario. It was noted that a further update would be provided to the Leadership Board in May 2019, with officers working with partners to identify risks and mitigating actions required in the intervening period and in response to emerging information and developments.

DECIDED:

- (a) That the update information within the report be noted;
- (b) That the activities being undertaken by Council officers to prepare appropriately for EU withdrawal internally and with community planning partners be noted; and
- (c) That it be noted that preparations were actively being progressed in relation to a "no deal" Brexit scenario being realised.

5 Glasgow Airport Investment Area Full Business Case and update on AMIDS

There was submitted a report by the Chief Executive relative to the next steps for the Glasgow Airport Investment Area (GAIA) Project including approval to submit the Full Business Case which provides the enabling infrastructure for the development of the Advanced Manufacturing Innovation District Scotland (AMIDS). The report intimated that the GAIA project comprised the realignment of Abbotsinch Road between Arran Avenue and Greenock Road/Inchinnan Road; a new bridge across the White Cart and

improved facilities for cyclists and pedestrians, all aimed at improving connections between the Westway, Inchinnan and Airport Business Parks and as an enabler for the delivery of a business and commercial offering located around the airport. The GAIA project would also provide cycling infrastructure including a new pedestrian and cycling bridge over the Black Cart water. GAIA also provided the enabling infrastructure for the AMIDS which would house both the new National Manufacturing Institute Scotland and the Medicines Manufacturing Innovation Centre (UK). The report intimated that the Glasgow Airport Investment Area Full Business Case (FBC), Appendix 1 to the report, was scheduled to be presented to the Glasgow City Region Chief Executives' Group meeting on 28 March 2019 for approval to proceed to draw down grant funding to implement and complete the elements of the project set out in the FBC. This was a requirement in line with the City Region City Deal governance arrangements. City Deal Business Cases would be assessed and scrutinised by a central independent assessment team located within the Project Management Office. This team would make recommendations for a decision on the Business Cases to the Glasgow City Deal Chief Executives' Group.

DECIDED:

- (a) That the submission of the Glasgow Airport Investment Area Full Business Case to the Glasgow City Region Chief Executives Group for approval, be approved, subject to the Tender for the GAIA Construction contract being considered and approved by the Finance, Resources and Customer Services Policy Board;
- (b) That the Chief Executive be authorised to insert into the Glasgow Airport Investment Area Full Business Case the final contract award sum (subject to approval by the Finance, Resources and Customer Services Policy Board) and to make such minor changes to the FBC that may be requested by the City Deal Programme Management Office prior to submission to the Glasgow City Region Chief Executives' Group; and
- (c) That the potential for the successful delivery of AMIDS in collaboration with our partners to maximise the benefits for Renfrewshire and the City Region be noted.

6 Review of Car Parking in Paisley Town Centre

Under reference to item 15 of the Minute of the meeting of Renfrewshire Council held on 13 December 2018 there was submitted a report by the Director of Environment & Infrastructure relative to the decision that there be a review of car parking in Paisley town centre together with the financial implications which was to include consideration of three hours free parking; the provision of electric charging points; disabled parking spaces and improved car park signage. The report intimated that a desktop review had commenced. Paisley town centre had approximately 2140 on and off-street car parking spaces. These were either owned by the Council or private operators Paisley and Piazza shopping centres, all of which were chargeable. There were also a number of free on and off-street car park locations on the periphery of the town centre. It was proposed that a working group be established involving businesses, the Council, officers, the Leader of the Council, a member from each of the largest political groups, private car park operators and associated shopping centres in Paisley town centre. The remit of the working group would be to consider the financial, economic legal implications of the current parking policy and proposed alternatives. It was noted that the current arrangements and parking tariffs had applied to Paisley town centre since the 1970s and details of these were provided in the report. The report also referred to the introduction of additional disabled parking bays and the modernisation of car park signage. The report also referred to the proposal to install 26 charging spaces across

four public car parks in Paisley town centre following an award of funding from the Scottish Government and the report proposed that a no-cost tariff be introduced for those vehicles parked and being charged within an off-street electric vehicle charging bay within Zones 1-3 of Paisley town centre.

DECIDED:

- (a) That the current parking provision available within Paisley town centre and the income generated by the Council through the Council Car Park Policy be noted;
- (b) That it be agreed to establish a working group to discuss and review the parking provision within Paisley town centre as set out in the report and that the Leaders of the three largest political groups advise the Head of Corporate Governance by 28 February 2019 of their representative on the working group;
- (c) That it be agreed that the officer representation on the working group shall be one senior officer each from Environment & Infrastructure and the Chief Executive's Regeneration Services;
- (d) That the introduction of electric vehicle charging infrastructure as set out in the report be noted and that it be agreed that a no-cost tariff for those vehicles parked and being charged within an off-street electric vehicle charging bay within Zones 1-3 of Paisley town centre be approved.
- (e) That the introduction of additional disabled parking bays as set out in the report be noted;
- (f) That the improvement and modernisation of car park signage in addition to discussion through the working group, would be taken forward over 2019/21 as part of the Public Realm and Transportation improvements in Paisley Town Centre; and
- (g) That it be noted that updates on the outputs from the working group would be brought back to a future meeting of the Leadership Board for consideration.

7 Scotland's Future Employability Services

There was submitted a report by the Chief Executive relative to recent discussions between CoSLA and the Scottish Government on developing closer partnership working on employability which had culminated in a framework for partnership working to shape future provision between the Scottish Government and local authorities. The report intimated that the partnership would promote better use of existing resources with alignment of funding streams and the potential to maximise outcomes. This would involve more funding coming directly to local authorities and local government being recognised as a key strategic partner in this field. The report noted that employability was a key agenda of both local and national government and was recognised as a major contributor to both local economic development and work to tackle poverty and deprivation. The report outlined future funding arrangements and provided an overview of the Partnership Working Framework for Employability, including governance and leadership. It was noted that two new groups would be developed to underpin the Framework - the Joint Scottish Employability Group and the Scottish Local Government Alignment Group. Renfrewshire Council's Economic Development Manager would be the representative for the eight Glasgow City Region local authorities on the Alignment Group.

