

Minute of Meeting

Renfrewshire Appointment Board - Director of Children's Services

| Date | Time | Venue |
|------------------------|-------|---|
| Wednesday, 08 May 2019 | 13:30 | Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN |

Present

Councillor Bill Binks, Provost Lorraine Cameron, Councillor Michelle Campbell, Councillor Eddie Devine, Councillor Edward Grady, Councillor Karen Kennedy, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw

Chair

Councillor Nicolson, Convener, presided.

In Attendance

S Black, Chief Executive and R Laouadi, HR Manager (Finance & Resources).

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

1 Director of Children's Services - Shortleeting

There were submitted copies of the forms of application for the candidates for the post of Director of Children's Services. The Board considered the applications in detail and agreed the shortleeting of candidates who would be invited to attend interviews to be held on 21 May 2019.

DECIDED: That the shortleeting of candidates as agreed be invited to attend interviews on 21 May 2019.

Minute of Meeting Council

| Date | Time | Venue |
|-----------------------|-------|--|
| Thursday, 09 May 2019 | 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 Alistair Mackay, Councillor James MacLaren, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Eileen McCartin, Councillor Colin McCulloch, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor John McIntyre, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Will Mylet, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor Jim Sharkey, Councillor John Shaw, Councillor James Sheridan, Councillor Andy Steel, Councillor Jane Strang

Chair

Provost L Cameron presided.

In Attendance

S Black, Chief Executive; 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 and A Morrison, Head of Regeneration (both Chief Executive's); K Graham, Head of Corporate Governance), A MacArthur, Head of Finance, L Neary, Head of Transformation & OD, M Conaghan, Legal & Democratic Services Manager, L Belshaw Democratic Services Manager and P Shiach, Committee Services Officer (all Finance & Resources); D Leese, Chief Officer (Renfrewshire Health & Social Care Partnership); and V Hollows, Chief Executive (Renfrewshire Leisure Limited).

Declarations of Interest

Councillor McCartin declared a non-financial interest in respect of item 4 of the agenda (Notice of Motion 1) 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 Hughes declared a non-financial interest in respect of item 4 of the agenda (Notice of Motion 1) 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 McNaughtan declared a non-financial interest in item 14 of the agenda (Notice of Motion 11) as he was a member of the Campaign for Nuclear Disarmament. However, he intimated that as his interest was insignificant he would remain in the meeting and take part in any discussion or voting thereon.

Provost Cameron declared a non-financial interest in item 14 of the agenda (Notice of Motion 11) as she was a member of the Campaign for Nuclear Disarmament. However, she intimated that as her interest was insignificant she would remain in the meeting and take part in any discussion or voting thereon.

Councillor Shaw declared a non-financial interest in item 14 of the agenda (Notice of Motion 11) as he was a member of the Board of Strathclyde Pension Fund. However, he intimated that he would remain in the meeting and take part in any discussion or voting thereon.

Intimation

The Provost referred to former Councillor Bruce McFee who was in hospital and severely ill and offered best wishes on behalf of the Council for his recovery.

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, 28 February 2019

Special Council, 28 February 2019

Communities, Housing and Planning Policy Board, 12 March 2019

Regulatory Functions Board, 13 March 2019

Education and Children's Services Policy Board, 104 March 2019

Audit Risk and Scrutiny Board, 18 March 2019

Infrastructure, Land and Environment Policy Board, 20 March 2019

Petitions Board, 25 March 2019

Special Personnel Appeals and Applied Conditions of Service Appeals Panel, 26 March 2019

Local Review Body, 26 March 2019

Special Communities, Housing and Planning Policy Board, 26 March 2019

Finance, Resources and Customer Services Policy Board, 27 March 2019

Regulatory Functions Board, 28 March 2019

Special Finance, Resources and Customer Services Policy Board, 23 April 2019

Leadership Board, 1 May 2019

DECIDED: That the Minutes be approved.

2 Remuneration of Elected Members

There was submitted a report by the Director of Finance & Resources relative to remuneration arrangements for elected members which were in accordance with prevailing Scottish Government Regulations. The current arrangements were approved by Council on 18 May 2017. The report advised that amendments to the Regulations had been laid before the Scottish Parliament on 1 February 2019 and came into force on 1 April 2019.

The Regulations outlined an increase in elected member remuneration. Increases in local government elected member salaries were linked to the movement in the median annual earnings of public sector workers in Scotland. The report proposed that the same percentage increase be applied to the pay of senior councillors as that applied by Regulations to the basic rate of councillors' remuneration.

DECIDED:

(a) That the 2.8% increase in the remuneration levels mandated by the Local Governance (Scotland) Act 2004 (Remuneration) Amendment Regulations 2019 for the Leader of the Council, for the Provost and for councillors with effect from 1 April 2019; their salaries therefore being £34,944, £26,208 and £17,470 respectively, be noted;

(b) That the application of a 2.8% increase in the pay of senior councillors with effect from 1 April 2019 be approved. Senior councillors comprised of (i) Policy Board Conveners, (ii) the Council representative nominated as, on rotation, the chair or depute chair of Renfrewshire Health and Social Care Partnership's Integration Joint Board, (iii) the Council representative nominated as the chair of Renfrewshire Leisure Limited's Board of Directors, (iv) Regulatory Board Conveners and (v) the Leaders of the largest and second largest Opposition groups. The salaries of senior councillors in classifications (i), (ii) and (iii) above would therefore be £25,906 from 1 April 2019; and the salaries of senior councillors in classifications (iv) and (v) above would therefore be £21,365 from 1 April 2019; and

(c) That for future changes in remuneration for councillors, the Director of Finance & Resources be authorised to apply the same percentage increase in remuneration for senior councillors as that applied by Regulations to the basic rate of councillors' remuneration.

Recording of Dissent

Councillor Mackay, being the mover of an amendment, which failed to find a seconder asked that his dissent be recorded in terms of Standing Order 24.

Sederunt

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

3 Governance Arrangements

There was submitted a report by the Director of Finance & Resources relative to replacement members on the Paisley 2021 Legacy Board; Infrastructure Land & Environment and Education & Children's Services Policy Boards; and the Renfrewshire Health & Social Care Integration Joint Board. A delegation was also sought to deal with applications for funding of gala days which would take place prior to the next cycle of Local Partnership meetings.

DECIDED:

- (a) That the appointment of Councillor Sharkey as the representative of the main Opposition Group on the Paisley 2021 Legacy Board be approved;
- (b) That the appointment of Councillors Kerr and Strang to replace Councillor Binks on the Infrastructure, Land & Environment and Education & Children's Services Policy Boards respectively be approved;
- (c) That the appointment of Councillor J MacLaren to the Renfrewshire Health & Social Care Partnership Joint Board in place of Councillor Kerr be approved; and
- (d) That the Director of Communities, Housing & Planning Services be given delegated authority to consider applications and award funding to organisations involved in running local galas as set out in paragraph 1.5 of the report.

Declarations of Interest

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

4 Notice of Motion 1 by Councillors Sheridan and Hood

There was submitted a Notice of Motion by Councillors Sheridan and Hood which Provost L Cameron ruled was not competent in terms of Standing Order 28 – rescinding of decisions - as it was contrary to the decision which had been taken at item 8 of page 531 of the Minute of the meeting of the Leadership Board held on 1 May 2019 and there had been no material change in circumstances justifying the matter being reconsidered.

Motion to Suspend Standing Orders

Councillor Sheridan, seconded by Councillor Sharkey, moved in terms of Standing Order 44 that Standing Order 28 – rescinding of decisions – be suspended to allow the Council to consider the Notice of Motion by Councillors Sheridan and Hood.

On the roll being called, the following members voted to suspend Standing Order 28: Councillors Begg, Bibby, Binks, Brown, Davidson, Devine, Dowling, Grady, Graham, Harte, Hood, Kennedy, Kerr, Mack, Mackay, J MacLaren, McCulloch, McIntyre, Montgomery, Sharkey, Sheridan and Strang.

The following members voted against the motion to suspend Standing Order 28: Councillors Adam-McGregor, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Andy Doig, Audrey Doig, Don, Hughes, K MacLaren, M MacLaren, McCartin, McEwan, McGurk, McNaughtan, Mylet, Nicolson, Paterson, Rodden, Shaw and Steel.

22 members having voted for the motion to suspend Standing Order 28 and 21 members having voted against the motion to suspend Standing Order 28, the necessary two-thirds of those members present and voting at the meeting was not achieved as required for the suspension of Standing Orders and accordingly the motion to suspend Standing Order 28 was defeated.

5 Notice of Motion 2 by Councillors McCartin and Andy Doig

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

“20mph road signs in residential areas –

Council agrees to write to the Scottish Government to provide a swift solution to the issue of 20 mph roads in residential areas.

This must allow individual councils to judge which roads or areas are suitable for 20 mph directives, allowing them to designate where this would be appropriate to the needs of local residents.

It is recognised that there may be extra cost to the council in the erection of new signage, and possibly, the production of information materials to ensure that they do not cause confusion.”

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

DECIDED: 20mph road signs in residential areas –

(a) That Council agrees to write to the Scottish Government to provide a swift solution to the issue of 20 mph roads in residential areas.

(b) That this must allow individual councils to judge which roads or areas are suitable for 20 mph directives, allowing them to designate where this would be appropriate to the needs of local residents; and

(c) That it is recognised that there may be extra cost to the Council in the erection of new signage, and possibly, the production of information materials to ensure that they do not cause confusion.

6 Notice of Motion 3 by Councillors Harte and Sharkey

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

“Palestine

This Council notes the result of Israel’s general election.

Furthermore, council condemns the continuation of policies that are illegal in international law and in contravention to UN resolutions that results in the disproportionate attacks on the people of Palestine, including women and children, and incursions beyond Israel’s borders.

Council supports a two state solution as the best way of achieving a lasting peace in the region”.

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

Councillor Graham, seconded by Councillor Kerr, moved, as an amendment that this Council notes the democratic election that was held in Israel on 9 April 2019.

Council further notes that there have been no Presidential elections in the Palestine National Authority since 2005.

Furthermore, Council condemns the latest terrorist attacks in Israel resulting in the deaths of four Israelis.

Council believes that it is for the Israeli and Palestinian people to come together and agree a solution that mutually benefits all concerned parties.

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

The following members abstained: Councillors Dowling, Mack, Mackay and Montgomery.

32 members having voted for the motion, 7 members having voted for the amendment and 4 members having abstained, the motion was accordingly declared carried.

DECIDED: Palestine

(a) That this Council notes the result of Israel's general election. Furthermore, Council condemns the continuation of policies that are illegal in international law and in contravention to UN resolutions that results in the disproportionate attacks on the people of Palestine, including women and children, and incursions beyond Israel's borders; and

(b) That Council supports a two state solution as the best way of achieving a lasting peace in the region.

7 Notice of Motion 4 by Councillors Andy Doig and McCartin

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

“The Creation of a Bridge Link between Scotland and Northern Ireland –

Renfrewshire Council supports the creation of a bridge link between Scotland and Northern Ireland as promoted by Professor Alan Dunlop of Liverpool University and supported in principle by the First Minister of Scotland, the former First Minister of Northern Ireland and the Tánaiste of the Republic of Ireland, and the Federation of Small Businesses.

Council believes that at a time of constitutional fluidity it is essential to consolidate economic and commercial trade between Scotland, Northern Ireland and the Republic of Ireland, with the objective of:

- Revitalising the manufacturing sector in the West of Scotland in the short-term
- Creating a new economic East/West focus for trade, commerce, and business in the long-term
- Rebalancing the UK economy by stimulating major growth and investment outside the City of London

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

Councillor Sharkey, seconded by Councillor Sheridan, moved as an amendment that Council supports the revitalising of the manufacturing sector in the West of Scotland, promotes sustainable trade and agreed with rebalancing the UK economy.

Council believes this is best done by projects like Crossrail Glasgow and a standard rail GARL connection.

Councillors Doig and McCartin, being the mover and seconder of the motion agreed to accept the word “sustainable” between “consolidate” and “economic”.

On the roll being called, the following members voted for the amendment: Councillors Bibby, Brown, 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, Mackay, J MacLaren, K MacLaren, M MacLaren, McCartin, McEwan, McGurk, McIntyre, McNaughtan, Mylet, Nicolson, Paterson, Rodden, Shaw, Steel and Strang.

The following member abstained: Councillor Davidson.

30 members having voted for the motion, 12 members having voted for the amendment and 1 member having abstained, the motion was accordingly declared carried.

DECIDED: The Creation of a Bridge Link between Scotland and Northern Ireland –

(a) That Renfrewshire Council supports the creation of a bridge link between Scotland and Northern Ireland as promoted by Professor Alan Dunlop of Liverpool University and supported in principle by the First Minister of Scotland, the former First Minister of Northern Ireland and the Tánaiste of the Republic of Ireland, and the Federation of Small Businesses; and

(b) That Council believes that at a time of constitutional fluidity it is essential to consolidate sustainable economic and commercial trade between Scotland, Northern Ireland and the Republic of Ireland, with the objective of:

- Revitalising the manufacturing sector in the West of Scotland in the short-term
- Creating a new economic East/West focus for trade, commerce, and business in the long-term
- Rebalancing the UK economy by stimulating major growth and investment outside the City of London.

8 Notice of Motion 5 by Councillors Andy Doig and McCartin

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

“Unpaid Invoices by Renfrewshire Council –

Renfrewshire Council commends the significant role which small and medium sized businesses make to the growth and prosperity of the Renfrewshire economy, and believes that a vibrant local economy depends on this key sector expanding.

Council therefore resolves to review its procedures to ensure that all debt owed to small and medium sized businesses by Renfrewshire Council will be paid within a 28 day period.”

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

Councillor Nicolson, seconded by Councillor Shaw, moved as an amendment that paragraph 2 be removed and replaced by

“Council notes that Renfrewshire has consistently remained one of the highest performing councils in Scotland in respect of payment of supplier invoices within the nationally defined performance period of 30 days.

Council resolves to review its procedures to ensure that invoices received from small and medium sized businesses are paid subject to policy and within 30 calendar days”.

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

DECIDED: Unpaid Invoices by Renfrewshire Council –

(a) That Renfrewshire Council commends the significant role which small and medium sized businesses make to the growth and prosperity of the Renfrewshire economy, and believes that a vibrant local economy depends on this key sector expanding;

(b) That Council notes that Renfrewshire has consistently remained one of the highest performing councils in Scotland in respect of payment of supplier invoices within the nationally defined performance period of 30 days; and

(c) That Council resolves to review its procedures to ensure that invoices received from small and medium sized businesses are paid subject to policy and within 30 calendar days.

Sederunt

Councillor Bibby left the meeting during consideration of the following item and prior to the vote being taken.

9 Notice of Motion 6 by Councillors Graham and McIntyre

There was submitted a Notice of Motion by Councillors Graham and McIntyre which Provost L Cameron ruled was not competent in terms of Standing Order 28 – rescinding of decisions - as it was contrary to the decision which had been taken at item 5 of page 530 of the Minute of the meeting of the Leadership Board held on 1 May 2019 and there had been no material change in circumstances justifying the matter being reconsidered.

Motion to Suspend Standing Orders

Councillor Graham seconded by Councillor McIntyre moved in terms of Standing Order 44 that Standing Order 28 – rescinding of decisions – be suspended to allow the Council to consider the Notice of Motion by Councillors Graham and McIntyre.

On the roll being called, the following members voted to suspend Standing Order 28: Councillors Begg, Binks, Brown, Devine, Grady, Graham, Harte, Hood, Kennedy, Kerr, Mack, Mackay, J MacLaren, McIntyre, Sharkey, Sheridan and Strang.

The following members voted not to suspend Standing Order 28: Councillors Adam-McGregor, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Davidson, Andy Doig, Audrey Doig, Don, Dowling, Hughes, K MacLaren, M MacLaren, McCartin,

McCulloch, McEwan, McGurk, McNaughtan, Montgomery, Mylet, Nicolson, Paterson, Rodden, Shaw and Steel.

17 members having voted for the motion to suspend Standing Order 28 and 25 members having voted against the motion to suspend Standing Order 28, the necessary two-thirds of those members present and voting at the meeting was not achieved as required for the suspension of Standing Orders and accordingly the motion to suspend Standing Order 28 was defeated.

Sederunt

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

10 Notice of Motion 7 by Councillors Don and McEwan

There was submitted a Notice of Motion by Councillors Don and McEwan in the following terms:

“Council commends the work of Renfrewshire Council’s Roadside Litter Rapid Response team and agrees that roadside litter is a scourge on our landscapes, a danger to motorists, wildlife and the operatives who have to clean it up at a significant cost to the taxpayer both at local and national level.

Council notes that further action is required to eradicate the problem and welcomes the Scottish Government’s recent announcement, which pledges to take a tougher stance on the issue as part of a future Circular Economy Bill.

Councillor Don, seconded by Councillor McEwan, then moved the motion which was approved unanimously.

DECIDED:

(a) That Council commends the work of Renfrewshire Council’s Roadside Litter Rapid Response team and agrees that roadside litter is a scourge on our landscapes, a danger to motorists, wildlife and the operatives who have to clean it up at a significant cost to the taxpayer both at local and national level; and

(b) That Council notes that further action is required to eradicate the problem and welcomes the Scottish Government’s recent announcement, which pledges to take a tougher stance on the issue as part of a future Circular Economy Bill.

11 Notice of Motion 8 by Councillors J Cameron and Hughes

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

“Carers Passport –

Council appreciates the dedication and commitment of unpaid carers and further notes the benefits their in-kind contribution brings to Renfrewshire.

Council notes that other local authorities provide a carers passport or discount card in recognition of the contribution carers make. Council agrees to explore a similar option in Renfrewshire council, to thank carers for the difference they make on a daily basis.”

Councillor Cameron, seconded by Councillor Hughes, then moved the motion which was approved unanimously.

DECIDED: Carers’ Passport –

(a) That Council appreciates the dedication and commitment of unpaid carers’ and further notes the benefits their in-kind contribution brings to Renfrewshire;

(b) That Council notes that other local authorities provide a carers passport or discount card in recognition of the contribution carers make; and

(c) That Council agrees to explore a similar option in Renfrewshire Council, to thank carers for the difference they made on a daily basis.

Adjournment

The meeting adjourned at 10.50 am and reconvened at 11.00 am.

Sederunt

Councillor Bibby was not present when the meeting reconvened.

12 Notice of Motion 9 by Councillors Don and Paterson

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

“Council welcomes the Scottish Government’s decision that EU citizens who study a Further or Higher education course in Scotland in the 2020/21 academic year will be charged the same tuition fees and receive the same fee support as Scottish students for the entirety of their courses; further welcomes the decision to honour this, even if current legal obligations to EU students cease to apply when the UK exits the EU.

Council recognises the significant contribution overseas students make to our institutions and society and commends the Scottish Government for making Scotland the first nation in the UK to offer this commitment.

Amidst this ongoing Brexit uncertainty, council understands that this decision will give great peace of mind, to both potential students and Renfrewshire’s academic institutions. EU students are welcome in Renfrewshire and we recognise their contribution to our local communities”.

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

DECIDED:

(a) That Council welcomes the Scottish Government's decision that EU citizens who study a Further or Higher education course in Scotland in the 2020/21 academic year will be charged the same tuition fees and receive the same fee support as Scottish students for the entirety of their courses; further welcomes the decision to honour this, even if current legal obligations to EU students cease to apply when the UK exits the EU;

(b) That Council recognises the significant contribution overseas students make to our institutions and society and commends the Scottish Government for making Scotland the first nation in the UK to offer this commitment; and

(c) That amidst this ongoing Brexit uncertainty, Council understands that this decision will give great peace of mind, to both potential students and Renfrewshire's academic institutions. EU students are welcome in Renfrewshire and we recognise their contribution to our local communities.

13 Notice of Motion 10 by Councillors Brown and Grady

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

"Renfrew Ladies Football Team

This Council congratulates Renfrew Ladies Football Team on reaching the final of the First Division cup. The game was on Friday May 3rd. It is appreciated if as many locals as possible attended the match. The Council trusts this is the first cup final of many for Renfrew Ladies."

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

DECIDED: Renfrew Ladies Football Team

That this Council congratulates Renfrew Ladies Football Team on reaching the final of the First Division cup. The game was on Friday May 3rd, it is appreciated if as many locals as possible attended the match.

The Council trusts this is the first cup final of many for Renfrew Ladies.

Sederunt

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

Declarations of Interest

Provost L Cameron and Councillors McNaughtan and Shaw, having declared an interest in the following item of business remained in the meeting during consideration of this item.

14 Notice of Motion 11 by Councillors Audrey Doig and Paterson

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

“Council is a member of the Mayors for Peace, the global international body of Councils working for over 3 decades to promote multilateral nuclear disarmament and a more peaceful world. Council passed a motion on 12/12/18 calling on the UK government to cancel Trident replacement plans and support the 2017 Treaty on the Prohibition of Nuclear Weapons (TPNW).

Strathclyde Pension Fund manages the pension contributions of Council employees. Strathclyde Pension Fund is known to hold shares in companies that are involved in the production or maintenance of nuclear weapons or their delivery systems, including some that undertake work on the UK’s nuclear weapons programme.

Any investments in nuclear weapons producers are at odds with Council’s support for the TPNW and Council’s opposition to Trident renewal. Such investments also present a growing risk to Strathclyde Pension Fund. The TPNW has increased the stigma associated with nuclear weapons companies which continue to produce nuclear weapons after the treaty enters into force will face damage to their reputation which could affect their value.

Council calls on Strathclyde Pension Fund to:

1. Work towards eliminating current and future financial exposure to companies that are involved in the production or maintenance of nuclear weapons and their delivery systems, giving due regard to fiduciary duty.
2. Council asks the Chief Executive to write to the convenor of Strathclyde Pension Fund pension committee to urge them to take full consideration of this resolution”.

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

Councillor McIntyre, seconded by Councillor Kerr, moved as an amendment that the Council agrees that the investment decisions of the Strathclyde Pension Fund are best decided by the fund with due regard to their own investment criteria and governance structures.

Furthermore, the Council will not pass a motion which could undermine the City Deal Projects which are approved and already underway.

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

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

The following members abstained: Councillors Bibby, Davidson, Mackay, McCulloch and Montgomery.

30 members having voted for the motion, 8 members having voted for the amendment and 5 members having abstained, the motion was accordingly declared carried.

DECIDED:

(a) That Council is a member of the Mayors for Peace, the global international body of Councils working for over 3 decades to promote multilateral nuclear disarmament and a more peaceful world. Council passed a motion on 12/12/18 calling on the UK government to cancel Trident replacement plans and support the 2017 Treaty on the Prohibition of Nuclear Weapons (TPNW);

(b) That Strathclyde Pension Fund manages the pension contributions of Council employees. Strathclyde Pension Fund is known to hold shares in companies that are involved in the production or maintenance of nuclear weapons or their delivery systems, including some that undertake work on the UK's nuclear weapons programme;

(c) That any investments in nuclear weapons producers are at odds with Council's support for the TPNW and Council's opposition to Trident renewal. Such investments also present a growing risk to Strathclyde Pension Fund. The TPNW has increased the stigma associated with nuclear weapons companies which continue to produce nuclear weapons after the treaty enters into force will face damage to their reputation which could affect their value;

(d) That Council calls on Strathclyde Pension Fund to:

1. Work towards eliminating current and future financial exposure to companies that are involved in the production or maintenance of nuclear weapons and their delivery systems, giving due regard to fiduciary duty.