DECIDED:

- (a) That the report and the proposed changes to funding be noted; and
- (b) That it be noted that Renfrewshire Council's Economic Development Manager would represent the eight local authorities in the Glasgow City Region area to take forward the additional work required to move the partnership forward as part of the Scottish Local Government Alignment Group.

8 Core Values Engagement and Council Communications

There was submitted a report by the Chief Executive relative to a proposed programme of engagement that would take place between April and June 2019, initially with employees, and then with local communities, to update and identify core values for the Council. This would help shape the Council's future marketing and communications strategies and become the foundation for an informal agreement with staff and communities on how, by working together, a better Renfrewshire could be built. The report further proposed that a programme of engagement with elected members would take place in April with one-to-one and group discussions as required, to identify how the Council could continue to build its relationships with communities, partners and employees and the values that were important to collective success. It was noted that feedback would be provided at the end of the engagement period. A new Council narrative, key messages and brand model would be developed for roll out in Autumn 2019 through ongoing communications and marketing campaigns that support future Council policy and decision making.

DECIDED: That the work to deliver a programme of engagement activity that would be delivered by the Council's Transformation & Organisational Development and Marketing & Communications and Policy teams, be noted.

Declarations of Interest

Councillors Hughes and McCartin having previously declared an interest in relation to the following item of business remained in the meeting.

9 Renfrewshire Leisure Limited – Annual Report

There was submitted a report by the Chief Executive relative to the Renfrewshire Leisure (RL) Annual Report 2017/18 which highlighted its main achievements, business performance and summary financial statements, including information on attendance at facilities and the important role of RL in terms of delivering Renfrewshire's cultural infrastructure programme. The annual report, which was appended to the Chief Executive's report, formed part of the Council's monitoring arrangements of RL. The report also noted the appointment of Victoria Hollows as Chief Executive of RL. The report referred to the requirement each year for RL to develop a business plan for agreement by the Council, setting out RL's priorities for the year ahead in light of the resources that were expected to be available. It was noted that the business plan would be submitted to the meeting of this Board to be held on 1 May 2019 for approval.

It was proposed that information in relation to RL's risk strategy and the operation of Business World concerning the processing of invoices be provided to members of the Board. This was agreed.

DECIDED:

- (a) That RL's annual report 2017/18 be noted;
- (b) That the update on the development of RL's annual Business Plan for 2019/20 be noted; and
- (c) That information in relation to RL's risk strategy and the operation of Business World concerning the processing of invoices be provided to members of the Board.

Declaration of Interest

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

10 Culture, Heritage and Events Fund

There was submitted a report by the Chief Executive relative to the proposed award of grants from the ninth round of Culture, Heritage and Events Fund (CHEF) applications. The report intimated that CHEF, which was administered by Renfrewshire Leisure on behalf of the Council, had been established to develop cultural and heritage activity as part of the Paisley's UK City of Culture bid and continued to support the development and delivery of cultural and heritage projects and events across Renfrewshire. The deadline for submissions to this round was 10 December 2018 and 17 applications had been received of which nine were recommended for award, leaving a balance of £144,233. It was noted that there was a shortlisted application for the Outspoken Arts project, which required further development in some areas and the report sought approval to delegate authority to the Director of Communities, Housing & Planning Services to approve the funding of that project, prior to the next meeting of this Board, subject to satisfactory progress.

Councillor Andy Doig, seconded by Councillor J MacLaren, moved that this Board notes the tremendous artistic and creative imprint which the Lochwinnoch Arts Festival and the Johnstone Phoenix Theatre Company make on community arts and culture across Renfrewshire, and agrees to award them the monies they applied for from the Culture, Heritage and Events Fund at the recent tranche.

It was proposed that officers revisit the applications by Lochwinnoch Arts Festival and the Johnstone Phoenix Theatre Company which had been recommended for refusal, to determine if there were elements of the applications that would meet the criteria for award, and that it be delegated to the Director of Communities, Housing & Planning to approve the award of any eligible funds. This was agreed.

In terms of Standing Order 27, Councillor Andy Doig and Councillor J MacLaren then agreed to withdraw their motion.

The Chief Executive intimated that prior to future meetings of the Board at which applications to the CHEF fund were being considered members would be provided with details of why applications recommended for refusal had not met the criteria for award. Details of the geographic spread within Renfrewshire of all grant awards would also be provided.

DECIDED:

- (a) That the high level of interest generated in this ninth round of the Culture, Heritage and Events Fund be noted;
- (b) That the recommended grant awards, as detailed in the report, be approved; and that authority be delegated to the Director of Communities, Housing & Planning Services to approve funding of £20,722 to the Outspoken Arts project, should the necessary required information be provided as set out in section 5.1 of the report”.
- (c) That officers revisit the applications by Lochwinnoch Arts Festival and the Johnstone Phoenix Theatre Company which had been recommended for refusal, to determine if there were elements of the applications that would meet the criteria for award, and that it be delegated to the Director of Communities, Housing & Planning to approve the award of any eligible funds.
- (d) That it be noted that prior to meetings of the Board at which applications to the CHEF fund were being considered members would be provided with details of why applications recommended for refusal had not met the criteria for award;
- (e) That details of the geographic spread within Renfrewshire of all grant awards would be provided; and
- (f) That the committed funds to date of £995,767, leaving £144,233 available from the fund for projects up to 2021 be noted.