2. Council asks the Chief Executive to write to the convenor of Strathclyde Pension Fund pension committee to urge them to take full consideration of this resolution.

15 Notice of Motion 12 by Councillors Mack and Andy Doig

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

"Motion of Censure

This Council will with immediate effect, name, shame and censure Councillors who release or impart information to other agencies which are governed by exempt report status. Not only does this prejudice the Council and other parties but people's livelihoods are also endangered.

The most recent act at the Infrastructure, Land and Environmental Policy Board served no one's benefit except the narrow vengeful interests of the surreptitious informant – they should be ashamed of themselves."

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

DECIDED: Motion of Censure -

(a) That this Council will with immediate effect, name, shame and censure Councillors who release or impart information to other agencies which are governed by exempt report status. Not only does this prejudice the Council and other parties but people's livelihoods are also endangered; and

(b) That the most recent act at the Infrastructure, Land and Environmental Policy Board served no one's benefit except the narrow vengeful interests of the surreptitious informant – they should be ashamed of themselves.

16 Notice of Motion 13 by Councillors Burns and K MacLaren

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

"Council is concerned by the increasing number of ATM's which charge a fee for withdrawals. These fees can have disproportionate and detrimental impact on people with fixed incomes, for example benefits, pensions and individuals who cannot afford to travel to access a free to use ATM.

Council agrees that officers will look into the issue of chargeable ATM's in Renfrewshire and that a report be produced on all available actions/options available to the local authority to increase the numbers of free to use ATM's, within our communities."

Councillor Burns, seconded by Councillor K MacLaren, then moved the motion which was approved unanimously.

DECIDED:

(a) That Council is concerned by the increasing number of ATM's which charge a fee for withdrawals. These fees can have disproportionate and detrimental impact on people with fixed incomes, for example benefits, pensions and individuals who cannot afford to travel to access a free to use ATM; and

(b) That Council agrees that officers will look into the issue of chargeable ATM's in Renfrewshire and that a report be produced on all available actions/options available to the local authority to increase the numbers of free to use ATM's, within our communities.

17 Notice of Motion 14 by Councillors Sheridan and Kerr

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

“Business Case red blaes, Gryffe High School -

This Council agrees to commission a Business Case and Research Report looking at the potential viability of upgrading the dilapidated red blaes mineral area at Gryffe High School and report back to full Council in a timeous fashion”.

Councillor Sheridan, seconded by Councillor Kerr, then moved the motion.

Councillor Paterson, seconded by Councillor Audrey Doig, moved as an amendment that Renfrewshire Council agrees to undertake a full audit on the condition of all Secondary Schools red blaes pitches and bring back a report detailing proposals for future investment.

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

It was further proposed that the report be submitted to the first meeting of the Council following the Summer recess. This was agreed.

DECIDED:

(a) That Renfrewshire Council agrees to undertake a full audit on the condition of all Secondary Schools red blaes pitches and bring back a report detailing proposals for future investment; and

(b) That the report be submitted to the first meeting of the Council following the Summer recess.

18 Notice of Motion 15 by Councillors McNaughtan and Burns

There was submitted a Notice of Motion by Councillors McNaughtan and Burns in the following terms:

“Protection of music venues and other locations of cultural significance

Council recognises the importance of music venues and other locations of cultural significance to the local economy. Increasingly, with the move to repopulate town centres, noise generating venues come into conflict with residential development and Council supports proposals in the Planning (Scotland) Bill to allow the designation of culturally significant zones.

Council also supports use of the principle of ‘Agent of Change’ in order to assess and ameliorate conflict arising from such situations. Finally, Council will use its powers to support business and ensure residents have sufficient amenity in such situations of conflict. Officers will examine measures to address such conflicts and report back to the Communities, Housing and Planning Policy Board.”

Councillor McNaughtan, seconded by Councillor Burns, then moved the motion which was approved unanimously.

DECIDED: Protection of music venues and other locations of cultural significance

- (a) That Council recognises the importance of music venues and other locations of cultural significance to the local economy. Increasingly, with the move to repopulate town centres, noise generating venues come into conflict with residential development and Council supports proposals in the Planning (Scotland) Bill to allow the designation of culturally significant zones;
- (b) That Council also supports use of the principle of 'Agent of Change' in order to assess and ameliorate conflict arising from such situations; and
- (c) Finally, that Council will use its powers to support business and ensure residents have sufficient amenity in such situations of conflict. Officers will examine measures to address such conflicts and report back to the Communities, Housing and Planning Policy Board.

Minute of Meeting

Renfrewshire Appointment Board - Director of Children's Services

| Date | Time | Venue |
|----------------------|-------|---|
| Tuesday, 21 May 2019 | 09:30 | Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN |

Present

Councillor Bill Binks, Provost Lorraine Cameron, Councillor Michelle Campbell, Councillor Eddie Devine, Councillor Edward Grady, Councillor Karen Kennedy, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw

Chair

Councillor Nicolson, Convener, presided.

In Attendance

S Black, Chief Executive and R Laouadi, HR Manager (Finance & Resources).

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

1 Director of Children's Services - Interviews

The Board interviewed candidates for the post of Director of Education and Children's Services.

DECIDED: That Steven Quinn be appointed to the post of Director of Education and Children's Services.

Minute of Meeting

Communities, Housing & Planning Policy Board

| Date | Time | Venue |
|----------------------|-------|--|
| Tuesday, 21 May 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 James MacLaren, Councillor Kenny MacLaren, Councillor Mags 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; J Trainer, Head of Child Care & Criminal Justice (Children's Services); F Carlin, Head of Planning & Housing Services, O Reid, Head of Communities & Public Protection, C Dalrymple, Communities & Regulatory Manager, S Marklow, Strategy & Place Manager and L Muirhead, Planning & Housing Manager (all Communities, Housing & Planning Services); and K Graham, Head of Corporate Governance, A McLaughlin, Senior Solicitor Litigation & Regulatory Services and P Shiach Committee Services Officer (all Finance & Resources).

Apology

Councillor Hood.

Declarations of Interest

Councillor Andy Doig declared a non-financial interest in item 12(a) as he had previously submitted an objection in relation to the application and indicated that he would retire to the public gallery during consideration of this item and not take part in any discussion or voting thereon.

Councillor Nicolson declared a non-financial interest in item 12(d) as he was a non-executive member of the Greater Glasgow and Clyde Health Board and indicated his intention to remain and take part in consideration and any vote thereon.

1 Minute of Meeting of the 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 12 March 2019, which forms the Appendix to this Minute.

Councillor K MacLaren indicated that he had been in attendance at the meeting and not Councillor J MacLaren.

DECIDED: That the Minute be approved subject to an amendment to the sederunt to remove Councillor J MacLaren and insert Councillor K MacLaren.

2 Revenue Budget Monitoring to 1 March 2019

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 2018 to 1 March 2019.

The report advised that gross expenditure was £33,000 (0.1%) under budget and income was £33,000 (0.1%) under recovered which resulted in a breakeven position for the services reporting to this Policy Board.

DECIDED: That the budget position be noted.

3 Capital Budget Monitoring Report

There was submitted a joint capital budget monitoring report by the Directors of Finance & Resources and Communities, Housing & Planning Services for the period 1 April 2018 to 1 March 2019.

The report advised that capital expenditure to 1 March 2019 totalled £11.318 million compared to anticipated expenditure of £11.321 million for this time of year. This resulted in an underspend of £0.003 million for those services reporting to this Board as summarised in the table contained in the report.

DECIDED: That the report be noted.

4 Regulation of Social Housing in Scotland

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the publication by the Scottish Housing Regulator on 28 February 2019 of its new framework for the regulation of social housing following consultation in 2018. Together with statutory guidance also published in February 2019, the new framework applied to all local authorities and housing associations in Scotland from 1 April 2019. The main changes for local authorities were detailed in the report.

DECIDED: That the changes to the regulation of social housing as outlined in the report be noted.

5 Tannahill Area - Update on the Housing Investment Strategy

Under reference to item 13 of the Minute of the meeting of this Board held on 30 October 2018 there was submitted a report by the Director of Communities, Housing & Planning Services relative to an update on progress in relation to the investment strategy for the Tannahill Area of Ferguslie Park over the six-month period since approval of the strategy.

The report provided information of progress in relation to engagement with tenants and residents; newbuild council housing; privately-owned properties; and void properties and empty blocks. In terms of development of the wider Tannahill area, work was underway to identify suitable consultants who would develop and deliver a comprehensive and creative programme of community and stakeholder engagement to inform the development of the framework and action plan. It was anticipated that this work would be undertaken during 2019 and an update would be provided to a future meeting of this Policy Board.

DECIDED:

(a) That progress over the last six months with regard to the housing investment strategy for the Tannahill area be noted; and

(b) That it be noted that the long-term empty properties at 220 Ferguslie Park Avenue would be retained by the Council and that improvement work would be carried out to bring them up to the Council's letting standard.

6 Scottish Enterprise Can Do Innovation Challenge Fund: Award of Funding

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the award of £150,000 grant funding from the Scottish Enterprise Can Do Innovation Challenge Fund which would be supplemented by £150,000 from Housing Revenue Account (HRA) resources to deliver an innovative project to measure internal environmental conditions within council houses to seek to reduce future maintenance costs and to help identify tenants who may require energy advice.

The report advised that a small-scale pilot project had been undertaken by the Housing Investment team to measure internal environmental conditions following the installation of exterior wall insulation. The data generated from this pilot project allowed the Council to measure the impact of the energy efficiency improvement works. The insights gained

from the small-scale pilot project had indicated that there were potential benefits for both the Council and tenants from making use of sensor technology.

The report indicated that the project would be delivered and managed by the Housing Investment team and a report on the outputs would be submitted to a future meeting of this Board at the end of the two-year project period.

DECIDED:

(a) That the acceptance of the grant funding of £150,000 from Scottish Enterprise Can Do Innovation Challenge Fund be noted and approved, and that the Director of Communities, Housing & Planning Services be authorised to oversee delivery and operational management of the programme;

(b) That the use of resources from the Housing Revenue Account (HRA) Capital Programme to supplement the funding, as detailed in the report be noted and approved: and

(c) That it be noted that a further report would be brought to a future meeting of this Board at the end of the programme.

7 Communities, Housing and Planning Service Improvement Plan - Overview of Performance 2018/19

There was submitted a report by the Director of Communities, Housing & Planning Services relative to an update on the performance of the Communities, Housing & Planning Services for the 12-month period to 31 March 2019 in relation to the Service Improvement Plan which had been approved in March 2018.

The report outlined the key achievements of the Service, detailed future priorities and provided an update on progress to implement the action plan. A copy of the Communities, Housing & Planning Services: Service Improvement Plan 2018/21 monitoring report was appended to the report.

It was proposed that, the Director of Communities, Housing & Planning Services amend the format of the action plan performance scorecard to more clearly reflect outcome targets. This was agreed.

DECIDED:

(a) That the report be noted;

(b) That the progress that had been made on areas of service performance which fell under the remit of this Board in 2018/19 be noted;

(c) That the progress made on actions and performance in the action plan be noted;

(d) That the Director of Communities, Housing & Planning Services amend the format of the action plan performance scorecard to more clearly reflect outcome targets; and

(e) That it be noted that the outturn report would also be provided to the Infrastructure, Land & Environment Policy Board.

8 Children's Services Service Improvement Plan - Overview of Performance 2018/19

There was submitted a report by the Director of Children's Services relative to the Service Improvement Plan for Children's Services highlighting performance for the 12-month period to 31 March 2019 in relation to the Service Improvement Plan which had been approved in March 2018.

The report outlined the key achievements of the Service, detailed future priorities and provided an update on progress to implement the action plan. A copy of the Children's Services: Service Improvement Plan 2018/21 monitoring report was appended to the report.

DECIDED:

- (a) That the report be noted;
- (b) That the progress that had been made on areas of performance in the action plan be noted; and
- (c) That it be noted that an outturn report would also be provided to the Education and Children's Services Policy Board in respect of activity falling within its remit.

9 Community Protection Annual Update

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the performance outcomes and key achievements in public protection during the period 1 April 2018- 31 March 2019.

The report detailed responsibilities, highlighted the current key priorities for community protection, set out key achievements and outlined future work priorities and anticipated challenges during 2019/20.

DECIDED:

- (a) That the progress update report be noted; and
- (b) That the Community Protection priorities and challenges that would be addressed during 2019/20, as detailed in section 5 of the report, be approved.

10 Street Stuff Annual Report 2018/19

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Street Stuff Annual Report 2017/18.

The report highlighted that the Street Stuff initiative had been delivering activities since 2009 and was preparing a year-long celebration in 2019 for its 10 years of delivering services to young people in Renfrewshire.

The report intimated that it had contributed to the delivery of a sustained reduction in reported youth disorder and anti-social behaviour; detailed the range of resources utilised by the Street Stuff project and outlined how the Service had modernised its service delivery model, following engagement and consultation with young people, to increase the flexibility of its deployment and widen the range of activities offered. The report also provided information on the delivery of the core Street Stuff programme during 2018/19 and highlighted some of the additional projects linked with the core programme that had further improved its reach and effectiveness to young people across Renfrewshire.

DECIDED: That the work undertaken by the Street Stuff Programme highlighted within the annual report be noted.

11 School Parking Initiative

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the work undertaken to date in relation to problematic parking at schools in Renfrewshire.

The report advised that since March 2018 Council officers had been working with Police Scotland to provide support to a number of schools where parking and traffic at school drop off and pick up times had been seen to be particularly difficult and to assist them in developing an action plan to improve the behaviours at their schools.

The report indicated that at a meeting on 28 February 2019, the Council had committed £0.1 million of recurring revenue resources to further develop this work and, in particular, to tackle the issue of irresponsible parking around schools through the introduction of a school exclusion pilot at a number of schools where this might be an effective intervention.

The report set out some of the work undertaken to date in Renfrewshire and outlined early proposals for exclusion zones to be introduced around certain schools within Renfrewshire on a pilot basis. Consultation would be undertaken over the coming months where it was assessed that this might be a viable and effective proposal with consultees including the school community, Elected Members, affected residents and Police Scotland who would have the responsibility to enforce the exclusion restrictions put in place.

It was proposed that Bishopton Primary School be considered as one of the schools to have a pilot exclusion zone. This was agreed.

DECIDED:

(a) That the work undertaken over the past year with regard to the school parking initiative be noted;

(b) That the work being taken forward to develop pilot exclusion zones around schools be noted; and

(c) That Bishopton Primary School be considered as one of the schools to have a pilot exclusion zone.

Declaration of Interest

Councillor Andy Doig, having declared an interest in item 12(A) moved to the public gallery and did not take part in any discussion on that item.

12 Planning Applications

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

(A) 18/0836/PP – WARD 9: INSTALLATION OF 1.99MW HYDROPOWER SCHEME COMPRISING INTAKE, PIPELINE AND TURBINE HOUSE WITH ASSOCIATED ACCESS TRACK AT CLYDE MUIRSHIEL REGIONAL PARK – RENFREWSHIRE BY ASHRONA POWER SYSTEMS LIMITED.

Councillor Rodden, seconded by Councillor McNaughtan, moved that the application be refused for the following reasons:

1 The proposal is contrary to the Adopted Renfrewshire Local Development Plan (2014), Policy I6 and the Proposed Renfrewshire Local Development Plan (2019), Policy I4 – Renewable and Low Carbon Energy Developments, in that it is not appropriate in terms of its location, its siting and design given the potential significant effect on the local environment, overall landscape character of the area and natural environment.

2 The proposal is contrary to Policy ENV1 – Green Belt of both the Adopted Renfrewshire Local Development Plan (2014) and the Proposed Renfrewshire Local Development Plan (2019), as the pipe, dam and turbine house will impact on the landscape setting of the area.

3 The proposal is contrary to Policy ENV2 – Natural Heritage of both the Adopted Renfrewshire Local Development Plan (2014) and the Proposed Renfrewshire Local Development Plan (2019), as the development will have an adverse impact on natural heritage including the wider biodiversity of the area.

This was agreed.

DECIDED: That the application be refused for the following reasons:

1 The proposal is contrary to the Adopted Renfrewshire Local Development Plan (2014), Policy I6 and the Proposed Renfrewshire Local Development Plan (2019), Policy I4 – Renewable and Low Carbon Energy Developments, in that it is not appropriate in terms of its location, its siting and design given the potential significant effect on the local environment, overall landscape character of the area and natural environment.

2 The proposal is contrary to Policy ENV1 – Green Belt of both the Adopted Renfrewshire Local Development Plan (2014) and the Proposed Renfrewshire Local Development Plan (2019), as the pipe, dam and turbine house will impact on the landscape setting of the area.

3 The proposal is contrary to Policy ENV2 – Natural Heritage of both the Adopted Renfrewshire Local Development Plan (2014) and the Proposed Renfrewshire Local Development Plan (2019), as the development will have an adverse impact on natural heritage including the wider biodiversity of the area.

(B) 18/0752/LB – WARD 5 - DEMOLITION OF B LISTED BUILDING (ROSS HOUSE), ROSS HOUSE, 145 HAWKHEAD ROAD, PAISLEY PA2 7BN BY KIER HOMES CALEDONIA LIMITED

Councillor K MacLaren, seconded by Councillor Andy Doig moved that the application be refused for the following reason:

The loss of the listed building would constitute an unacceptable loss of amenity to the area.

This was agreed.

DECIDED: That the application be refused for the following reason:

The loss of the listed building would constitute an unacceptable loss of amenity to the area.

(C) 18/0753/PP – WARD 5 – DEMOLITION OF B LISTED BUILDING (ROSS HOUSE) AND ERECTION OF 37 DWELLINGHOUSES AND ASSOCIATED ROADS AND LANDSCAPING - ROSS HOUSE, 145 HAWKHEAD ROAD, PAISLEY PA2 7BN BY KIER HOMES CALEDONIA LIMITED

Councillor K MacLaren, seconded by Councillor Andy Doig moved that the application be refused for the following reason:

The loss of the listed building would constitute an unacceptable loss of amenity to the area.

This was agreed.

DECIDED: That the application be refused for the following reason:

The loss of the listed building would constitute an unacceptable loss of amenity to the area.

DECLARATION OF INTEREST

Councillor Nicolson, having declared a non-financial interest in the following item of business, remained in the meeting.

(D) 18/0570/LB – WARD 6 – DEMOLITION OF FORMER HOSPITAL BUILDING (CATEGORY B LISTED) - HAZLEWOOD, DYKEBAR HOSPITAL, GRAHAMSTON ROAD, PAISLEY PA2 7DE BY NHS GREATER GLASGOW AND CLYDE

Councillor McGurk seconded by Councillor Burns moved that the application be continued. This was agreed.

DECIDED: That the application be continued.

(E) 19/0114/CC – WARD 5 – DEMOLITION OF VACANT NIGHTCLUB – 22 BRIDGE STREET PAISLEY BY NIXON BLUE (BRIDGE STREET)

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.

(F) 19/0118/PP – WARD 9 – CONVERSION OF B LISTED CHURCH TO FORM 17 FLATS, INTERNAL AND EXTERNAL ALTERATIONS INCLUDING DEMOLITION OF FLUE AND ASSOCIATED INFRASTRUCTURE WORKS – KILBARCHAN WEST PARISH CHURCH, CHURCH STREET, KILBARCHAN, JOHNSTONE BY NOAH MANAGEMENT AND DEVELOPMENTS LTD

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) 19/0119/LB – WARD 9 – CONVERSION OF B LISTED CHURCH TO FORM 17 FLATS, INTERNAL AND EXTERNAL ALTERATIONS INCLUDING DEMOLITION OF FLUE AND ASSOCIATED INFRASTRUCTURE WORKS – KILBARCHAN WEST PARISH CHURCH, CHURCH STREET, KILBARCHAN, JOHNSTONE BY NOAH MANAGEMENT AND DEVELOPMENTS LTD

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.

(H) 19/0211/PP – WARD 9 – CONVERSION OF B LISTED CHURCH TO FORM 17 FLATS, INTERNAL AND EXTERNAL ALTERATIONS INCLUDING DEMOLITION OF FLUE AND ASSOCIATED INFRASTRUCTURE WORKS – KILBARCHAN WEST PARISH CHURCH, CHURCH STREET, KILBARCHAN, JOHNSTONE BY NOAH MANAGEMENT AND DEVELOPMENTS LTD

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.

(I) 19/0122/LB – WARD 9 – CONVERSION OF B LISTED CHURCH TO FORM 17 FLATS, INTERNAL AND EXTERNAL ALTERATIONS INCLUDING DEMOLITION OF FLUE AND ASSOCIATED INFRASTRUCTURE WORKS – KILBARCHAN WEST PARISH CHURCH, CHURCH STREET, KILBARCHAN, JOHNSTONE BY NOAH MANAGEMENT AND DEVELOPMENTS LTD

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.

(J) 19/0051/PP – WARD 10 – PARTIAL DEMOLITION OF REDUNDANT FARM BUILDINGS, CONVERSION, ALTERATION AND EXTENSION OF FARM BUILDINGS TO FORM 10 DWELLINGHOUSES, ERECTION OF GARAGE BLOCKS, FORMATION OF HARDSTANDING. LANDSCAPING AND PARKING AREAS, FORMATION/ALTERATION OF ACCESS ROAD AND REFURBISHMENT OF ANIMAL SHEDS – CHAPEL FARM HOUSE, CHAPEL ROAD, HOUSTON,

JOHNSTONE PA6 7AX BY CAPPER FARMING ENTERPRISES

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.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of the following item of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present, there could be disclosure to them of exempt information as defined in paragraphs 2 and 3 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973

13 Acquisition of Properties

There was submitted a report by the Director of Communities, Housing & Planning Services seeking authority for the acquisition of properties as detailed in the report.

DECIDED: That the Director of Communities, Housing & Planning Services be authorised, in consultation with the Head of Property Services and the Head of Corporate Governance to arrange for the acquisition of properties as detailed in the report and to hold these on the Housing Revenue Account.

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

| Date | Time | Venue |
|----------------------|-------|---|
| Tuesday, 21 May 2019 | 15:00 | Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN |

Present

Councillors Binks, Don, M MacLaren and McNaughtan.

Chair

Councillor McNaughtan, Vice 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 G Binning, Local Senior Officer and S Murdoch, Station Manager (both Scottish Fire & Rescue Service).

Apology

Councillor Hood.

Declarations of Interest

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

1 Police Scotland Scrutiny Report

The report summarised the key performance indicators and provided statistics for the period 1 April 2018 to 31 March 2019, relating to the specific key objectives detailed in the Renfrewshire Local Policing Plan 2017/20, together with comparative data.

The report also provided, in an infographics format, local updates in relation to the Police Scotland priorities of violence and anti-social behaviour; acquisitive crime; public protection; major crime & terrorism and road safety & road crime.

DECIDED: That the information be noted.

2 Police Scotland - Presentation on Group 1 Crime 2018-2019 update

There was submitted a report by Police Scotland, relative to statistical data for the period 1 April 2018 to 31 March 2019 concerning robberies (theft accompanied by violence, threatened or actual) in Renfrewshire.

The report indicated that in 2018/19, 92 robberies were recorded in Renfrewshire - an increase of 35.3% on the previous year, which equated to an additional 24 victims of this type of crime. The detection rate for robberies within this period was 73.9%, an increase on the previous year's rate of 60.3%.

While robberies occurring in public spaces increased by approximately 10% on the preceding five year average, the primary issue underlying the 35.3% increase in robberies was determined to relate to private space robberies. Private space robberies increased by more than 60% against the preceding five year average volume, and nearly 55% compared to the previous year. Over 40% occurred in private spaces such as dwelling houses in the 2018/19 period and this was representative of the general 'shift' from public space violence towards violence occurring within private settings. Several factors were assessed to underlie this shift, including the cultural shift towards alcohol consumption within the home setting in recent years - driven by the rising cost of alcohol and ever increasing, technology driven home entertainment options. Private space violence (including robbery and assault with intent to rob) presented additional challenges to traditional preventative policing approaches, due to its 'hidden' nature, and lack of detection opportunities which were more often present in public spaces.

While robberies targeting commercial premises continued to comprise only a small proportion of robberies overall, crimes of this type reached the highest volume recorded since 2013/14 in Renfrewshire in the most recent year.

DECIDED: That the information provided be noted.

3 Police Scotland - Annual Police Plan 2019-2020

There was submitted a report by the Director of Communities, Housing and Planning Services relative to the development of Police Scotland's Annual Police Plan 2019/20.

The plan detailed the Policing priorities for 2019/20 policing which were:- protecting vulnerable people; tracking cyber-related harm; working with communities and

support for operational policing.

The plan also summarised the planned activities which would address these priorities and included:- supporting people considered vulnerable and working with partners to reduce harm; building capability to address the threat from cyber related crime; public and communities engagement to build resilience and prevent crime and deliver change that enabled Police Scotland to deliver an effective and sustainable service.

DECIDED: That the publication of the Police Scotland Annual Police Plan 2019/20 be noted.

4 HM Inspectorate of Constabulary in Scotland (HMICS) Scrutiny Plan 2019-2020

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.

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: That the HMICS Annual Scrutiny Plan 2019/20 be noted.

5 Scottish Fire and Rescue Service Scrutiny Report

There was submitted a report, in an infographics format, by the Local Senior Officer, Scottish Fire and Rescue Service (SFRS) relative to SFRS performance and activities in the Renfrewshire area during the reporting period Quarter 4 - 1 January - 31 March 2019.

The report had been developed to compliment key partnership activity embedded across Renfrewshire Community Plan and associated Delivery and Thematic plans. The report also provided updates in relation to Accidental Dwelling Fires and Casualties, Unintentional Injury and Harm, Deliberate Fire Setting, Non-Domestic Fire Safety and Unwanted Fire Alarm Signals.

DECIDED: That the report be noted.

6 Local Issues

Chief Inspector Wright advised that staff resources identified to cover any Brexit issues had reverted to previous roles and that further information on the potential impact of Brexit on services, if any, would be provided when available.

He also advised that youth issues involving anti-social behaviour continued to be ongoing across Renfrewshire and that multi-agency partnerships were working together to create preventative measures to address this quickly.

The Local Senior Officer, Scottish Fire & Rescue advised that arrangements were in place to commemorate James Mair, a firefighter who had lost his life while attending a fire at Ferguslie Fireclay Works, Paisley in 1899. The commemorative service would be held at 111 Ferguslie and thereafter within Tweedie Halls, Linwood on Saturday 29 June 2019. A stone memorial plinth would be put in place as near as possible to where the firefighter had fallen. The Local Senior Officer, Scottish Fire & Rescue Service thanked partners for their support in the organisation of this memorial service event.

He advised that the Collaborative Leader Programme which involved 17 officers from different organisations was now winding down and that a Thematic Action Plan would be presented to the Community Protection Chief Officers Group thereafter.

The Local Senior Officer advised the Sub-committee of the requirement for Scottish Fire and Rescue Service to have a new 3-year Strategic Plan in place by October 2019 and extended an invitation to members to review the draft Strategic Plan and provide views on its content.

DECIDED: That the information provided be noted.

7 Valedictory

On behalf of the Sub-Committee, C Dalrymple extended thanks to S Wright, Chief Inspector for the significant contribution he had made and for the advice and assistance he had provided and wished him well for the future. These sentiments were echoed by all members present.

Minute of Meeting Regulatory Functions Board

| Date | Time | Venue |
|------------------------|-------|--|
| Wednesday, 22 May 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), A McLaughlin, Senior Solicitor (Litigation and Regulatory Services) (for item 1 only), C Hunter, Environmental Improvements Manager (for item 1 only), E Currie, Senior Committee Services Officer and G McIntosh, Civic Government Enforcement Officer (all Finance & Resources).

Declarations Of Interest

Councillor Rodden declared a non-financial interest in item 3 of the agenda as the applicant was known to her and indicated her intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

Councillor Audrey Doig declared a non-financial interest in item 7 of the agenda as the objector was known to her and indicated her 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 6 of the agenda after item 3 of the agenda; item 8 of the agenda after item 6 of the agenda and item 7 of the agenda after item 10 of the agenda.

1 Review of Licensing of Housing in Multiple Occupation (HMO)

There was submitted a report by the Director of Finance & Resources relative to a review of the Council's Houses in Multiple Occupation Scheme and Licensing Conditions.

The report intimated that the Regulatory Functions Board at its meeting held on 2 October 2003 had approved the Licensing of Houses in Multiple Occupation Scheme and Licensing Conditions which currently applied. Both had undergone piecemeal changes following updates to the 'Statutory Guidance for Local Authorities'. Given changes to housing and tenancy law, officers had undertaken a full review of the Scheme and Conditions not only to update the documents but also to revise these to make it clear what standards were expected of licence holders by Renfrewshire Council. This would facilitate better regulation of HMO Licences issued by the Council.

The revised conditions formed Appendix 1 to the report and the revised Benchmark Standards formed Appendix 2 to the report.

DECIDED:

(a) That the Licensing Conditions for a House in Multiple Occupation, as detailed in Appendix 1 to the report, be approved with the conditions being applied to all applications for a House in Multiple Occupation Licence received after 1 July 2019;

(b) That the Benchmark Standards for a House in Multiple Occupation, as detailed in Appendix 2 to the report, be approved with the benchmark standards being applied to all applications for a House in Multiple Occupation Licence received after 1 July 2019; and

(c) That officers be instructed to make any necessary changes to the House in Multiple Occupation licensing application procedures and practices as required to implement the Conditions and Benchmark Standards.

2 Sexual Entertainment Venue Licensing

There was submitted a report by Director of Finance & Resources relative to the introduction of the provisions of the Air Weapons and Licensing (Scotland) Act 2015 relating to the licensing of sexual entertainment venues.

The report intimated that these provisions came into force on 26 April 2019 and allowed the Council to introduce a licensing regime in respect of these venues. Other provisions of this legislation were brought into force at the same time, which allowed the Council to license theatres as a type of public entertainment. This was as a result of the existing theatre licensing provisions in the Theatres Act 1968 being repealed.

The new legislation allowed, but did not require, the Council to introduce a licensing system for sexual entertainment venues. While the Licensing Board already considered whether such premises were suitable for a liquor licence, the courts had been clear that the liquor licensing system was for the purpose of regulating the sale of alcohol and could not extend to other matters. The new legislation therefore sought to allow Councils to directly license and regulate these venues and to control the number of premises in their area if they wished to do so.

The type of venues that could be regulated under the new provisions were premises at which sexual entertainment was provided before a live audience for, or with a view to, the financial gain of the organiser.

The report recommended that an initial consultation exercise be undertaken allowing consultees and members of the public a reasonable period to respond. This consultation would be designed to assist the Board as to whether a Resolution should be made and, if so, what numbers limits might be appropriate. A list of proposed consultees for the consultation was appended to the report.

DECIDED:

(a) That officers be authorised to carry out a public consultation and evidence gathering process in order to establish a view on whether sexual entertainment venues in Renfrewshire should be licensed and, if so, what the appropriate number of these venues, in Renfrewshire or specified parts of Renfrewshire, should be; and if these venues should be licensed, what should be included in a sexual entertainment venue licensing statement;

(b) That the list of consultees for initial consultation, as detailed in the appendix to the report, be approved; and

(c) That the position regarding the licensing of theatres, as set out at section 4 of the report, be approved.

EXCLUSION OF PRESS AND PUBLIC

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

Declaration of Interest

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

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

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

Craig Callery

There was no appearance by or on behalf of Mr Callery. The Convener proposed that the application be considered in Mr Callery'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.

Sederunt

Councillor Rodden returned to the meeting.

4 Grant of Landlord Registration - Personal Appearance

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

David Houston

There was no appearance by or on behalf of Mr Houston. Sergeant Singh and Ms Stevenson, on behalf of the Chief Constable were invited into the meeting. The Convener proposed that the application be considered in Mr Houston's absence. 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.

5 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: Alexander Gordon

Variation: to vary condition 22 to operate a saloon car

Licence No.:- TX066

Mr Gordon, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened and the Convener proposed that the application be granted and that Mr Gordon be exempt from operating a wheelchair accessible vehicle. This was agreed unanimously.

DECIDED: That the application be granted and that Mr Gordon be exempt from operating a wheelchair accessible vehicle.

6 Applications for Exemption from Drivers' Duties under Section 165 of the Equality Act 2010 - Personal Appearance

Under reference to item 2(d) of the Minute of the meeting of this Board held on 28 March 2019 consideration was resumed of application (e) and there were submitted applications (a), (b), (c), (d) and (f) for exemption from drivers' duties under Section 165 of the Equality Act 2010. Applicant (e) had been asked to appear personally for the second time and applicants (a), (b), (c), (d) and (f) had been asked to appear personally for the first time:-

(a) Alexander Gordon

Mr Gordon, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that Mr Gordon's application be granted for the duration of his current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That Mr Gordon's application be granted for the duration of his current Taxi Driver's Licence.

(b) 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 application be granted for the duration of his current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That Mr Snell's application be granted for the duration of his current Taxi Driver's Licence.

(c) Thomas Robertson

Mr Robertson, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that Mr Robertson's application be granted for the duration of his current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That Mr Robertson's application be granted for the duration of his current Taxi Driver's Licence.

(d) Christopher McMillan

Mr McMillan, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that Mr McMillan's application be granted for the duration of his current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That Mr McMillan's application be granted for the duration of his current Taxi Driver's Licence.

(e) John Sandells

Mr Sandells, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that Mr Sandells's application be granted for the duration of his current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That Mr Sandells's application be granted for the duration of his current Taxi Driver's Licence.

(f) Glen Gordon

Mr Gordon, the applicant, was invited into the meeting and advised members that he was seeking this exemption for a period of up to one year. After consideration of all matters before the Board, the Convener proposed that Mr Gordon's application be granted for a period of one year. This was agreed unanimously.

DECIDED: That Mr Gordon's application be granted for a period of one year.

7 Hearing into the Possible Suspension or Revocation of Booking Office Licence - Personal Appearance

The Board considered the possible suspension of a Booking Office Licence. The licence holder had been asked to appear personally for the first time together with Angela McCormack, complainer:-

Licence holder: Renfrewshire Cab Company
Licence No.:- BO003

The Convener advised that this matter had been withdrawn from the agenda for this meeting and would now be considered at the meeting of the Regulatory Functions Board to be held on 6 June 2019.

DECIDED: That it be noted that this matter had been withdrawn from the agenda for this meeting and would now be considered at the meeting of the Regulatory Functions Board to be held on 6 June 2019.

8 Renewal of Late Hours Catering Licences

There were submitted the undernoted applications for renewal of Late Hours Catering Licences: -

(a). Applicant: McDonald's Restaurants Limited
Premises: Phoenix Retail Park, Linwood Road, Paisley
Operating Hours: Monday-Sunday 11.00 pm – 5.00 am

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.

(b) Applicant: JD Wetherspoon plc

Premises: T1 International Departure Lounge (Airside) Glasgow Airport, Paisley

Operating Hours: Monday-Sunday 11.00pm – 5.00 am

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.

(c) Applicant – Malthurst Limited

Premises: Malthurst Elderslie, Main Road, Elderslie

Operating Hours: Monday-Sunday 11.00 pm – 5.00 am

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.

9 Renewal of Second Hand Dealers' Licences and Variation of Condition 4

There were submitted the undernoted applications for renewal of Second Hand Dealers' Licences requesting variation of condition 4 of the licences: -

(a) Applicant: Ramsdens Financial Limited

Premises: 8 Moss Street, Paisley

Authorised goods: Jewellery

The Convener proposed that the application be granted for a period of two years with standard condition 4 amended to allow the records referred to therein to be held electronically. This was agreed unanimously.

DECIDED: That the application be granted for a period of two years with standard condition 4 amended to allow the records referred to therein to be held electronically.

(b) Applicant: Ramsdens Financial Limited

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

Authorised goods: Jewellery

The Convener proposed that the application be granted for a period of two years with standard condition 4 amended to allow the records referred to therein to be held electronically. This was agreed unanimously.

DECIDED: That the application be granted for a period of two years with standard condition 4 amended to allow the records referred to therein to be held electronically.

Adjournment

The meeting adjourned at 11.15 am and reconvened at 12 noon.

Sederunt

Councillor Audrey Doig was not in attendance when the meeting reconvened.

10 Public Procession - Personal Appearance

There was submitted the undernoted notice of intention to hold a public procession. The applicant had been asked to appear personally for the first time together with Mary McElhinney who had submitted an objection to the notice of intention:-

Applicant: Geoffrey Prior

Organisation: Apprentice Boys of Derry, Linwood Branch

Public procession route: Napier Street, Bridge Street, Moss Road, Brediland Road, Erskinefauld Road, Clippens Road, Bridge of Weir Road, Bridge Street and Napier Street, Linwood

Date, time and reason for public procession: 1 June 2019 at 8.15 am – Annual relief of Derry Parade

Mr Prior, Mr Rutherford, Mr Palmer and Mr Martin, on behalf of the applicant, were invited into the meeting together with Mr McLean, the applicant's representative. The Assistant Managing Solicitor (Licensing) advised that Ms McElhinney had intimated that she would not be attending the meeting.

After consideration of all matters before the Board, the Board adjourned to allow members to consider this notice of intention to hold a public procession. The meeting was reconvened and the Convener proposed that no order be made to prohibit the parade and that only the standard conditions applicable to public processions be attached. This was agreed unanimously.

DECIDED: That no order be made to prohibit the parade and that only the standard conditions applicable to public processions be attached.

Minute of Meeting

Education and Children's Services Policy Board

| Date | Time | Venue |
|-----------------------|-------|--|
| Thursday, 23 May 2019 | 13:00 | Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN |

Present

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

Chair

Councillor Paterson, Convener, presided.

In Attendance

S Quinn, Director of Children's Services; J Trainer, Head of Childcare & Criminal Justice, L McAllister, Acting Head of Early Years & Broad General Education and L Fingland, Service Planning & Policy Development Manager (all Education & Children's Services); and G McLachlan, Senior Finance Manager and C MacDonald Senior Committee Services Officer (both Finance & Resources).

Declarations of Interest

Councillor Davidson declared a non-financial interest in item 6 on the agenda as she was a member of Gleniffer High Parent Council and intimated her intention to take part in the discussion and voting thereon.

1 Capital Budget Monitoring

There was submitted a joint Capital Budget Monitoring report by the Directors of Finance & Resources and Children's Services for the service to 1 March 2019.

DECIDED: That the report be noted.

2 Revenue Budget Monitoring

There was submitted a joint Revenue Budget Monitoring report by the Directors of Finance & Resources and Children's Services for the service to 1 March 2019.

DECIDED: That the report be noted.

3 Developing the School Estate Management Plan (SEMP 2020)

There was submitted a report by the Director of Children's Services relative to the strategic development of the School Estate Management Plan (SEMP).

The report advised that the Scottish Government, in November 2018, announced its intention to support school infrastructure improvement through a further £1billion investment in Scottish schools and the Council, through the 2019/20 capital budget process had agreed a £27million investment for school buildings and a further £2million investment had been identified to improve the learning environment in four schools.

The report set out the school and early years building performance challenges and solutions; the impact of future housing development on the school estate; and the SEM proposals which were designed to address the challenges. The report noted that it was essential that the Council's new SEM was fully developed in advance of the Scottish Government's funding release anticipated in 2021.

A summary detailing the overall performance of the school and early learning childcare estate was attached as Appendix 1; condition ratings, recorded in priority order, were attached as Appendix 2; sufficiency ratings, recorded in priority order, were attached as Appendix 3; and suitability ratings, recorded in priority order, were attached as Appendix 4 to the report. It was noted that Paisley Grammar was categorised as condition level "C" and that a proposal was being developed to replace the existing school building.

It was proposed that in relation to the impact of future housing at St Andrew's Academy, a briefing session would be held with Elected Members to inform them of the discussions between Children's Services representatives and developers. This was agreed.

DECIDED:

(a) That the development of the proposal to address the condition and suitability challenges facing Paisley Grammar be approved;

(b) That the development of the proposals to undertake statutory consultations on catchment reviews affecting Kilbarchan and East Fulton Primary Schools and Inchinnan and Rashielea Primary Schools be approved;

- (c) That the condition, sufficiency and suitability challenges and solutions identified within the report be noted;
- (d) That the approach fostered to mitigate the impact of future housing development on Todholm Primary School and St Andrew's Academy be noted;
- (e) That the development of the proposal to address the suitability challenges facing Thorn Primary School be noted and that it be further noted that a funding source to address the challenges yet to be identified; and
- (f) That it be agreed that in relation to the impact of future housing at St Andrew's Academy, a briefing session would be held with Elected Members to inform them of the discussions between Children's Services representatives and developers.

4 Renfrewshire Attainment Challenge - Mid-year Report

There was submitted a report by the Director of Children's Services relative to progress on the Renfrewshire Attainment Challenge. Renfrewshire was one of the challenge authorities in 2016. The report provided information on the Council's progress in relation to the five main work-stream areas of data analysis; learning and teaching; families and communities; and leadership and care-experienced children and young people.

As part of the grant requirements, the Council was required to report to the Scottish Government on a quarterly basis and bi-annually detailing progress towards local and national outcomes and a copy of the mid-year return was appended to the report. The report included a selection of highlights from the mid-year report which had been submitted to Scottish Government.

DECIDED: That the report be noted.

5 Progress Report on Introduction of Place2Be Counselling Services

There was submitted a report by the Director of Children's Services relative to an update on the Place2Be counselling services.

The report advised that the Place2Be counselling service was introduced in August 2018 in five of Renfrewshire's most deprived primary schools and two secondary schools. The service took a whole school approach to improve the emotional wellbeing of children and young people and families and staff and was funded through Scottish Achievement Challenge and Pupil Equity Funding.

DECIDED: That the progress to date in implementing Place2Be counselling services in seven Renfrewshire schools be noted.

6 Review of Guidance on Admission to School

Under reference to Item 13 of the Minute of the meeting of the Council held on 28 February 2019 there was submitted a report relating to the review of guidance on admission to school.

The report advised that changes to the current policy “Revised Guidance on Admission to School” in accordance with the Schools (Consultation) (Scotland) Act 2010 would require a full consultation exercise to be undertaken. The report outlined proposals to undertake the consultation and the timescale required.

DECIDED:

- (a) That a pre-engagement exercise be taken forward to ascertain the views of service users; and
- (b) That it be agreed that following the pre-engagement exercise, a report on the proposals for a formal consultation be submitted to a future meeting of the Board.

7 Attainment of 2017/18 School Leavers

Under reference to Item 6 of the Minute of the meeting of the Education and Children’s Services Policy Board held on 1 November 2018 there was submitted a report by the Director of Children’s Services regarding the attainment of school leavers 2017/18.

The report advised that the Scottish Government provided a performance evaluation tool (INSIGHT) which provided data and commentary on the performance of 2017/18 leavers in four key measures and made statistically valid comparisons between how young people performed against young people nationally who shared four similar characteristics. It was noted that the 2017/18 school leavers data demonstrated continued improvement in attainment in literacy and numeracy, particularly at SCQF level 5 and increases in the average total tariff of the highest 20% attainment group indicated that leavers in Renfrewshire were now performing as well as their peers nationally. It was recognised however, that there was scope for further improvement and work would continue through the quality improvement framework to support and challenge schools in Renfrewshire.

DECIDED:

- (a) That the report be noted; and
- (b) That the efforts of Renfrewshire’s young people and the school communities in bringing about these results be noted.

8 Inspection of St. John Bosco Primary School and Nursery Class, Erskine

There was submitted a report by the Director of Children’s Services relative to the inspection of St John Bosco Primary School and Nursery Class by Education Scotland.

The report intimated that the purpose of the inspection was to evaluate the quality of education focussing on four quality indicators: leadership of change; learning, teaching and assessment; raising attainment and achievement; and ensuring wellbeing, equality and inclusion. In the nursery class the focus was on leadership of change; learning, teaching and assessment; securing children's progress; and ensuring wellbeing, equality and inclusion.

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

DECIDED: That the key strengths and the areas for improvement in the Education Scotland report on St John Bosco Primary School and Nursery Class be noted.

9 Inspection of East Fulton Primary Class and Nursery Class, Linwood

There was submitted a report by the Director of Children's Services relative to the inspection of East Fulton Primary School and Nursery Class, Paisley by Education Scotland.

The report intimated that the purpose of the inspection was to evaluate the quality of education, with the short model of assessment for the school focussing on two quality indicators: learning, teaching and assessment; and raising attainment and achievement. In the nursery class the focus was on learning, teaching and assessment and securing children's progress.

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

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

10 Inspection of Riverbrae School and Nursery

There was submitted a report by the Director of Children's Services relative to the inspection of Riverbrae School and Nursery Class by Education Scotland.

The report intimated that the purpose of the inspection was to evaluate the quality of education focussing on four quality indicators: leadership of change; learning, teaching and assessment; raising attainment and achievement; and ensuring wellbeing, equality and inclusion. In the nursery class the focus was on leadership of change; learning, teaching and assessment; securing children's progress; and ensuring wellbeing, equality and inclusion.

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

DECIDED: That the key strengths and the areas for improvement in the Education Scotland report on Riverbrae School and Nursery Class be noted.

11 Education Scotland Continuing Engagement Visit to Gallowhill Primary School

There was submitted a report by the Director of Children's Services relative to the most recent visit by Education Scotland to Gallowhill Primary School in February 2019.

The report intimated that the purpose of the inspection was to evaluate the progress made with the recommendations for improvement set out in the November 2017 inspection report. The areas of focus were raising attainment; learning, teaching and assessment; and tracking of progress and the curriculum. A letter to parents, appended to the report, highlighted several positive improvements since the original improvement and some areas for consideration.

Education Scotland advised that as the school had made very good progress, there would be no requirement for further visits in connection with the inspection. Children's Services would prepare an action plan which would be shared with parents, indicating how the recommendations for further improvement in the report would be addressed.

DECIDED: That the good progress made since the original inspection and the improvements and areas for consideration identified by Education Scotland be noted.

12 Pupil Intake to Gryffe High School Session 2019/20

There was submitted a report by the Director of Children's Services relative to a request to increase the intake of S1 to Gryffe High School for session 2019/20, for one year only.

The report proposed that the intake be set at 180 less 3 places reserved for children moving into the catchment during the school session. Currently, Gryffe High School accommodation allowed for the intake to be increased every 6 years to a maximum of 180. The proposed increase of intake in 2019/20 could not be repeated in 2020/21 nor in subsequent years without the need for an increase in accommodation and the significant financial expenditure associated with any such proposals.

DECIDED:

(a) That it be agreed to set the S1 intake for Gryffe High School for session 2019/20, at 180 with 3 places within this intake reserved for children moving into the catchment during the school session; and

(b) That it be noted that the S1 intake for Gryffe High School would be set cyclically at a maximum of 180 every 6 years from 2019/20 and the increased intake for S1 may be utilised in future years where required, only when there would be no need for an increase in accommodation and any significant financial expenditure associated with any such proposal.

13 Provost's School Exchange Fund

Under reference to Item 3 of the Minute of the meeting of the Council held on 28 February 2019, there was submitted a report relative to arrangements for the administration of the Provost's School Exchange Fund.

The report advised that at the meeting of the Council held on 28 February 2019, it was agreed to commit £30,000 of revenue resources to establish a Provost's School Exchange Fund that would be targeted at supporting schools and pupils to develop their relationships with peers across the international spectrum. The report proposed that high schools undertaking international exchange visits would be able to apply to the fund for a grant of up to £10,000 per trip. No school would be able to apply to the fund more than once in any financial year and applications would not be accepted from individual pupils. Trips that would be eligible for the fund would be to the Council's twin towns of Gladsaxe Kommune in Denmark and Fürth in Germany, but exchange trips to other locations would also be considered. The purpose of the trips was to expose students to new cultures, languages and international awareness. The benefits of such exchanges contributed towards acceptance and understanding of different cultural and community perspectives, language acquisition through practical immersion, and enhanced interest in global issues as well as a broader general knowledge.

DECIDED: That the arrangements for the Provost's School Exchange Fund as detailed within the report be approved and that it be delegated to the Head of Corporate Governance in consultation with the Provost to approve applications for payment from the Fund.

14 Invigilator Fees

There was submitted a report by the Director of Children's Services relative to invigilator fees.

The report advised that invigilators were used in secondary schools in order to supervise and organise the administration of examinations. The formal SQA examinations diet required each school to appoint a number of invigilators to undertake those duties. In addition, a chief invigilator was responsible for the organisation and supervision of all external assessments in accordance with SQA policy and procedures. It was noted that a number of schools also utilised invigilators for internal assessments during the school year.

The report confirmed that Renfrewshire Council would adopt the roles and remits for invigilators and chief invigilators in line with SQA procedures for both internal and external arrangements as set out in Appendix 1 to the report. The report proposed that the rates of pay for invigilators and chief invigilators would be in line with the agreed SQA invigilator fee structure. The figures for 2019 were attached as Appendix 2.

DECIDED: That it be agreed that the remit of invigilators and chief invigilators would be as set out in Appendix 1 and that the rates of pay would be as per SQA guidelines.

15 Children's Services Service Improvement Plan - Overview of Performance 2018/19

There was submitted a report by the Director of Children's Services relative to an overview of progress to deliver the Children's Services' Service Improvement Plan during the period 1 April 2018 to 31 March 2019.

The report provided a summary of performance in Children's Services for the 2018/19 period with a detailed explanation on all relevant actions and performance indicators. An update on the progress made by the service during 2018/19 in terms of implementing the Service Improvement Plan, including an update on the Service's action plan and performance scorecard of indicators as at 31 March 2019 was appended to the report.

DECIDED:

- (a) That the content of the report be noted;
- (b) That the progress that had been made on areas of service performance in 2018/19 which fell under the remit of this Policy Board be noted;
- (c) That the progress made on actions and performance in the action plan be noted; and
- (d) That it be noted that the outturn report had also been submitted to the Communities, Housing & Planning Policy Board in respect of activity falling within its remit.

16 Children's Services Annual Health and Safety Report 2018/19

There was submitted a report by the Director of Children's Services relative to the annual health and safety report 2018/19 and action plan 2018/19.

The annual health and safety report was appended to the report and set out the arrangements for the management of health and safety within the service and demonstrated the service's commitment to continuous improvement in health and safety performance.

DECIDED: That the content of the Children's Services Annual Health and Safety Report 2018/19, appended to the report, be noted.

Minute of Meeting

Placing Requests and Exclusions Appeals Panel

| Date | Time | Venue |
|----------------------|-------|---|
| Tuesday, 28 May 2019 | 10:00 | Johnstone Town Hall, Ludovic Square, Johnstone, PA5 8EG |

Present

Councillor Jennifer Adam-McGregor; Councillor Bill Brown; Ms Elaine McNamara

Chair

Councillor Adam-McGregor, Convener, presided.

In Attendance

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

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

Order of Business

In terms of Standing Order 16, the Convener intimated that to facilitate the conduct of the meeting, in the absence of the appellant in relation to appeal RP/19/01, that this appeal would be heard last.

1 Ralston Primary School - Appeals Against Refusal of Placing Requests RP/19/01; RP/19/02; RP/19/03; RP/19/04 and RP/19/05

Consideration was given to appeals against the refusal of placing requests at Ralston Primary School.

C Admin, Senior Solicitor (Finance & Resources) and A Gallagher, Operations Manager (Children's Services) both representing the Education Authority, were invited into the meeting together with J McGown, Headteacher. The appellants in relation to appeals RP/19/02, RP/19/03 RP/19/04 and RP/19/05 were invited into the meeting. The Panel was advised that the appellant in relation to appeal RP/19/01 was not in attendance but had asked that the appeal be determined in her absence based on her written submissions. This appeal was considered at item 5 of the Minute of this meeting.

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

The appellants in relation to appeals RP/19/03, RP/19/04 and RP/19/05 then left the hearing.

The appellants in relation to appeal RP/19/02 then presented their case.

Each side having been given the opportunity to cross examine and sum up, were thanked for their attendance and left the hearing.

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

2 Ralston Primary School - Appeal Against Refusal of a Placing Request - RP/19/03

Consideration was given to appeal RP/19/03 against the refusal of a placing request to Ralston Primary School.

C Adam, Senior Solicitor (Finance & Resources), A Gallagher, Operations Manager (Children's Services) and J McGown, Headteacher, were invited into the meeting together with the appellants.

The appellants in relation to RP/19/03 then presented their case.

Each side having been given the opportunity to cross examine and sum up, were thanked for their attendance and left the hearing.

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

3 Ralston Primary School - Appeal Against Refusal of a Placing Request - RP/19/04

Consideration was given to appeal RP/19/04 against the refusal of a placing request to Ralston Primary School.

C Adam, Senior Solicitor (Finance & Resources), A Gallagher, Operations Manager (Children's Services) and J McGown, Headteacher, were invited into the meeting together with the appellants.

The appellants in relation to RP/19/04 then presented their case.

Each side having been given the opportunity to cross examine and sum up, were thanked for their attendance and left the hearing

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

4 Ralston Primary School - Appeal Against Refusal of a Placing Request - RP/19/05

Consideration was given to appeal RP/19/05 against the refusal of a placing request to Ralston Primary School.

C Adam, Senior Solicitor (Finance & Resources), A Gallagher, Operations Manager (Children's Services) and J McGown, Headteacher, were invited into the meeting together with the appellants.

The appellants in relation to RP/19/05 then presented their case.

Each side having been given the opportunity to cross examine and sum up, were thanked for their attendance and left the hearing.

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

5 Ralston Primary School - Appeal Against Refusal of a Placing Request - RP/19/01

Consideration was given to appeal RP/19/01 against the refusal of a placing request to Ralston Primary School.

C Adam, Senior Solicitor (Finance & Resources), A Gallagher, Operations Manager (Children's Services) and J McGown, Headteacher, were invited into the meeting.

The Clerk advised that the appellant had requested that the appeal be determined in her absence based on her written submissions. This was agreed.

DECIDED: That one or more of the grounds of refusal specified in Section 28(A)(3) and (3A) of the Education (Scotland) Act 1980 existed and that in all the

circumstances, it was appropriate to confirm the Education Authority's decision and that the appeal be not upheld.

6 Gryffe High School - Appeal Against Refusal of a Placing Request - GH/19/01

The Senior Solicitor (Litigation) advised that Appeal GH/19/01 had been withdrawn.

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

7 Gryffe High School - Appeal Against Refusal of a Placing Request - GH/19/02

The Senior Solicitor (Litigation) advised that Appeal GH/19/02 had been withdrawn.

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

Minute of Meeting

Audit, Risk and Scrutiny Board

| Date | Time | Venue |
|----------------------|-------|---|
| Tuesday, 28 May 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 Neill Graham, Councillor Jim Sharkey

Chair

Councillor Bill Binks, Convener, presided.

Apologies

Councillor James Harte and Councillor Emma Rodden.

In Attendance

L McIntyre, Head of Policy & Commissioning and N Irvine-Brown, Assistant Strategic Planning & Policy Development Manager (both Chief Executive's); G McKinlay, Head of Schools (Children's Services); F Carlin, Head of Planning & Housing Services, C Dalrymple, Communities & Regulatory Manager, F Wilson, Trading Standards & Licensing Manager, J Mackie, Placement Team Leader and Lead Officer and C Doogan, Energy Team Leader and Lead Officer (all Communities, Housing & Planning Services); D Kerr, Service Co-ordination Manager and Lead Officer (Environment & Infrastructure Services); L Neary, Head of Transformation & Organisational Development, A MacArthur, Head of Finance, P Murray, Head of ICT, A McMahon, Chief Auditor, K Locke, Risk Manager, S Fanning, Principal HR & OD Adviser, E Shields, Business Services Manager and C MacDonald, Senior Committee Services Officer (all Finance & Resources).

Also in Attendance

M Ferris, Senior Audit Manager, A Haar, Senior Auditor and D Sim, Benefits Auditor (all Audit Scotland).

Declarations of Interest

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

1 Training for Audit, Risk & Scrutiny Board Members

There was submitted a report by the Chief Auditor relative to training for Audit, Risk & Scrutiny Board members.

The report intimated that in line with national guidance produced by the Chartered Institute of Public Finance and Accountancy (CIPFA) on the implementation of Audit Committee Principles in Scottish Local Authorities, training on audit and risk related matters was provided to members of the Audit, Risk & Scrutiny Board. A copy of the proposed programme of training briefings was appended to the report.

DECIDED: That the programme of training briefings be approved.

2 Summary of Internal Audit Reports for Period 01 January to 30 April 2019

There was submitted a report by the Chief Auditor relative to the requirement in terms of the Public Sector Internal Audit Standards (PSIAS) that Internal Audit communicated the results of each engagement to the Board.

The Appendix to the report detailed the category of assurance, service, engagement and assurance rating and gave 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 January to 30 April 2019.

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 team.

DECIDED: That the summary of Audit findings report for the period 1 January to 30 April 2019 be noted.

3 Summary of Outstanding Internal Audit Recommendations

Under reference to Item 3 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 19 March 2018, there was submitted a report by the Chief Auditor relative to a summary of outstanding Internal Audit recommendations.

The report provided an updated position of the critical recommendations that had been followed up during 2018/19 and had not yet been implemented fully. The appendix to the report detailed the recommendations that had not yet been implemented or were in the process of being implemented and the latest responses received from service management.

DECIDED: That the report be noted.

4 Internal Audit Annual Report 2018/19

There was submitted a report by the Chief Auditor relative to the annual report on the activities of the Council's Internal Audit section.

The report intimated that the Public Sector Internal Audit Standards (PSIAS) required that the Chief Auditor prepared a report at least annually to senior management and the Board on internal audit activity, purpose, authority and responsibility as well as performance relative to its plan. The annual report also provided an annual audit opinion on the overall adequacy and effectiveness of the Council's internal control environment and included details of any significant risk exposures, control issues and other matters that could be used to inform the governance statement. The annual report for 2018/19 was appended to the report and outlined the role of internal audit; its performance; the strategic and operational issues which influenced the nature of the work carried out; the key audit findings; and contained the annual audit assurance statement.

DECIDED: That the report be noted.

5 Audit Scotland - Management Report 2018/19

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland's Management Report 2018/19.

The report indicated that Audit Scotland, as appointed external auditors, had identified some issues over the course of 2018/19 while undertaking their interim audit work. This work included testing of key controls within the systems and processes used in preparing the annual accounts. The report contained a summary of their findings and outlined management action to address the issues raised.

DECIDED: That the report produced by Audit Scotland and the management actions outlined within the report be noted.

6 Annual Review of Compliance with the Local Code of Corporate Governance 2019

There was submitted a report by the Chief Executive relative to the annual review of the Council's Local Code of Corporate Governance (the Code) which was based on the Delivering Good Governance in Local Government: The Framework which set the standard for local authority governance in the UK and which was revised by CIPFA and Solace in 2016 to ensure it remained fit for purpose.

The Council's Code covered the seven core principles which brought together the main elements of Council business and these were highlighted within the report and evidence of how the Council complied with the updated Code was attached as the appendix to the report.

DECIDED: That the Council's compliance with the Local Code of Corporate Governance as set out in the appendix to the report be noted.

7 Unaudited Annual Governance Statement 2018/19

There was submitted a report by the Director of Finance & Resources relative to the Annual Governance Statement for 2018/19 which was appended to the report.

The Governance Statement for 2018/19 had been prepared in accordance with the relevant regulation and guidance and took account of the Internal Audit Annual Report and Director's evaluation of the operation of the governance arrangements within each service area.

DECIDED: That it be noted that the Annual Governance Statement would be included in the Unaudited Accounts for 2018/19.

8 Risk Management Annual Report 2018/219

There was submitted a report by the Director of Finance & Resources relative to corporate risk management activity which took place during 2018/19 in relation to the Council's risk management arrangements and strategic risk management objectives.

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

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

9 Strategic, Corporate & Service Risk Report, April 2019

There was submitted a report by the Director of Finance & Resources relative to the strategic, corporate and key service risks effective from April 2019.

In keeping with 'Risk Matters', the Council's combined risk management policy and strategy, the strategic and corporate risk registers were required to be refreshed each year. Each Council Service department maintained its own risk management plan in respect of the operational risks within their areas of responsibility.

The report outlined the strategic, corporate and key service risks identified for management and scrutiny with effect from 1 April 2019.

DECIDED: That the Strategic, Corporate and Key Service Risk Register, and the robust methodologies used to ensure the appropriate risks were identified and managed be approved.

10 Absence Statistics 2018/19 - 01 October to 31 March 2019

There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for the period 1 October 2018 to 31 March 2019.

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.

DECIDED: That the report on absence statistics for the period 1 October 2018 to 31 March 2019 be noted.

11 Audit Scotland - Local Government in Scotland, Challenges & Performance 2019

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland's Management Report 2019.

The report indicated that Audit Scotland, as appointed external auditors, outlined key messages and issues along with the summary position within Renfrewshire Council. A copy of the 2019 Audit Scotland Challenges and Performance report was appended to the report as Appendix 1.

The report advised that Audit Scotland had also published a supplementary paper for elected members, to consider in conjunction with the 2019 Performance and Challenges report. The supplementary paper included a scrutiny tool checklist for elected members, which had been designed to provide councillors with examples of questions to help better understand the Council's position and to scrutinise performance. The supplementary paper for elected members was attached as Appendix 2.

DECIDED:

- (a) That the key messages contained in Audit Scotland's - 'Local Government in Scotland: Challenges and Performance 2019' report, attached as Appendix 1 to the report, be noted;
- (b) That Renfrewshire Council's position in relation to the key messages and recommendations set out in the Audit Scotland report be noted; and
- (c) That Audit Scotland's 'Supplement- scrutiny tool checklist for councillors' attached as Appendix 2 to the report be noted.

12 Audit Scotland Reports - Audit of Housing Benefit Risk Assessment Report and Housing Benefit Performance Audit 2017/18 - Annual Update Report

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland Reports – Audit of Housing Benefit Risk Assessment Report and Housing Benefit Performance Audit 2017/18 – Annual Update Report.

The report advised that the Council's external auditor, Audit Scotland, was required as part of its remit to carry out Housing Benefit Audit Risk Assessments across Local Authorities in Scotland. The main objective of the risk assessment was to determine the extent to which the benefit service was meeting its obligations to achieve continuous improvement in all its activities. The report noted that the Council demonstrated an awareness of what an effective, efficient and secure benefit service needed to deliver and made three recommendations to address risks to continuous improvement. The report also noted that actions agreed following a previous risk assessment in 2015 had been completed. An action plan had been agreed and was attached as Appendix 1 to the report. The recommendations had already been implemented and would make a positive contribution to the continuous improvement of the benefits service.

The report advised that in November 2018 Audit Scotland published its report "Housing Benefit Performance Audit Annual Update 2017/18". A copy of the report was attached as Appendix 2. A summary of the performance audit work carried out by Audit Scotland with five Councils' housing benefit services during 2017/18 was highlighted within the report along with key issues and examples of good practice from the Risk Assessments carried out.

DECIDED:

- (a) That the Audit of Housing Benefit, Risk Assessment Report' contained within Appendix 1 and the action plan submitted in response be noted; and

(b) That the Audit Scotland Report 'Housing Benefit Performance Audit - Annual update 2018 attached as Appendix 2 be noted.

13 The Effectiveness of Fair Trade within Renfrewshire (Craig Doogan, Lead Officer)

Under reference to Item 7 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 18 March 2019, there was submitted a report by the Lead Officer relative to the proposed purpose, scope and terms of reference and witnesses to be called for the review of the effectiveness of Fair Trade within Renfrewshire.

The report intimated that the key purpose of the review would be to understand what motivated people to purchase fair trade products; to ensure that fair trade in Renfrewshire benefited the producer at source; to understand the processes in place to monitor the effectiveness of fair trade within Renfrewshire; to understand how fair trade was promoted within schools; to determine if the current processes in place for the purchase and distribution of fair trade goods was the most efficient, both for the end producer and the customer; and to identify if there were other ways to deliver fair trade to ensure best value, whilst ensuring that the correct people were benefiting.

The report outlined the scope of the review and the intention to invite relevant stakeholders to future meetings to provide information to the Board. A copy of the proposed timetable was appended to the report.

DECIDED:

- (a) That the purpose and scope of the review be approved;
- (b) That the provisional timescale as outlined in the appendix to the report be approved;
- (c) That the Lead Officer be authorised to contact any organisations recommended by the Board who might have information useful to the Board and who might be potential witnesses;
- (d) That powers be delegated to the Lead Officer in consultation with the Convener to alter the timetable having regard to the availability of evidence and witnesses throughout the course of the review and grant permission to extend the timescale of the final report from 16 March 2020 to 26 May 2020 to allow for the inclusion of Fairtrade Fortnight which takes place during February each year; and
- (e) That the Lead Officer be authorised to make the necessary arrangements to progress the review within the agreed timescales.

14 Review of Bus Deregulation and Effect on Transport Services in Renfrewshire (James Mackie, Lead Officer)

Under reference to Item 7 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 18 March 2019, there was submitted a report by the Lead Officer relative to the proposed purpose, scope and terms of reference and witnesses to be called for the review of bus deregulation and the effect on transport services in Renfrewshire.

The report intimated that the purpose of the review was to evaluate the effectiveness of current and proposed legislation in providing bus services to the public, enabling consideration of any proposals regarding changes to bus service provision.

The report outlined the scope of the review and the intention to invite relevant stakeholders to future meetings to provide information to the Board. A copy of the proposed timetable was appended to the report.

DECIDED:

- (a) That the purpose and scope of the review be approved;
- (b) That the provisional timescale as outlined in the appendix to the report be approved;
- (c) That the Lead Officer be authorised to contact any organisations recommended by the Board who might have information useful to the Board and who might be potential witnesses;
- (d) That powers be delegated to the Lead Officer in consultation with the Convener to alter the timetable having regard to the availability of evidence and witnesses throughout the course of the review; and
- (e) That the Lead Officer be authorised to make the necessary arrangements to progress the review within the agreed timescales.

15 Maintenance of Multi-Occupancy Accommodation (Mixed Tenure Buildings) (Dorothy Kerr, Lead Officer)

Under reference to Item 7 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 18 March 2019, there was submitted a report by the Lead Officer relative to the proposed purpose, scope and terms of reference and witnesses to be called for the review of maintenance of multi-occupancy accommodation (mixed tenure buildings).

The terms of the review were set out in Appendix 2 and would look at the procedures for repairs in buildings with mixed ownership.

The report outlined the scope of the review and the intention to invite relevant stakeholders to future meetings to provide information to the Board. A copy of the proposed timetable was attached as Appendix 1 to the report.

DECIDED:

- (a) That the purpose and scope of the review be approved;
- (b) That the provisional timescale as outlined in Appendix 1 to the report be approved;
- (c) That powers be delegated to the Lead Officer in consultation with the Convener to alter the timetable having regard to the availability of evidence and witnesses throughout the course of the review;
- (d) That the Lead Officer be authorised to contact any organisations recommended by the Board who might have information useful to the Board and who might be potential witnesses; and

(e) That the Lead Officer be authorised to make the necessary arrangements to progress the review within the agreed timescales.

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 1 and 14 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

16 Summary of Internal Audit Reports for Period 01 January to 30 April 2019.

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.

DECIDED: That the summary of Audit Reports finalised during the period from 1 January to 30 April 2019 be noted.

Minute of Meeting

Infrastructure, Land and Environment Policy Board

| Date | Time | Venue |
|------------------------|-------|--|
| Wednesday, 29 May 2019 | 13:00 | Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN |

Present

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

Chair

Councillor McEwan, Convener, presided.

In Attendance

G McNeil, Director of Environment & Infrastructure; S McFadden, City Deal Project Director, B Walker, Depute Project Director (City Deal) and C Grainger, Planning & Performance Manager (all Chief Executive's); O Reid, Head of Communities & Public Protection and C Dalrymple, Communities & Regulatory Manager (both Communities, Housing & Planning Services); G Hutton, Head of Operations & Infrastructure, K Anderson, Amenity Services Manager - Waste, G Hannah, Strategic Change Manager, and K Gray, StreetScene Manager (all Environment & Infrastructure); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, D Farrell, Finance & Business Partner, F Hughes, Asset Manager and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

Declarations of Interest

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

1 Revenue Budget Monitoring Report

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources and Environment & Infrastructure for the period 1 April 2018 to 1 March 2019 in respect of services reporting to this Policy Board.

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 for the period 1 April 2018 to 1 March 2019 in respect of services reporting to this Policy Board.

DECIDED: That the report be noted.

3 Operational Performance Report

There was submitted a progress update report by the Director of Environment & Infrastructure relative to operational performance of services and key projects since the last Policy Board report in March 2019.

The report detailed main projects and activities delivered by: roads and StreetScene; fleet and social transport services; waste services; transportation and infrastructure services; environment and place/Team Up to Clean Up; and service changes. A range of key indicators highlighted performance over the period.

Councillor McEwan, seconded by Councillor Campbell, moved that the operational performance update detailed within the report be approved.

Councillor J MacLaren, seconded by Councillor Devine, moved as an amendment, that the operational performance update detailed within the report be approved, subject to missed bins being reported for up to 7 days and not 2 days as detailed within the report.

On the roll being called the following members voted for the amendment: Councillors Devine, Hood, Kennedy, Kerr and J MacLaren.

The following members voted for the motion: Councillors Adam-McGregor, Burns, Cameron, Campbell, Audrey Doig, Don, Graham, McEwan and Mylet.

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

DECIDED: That the operational performance update detailed within the report be approved.

4 Environment & Infrastructure Service Improvement Plan: Overview of Performance 2018/19

There was submitted a report by the Director of Environment & Infrastructure relative to an overview of performance to deliver the Environment & Infrastructure Service Improvement Plan during the period 1 April 2018 to 31 March 2019. The Service Improvement Action Plan and Performance Scorecard, attached as the appendix to the report, detailed progress against the previously agreed priorities for the service.

The report explained that organisational changes during the period had transferred responsibility for public protection matters to Communities, Housing & Planning Services and consequently these matters were now reported within that Service Improvement Plan.

It was noted that this outturn report would also be submitted to the Finance, Resources & Customer Services Policy Board in respect of activity falling within that Board's remit.

DECIDED:

- (a) That it be noted that this report reflected the new service structure for Environment & Infrastructure;
- (b) That progress and performance to deliver the Environment & Infrastructure Service Improvement Plan 2018/19, as detailed within the appendix to the report and as specific to the areas of activity delegated to this Policy Board, be noted; and
- (c) That it be noted that this outturn report would also be submitted to the Finance, Resources & Customer Services Policy Board in respect of activity falling within that Board's remit.

5 Communities, Housing & Planning Service Improvement Plan: Overview of Performance 2018/19

There was submitted a report by the Director of Communities, Housing & Planning Services relative to an overview of performance to deliver the Communities, Housing & Planning Service Improvement Plan during the period 1 April 2018 to 31 March 2019. The Service Improvement Action Plan and Performance Scorecard, attached as the appendix to the report, detailed progress against the previously agreed priorities for the service.

The report explained that organisational changes during the period had altered the remit of services and consequently this Service Improvement Plan included some actions that had previously been the responsibility of Children's Services or the former Environment & Communities Service. Regeneration and City Deal actions had been transferred to

the Chief Executive's Service and progress on these matters would now be reported within the Chief Executive's Service Improvement Plan.

It was noted that the report had been submitted to the Infrastructure, Land & Environment Policy Board only in respect of activity falling with the Board's remit and had also be submitted to the Communities, Housing & Planning Policy Board in relation to matters falling within that Board's remit.

DECIDED:

- (a) That the report be noted;
- (b) That it be noted that the Communities, Housing & Planning Service Improvement Plan outturn report had been submitted to this Board only in respect of activity that was within the remit of this Board and had also been submitted to the Communities, Housing & Planning Policy Board in respect of activity that was within that Board's remit;
- (c) That progress relative to areas of service performance within the remit of this Board be noted; and
- (d) That progress relative to actions and performance in the action plan be noted.

6 Code of Practice: "Well Managed Highway Infrastructure"

Under reference to paragraph 11 of the Minute of the meeting of the Infrastructure, Land & Environment Policy Board held on 28 August 2018, there was submitted a report by the Director of Environment & Infrastructure relative to the revision of inspection policies for roads and footways following publication of a Code of Practice "Well Managed Highway Infrastructure" and guidance by the Scottish Chief Officers of Transportation in Scotland (SCOTS).

The report explained the new risk-based approach to inspections and set out, in the Appendix to the report, a revised inspection policy that was based on the Code of Practice and which tailored inspections to the priorities, needs and resources of Renfrewshire.

DECIDED: That the new inspection policy establishing the Council's implementation of the Code of Practice, Well Managed Highways, as set out in the Appendix to the report, be approved.

7 Referral from Petitions Board: Petition re measures to improve safety and mitigate the perception of danger at the junction between Kelburn Oval and Glasgow Road, Paisley

Under reference to paragraph 2 of the Minute of the meeting of the Petitions Board held on 25 March 2019, there was submitted a report by the Director of Finance & Resources relative to the referral by the Petitions Board that the Infrastructure, Land & Environment Policy Board approved its decision that Council officers investigate if measures could

be taken to improve safety and mitigate the perception of danger at this particular junction and report back to this Policy Board.

DECIDED:

(a) That the Petition Board's decision that Council officers investigate if measures could be taken to improve safety and mitigate the perception of danger at the junction between Kelburne Oval and Glasgow Road, Paisley, be approved; and

(b) That a report on the outcome be submitted to this Policy Board in due course.

8 Consultation on Reforming the UK Packaging Producer Responsibility Scheme

There was submitted a report by the Director of Environment & Infrastructure relative to a consultation regarding possible reforms to the UK Packaging Producer Responsibility Scheme being carried out by the Department of Environment, Food & Rural Affairs (DEFRA) on behalf of the UK, Scottish and Welsh Governments.

The consultation sought views on measures to reduce the amount of unnecessary and difficult to recycle packaging and increase the amount of packaging that could be recycled through reforms to the packaging producer responsibility scheme, including the proposal that full net costs of managing packaging waste were placed on businesses that used packaging and who were best placed to influence its design, consistent with the polluter pays principle and the concept of extended producer responsibility.

Responses would help to design an effective extended producer responsibility scheme to packaging and would put in place the necessary regulatory framework to deliver change. As the closing date for responses was 13 May 2019, the Director of Environment & Infrastructure had submitted the Council's response which was detailed in the Appendix to the report. Homologation of the decision to submit the response as detailed in the Appendix to the report by the due date was now sought.

DECIDED:

(a) That the consultation carried out by DEFRA on reforming the UK packaging producer responsibility scheme be noted; and

(b) That the decision by the Director of Environment & Infrastructure to submit the Council's response as detailed in the Appendix to the report by the due date of 13 May 2019 be homologated.

9 Voluntary Professional Dog Walking Scheme

Under reference to paragraph 15 of the Minute of the meeting of the Infrastructure, Land & Environment Policy Board held on 30 May 2018, there was submitted a report by the Director of Environment & Infrastructure relative to establishing a voluntary registration scheme for professional dog walkers.

The report explained that there was no legislation for licensing of dog walking companies currently and no provision for enforcement by local authorities. However, the Council's Community Safety Partnership sought to reassure dog owners that professional dog walking companies in Renfrewshire were compliant with fundamental good practice principles. It was proposed that a voluntary scheme be introduced to register professional dog walkers. Such a scheme would improve public perception of local dog walking companies, reassure pet owners that their dogs were well-treated and would demonstrate the Council's commitment to raising standards in this regard.

The scheme would operate in a similar manner to the responsible dog owners pledge and require the professional dog walker to sign up to adhere to similar best practice. Registered dog walkers could potentially be included on the Council's Trusted Trader Scheme.

DECIDED:

- (a) That the introduction of a voluntary dog walking scheme for professional dog walkers be agreed; and
- (b) That a report on progress detailing the terms and operation of the scheme be submitted to this Board in due course.

10 Environment & Infrastructure Health, Safety & Wellbeing Plan 2019/20

There was submitted a report by the Director of Environment & Infrastructure relative to the Environment & Infrastructure Health, Safety and Wellbeing Plan 2019/20.

The Plan was attached as the Appendix to the report and detailed performance during 2018/19, set out future objectives for the current financial year 2019/20 and identified a range of actions to support and improve health and safety compliance and performance.

DECIDED:

- (a) That the Environment & Infrastructure Health, Safety & Wellbeing Plan 2019/20, as appended to the report, be approved in terms of the elements within the remit of this Board; and
- (b) That it be noted that the Environment & Infrastructure Health, Safety & Wellbeing Plan 2019/20 would be submitted to the Finance, Resources & Customer Services Policy Board for approval of the elements within the remit of that Board.

11 Johnstone Bowling Club - Long Lease Request

There was submitted a report by the Director of Finance & Resources relative to a proposal that Renfrewshire Leisure be granted consent to approve a new 21-year sub-lease of the club premises at Park Road, Johnstone to Johnstone Bowling Club. A map appended to the report outlined the site to be leased.

DECIDED:

(a) That consent be provided to Renfrewshire Leisure to grant a new 21-year sub-lease of the premises to Johnstone Bowling Club on the terms and conditions detailed within the report;

(b) That the Head of Corporate Governance be authorised to provide the Council's consent for Renfrewshire Leisure to conclude the sub-lease with Johnstone Bowling Club, based on the heads of terms detailed in the report and on such other terms as required to protect the Council's interest; and

(c) That it be noted that a change to the existing lease between Renfrewshire Leisure and the Council was required, to include the basement store and access route as indicated on the plan, which would subsequently be sub-let to Johnstone Bowling Club.

12 Disposal of Land at St Ninians Crescent, Paisley

There was submitted a report by the Director of Finance & Resources relative to the disposal of land at St Ninian's Crescent, Paisley to Link Housing Association (part of the Link Group) for the development of affordable housing. A map appended to the report detailed the land to be disposed.

DECIDED: That the Head of Property Services and the Head of Corporate Governance be authorised to dispose of the land at St Ninians Crescent, Paisley, as identified on the map appended to the report, to Link Housing Association on the terms and conditions set out within the report.

13 Disposal of Land at Millarston Drive, Paisley

There was submitted a report by the Director of Finance & Resources relative to the disposal of land at Millarston Drive, Paisley to Link Housing Association (part of the Link Group) for the development of affordable housing. The map appended to the report detailed the land to be disposed.

DECIDED: That the Head of Property Services and the Head of Corporate Governance be authorised to dispose of the land at Millarston Drive, Paisley, as identified on the map appended to the report, to Link Housing Association on the terms and conditions set out within the report.

14 Temporary Licences to Occupy Land to Provide Working Areas for City Deal Construction

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to securing short-term licences to occupy certain land for construction working areas to implement the Glasgow Airport Investment Area Project and the Clyde Waterfront and Renfrew Riverside Project (the projects) that facilitate City

Deal infrastructure developments, as listed in the Appendix to the report.

DECIDED:

- (a) That it be agreed that the Council enter into licences to occupy the areas of land listed in the Appendix to the report, for periods in excess of 12 months; and
- (b) That the Head of Property Services, in consultation with the Head of Corporate Governance, be authorised to finalise the terms and conditions of and to sign missives for those licences with the relevant land owners

15 Community Asset Transfer Request - Former Public Toilets, 19 Inchinnan Road, Renfrew

There was submitted a report by the Director of Finance & Resources relative to an Asset Transfer request from Kustom Kruisers for a long-term lease of 30 years of the former public toilets at 19 Inchinnan Road, Renfrew, in accordance with the Community Empowerment (Scotland) Act 2015. The map appended to the report identified the property to be leased.

DECIDED:

- (a) That the Community Asset Transfer Request be approved;
- (b) That the Head of Corporate Governance and the Head of Property Services be authorised to conclude a long-term lease of 30 years with Kustom Kruisers on the terms detailed within the report and on such other terms as required to protect the Council's interest; and
- (c) That it be noted that the Community Asset Transfer Panel held on 28 January 2019 had determined to support this asset transfer request.

EXCLUSION OF PRESS AND PUBLIC

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

16 Proposed Sale of Kersland School, Paisley

There was submitted a report by the Director of Finance & Resources relative to receipt of an offer to purchase the former Kersland School, Ben Nevis Road, Paisley, in response to marketing of the site. The map appended to the report identified the property for sale.

DECIDED:

(a) That the Director of Finance & Resources and the Head of Corporate Governance be authorised to accept the offer to purchase and to progress the sale of this asset in the best interests of the Council; and

(b) That it be noted that the sale would only proceed if provision of a new early years' nursery facility could be accommodated in an alternative location.

17 Disposal of Land within the Advanced Manufacturing Innovation District Scotland

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the disposal of property required for the creation of the Medicines Manufacturing Innovation Centre with the Advanced Manufacturing Innovation District Scotland. The plan appended to the report identified the property to be disposed.

DECIDED:

(a) That the property hatched red and blue on the plan appended to the report be declared surplus to requirements;

(b) That it be agreed that a long ground lease be granted over each of the areas hatched red and blue on the plan appended to the report to the Centre for Process Innovation Limited, subject to the terms and conditions detailed within the report;

(c) That the Head of Corporate Governance, in conjunction with the Head of Property Services, be authorised to conclude the disposal of the property as detailed within the report; and

(d) That it be noted that the exact size and location of the property may vary slightly once utilities connection points and development design, including ownership of internal road access were finalised.

Minute of Meeting

Personnel Appeals and Applied Conditions of Service Appeals Panel.

| Date | Time | Venue |
|-----------------------|-------|---|
| Thursday, 30 May 2019 | 09:30 | Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN |

Present

Councillor Jennifer Marion Adam-McGregor, Councillor Bill Brown, Councillor Jacqueline Cameron, Councillor Audrey Doig, Councillor Edward Grady, Councillor Jane Strang

Chair

Councillor Adam-McGregor, Convener, presided.

In attendance

K Clark, Senior HR Adviser and C MacDonald, Senior Committee Services Officer (both Finance & Resources).

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

1 Environment & Infrastructure Services

Consideration was given to an appeal against dismissal on the grounds of breach of the Council's Code of Conduct.

The appellant appeared together with J O'Connell, Unite the Union, in relation to the appeal. L Rennie, Operational Manager (Environment & Infrastructure Services) and E Simpson, Senior HR Adviser (Finance & Resources) represented management.

The management side presented its case to the Panel. The appellant's side and members of the Panel were afforded the opportunity to question the management side.

The Panel requested additional information in respect of the case. The appellant and the management side agreed to the additional information being introduced.

ADJOURNMENT

The meeting adjourned at 10.15 am and reconvened at 10.35 am.

J O'Connell, Unite the Union, presented the appellant's case to the Panel. The management side and members of the Panel were afforded the opportunity to question the appellant's side.

Both sides summed up their cases and withdrew at 10.50 am to allow the Panel to consider the matter and reach a decision.

Both sides were then recalled at 11.45 am and advised by the Convener that the Appeals Panel had agreed that the grounds of the appeal had been substantiated in part and the appeal was upheld to the extent (a) that the appellant should be reinstated with immediate effect and return to their role within the service; (b) that the sanction be lessened to a final written warning and held on the appellant's record for 12 months; and (c) that a meeting be held between the appellant, HR and management of Environment & Infrastructure Services to ensure appropriate support was put in place

DECIDED: That the grounds of the appeal had been substantiated in part and the appeal was upheld to the extent (a) that the appellant should be reinstated with immediate effect and return to their role within the service; (b) that the sanction be lessened to a final written warning and held on the appellant's record for 12 months; and (c) that a meeting be held between the appellant, HR and management of Environment & Infrastructure Services to ensure appropriate support was put in place.

Minute of Meeting

Finance, Resources and Customer Services Policy Board

| Date | Time | Venue |
|-------------------------|-------|--|
| Wednesday, 05 June 2019 | 14:00 | Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN |

Present

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

Chair

Councillor J Shaw, Convener, presided.

In Attendance

A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, A Morrison, Head of Regeneration, S McFadden, Project Director (City Deal), B Walker, Depute Project Director (City Deal), and B Lambert, Strategic Procurement Manager (all Chief Executive's); D Gillies, Head of Facilities Management, G Hannah, Strategic Change Manager and K Anderson, Amenity Services Manager (Waste) (all Environment & Infrastructure); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, A MacArthur, Head of Finance, P Murray, Head of ICT, A Black, Managing Solicitor (Data Protection Officer), D Campbell, Assistant Managing Solicitor (Licensing), S Fanning, Principal HR & OD Adviser, G Innes, Customer Services Manager and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

Declarations of Interest

Councillor Shaw declared an interest in Item 39: Contract Authorisation Report: Provision of a Care at Home and/or Housing Support Service within a Model of Supported Living, as his wife was employed by one of the companies that had tendered for the contract and indicated that he would step down from the Chair, leave the meeting and not take part in any discussion or voting thereon.

1 Joint Consultative Board (Non-teaching)

There was submitted Minutes of the Joint Consultative Board (Non-teaching) meeting held on 27 March 2019 which forms the Appendix hereto.

DECIDED: That the Minutes be noted.

2 Revenue Budget Monitoring Report

There was submitted a revenue budget monitoring report by the Director of Finance & Resources in respect of Finance & Resources, Environment & Infrastructure and Miscellaneous expenditure for the period to 1 March 2019.

DECIDED: That the report be noted.

3 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 1 March 2019.

DECIDED: That the report be noted.

4 Capital Budget Monitoring Report

There was submitted a capital budget monitoring report by the Director of Finance & Resources relative to expenditure on corporate issues for the period to 1 March 2019.

DECIDED: That the report be noted.

5 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 1 March 2019.

It was noted that paragraph 6.3 was amended at the last sentence to read 31 March 2019 and not 31 March 2018 as indicated in the report.

DECIDED: That the report, as revised, be noted.

6 Convention of Scottish Local Authorities: Annual Levy 2019/20

There was submitted a report by the Chief Executive relative to annual levy applied by the Convention of Scottish Local Authorities (COSLA).

As in previous years, COSLA had applied a standard fixed sum of £10,000 per council with the balance of the subscription being determined by the number of people living in the local authority area. The Council's contribution for 2019/20 was £106,635 (exclusive of VAT) payable in June 2019.

DECIDED: That payment of the COSLA levy of £106,635 for 2019/20 be approved.

7 Non-domestic Rates (Scotland) Bill - Call for Evidence

There was submitted a report by the Director of Finance & Resources relative to the Council's response to the call for evidence in relation to the Non-domestic Rates (Scotland) Bill introduced by the Scottish Government on 25 March 2019. A copy of the Call for Evidence was attached to the report as Appendix 1.

The report explained that the deadline for receipt of written views was 30 May 2019. As this was outwith the current meeting cycle of this Board a response had been developed to the questions relevant to the Council and was attached to the report as Appendix 2.

In addition, the Scottish Government Finance and Constitution Committee issued a call for evidence in relation to the Financial Memorandum accompanying the Bill, with responses due by 7 June 2019 and Appendix 3 to the proposed response.

Both responses had been submitted by the due dates, subject to approval by this Policy Board.

DECIDED:

(a) That the responses to the consultation questions set out in Appendices 2 and 3 be agreed; and

(b) That it be noted that the responses had been submitted to the Scottish Parliament Local Government and Communities Committee, subject to approval by this Policy Board.

8 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 28 April 2019 and included an update on the funding and expenditure position for Discretionary

Housing Payments and the Scottish Welfare Fund.

DECIDED: That the report be noted.

9 Operational Performance Report: Integrated 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 March 2019.

The report provided performance information on building services; repairs over the last three years; compliance tasks; housing repairs; housing repairs satisfaction levels; building services training and development activity; and facilities management – soft services.

DECIDED: That the operational performance update be approved.

10 Chief Executive's Service Improvement Plan 2018/19: Out-turn Report

There was submitted a progress report by the Chief Executive relative to performance to deliver the Chief Executive's Service Improvement Plan during 2018/19. An appendix to the report detailed performance to deliver the Action Plan.

DECIDED:

- (a) That the report be noted;
- (b) That progress made on areas of service performance in 2018/19 be noted; and
- (c) That progress made on actions and performance in the Action Plan appended to the report be noted.

11 Finance & Resources Service Improvement Plan: Overview of Performance 2018/19

There was submitted a progress report by the Director of Finance & Resources relative to performance to deliver the Finance & Resources Service Improvement Plan during 2018/19. An appendix to the report detail performance to deliver the Action Plan.

DECIDED:

- (a) That the report be noted;
- (b) That progress made during 2018/19 on areas of service performance which fall under the remit of this Board be noted; and
- (c) That progress made on actions and performance in the Action Plan appended to the report be noted.

12 Environment & Infrastructure Service Improvement Plan: Overview of Performance 2018/19

There was submitted a progress report by the Director of Environment & Infrastructure relative to performance to deliver the Environment & Infrastructure Service Improvement Plan 2018/19. An appendix to the report detail performance to deliver the Action Plan.

DECIDED:

- (a) That it be noted that the report reflected the new service structure for Environment & Infrastructure Services;
- (b) That progress made by Environmental & Infrastructure Services on actions and performance indicators, as detailed in the Appendix to the report, and as specific to the areas of activity delegated to this Policy Board be noted; and
- (c) That it be noted that this outturn report had also been submitted to the Infrastructure, Land and Environment Policy Board for approval in respect of the relevant areas of activity delegated to that Policy Board.

13 Review of Information Handling Policy

There was submitted a report by the Director of Finance & Resources relative to a review of the content and provisions of the Information Handling Policy. A copy of the revised policy was appended to the report.

The report explained that the revisions proposed were minor, reflected the current Council structure and updates statutory references, with additional references to associated guidance.

DECIDED:

- (a) That the revised Information Handling Policy as set out in the Appendix to the report be approved; and
- (b) That authority be delegated to the Managing Solicitor (Data Protection Officer) in consultation with the Information Security Group to approve further reviews on a two-yearly basis.

14 Revised Policy and Guidelines on Surveillance

There was submitted a report by the Director of Finance & Resources relative to a review of the policy and guidelines on surveillance. A copy of the revised policy and guidelines was appended to the report.

DECIDED:

- (a) That the revised Policy and Guidelines on Surveillance as set out in the appendix to the report be approved;

(b) That the Managing Solicitor (Data Protection Officer) continue to be authorised to update the guidance note appended to the Policy as required; and

(c) That the number of applications for surveillance authorised by the Council in the last three years, as detailed within the report, be noted.

15 Review of the Renfrewshire Council Bye-laws Prohibiting the Consumption of Alcohol in Designated Public Areas 2009

There was submitted a report by the Director of Finance & Resources relative to proposed byelaws to replace the Council's existing byelaws made in 2009 prohibiting the consumption of alcoholic liquor in designated places, as detailed in the appendix to the report.

DECIDED:

(a) That the draft byelaws as detailed in the appendix to the report, including the accompanying proposed plans be approved;

(b) That the Head of Corporate Governance be authorised to authenticate and sign the proposed byelaws on behalf of the Council;

(c) That the Director of Finance & Resources be authorised to advertise the notice of intention to apply to the Scottish Government for confirmation of the byelaws in a newspaper circulating in the area at least one month prior to submission of the byelaws for confirmation, as required in terms of section 202(4) of the Local Government (Scotland) Act 1973;

(d) That the Director of Finance & Resources be authorised to apply to the Scottish Government for confirmation of the byelaws; and

(e) That otherwise the report be noted.

16 Report on the Voluntary Redundancy/Early Retirement Schemes

There was submitted an annual report by the Director of Finance & Resources relative to the number of employees leaving the service through the voluntary redundancy or early retirement schemes and associated financial implications for the Council.

DECIDED: That the report be noted.

17 Chief Executive's Annual Health & Safety Report 2018/19

There was submitted an annual progress report by the Chief Executive relative to delivery of health and safety activities during 2018/19 and summarising achievements over that period. A copy of the annual report was appended to the report.

DECIDED: That the contents of the annual report as set out in the appendix be noted.

18 Finance & Resources Annual Health & Safety Report and Plan 2019/20

There was submitted an annual progress report by the Director of Finance & Resources relative to delivery of health and safety activities during 2018/19 and summarising achievements over that period. A copy of the annual report for 2018/19 and action plan for 2019/20 was appended to the report.

DECIDED:

- (a) That the progress report for 2018/19 be noted; and
- (b) That the health and safety action plan for 2019/20 be approved.

19 Environment & Infrastructure Annual Health, Safety & Well-being Plan 2019/20

There was submitted a report by the Director of Environment & Infrastructure relative to a review of the Health, Safety and Wellbeing Plan for the period 2019/20 which identified a range of actions to be carried out to support and improve health and safety compliance and performance within the service. A copy of the annual report for 2018/19 and action plan for 2019/20 was appended to the report.

DECIDED:

- (a) That the Environment & Infrastructure Health & Safety report for 2018/19 and Action Plan for 2019/20 as appended to the report be approved; and
- (b) That it be noted that the Environment & Infrastructure Health, Safety and Wellbeing Plan has also been submitted to the Infrastructure, Land and Environment Policy Board for approval of those elements within the remit of that Board.

20 2018/19 End of Year Report on the Health & Safety Activities within Renfrewshire Council

There was submitted an update report by the Director of Finance & Resources relative to performance of health and safety activities throughout the Council over the period September 2018 to March 2019.

The report highlighted a decrease in accident/incident within the workplace and a reduction in ill health and demonstrated the Council's commitment to continuous improvement.

DECIDED: That the report be noted.

21 Civic Hospitality

There was submitted a revised report by the Director of Finance & Resources relative to requests received by the Provost for civic hospitality from individuals and organisations for specific events as detailed within the report.

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

DECIDED:

(a) that the action taken by the Director of Finance & Resources, in consultation with the Provost, to provide civic hospitality on 26 March 2019 in respect of the retiral of the Lord Lieutenant be homologated; and

(b) 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:

St Vincent's Hospice Afternoon Tea - £325

Royal British Legion Scotland Paisley Comrades Club - £3,000

Paisley & District Battalion of the Boys' Brigade - £1,600

National Merchant Navy Day - £300

Provost's Distinction Certificates Award Ceremony - £1,500

Lord Lieutenant/British Empire Medal Award - £500

Volunteer International Development Education Salesian UK Week - £1,500.

CONTRACT AUTHORISATION

As undernoted.

22 Demolition of buildings and associated works at Lobnitz Dock, Meadowside Street, Renfrew

There was submitted a report by the Chief Executive relative to the award of a works contract for demolition and associated works at Lobnitz Dock, Meadowside Street, Renfrew, following a mini competition using the competitive selection procedure Option 2 of the Scotland Excel Demolition Services Framework Agreement (11-15) Lot 2 – demolition works £50,000 and over. This work supported the Clyde Waterfront and Renfrew Riverside project, part of the Glasgow Region City Deal.

Seven valid tenders were submitted and after evaluation the tender submitted by Daltons Demolitions Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award a works contract for demolition of buildings and associated works at Lobnitz Dock, Meadowside Street, Renfrew, to Dalton Demolitions Limited at a cost of up to £25,000 excluding VAT,

for an anticipated period of 14 weeks with the start and access dates to be confirmed in the letter of accepted.

23 Notification of Contract Award for Electricity Supplies/Connections for the Advanced Manufacturing Innovation District Scotland (AMIDS) core site at Netherton Farm

There was submitted a report by the Chief Executive relative to the award of a negotiated contract by the Project Director – City Deal under Clause 9.1j) of the Council's Standing Orders relating to Contracts. The report detailed the specific reasons for awarding this contract to SP Distribution Plc, without competition.

The report advised that Scottish Enterprise had offered grant funding of £2,472,807.05 towards new electricity supplies and connections in the AMIDS area, conditional on the grant funding agreement being entered into by the end of March 2019 and a supply and connections contract entered and payments made by the end of March 2019.

DECIDED:

(a) That the information provided within the report detailing the award of contract for Electricity Supplies/Connections for the AMIDS core site at Netherton Farms by the Project Director – City Deal in accordance with Clause 9.1j) of the Council's Standing Orders relating to Contracts be noted;

(b) That it be noted that the grant contribution required the Council to conclude an agreement with SP Distribution Plc which secured the existing limited capacity in the AMIDS area, provided an additional 15.3 MW of electrical capacity through construction of a new primary sub-station, reduced the risk of delay to the National Manufacturing Institute Scotland and the Medicine Manufacturing and Innovation Centre projects and reduced the risk of failure to attract future investment and development in the AMIDS area;

(c) That it be noted that the duration of the agreement would be for a period of up to ten years; and

(d) That it be noted that the approved spend for this contract was £3,546,199.68 exclusive of VAT.

24 Redevelopment of Paisley Town Hall - hub West Scotland Award of Advance Works Contract

Under reference to paragraph 22 of the Minute of the meeting of this Board held on 27 March 2019, there was submitted a report by the Chief Executive relative to the award of an advance works contract encompassing stone repairs, roof drainage repairs, above ground drainage repairs within the building, rot eradication, removal of asbestos, window repairs and improvements, removal of exposed non-essential mechanical, electrical and plumbing services, fall arrest systems on the roof as required, down takings of general items in the building and scaffolding and access equipment to support the work.

The report advised that in terms of the previously agreed Contract Strategy, hub West

Scotland had been appointed as the Council's delivery partner for the project.

DECIDED:

(a) That the award of the Advance Works Contract to hub West Scotland as the main contractor with works then sub-contracted to Kier Construction Limited, be approved; and

(b) That a further report be submitted to this Board in November 2019 in respect of the award of the Main Works Contract.

25 Contract No. 2 - Pre-patching in Advance of Surface Dressing 2019/20

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a package order contract for pre-patching in advance of surface dressing (RC-CPU-18-527).

Two suppliers tendered bids and after evaluation the tender submitted by Mac Asphalt Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award a package order contract for pre-patching in advance of surface treatment under the NEC3 Framework Contract for the Maintenance and Improvements of Carriageways and Footways, Lot 4 – Carriageway Defect Patching, to Mac Asphalt Limited at a cost of £402,699.00 excluding VAT for a period of 11 weeks, starting 5 August 2019 or on the date confirmed in the letter of acceptance.

26 Contract No. 1 - Surface Treatment 2019/20

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a contract for surface treatments (RC-CPU-18-526).

Two tenders were received and after evaluation the tender submitted by Kiely Bros. Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award a contract for surface treatments to Kiely Bros. Limited at a cost of £409,347.90 excluding VAT for a period of five weeks, starting 1 July 2019 or on the date confirmed in the letter of acceptance.

27 Hawkhead Cemetery Carriageway Reconstruction

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a contract for reconstruction of the carriageway at Hawkhead Cemetery (RC-CPU-18-291).

Nine tenders were received and after evaluation the tender submitted by Mac Asphalt Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award a contract for Hawkhead Cemetery Carriageway Reconstruction to Mac Asphalt Limited at a cost of up to £522,965.40 excluding VAT, the date of possession being 15 July 2019 with a planned construction period of 20 weeks until 29 November 2019.

28 Purchase of Two 18 tonne Refuse Collection Vehicles

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a contract for the purchase of two 18-tonne refuse collection vehicles under Lot 8 of the Scotland Excel Framework Agreement for Heavy Vehicles which, following evaluation and demonstration of best value for money, permitted this contract to be awarded directly to Faun Zoeller UK Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a contract for the purchase of two 18-tonne refuse collection vehicles to Faun Zoeller UK Limited at a cost of £311,538 excluding VAT; and

(b) That it be noted that should the order be placed before the end of June 2019, the vehicles would be delivered to Fleet Services at Underwood Road, Paisley before the end of March 2020.

29 Purchase of Four Low Floor Buses

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a contract to purchase four low-floor buses as part of the Council's Vehicle Replacement Programme 2019/20.

The contract was awarded under Lot 1 of the Scotland Excel Framework Agreement for Heavy Vehicles, which following evaluation and demonstration of best value for money, permitted this contract to be awarded directly to Motus Group (UK) Limited trading as Imperial Commercials.

DECIDED: That the Head of Corporate Governance be authorised to award a contract to purchase four low-floor buses to Motus Group (UK) Limited, trading as Imperial Commercials, at a cost of £395,934.40 excluding VAT and with a vehicle delivery date 12 weeks from the date the order was placed to be delivered to Fleet Services, Underwood Road, Paisley.

30 Supply and Delivery of Electric Vehicle Charging Points

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a negotiated contract by the Director of Environment & Infrastructure under Clause 9.1j) of the Council's Standing Orders relating to Contracts. The report detailed the specific reasons for awarding this contract to Swarco UK Limited.

The report advised that Transport Scotland had offered grant funding of £645,000

towards the cost of electric vehicle charging infrastructure, subject to an order being placed by 31 March 2019. The award of this contract for supply, delivery and commissioning of charging points would utilise £261,631.00 of the grant funding and the remainder would be used by the Council's Building Services to install charging points, thereby safeguarding against exclusion from future grant funding opportunities from Transport Scotland.

DECIDED:

(a) That the information provided within the report detailing the award of contract for the supply and delivery of electric vehicle charging points by the Director of Environment & Infrastructure under Clause 9.1j) of the Council's Standing Orders relating to Contracts be noted; and

(b) That it be noted that £261,631.00 of the total grant funding offered by Transport Scotland would be allocated to the supply, delivery and commissioning of the charging points and the remainder would be allocated to the installation of the charging points across Renfrewshire by the Council's Building Services.

31 Design, Build and Operation of a Biomass Energy Centre at Underwood Road Depot

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of two individual contracts for the design, build and operation of a Biomass Energy Centre at Underwood Road Depot as Phase 1: design and build of the biomass energy centre, and Phase 2: operation and maintenance of the biomass energy centre.

Tenderers were required to bid for both contract and three bids were received. Following evaluation, the tender submitted by Highland Wood Energy Limited, trading as HWEnergy, was found to be the most economically advantageous.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award both contracts, Phase 1 – design and build of a biomass energy centre and Phase 2 – operation and maintenance of a biomass energy centre, to Highland Wood Energy Limited, trading as HWEnergy;

(b) That it be noted that the contract sum for Phase 1 was £388,208.00 excluding VAT, with an anticipated construction period of 14 weeks and completion by 31 January 2020, dates subject to change dependent on statutory consents and subject to the provision of collateral warranties;

(c) That it be noted that Phase 2 was dependent on practical completion of Phase 1; and

(d) That the award of contract for Phase 2 be authorised based on a Heat Tariff of £46/MWh1 and a monthly maintenance biomass tariff of £195.00 for a period of seven years with the option by mutual consent to extend for a further three years up to a maximum contract period of 10 years, commencing 31 January 2020, with formal authorisation to be issued on completion of Phase 1.

32 St Fillan's Primary School Reroofing

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a works contract to reroof St Fillan's Primary School (RC-CPU-18-519).

Five tenders were received and after evaluation the tender submitted by Engie Regeneration Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award a works contract to reroof St Fillan's Primary School to Engine Regeneration Limited at a cost of £488,252.49 excluding VAT for a period of 20 weeks with possession on 17 July 2019 and completion by 3 December 2019.

33 Building Management System, Bureau Service and Planned Preventative Maintenance

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a NEC3 Term Service Short Contract for building management system, bureau service and planned preventative maintenance (RC-CPU-18-480).

Four tenders were received and after evaluation, the tender submitted by Affiniti Response Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award a term service contract for building management system, bureau service and planned preventative maintenance to Affiniti Response Limited at a cost of £1,100,000.00 excluding VAT for a maximum duration of five years, to commence on 5 September 2019 with a service period of 36 months until 4 September 2022 and with the option to extend for up to a further 12 months on two separate occasions to not later than 4 September 2024, the actual start date to be confirmed in the letter of acceptance, and subject to provision of collateral warranties where instructed in a task order in favour of any third party detailed in the task order.

34 Software Asset Management as a Service

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for software asset management as a service.

Five tenders were received and after evaluation, the tender submitted by Business Continuity Services Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award a contract for software asset management as a service to Business Continuity Services Limited for an initial period of three years with the option, at the Council's discretion, to extend

on an annual basis on two occasions, with an anticipated start date of 1 July 2019 or as confirmed in the letter of acceptance, at an initial cost of £238,439.40 excluding VAT or £397,399.00 excluding VAT where the initial and both extension periods were utilised.

35 Appointment of a Business World Specialist to support the ongoing development of Business World in Renfrewshire Council

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award a contract, under a Framework Agreement, for the appointment of a Business World consultant to support the development of Business World in Renfrewshire Council.

Two tenders were submitted and after evaluation, the tender submitted by Hennessy IT Consulting Limited was found to be the most economically advantageous.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract, under a Framework Agreement, for the appointment of a Business World consultant to support the ongoing development of Business World to Hennessy IT Consulting Limited, for a period of three years from 1 July 2019 to 30 June 2022 with an option to extend, at the sole discretion of the Council, for up to a further 12 months until 30 June 2023; and

(b) That it be noted that individual orders would be placed under the terms of the Framework Agreement for services required in accordance with the service specification and the Framework terms at an agreed daily consultant rate of £850 per day exclusive of VAT plus expenses where applicable at £120 per day exclusive of VAT, fixed for the initial three years of the Framework Agreement.

36 Provision of Promoting Alternative Thinking Strategies Programme

There was submitted a joint report by the Chief Executive and the Director of Children's Service relative to the award of a contract for the provision of promoting alternative thinking strategies programme (PATHS) to Barnardo's as the sole supplier of such a specialised service that no cross-border market of suitable providers exists.

DECIDED: That the Head of Corporate Governance be authorised to award the contract for the provision of promoting alternative thinking strategies programme to Barnardo's for a period of two years from 1 July 2019 to 20 June 2021 at a cost of £120,000 excluding VAT per annum to a total cost of £240,000 excluding VAT.

37 Provision of School Counselling Services

There was submitted a joint report by the Chief Executive and the Director of Children's Services relative to the award of a contract for the provision of school counselling services.

Two tenders were submitted and after evaluation, the tender submitted by Place2Be was found to be the most economically advantageous.

Councillor Shaw, seconded by Councillor Paterson, moved that the Head of Corporate Governance be authorised to award a contract for the provision of school counselling services to Place2Be, subject to meeting the Council's requirements for insurance, health and safety and a Data Processor Agreement, for an initial period of 12 months with the option to extend at the discretion of the Council for a further period of 12 months, subject to funding, to commence on 13 August 2019 or as confirmed in the letter of acceptance, at an initial cost of up to £232,310.00 excluding VAT and up to £464,620.00 excluding VAT should the 12 month option to extend be exercised

Councillor Sharkey, seconded by Councillor Sheridan, moved as an amendment that the report be not approved.

On the roll being called the following members voted for the amendment: Councillors Brown, Harte, Hood, Sharkey and Sheridan.

The following members voted for the motion: Councillor Begg, Provost Cameron, Councillors Audrey Doig, K MacLaren, McNaughtan, Nicolson, Paterson, Shaw, Steel and Strang.

5 members having voted for the amendment and 10 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: That the Head of Corporate Governance be authorised to award a contract for the provision of school counselling services to Place2Be, subject to meeting the Council's requirements for insurance, health and safety and a Data Processor Agreement, for an initial period of 12 months with the option to extend at the discretion of the Council for a further period of 12 months, subject to funding, to commence on 13 August 2019 or as confirmed in the letter of acceptance, at an initial cost of up to £232,310.00 excluding VAT and up to £464,620.00 excluding VAT should the 12 month option to extend be exercised.

38 National Care Home Contract Minute of Variation: 8 April 2019 to 7 April 2020

There was submitted a joint report by the Chief Executive and the Chief Officer, Renfrewshire Health & Social Care Partnership, relative to the progression of Minutes of Variation (MOV) changing the National Care Home Contract (NCHC) for providers listed on the appendices to the report, for the period 8 April 2019 to 7 April 2020.

The NCHC had been agreed at national level between the Convention of Scottish Local Authorities (COSLA), Coalition of Care and Support Providers (CCSP) and Scottish Care (representing the Care Home Providers). Providers in Renfrewshire have now been asked to formally confirm their agreement to the MOV for the period 8 April 2019 to 7 April 2020 that increased fees payable by 3.65% for nursing and 3.4% of residential care and now pay all care workers a minimum £9.00 per hour from 1 May 2019.

DECIDED:

(a) That it be noted that the Minute of Variation applied changes to the National Care Home Contract for the period 8 April 2019 to 7 April 2020 and had been issued to the providers listed on the appendices to the report;

(b) That it be noted that in line with the decision taken for the previous Minute of

Variation, the increases to be applied were in accordance with the rates agreed nationally by COSLA, CCSP and Scottish Care and increased fees payable by 3.65% for nursing care and 3.4% for residential care; and

(c) That it be noted that the total spend during this period under all NCHC contracts would be approximately £26 million excluding VAT.

DECLARATION OF INTEREST

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

CHAIR

Councillor McNaughtan, Depute Convener, assumed the Chair.

SEDERUNT

Councillor Nicolson left the meeting prior to consideration of the undernoted item and took no part in the discussion or voting thereon.

39 Provision of a Care at Home and/or Housing Support Service within a Model of Supported Living

There was submitted a joint report by the Chief Executive, the Chief Officer, Renfrewshire Health & Social Care Partnership and the Director of Communities, Housing & Planning Services relative to the award of individual contracts for the provision of a care at home and/or supported housing service within a model of supported living. The report detailed the selection process.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award individual contracts to the following organisations for provision of a care at home and/or housing support service within a model of supported living, each award subject to individual rates being agreement with each organisation and disclosure of health and safety and insurance documents as per the tender requirements and to the satisfaction of the Council:

Capability Scotland
 Enable Scotland (Leading the Way)
 Key Housing Association Limited
 Loretto Care
 McFarlane Homes Limited
 Partners for Inclusion
 Quarriers
 RAMH
 The Richmond Fellowship Scotland
 Turning Point Scotland Services Limited;

(b) That the contract period be for three years from 1 July 2019 to 30 June 2022 with

the option, at the discretion of the Council, to extend each contract for up to two further years until no later than 30 June 2024;

(c) That it be noted that the total cost during this period including extensions for all contracts was anticipated to be approximately £90 million excluding VAT, representing the cumulative value based on existing and anticipated Individual Service Contracts over the contract period; and

(d) That authority be delegated to the Chief Officer, Renfrewshire Health & Social Care Partnership and the Director of Communities, Housing & Planning Services jointly to authorise the award of Individual Service Contracts should any new service user(s) require a Care at Home and/or Housing Support Service within a model of Supported Living.

CHAIR

Councillor Shaw returned to the meeting and assumed the Chair prior to consideration of the undernoted item.

SEDERUNT

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

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.

40 Outstanding Debt Settlement Proposal

There was submitted a report by the Director of Finance & Resources relative to a proposal to enter into legal agreements with a company and the National Westminster Bank plc to settle outstanding debts associated with the sale of a site in Paisley. The terms were outlined within the report.

DECIDED:

(a) That progress with regards to the continued trading of the company, the ongoing development of the site and the level of repayments made to the Council since a revised repayment agreement was approved in 2012, be noted; and

(b) That the Director of Finance & Resources be authorised to enter into legal agreements with the company and the National Westminster Bank plc to settle the outstanding balances due by the company on the terms outlined in the report, including an element of debt forgiveness.

Minute of Meeting

Joint Consultative Board (Non-Teaching)

| Date | Time | Venue |
|--------------------------|-------|---|
| Wednesday, 27 March 2019 | 15:30 | Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN |

Present

Representing Renfrewshire Council Management – Councillors J Harte, J McNaughtan, J Paterson and A Steel.

Representing Trade Unions –M Ferguson (UNISON);

Representing APT & C Staff –S Hicks and L Glover (UNISON)

Representing Manual Workers –J McMenemy and G Young (GMB).

In Attendance

G McKinlay, Head of Schools (Childrens' Services); F Carlin, Head of Planning and Housing Services and A Bennett, Housing Services Manager (Communities, Housing and Planning 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 P Shiach, Committee Services Officer (all Finance & Resources).

Apologies

Councillor Begg, J Boylan (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 Councillor Steel chair the meeting.

DECIDED: That Councillor Steel chair the meeting.

1 Minutes of Previous Meetings

There were submitted the minute of the previous meeting of the Joint Consultative Board: Non-Teaching held on 14 November and 12 December 2018.

DECIDED: That the Minutes be approved.

2 Environment & Infrastructure - Review of Soft and Hard Facilities Management

Under reference to item 8 of the Minute of the meeting of the Joint Consultative Board Non-Teaching held on 14 November 2018 the UNISON representatives expressed concern over the review of soft and hard facilities management. They indicated that there had been no clarity in terms of the process and that they had not been advised of any proposals in terms of Voluntary Redundancies /Voluntary Early Retirement (VR/VER).

The Head of Planning and Housing advised that discussions were on-going and that meetings had taken place between Communities, Housing and Planning Services and the trade unions on the issues raised but UNISON representatives had been unable to attend.

UNISON representatives expressed concern that the process and recognised procedures were not being followed and that the relevant documents had been requested but had not been received.

The Head of Planning and Housing indicated that consultations were being undertaken with staff who might be interested in VR/VER.

Following further discussion, the Convener proposed that all parties take steps to improve the relevant lines of communication. This was agreed.

DECIDED:

(a) That all parties take steps to improve lines of communication; and

(b) That the report be otherwise noted.

3 Adult Services - Home Care Workers : Access to break facilities

The UNISON representative expressed concern that despite a previous agreement that workers wearing their council badge could access facilities, they were being advised that this was no longer the case, and that some female workers had no access to facilities.

The HR Manager advised that the issue had been raised at the last Liaison meeting with the relevant service which was reviewing the issue with a view to it being resolved.

DECIDED: That the information be noted.

4 Children' Services - ASNA Review and Administration of Medicines

The UNISON representative referred to meeting with management in 2017 to discuss a Scottish Government report, the main thrust of which had been medicines issued to children primarily by teaching support staff. It had been agreed that a review of this practice would be undertaken. However, the UNISON representative expressed concern that the review would take longer than had been originally envisaged. He indicated that staff issuing medication should be remunerated accordingly as these tasks did not form part of the support staffs' contracts.

The Head of Schools stated that he welcomed ongoing engagement on the matter indicating that there was no delay but that the issue was one of a number which required to be tackled together.

The UNISON representative indicated that the issue with regard to the administration of medicines was the most urgent as staff felt that they were not adequately trained to undertake this task and did not have access to relevant files. He intimated that a meeting would be held with the relevant staff following the spring break to consider the matter further.

DECIDED: That the information be noted.

5 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 indicated that in order to support the Healthy Working Lives Gold award a calendar of proposed awareness sessions and events had been planned for the year. Details of the topics included were detailed in the report. To support this, it was anticipated that the HWL group would meet to discuss the topics and the best route to communicate them. Thereafter the group would report to the Corporate Health and Safety Committee.

The report advised that the health and safety section continued to work closely with (i) the risk and insurance section to identify accident causation type which could result in claims against the council; (ii) FAR, Property Services and the FM teams within Environment and Infrastructure to review the fire risk assessment for Renfrewshire House; and (iii) the Town Centres Team and other event organisers to ensure that there were safe and controlled events delivered.

The report intimated that that the Health and Safety had undertaken 136 High risk and 34 Low risk evaluations of contractor's health and safety documentation when they had applied for contracts with Renfrewshire Council. Where the contractor had failed the evaluation process, the Health and Safety section had worked with procurement to offer further advice and guidance where appropriate.

The report detailed the work of the Health and Safety section in terms of responses to requests for Freedom of Information requests; delivery of bespoke training; and in supporting attendance activity.

DECIDED: That the report be noted.

6 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 indicating that there was a total of 12 grievances as at March 2019, which was an increase of two from the previous report considered by the Board.

DECIDED: That the report be noted.

7 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 February 2019 and detailing the capacity and service in which they were engaged. The report advised that as at the end of the reporting period, 68 agency workers were employed across all services.

DECIDED: That the report be noted.

8 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, 5 June 2019.

Minute of Meeting Regulatory Functions Board

| Date | Time | Venue |
|------------------------|-------|--|
| Thursday, 06 June 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) (for items 1 and 2 only), A McLaughlin, Senior Solicitor (Litigation & Regulatory Services), E Currie, Senior Committee Services Officer, A Fishlock, Administrative Assistant (for items 1 to 13 only), G McIntosh, Civic Government Enforcement Officer (for items 1 to 7 only) and N Barr, Administrative Assistant (for items 13 and 14 only) (all Finance & Resources).

Declarations of Interest

Councillor Montgomery declared a non-financial interest in item 5(a) of the agenda as the applicant was known to him and indicated his intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

Councillor Devine declared a non-financial interest in item 5(a) of the agenda as the applicant was known to him and indicated his intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

Councillor Montgomery declared a non-financial interest in items 9(a) and (b) of the agenda as the applicants were known to him and indicated his intention to leave the meeting during consideration of this items and not to take part in any discussion or voting thereon.

Councillor Audrey Doig declared a non-financial interest in item 14 of the agenda as the objector was known to her and indicated her 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 items 13 and 14 of the agenda prior to item 12 of the agenda.

Additional Item

The Convener intimated that there was an additional item in relation to a notice of intention to hold a Public Procession which had not been included in the notice calling the meeting. The Convener, being of the opinion that the item, which is dealt with at item 13 of this Minute, was urgent in view of the need to determine the matter timeously authorised its consideration.

1 Houses in Multiple Occupation (HMO): Consultation on adding new categories to the definition of an HMO

There was submitted a report by Director of Finance & Resources relative to the Scottish Government consultation on the draft 'The Houses in Multiple Occupation (Scotland) Order 2019'.

The report sought approval for the Council's response, which formed Appendix 1 to the report, to be submitted to the Scottish Government by the deadline of 8 July 2019.

DECIDED: That the Council's response, as detailed in Appendix 1 to the report, be approved.

2 Review of Fees for Licence Applications: Community Events

There was submitted a report by Director of Finance & Resources relative to a review of the licensing charges for community events and recommending changes arising from the review.

The report intimated that at a meeting held on 13 December 2018, the Council agreed a notice of motion which called for a review of the Council's charging policy for community events.

In relation to community events, the Council normally considered applications for public entertainment licences; market operators' licences and street traders' licences. Officers had carried out a review of the current charges for these licences and the report set out details of the review. Appendix 1 to the report detailed revised charges for market operators' licences.

Appendix 2 to the report detailed the list of community events exempted from the public entertainment licensing fee and Appendix 3 to the report detailed the fee structure for market operators' licences in the City of Edinburgh Council.

DECIDED:

- (a) That the review of various licensing charges relevant to community events be noted; and
- (b) That the proposed revised charges for market operators' licences, as detailed in Appendix 1 to the report, be approved.

Exclusion of Press and Public

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

3 Applications for Exemption from Drivers' Duties under Section 165 of the Equality Act 2010 - Personal Appearances

There were submitted the undernoted applications for exemption from drivers' duties under Section 165 of the Equality Act 2010. The applicants had been asked to appear personally for the first time:-

- (a) Mohammed Qasim

Mr Qasim, the applicant, was invited into the meeting. 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.

- (b) John Easton – T696

Mr Easton, the applicant, was invited into the meeting. 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 the duration of Mr Easton's current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That the application be granted for the duration of Mr Easton's current Taxi Driver's Licence.

(c) John Clark – T0041

There was no appearance by or on behalf of Mr Clark. The Convener proposed that the application be considered in Mr Clark's absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for the duration of Mr Clark's current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That the application be granted for the duration of Mr Clark's current Taxi Driver's Licence.

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

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

Harry King – P2038

Mr King, the applicant, and his son, were invited into the meeting. Mr King gave an undertaking to the Board that he would attend an appointment in one year. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years subject to Mr King's undertaking to attend an appointment in one year. This was agreed.

DECIDED: That Mr King's application be granted for a period of two years subject to his undertaking to attend an appointment in one year.

Declarations of Interest

Councillors Devine and Montgomery, having declared non-financial interests in item 5(a), left the meeting and took no part in the discussion or voting thereon.

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

Under reference to item 3 of the Minute of the meeting of this Board held on 28 March 2019 consideration was resumed of applications (a), (b) and (c) for grant of Private Hire Car Drivers' Licences and there were submitted applications (d), (e), (f) and (g) for grant of Private Hire Car Drivers' Licences. Applicants (a), (b) and (c) had been asked to appear personally for the second time and applicants (d), (e), (f) and (g) had been asked to appear personally for the first time together with Police Scotland who had submitted an objection and further letter of objection to application (a); an objection to application (b) which was received outwith the statutory timescale; an objection to application (c); representations to applications (d), (e) and (f); and an objection to application (g):-

(a) Barry Purawec

Mr Purawec, the applicant, was invited into the meeting together with Inspector Glass, on behalf of the Chief Constable who had submitted an objection and further letter of objection to the application.

The Senior Solicitor (Litigation & Regulatory Services) advised that the objection and further letter of objection from Police Scotland was in the form of two letters, one of which had not been circulated to members of the Board as it contained details of matters which were now spent. Mr Purawec agreed that the Board should consider the matters contained in the second letter of objection.

After consideration of the age, nature and seriousness of the matters contained in the second letter of objection, the Convener proposed that the Board consider these matters as the interests of justice so required. This was agreed unanimously.

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

Councillors Devine and Montgomery returned to the meeting.

(b) Danish Zafar

There was no appearance by or on behalf of Mr Zafar. Inspector Glass, on behalf of the Chief Constable who had submitted an objection to the application which was received outwith the statutory timescale, was invited into the meeting. The Convener proposed that the application be considered in Mr Zafar's absence and this was agreed unanimously.

On hearing the reasons for the lateness of the objection, the Convener proposed that the late objection be taken into account when the application was being considered. 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.

(c) Peter Ritchie

There was no appearance by or on behalf of Mr Ritchie. Inspector Glass, on behalf of the Chief Constable who had submitted an objection to the application, was invited into the meeting. The Convener proposed that the application be considered in Mr Ritchie'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.

(d) Mohammad Dahdal

There was no appearance by or on behalf of Mr Dahdal. Inspector Glass, on behalf of the Chief Constable who had submitted a representation to the application, was invited into the meeting. The Convener proposed that consideration of the application be continued and that Mr Dahdal 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.

(e) James Murphy

There was no appearance by or on behalf of Mr Murphy. Inspector Glass, on behalf of the Chief Constable who had submitted a representation to the application, was invited into the meeting. The Convener proposed that consideration of the application be continued and that Mr Murphy 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.

(f) Kulwant Lally

Mr Lally, the applicant, and his representative, Mr Thorburn, were invited into the meeting together with Inspector Glass, 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 the duration of Mr Lally's current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That the application be granted for the duration of Mr Lally's current Taxi Driver's Licence.

(g) Thomas Baxter

There was no appearance by or on behalf of Mr Baxter. Inspector Glass, on behalf of the Chief Constable who had submitted an objection to the application, was invited into the meeting. The Convener proposed that the application be considered in Mr Baxter'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.

6 Recall of Suspension of Private Hire Car Driver's Licence - Personal Appearance

Under reference to item 10 of the Minute of the meeting of this Board held on 15 November 2018 the Board considered the undernoted request for recall of suspension of a Private Hire Car Driver's Licence. The applicant had been asked to appear

personally for the first time together with Police Scotland:-

Naqash Ahmed

Mr Ahmed, the applicant, was invited into the meeting together with Inspector Glass, on behalf of the Chief Constable. After consideration of all matters before the Board, the Board adjourned to allow members to consider this request. The meeting was reconvened and the Convener proposed that Mr Ahmed's request to recall the suspension of his Private Hire Car Driver's Licence be refused. This was agreed unanimously.

DECIDED: That Mr Ahmed's request to recall the suspension of his Private Hire Car Driver's Licence be refused.

Adjournment

The meeting adjourned at 12.25 pm and reconvened at 12.30 pm.

7 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: Anthony Stewart

Licence No.: TX037

Variation: to vary condition 22(iii) and apply for a one year extension to age of vehicle

Mr Stewart, the applicant, and his wife, were invited into the meeting. After consideration of all matters before the Board, the Convener proposed that Mr Stewart's application for variation be granted for the duration of his current Taxi Operator's Licence. This was agreed unanimously.

DECIDED: That Mr Stewart's application for variation be granted for the duration of his current Taxi Operator's Licence.

8 Renewal of Skin Piercing and Tattooing Licence - Personal Appearance

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

Applicant: Shona Weir

Licence No.: SP031

Premises: mobile service – Renfrewshire area

There was no appearance by or on behalf of Ms Weir. 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 Montgomery, having declared a non-financial interest in items 9(i) and 9(ii), left the meeting and took no part in the discussion or voting thereon.

10 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:-

Claire Morrison – 184372/350/05000

There was no appearance by or on behalf of Ms Morrison. The Convener proposed that the application be considered in Ms Morrison's absence and this was agreed unanimously. After consideration of all matters before the Board, the Board adjourned to consider this matter. The meeting was reconvened and the Convener proposed that Ms Morrison be removed from the Register of Private Landlords. This was agreed unanimously.

DECIDED: That Ms Morrison be removed from the Register of Private Landlords.

11 Grant of House in Multiple Occupation Licence - Personal Appearance

There was submitted the undernoted application for grant of a House in Multiple Occupation Licence. The applicant had been asked to appear personally for the first time together with the Director of Communities, Housing and Planning Services, Renfrewshire Council:-

Applicant: Stuart Henderson
Property: 25 Caledonia Street, Paisley

The Senior Solicitor (Litigation & Regulatory Services) advised that this application had been granted for a period of three years under delegated authority.

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

12 Renewal of Late Hours Catering Licence

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

Applicant: Mohammad Haidaz
 Premises: Papa John's, 58 Glasgow Road, Paisley
 Activity: fast food outlet
 Operating hours: 7 days per week – 11.00 pm to 2.00 am
 Licence No.: LHC089

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

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

Declaration of Interest

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

13 Public Procession - Personal Appearance

There was submitted the undernoted notification of intention to hold a Public Procession. The applicant had been asked to appear personally for the first time together with Mary McElhinney, Chair of Linwood Community Council, who had submitted an objection to the notice of intention:-

Applicant: William Porter
 Organisation: House of Hanover District LOL 18
 Public procession route: Marshall at Stirling Drive, Linwood then move off to Clippens Road, Bridge of Weir Road, Bridge Street, Napier Street then disband on coach to Johnstone.
 Date, time and reason for public procession: 29 June 2019 at 4.15 pm - local post Boyne celebration parade

Mr Rutherford, Mr McDonald, Mr Hunter and Mr McLeod, on behalf of the applicant, and Mr McLean, the applicant's representative were invited into the meeting together with Ms Gambrell, on behalf of Linwood Community Council, who had submitted an objection to the notice of intention. After consideration of all matters before the Board, the Board adjourned to allow members to consider this notification. The meeting was reconvened and the Convener proposed that no order be made to prohibit the parade and that only the standard conditions applicable to public processions be attached. This was agreed unanimously.

DECIDED: That no order be made to prohibit the parade and that only the standard conditions applicable to public processions be attached.

Sederunt

Councillor Audrey Doig returned to the meeting.

Councillors Steel, Rodden and Montgomery left the meeting prior to consideration of the following item of business.

9 Grant of Landlord Registrations - Personal Appearances

There were submitted the undernoted applications for grant of Landlord Registrations. The applicants had been asked to appear personally for the first time:-

- (i) Mark McCafferty
- (ii) Gordon Cooley

Mr Cooley, one of the applicants, and his wife, were invited into the meeting. Mr Cooley advised that he was also representing Mr McCafferty. The Convener proposed that both applications be considered together and this was agreed unanimously. Mr Cooley also agreed to this.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the applications. The meeting was reconvened and the Convener proposed that Mr McCafferty's application be granted for a period of three years and further that Mr Cooley's application be granted for a period of three years. This was agreed unanimously.

DECIDED:

- (a) That Mr McCafferty's application be granted for a period of three years; and
- (b) That Mr Cooley's application be granted for a period of three years.

SEDERUNT

Councillor Montgomery returned to the meeting.

- (iii) James Campbell

There was no appearance by or on behalf of Mr Campbell. 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 Hearing into Possible Suspension or Revocation of Booking Office Licence - Personal Appearance

Under reference to item 7 of the Minute of the meeting of this Board held on 22 May 2019 the Board resumed consideration of the possible suspension or revocation of the undernoted Booking Office Licence. The licence holder had been asked to appear personally for the second time together with Angela McCormack, complainer:-

Applicant: Renfrewshire Cab Company
Licence No. BO003

Ms McCulloch and Mr Muir, on behalf of the licence holder, and Ms McCracken, the licence holder's Solicitor were invited into the meeting together with Ms McCormack, complainer and Mr Crawford.

ADJOURNMENT

The meeting adjourned at 3.00 pm and reconvened at 3.15 pm.

The Board resumed its consideration of the possible suspension or revocation of the booking office licence. 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 that the grounds for suspension or revocation of the licence had not been established and that no action be taken. This was agreed unanimously.

DECIDED: That the grounds for suspension or revocation of the licence had not been established and that no action be taken.

Minute of Meeting Leadership Board

| Date | Time | Venue |
|-------------------------|-------|--|
| Wednesday, 19 June 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; S Quinn, Director of Children's Services; A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, L Mahon, Head of Communication & Marketing; A Morrison, Head of Regeneration, L Adamson, Communications & Public Affairs Manager, A Armstrong-Walter, Strategic Partnerships & Inequalities Manager, R Cooper, Economic Development Manager and S McMillan, Policy & Regeneration Manager (all Chief Executive's); K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, R McGrath, Head of Business & Customer Services, L Neary, Head of Transformation & OD and L Belshaw, Democratic Services Manager (all Finance & Resources); F Naylor, Head of Finance & Corporate Services (Renfrewshire Leisure); and D Leese, Chief Officer (Renfrewshire Health & Social Care Partnership).

Declarations of Interest

Councillor Cameron declared a non-financial interest in respect of item 11 of the agenda as she was a member of KAIROS. However, she intimated that as her interest was insignificant she would remain in the meeting and take part in any discussion or voting thereon.

Councillor Hughes declared a non-financial interest in respect of item 11 of the agenda as she was the Council's representative on PACE. However, she intimated that as her interest was insignificant she would remain in the meeting and take part in any discussion or voting thereon.

Councillor Shaw declared a non-financial interest in respect of item 11 of the agenda as his daughter attended PACE. However, he intimated that as his interest was insignificant he would remain in the meeting and take part in any discussion or voting thereon.

Councillor Hughes declared a non-financial interest in respect of items 13, 14, 15 and 16 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 these items.

Councillor McCartin declared a non-financial interest in respect of items 13, 14, 15 and 16 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 matters it was her intention to remain in the meeting during consideration of these items.

1 Revenue Budget Monitoring

There was submitted a joint revenue budget monitoring report by the Chief Executive, Director of Finance & Resources and Chief Finance Officer, Renfrewshire Health & Social Care Partnership summarising the financial position for services reporting to this Board for the period to 1 March 2019, and in respect of which there was a breakeven position.

DECIDED: That the budget position be noted.

2 Capital Budget Monitoring

There was submitted a capital budget monitoring report by the Director of Finance & Resources detailing capital expenditure to 1 March 2019 for those services reporting to this Board, and in respect of which there was a breakeven position.

DECIDED: That the report be noted.

3 Council Plan 2017/22: Six-monthly Progress Update

There was submitted a report by the Chief Executive relative to progress with the Council Plan 2017/22 which had been approved by Council on 28 September 2017.

The priorities set out in the Council Plan were closely aligned to those agreed by the

Council's partners in the Community Plan. The Council Plan was intentionally high level and strategic in nature, set out how the Council would work with partners, communities and businesses to achieve the five key outcomes of: reshaping our place, our economy and our future; building strong, safe and resilient communities; tackling inequality, ensuring opportunities for all; and working together to improve outcomes. The report intimated that significant progress had been made across a number of areas of the plan, including in cultural and economic regeneration; attainment; tackling poverty and inequality; and sustainability. Key achievements against each of the strategic outcomes were highlighted in the report and full details of progress were provided in the appendix to the report.

It was proposed that in relation to paragraph 4.2 of page 24 of the report that the Director of Environment & Infrastructure provide members with details of heritage lighting arrangements. This was agreed.

DECIDED:

(a) That the progress achieved to date in terms of progressing the key outcomes and priorities detailed in the Council Plan be noted;

(b) That it be noted that the next six-monthly update would be reported to the Leadership Board in December 2019; and

(c) That in relation to paragraph 4.2 of page 24 of the report that the Director of Environment & Infrastructure provide members with details of heritage lighting arrangements.

4 Best Value Assurance Report - Progress Update on Improvement Plan

There was submitted a report by the Chief Executive relative to the Council's Best Value Assurance Report (BVAR) which had been published by the Accounts Commission on 31 August 2017.

The report intimated that overall the BVAR had been positive, providing independent assurance on the extent to which the Council was achieving best value. At that time Audit Scotland also provided direction on the key areas on which the Council should focus its improvement activities and specifically included seven recommendations on cross party working, community engagement, partnership working, financial stability, workforce planning and governance arrangements. An action plan to progress these recommendations was approved by Council at its meeting held on 28 September 2017. The appendix to the report provided an update for each recommendation and related activity. Each year Audit Scotland provided an assessment, within the Annual Audit Report of the ongoing position in relation to best value.

In the previous update report to Leadership Board on 9 December 2018, it was noted that the recently published Annual Audit Report for 2017/18 prepared by Audit Scotland, found that the Council was making good progress in addressing the recommendations from the 2016/17 Best Value Assurance Report. The Annual Audit Report also recommended that the Council continued to support elected members to have personal development plans in place, and also provide opportunities to enhance public performance reporting. Actions to address these suggested additional areas of focus were appended to the report.

DECIDED: That the progress achieved in terms of implementing the best value improvement plan as detailed in the appendix to the report be noted.

5 Transformation and Change Programme 2020/23

There was submitted a joint report by the Chief Executive and Director of Finance & Resources relative to the Council's progress with long-term change and transformation.

The report intimated that since the beginning of the current decade the Council had been progressing a long-term change and transformation agenda in response to the continued impact of growing demand and cost pressures across major areas of service provision; increasing public expectations, in relation to how individuals, groups, businesses and communities wished to engage with the Council and for what purpose; delivering on the long-term objective to continue to modernise the Council, improve service outcomes and ensure the Council was best placed to deliver against its core priorities across Renfrewshire's communities and the onset of the austerity squeeze on public sector expenditure which had reduced the overall level of resources available to the Council during this period.

In addition, responding pro-actively to the ongoing financial challenges the Council would face over the medium-term remained an important backdrop to the Council's plans for transformation and change to ensure the Council continued to remain financially stable in the short-term but also financially sustainable in the medium to longer term. It was recognised that maintaining financial stability and sustainability were key organisational objectives that provided firm foundations to support the Council to deliver on its strategic priorities. Despite the uncertainties surrounding the scale of the future financial challenge, the Council remained committed to the values and strategic objectives already agreed in the Council and Community Plans, the significance and role of which would become increasingly important in the Council's decision making and balancing the delivery of core priorities with available resources.

From a financial perspective, the Council's current position remained stable and within the financial planning parameters established when the Council set its budget for 2019/20. Moving forward it was forecast that the Council would continue to face new budget pressures in each of the following three years, with uncertainty in respect to the overall scale. Similar to the strategy adopted in previous years, it was recommended that despite the ongoing uncertainty, the Council progressed current financial planning on the basis of a central scenario with an estimated forecast budget gap of approximately £45 million over the three-year period 2020/21 – 2022/23. This position would continue to be carefully monitored and would be regularly updated as improved information became available and greater certainty emerged.

As detailed in the report, there was a requirement for this next phase of the transformation and change programme to deliver more fundamental change and a greater scale of financial savings than had been delivered over recent years. In recognition of this, the next phase of the programme currently being designed was based upon a new approach and was expected to constitute a series of structured service redesign processes across a range of areas of the Council's existing service arrangements. These reviews would be framed around functional service groupings and would cut across existing service structures. The redesign processes would also look at more clearly defining and focusing service delivery on those priority outcomes that the Council had committed to delivering. A future report to the Board would outline in detail the schedule of proposed service redesign exercises and specifics in relation

to the change that would emerge from each. Consequently, there was expected to be workforce implications which would require careful management in their implementation.

As this new phase of transformation and change was designed and moved forward, there was a need to ensure the Council's HR policies and support environment was fit for purpose and that the appropriate capacity and skills were available to adequately support the organisation and its workforce. In this context it was proposed that over the summer period, a full review was completed of the Council's suite of policies that were key to supporting future organisational change, as well as the capacity and capabilities within the HR and OD service. This would include reviewing the Council's existing voluntary severance and redeployment arrangements and in addition, developing a key set of workforce planning and organisational development arrangements that would support the Council to progress the necessary change in the shape and size of the workforce as well as supporting the delivery of a key skills and organisational development programme that would require to be deployed across the organisation.

DECIDED:

(a) That it be noted that to support the next phase of the transformation and change programme, work was underway to develop a structured series of service redesign reviews, greater detail of which would be reported back to members after the summer recess period and which would build upon the existing programme of transformation and change that had been pursued and delivered by the Council over recent years;

(b) That the wide range in the projected budget gap for the Council over the three-year period 2020/21 – 2022/23 be noted and that the recommendation that a £45 million three-year budget gap be adopted as the financial planning assumption for budget strategy and service planning purposes;

(c) That the uncertainty that existed in respect to this forecast, in particular in relation to the potential level and speed of reduction in the Council's government grant allocation and that greater clarity in this respect was expected to emerge over the coming months after the Chancellor of the Exchequer's planned UK Comprehensive Spending Review later in the year, the subsequent Scottish Government budget and expected three-year financial settlement for local government be noted;

(d) That authority be delegated to the Chief Executive to make the required arrangements to support the design and delivery of the service redesign programme, including appointing, where appropriate and required, any external capacity and skills in consultation with the Director of Finance & Resources, subject to appropriate funding being available from existing resources;

(e) That the work that would be progressed over the summer period to review the Council's suite of HR policies, as well as the capacity and capabilities within the HR and OD service be noted; and

(f) That it be noted that an update on the detailed development and design of the next phase of the transformation and change programme would be reported back after the summer recess and thereafter update reports would be provided to the Board at appropriate key stages in the delivery of the transformation programme.

6 Tackling Poverty Programme

There was submitted an update report by the Chief Executive relative to progress against the Tackling Poverty Programme and the development of a Local Child Poverty Action Report.

The report highlighted key progress against priority areas and provided an update on the Child Poverty (Scotland) Act 2017 and the requirement for local authorities and health boards to jointly prepare a Local Child Poverty Action Report. The report intimated that at its meeting held on 1 March 2018 the Council had agreed funding of £5 million over the next five years to deliver a tackling poverty programme based on the learning and evaluation of projects carried out to date and building on the initiatives that had made the most difference to people's lives. A programme of activity had been developed which would sustain key projects which supported people on low incomes with a focus on low-income families with children. The projects supported three key priorities of the Tackling Poverty Programme: targeting support to families who needed it most; removing barriers to participation for children and young people and supporting health and wellbeing for young people and the report highlighted progress against each of these priorities.

The report outlined progress against the key priority areas, covering the last six months since the report submitted to this Board at its meeting held on 5 December 2018. A Local Child Poverty Action Report had been developed for Renfrewshire to meet the requirements of the Child Poverty (Scotland) Act 2017 and the Tackling Poverty Programme investment formed a significant part of Renfrewshire's local response to tackling child poverty. The Local Child Poverty Action Report was considered at item 7 of this Minute.

The report intimated that since the introduction of the Tackling Poverty programme, there had been a significant number of projects and developments undertaken across the Council and its partners to tackle poverty. In addition to this, 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.

DECIDED:

(a) That the progress on the delivery of the Tackling Poverty Programme detailed at section 4 of the report be noted; and

(b) That the development of Renfrewshire's Local Child Poverty Action Report at section 5 of the report be noted.

7 Local Child Poverty Action Report

There was submitted a report by the Chief Executive relative to the preparation and publication of a Local Child Poverty Action Report (the Report) for Renfrewshire, a copy of which was appended to the report.

The report intimated that the Child Poverty (Scotland) Act 2017 required that each local authority and each relevant Health Board must jointly prepare and publish a Local Child Poverty Action Report after the end of each reporting year. The Report must describe measures taken during the reporting year within the local authority area that reduced child poverty or improved outcomes for children living in poverty. It must also describe planned and proposed future actions.

The Report set out activities undertaken in Renfrewshire to reduce child poverty between April 2018 and March 2019 and also planned and proposed actions for the future. The Report had been developed jointly by Renfrewshire Council, NHS Greater Glasgow and Clyde and Renfrewshire Health and Social Care Partnership. It also included information about partnership work to tackle child poverty across Renfrewshire's Community Planning Partnership area.

DECIDED:

- (a) That the content of the draft Local Child Poverty Action Report 2018/19 be noted; and
- (b) That the Local child Poverty Action Report be approved for publication.

8 Paisley First Renewal Ballot

There was submitted a report by the Chief Executive relative to a ballot to allow the Business Improvement District (BID) to continue operating for a further five-year term. Paisley First had been registered as the Business Improvement District for Paisley Town Centre in January 2015 following the outcome of a successful ballot of town centre businesses on 13 November 2014.

The report advised that BIDs had a legislative basis under the Planning (Scotland) Act 2006. After operating for a five-year term, another successful ballot must take place for the BID to continue operating. Under the legislation, it was for the Local Authority to conduct the ballot on behalf of the BID. The Local Authority also had a power of veto in certain circumstances which were outlined in the Act. The ballot would only be held if it was demonstrated that at least 5% of those eligible to vote were in support of the renewal ballot being held. Paisley First had conducted a survey of levy payers and had gathered evidence of the support of more than 10% of the levy payers for the bid renewal ballot to take place. In light of this support, Paisley First had written to the Chief Executive confirming their intention to issue a formal request to the Council to put the BID proposals to ballot. Ballot papers would be issued to all levy payers in September 2019 with the ballot closing on 24 October 2019. The Council was also responsible for collecting the BID levy, and to deliver the baseline services as set out in the operating agreement.

DECIDED:

- (a) That it be confirmed in principle that Renfrewshire Council supported the renewal of Paisley First Business Improvement District subject to approval of the BID proposals;
- (b) That it be noted that the BID proposals had to be submitted to the Council and the Scottish Government by 18 July 2019;
- (c) That the Chief Executive be authorised to consider the BID proposal and determine whether to veto the proposal as explained in paragraph 3.8 of the report and otherwise to exercise the Council's functions in relation to the BID procedure;
- (d) That, following approval of the bid proposal as outlined in (c) above, that the Chief Executive be authorised to exercise positive votes on behalf of the Council during the BID ballot;
- (e) That, subject to a successful ballot outcome, authority be delegated to the Chief Executive to put in place the necessary arrangements for the collection of the BID levy, and for finalising of the terms of the operating agreement; and

(f) That it be noted that the outcome of the ballot process would be reported to a future meeting of the Leadership Board.

9 Review of Paisley Town Centre Parking

Under reference to item 6 of the Minute of the meeting of the Board held on 20 February 2019, there was submitted a report by the Director of Environment & Infrastructure relative to progress made following the approval of a motion at the Council meeting of 13 December 2018 that parking arrangements in Paisley Town Centre be reviewed; 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 that the implications arising from the proposals to be considered as part of the review be provided to members as soon as possible.

The Leadership Board at its meeting held on 20 February 2019 agreed to establish a working group to discuss and review the parking provision within Paisley Town Centre and that outputs from the Working Group would be brought back to a future meeting of the Board for consideration. Following a number of meetings the Working Group agreed, as its key output, piloting for a period of time limited free parking for three hours in five Paisley Town Centre car parks on a Monday–Sunday basis for a period from July 2019 to the end of January 2020 and the reintroduction of parking tariff charges on a Saturday in all other Council operated off-street car parks. The pilot would run for an initial period of six months at which point the outputs and outcomes from the pilot evaluation would be discussed by the Paisley Town Centre Car Parking Working Group and then reported to Leadership Board for consideration.

Councillor Nicolson, seconded by Councillor Paterson, moved

(a) That it had been noted that the Paisley Town Centre Car Parking Working Group had met to discuss car parking in Paisley Town Centre and the outputs from those meetings were contained within the report for consideration;

(b) That it be agreed that a three-hour period of free parking be piloted in five car parks in Paisley Town Centre as set out in paragraphs 4.9 and 4.10 of the report for an initial period of six months;

(c) That it be agreed that tariff charges be introduced in off-street Council car parks in Paisley Town Centre on a Saturday as set out in paragraph 4.11 of the report;

(d) That the financial implications for the Council through piloting a period of free parking as set out in paragraph 4.16 of the report be noted and that it be agreed to fund the pilot from existing resources earmarked to support regeneration and development activities in Paisley Town Centre as set out paragraph 4.17 of the report; and

(e) That it be agreed to evaluate the economic, financial and transportation impact of the car parking pilot, with a report being brought back to a future Leadership Board to inform future car parking policy in Paisley Town Centre.

Councillor McCartin, seconded by Councillor Andy Doig, moved as an amendment that there be an amendment to paragraph 4.11 of the report to add in line 2, after "charges" - "incorporating an initial three hours free charging policy"; in line 4 - remove "The exemption... time limited free parking and"; and in line 6 start with capital T "The ... and

remove the word "which". If this change cannot be made to the non-target off street car parks, then they should remain free on a Saturday until the pilot was complete.

On the roll being called the following members voted for the amendment: Councillors Andy Doig, J MacLaren, McCartin and McIntyre.

The following members voted for the motion: Councillors Bibby, J Cameron, Devine, Hughes, Kennedy, McEwan, McGurk, McNaughtan, Nicolson, Paterson and Shaw.

4 members having voted for the amendment and 11 members having voted for the motion, the motion was accordingly declared carried.

DECIDED:

(a) That it had been noted that the Paisley Town Centre Car Parking Working Group had met to discuss car parking in Paisley Town Centre and the outputs from those meetings were contained within the report for consideration;

(b) That it be agreed that a three-hour period of free parking be piloted in five car parks in Paisley Town Centre as set out in paragraphs 4.9 and 4.10 of the report for an initial period of six months;

(c) That it be agreed that tariff charges be introduced in off street Council car parks in Paisley Town Centre on a Saturday as set out in paragraph 4.11 of the report;

(d) That the financial implications for the Council through piloting a period of free parking as set out in paragraph 4.16 of the report be noted and that it be agreed to fund the pilot from existing resources earmarked to support regeneration and development activities in Paisley Town Centre as set out paragraph 4.17 of the report; and

(e) That it be agreed to evaluate the economic, financial and transportation impact of the car parking pilot, with a report being brought back to a future Leadership Board to inform future car parking Policy in Paisley Town Centre.

10 Renfrewshire Economic Profile and Economic Development Update

There was submitted an update report by the Chief Executive relative to Renfrewshire's economic performance over the six-month period to June 2019. The purpose of the economic profile was to describe and track the local demographic and economic indicators within Renfrewshire. It was noted that the range of indicators had also been extended to reflect a broader indication of the health of the Renfrewshire economy and this report now included statistics on the manufacturing sector and town centre vacancies. Scotland and the Glasgow city region were used as comparators. The report assessed a selection of statistics against the Council and Community Plans' strategic objectives.

The report provided an update on new economic development initiatives that had emerged since the last Economic Profile, including proposals for funding support for new Creative Hubs in Renfrewshire and provided an update on the plans for the final stage of development of the former Arnotts site in Paisley town centre; successfully concluding the regeneration of this once vacant and derelict strategic site.

DECIDED:

(a) That the content of the June 2019 Renfrewshire Economic Profile be noted;

(b) That the proposed roll-out of funding support for Creative Hubs from July 2019 be agreed; and

(c) That the outcome of the Park Lane Developments (Renfrewshire) LLP Company's options review and their decision on the preferred option for the fourth and final phase of the development of the former Arnott's site, for mixed tenure housing be noted.

Declarations of Interest

Councillors J Cameron, Hughes and Shaw having declared an interest in the following item, remained in the meeting.

11 Town Centre Capital Fund

There was submitted a report by the Chief Executive relative to the allocation of the Scottish Government's Town Centre Capital Fund to Renfrewshire Council and seeking authorisation to allocate the available funds to projects and initiatives as detailed in the report.

The report intimated that, following its December 2018 budget, the Scottish Government launched a £50 million Town Centre Capital Fund to be shared among all Scottish local authorities in 2019/20 on the basis of the number of towns in a local authority area and its overall population. Renfrewshire Council would receive £1,459,000. The purpose of the fund was to drive economic activity and improvements to town centres. The fund would support capital expenditure which was additional to any already allocated in the 2019/20 budget and must not substitute for existing spend. The grant was to be used in the current financial year and could be used to fund third party capital expenditure to either other public sector bodies, private or third sector bodies or individuals. The conditions under which the fund was being made available required the identification of projects that were deliverable almost immediately and these were set out in the report. It was noted that should there be any issues in securing spend within the timescales or if any underspends were projected, officers would work to identify and progress replacement projects. The Council required to report to the Scottish Government on progress in November 2019.

Councillor Nicolson, seconded by Councillor Paterson, moved (a) that the background and objectives of the fund be noted; (b) that it be agreed that the projects identified in section 5 be taken forward with a budget allocation of £1,459,000; and (c) that authority be delegated to the Head of Regeneration in consultation with the Convener to manage any potential over/underspends, from the indicative budgets presented, within the overall programme of projects and if necessary to bring forward substitute projects to ensure the complete commitment of the grant within financial year 2019/20.

Councillor Andy Doig, seconded by Councillor McCartin, moved as an amendment that a new recommendation 2.1v be added "This Board welcomed the significant Town Centre Fund investment into Renfrewshire's town centres from the Scottish Government, but agreed to write to the Cabinet secretary for Finance and request that city local authorities be ineligible for the Town Centre fund on the basis that cities already had dedicated City Deal funding for regeneration projects".

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

In addition, it was agreed that reference in paragraph 5.1, section 3 of page 217 of the report to "wayfinding and lighting" should be amended to read "wayfinding, lighting and CCTV".

DECIDED:

- (a) That the background and objectives of the fund be noted;
- (b) That it be agreed that the projects identified in section 5 be taken forward with a budget allocation of £1,459,000;
- (c) That authority be delegated to the Head of Regeneration in consultation with the Convener to manage any potential over/underspends, from the indicative budgets presented, within the overall programme of projects and if necessary to bring forward substitute projects to ensure the complete commitment of the grant within financial year 2019/20;
- (d) That this Board welcomed the significant Town Centre Fund Investment into Renfrewshire's town centres from the Scottish Government but agreed to write to the Cabinet Secretary for Finance and request that city local authorities be ineligible for the Town Centre Fund on the basis that cities already had dedicated City Deal funding for regeneration projects; and
- (e) That reference in paragraph 5.1, section 3 of page 217 be amended to read "wayfinding, lighting and CCTV".

12 West of Scotland Loans Fund - Transfer of Funds to Council Invest Programme and Business Loans Scotland

Under reference to item 8 of the Minute of the meeting of the Board held on 21 February 2018, there was submitted a report by the Chief Executive relative to the status of the West of Scotland Loan Fund Limited (WSLF) and the intention of the WSLF Board to wind-up the company and transfer the loan portfolio to Business Loans Scotland Limited (BLS). The report sought to amend the Articles of Association of BLS, of which Renfrewshire Council was a Full Member. This proposed change would allow all member authorities, including Renfrewshire, to take the decision to withdraw any of their surplus cash currently being held by the Fund which could then be made available for use for other economic development activities.

The report intimated that in 2014 the Scottish Government indicated its desire to move away from regional loan funds such as WSLF to a national loan fund. This led to the establishment in March 2015 of BLS to provide loan finance of up to £100,000 to both new and growing, small and medium-sized businesses across Scotland, replacing the role of WSLF. The report referred to the administration of the existing WSLF loan portfolio; the use of residual European Regional Development Funding; excess WSLF funds; and required amendments to the Articles of Association of BLS.

DECIDED:

- (a) That the content of the report and the WSLF Board's intention to wind-up the West of Scotland Loan Fund Limited be noted;
- (b) That the transfer of the Council's existing loan portfolio to Business Loans Scotland Limited be approved;

(c) That the Council's commitment to the treatment of residual ERDF money received during the 2007-14 programme be noted;

(d) That the transfer of ring-fenced funds to Business Loans Scotland Limited be approved;

(e) That the Council's position with regards to excess funds be noted and the withdrawal of funds for like-minded economic development activity in Renfrewshire as stated in the WSLF company's Articles of Association be approved; and

(e) That the proposal to amend the BLS Articles of Association to enable member authorities to make decisions on the remaining funding within BLS be approved.

Declarations of Interest

Councillors Hughes and McCartin, having declared an interest in items 13, 14, 15 and 16 remained in the meeting.

13 The Regeneration of Paisley Town Centre – Paisley Museum Project

Under reference to item 5 of the Minute of the meeting of the Board held on 20 June 2017 there was submitted a joint report by the Directors of Communities, Housing & Planning Services and Finance & Resources relative to a proposal to submit a Round 2 application to the National Lottery Heritage Fund.

The report intimated that the Council had committed a capital investment of £24.1 million to the Paisley Museum project. The vision was to create a visitor experience of international quality, the signature project of Paisley's regeneration strategy, telling the inspirational stories of Paisley, its heritage and its pattern. The report detailed the planned outcomes of the project and the overall economic impact of the project on Renfrewshire over the next 30 years. The report highlighted the elements that would be included in the Museum scheme, its vision and outcomes, development of architectural solutions, the outline business case, set out the programme's relationship to other heritage and regeneration projects and the proposed funding strategy. It was anticipated that construction work would commence in 2020.

DECIDED:

(a) That it be noted that following a two-year development phase the Project was required to submit its Round 2 application to NLHF on 22 August 2019;

(b) That it be noted that the Council had continued to work to develop the project proposals with resources as approved by the Leadership Board in June 2016 in order to meet programming and funding deadlines;

(c) That the progress achieved in progressing the project development and funding strategy as detailed in the main body of the report be noted and that the Council assurances in relation to the deliverability of the funding streams to support the ongoing HLF application process as outlined in section 6 of the report be agreed; and

(d) That the Directors of Communities, Housing & Planning Services and of Finance &

Resources be authorised to submit the Round 2 application to NLHF to support the delivery phase of the project.

14 Paisley Museum Re-imagined Limited - Update

Under reference to item 3 of the Minute of the meeting of the Council held on 13 December 2018 there was submitted a report by Chief Executive relative to progress by Paisley Museum Reimagined Limited, an independent company established by the Council to drive the Capital Appeal for Paisley Museum, namely securing charitable trust status and the appointment of two independent Trustees to the Board.

The report intimated that a dedicated fundraising team had been in post since January 2019 and were conducting a major gift appeal focusing on high-net-worth-individuals followed by major Trusts and Foundations which would secure a £5 million fundraising target by 2022. Four trustees for the charity had now been confirmed and a Trust chair would be identified at the next meeting of the Trust, following appointment of the remaining three trustee positions. The report detailed the immediate priorities for the Charity including the appointment of three further trustees; the recruitment of up to eight influential people who would form the Campaign Board; meeting with the top 20 high-net-worth-individuals to introduce them to the project; and establishing a programme of meetings with the top five Trusts and Foundations with a view to submitting applications in early 2020.

DECIDED:

(a) That the appointment of two independent Trustees James Lang, Scottish Leather Group and Jack McVitie, LEBC Group to the board of Paisley Museum Reimagined Limited, following consultation with the Chief Executive and Council Leader be noted;

(b) That it be noted that a successful application had been made to OSCR for charitable status for Paisley Museum Reimagined Limited; and

(c) That the progress made by the fundraising team since January 2019 be noted.

15 Park Mains High School Fitness Suite

Under reference to item 16 of the Minute of the meeting of the Board held on 5 December 2018, there was submitted a report by the Director of Children's Services relative to the operation of the fitness suite at Park Mains High School, Linwood on a shared use basis. The report intimated that since October 2018 Renfrewshire Leisure (RLL) had had shared use of the fitness suite at Park Mains High School. Part of the area was partitioned off for exclusive use by the school and members of the public using RLL facilities used a separate entrance and had no access to the school (including the school's section of the fitness suite).

Following concern raised by some stakeholders it had been agreed that access arrangements to the fitness suite would be reviewed. This review had now been completed, in light of which it was proposed that the existing arrangements at Park Mains High School be continued, with no recommendation for any further modifications at this time.

DECIDED:

(a) That the findings of the review of access arrangements to the fitness suite at Park Mains High School be noted;

(b) That it be agreed that the access and safeguarding arrangements were working as intended and that no further modifications were therefore required at this time; and

(c) That it be noted that the agreed set of operating procedures would be issued to all staff and that both the school and Renfrewshire Leisure would continue to monitor arrangements as part of their normal duties.

16 Six-monthly Monitoring Report - Renfrewshire Leisure Limited

There was submitted a report by the Chief Executive relative to the performance of Renfrewshire Leisure over the previous six-month period in terms of the services agreement. The report highlighted key achievements; provided a summary of the environment in which Renfrewshire Leisure was operating; considered performance against operational indicators; and outlined the main priorities for the next six months.

DECIDED: That the performance update and progress being made by Renfrewshire Leisure in the delivery of the services agreement and Business Plan be noted.

17 Adult Social Work Services - Annual Monitoring Report 2018/19

There was submitted a report by the Chief Officer, Renfrewshire Health & Social Care Partnership relative to activity and performance of the Health and Social Care Partnership (HSCP) for 2018/19.

The report referred to the functions which had been delegated by the Council to the Integration Joint Board (IJB). It was noted that regular reports in relation to these services were submitted to the IJB and it had been agreed that regular updates would be provided to the Leadership Board in relation to the delegated services in order to ensure oversight of key achievements, challenges and the wider context relating to the delivery of these services. The report set out national developments in adult health and social care integration and the strategic context in which the HSCP operated; service development activities; an overview of adult social work performance; and current adult social work services performance.

It was proposed that the Chief Officer, Renfrewshire Health & Social Care Partnership provide members with information in relation to the recommendations of the review of the Addictions Services in Renfrewshire and on the ongoing service reviews for older people and learning disability services, noting that the Chief Officer had indicated that he would be happy to meet with the Leaders of the Political Groups, and Councillor McCartin to discuss these issues. This was agreed.

DECIDED:

(a) That the contents of the report updating activity and performance of adult social work services delegated to the IJB be noted;

(b) That it be noted that the six-monthly performance report would be presented to this Board on 4 December 2019; and

(c) That the Chief Officer, Renfrewshire Heath & Social Care Partnership provide members with information in relation to the recommendations of the review of the Addictions Services in Renfrewshire and on the ongoing service reviews for older people and learning disability services, noting that the Chief Officer had indicated that he would be happy to meet with the Leaders of the Political Groups and Councillor McCartin to discuss these issues.

18 Renfrewshire Visitor and Event Marketing - Mid-year Update

There was submitted a report by Chief Executive relative to a mid-year update on the Council's programme of visitor and event marketing and an outline of a new partnership with VisitScotland to drive the profile of the 2019 events programme and Renfrewshire as a visitor destination. The report intimated that the Renfrewshire Visitor Plan to 2021 had been developed with national tourism partners and had been approved by the Leadership Board in 2017. Delivery of the plan was driven through seven strategic portfolios led by officers through the Council's internal tourism development group. The report detailed the four objectives that the Council's marketing and communications service had in relation to the plan: leading the ongoing development of the plan and managing the delivery mode; the implementation of the destination brand and managing destination marketing; the delivery of the Council's major events; and the development of an active tourism industry network. The appendix to the report highlighted key achievements.

DECIDED: That the progress at Appendix 1 (year 1 visitor marketing) be noted and that the ongoing activity to market Renfrewshire's visitor attractions and the council's events programme for 2019 be supported.