

Minute of Meeting Council

Date	Time	Venue
Thursday, 03 May 2018	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Jennifer Marion Adam-McGregor: Councillor Tom Begg: Councillor Derek Bibby: Councillor Bill Binks: Councillor Bill Brown: Councillor Stephen Burns: Councillor Jacqueline Cameron: Provost Lorraine Cameron; Councillor Michelle Campbell: Councillor Carolann Davidson: Councillor Eddie Devine: Councillor Andy Doig: Councillor Audrey Doig: Councillor Natalie Don: Councillor Alison Jean Dowling: Grady: Councillor Neill Graham: Councillor Jim Harte: Councillor John Hood: Councillor Lisa-Marie Hughes: Councillor Karen Kennedy: Councillor Scott Kerr; 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: and Councillor Jane Strang.

In Attendance

S Black, Chief Executive; M Crearie, Director of Development & Housing Services; S MacDougall, Director of Environment and Communities; A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning (Chief Executive's Service); S Quinn, Assistant Director – Schools (Children's Services); K Graham, Head of Corporate Governance, M Conaghan, Legal & Democratic Services Manager, L Belshaw, Democratic Services Manager and C MacDonald, Senior Committee Services Officer (all Finance & Resources); and D Leese and I Beattie (Renfrewshire Health & Social Care Partnership).

Chair

Provost Cameron presided.

Prior to the start of the meeting Provost Cameron intimated that Dr Morag Thow MBE, would give a presentation on dementia friendly villages immediately after the meeting concluded.

Declarations of Interest

Councillor Audrey Doig declared a financial interest in respect of item 12 of the agenda (Notice of Motion 6) as she was an employee of Renfrewshire Leisure Limited. She indicated that it was her intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

Councillor Andy Doig declared a financial interest in respect of Item 12 of the agenda (Notice of Motion 6) as he was the husband of an employee of Renfrewshire Leisure Limited. He indicated that it was his intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

Councillor Hughes declared a non-financial interest in respect of Item 12 of the agenda (Notice of Motion 6) as she was Chair of the Board of Renfrewshire Leisure Limited. Councillor Hughes indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matters it was her intention to remain in the meeting during consideration of this item.

Councillor McCartin declared a non-financial interest in respect of Item 12 of the agenda (Notice of Motion 6) as she was a member of the Board of Renfrewshire Leisure Limited. Councillor McCartin indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matters it was her intention to remain in the meeting during consideration of this item.

Councillor Begg declared a non-financial interest in respect of Item 12 of the agenda (Notice of Motion 6) as he was a member of the Board of Renfrewshire Leisure Limited. Councillor Begg indicated that as he had a general dispensation from the Standards Commission which allowed him to take part and to vote in relation to such matters it was his intention to remain in the meeting during consideration of this item.

Obituary

On behalf of Renfrewshire Council, the Provost acknowledged the death of the former speaker of the House of Commons Michael Martin, Baron Martin of Springburn and extended sincere condolences to his friends and family.

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, 2 March 2018

Paisley South Local Area Committee, 6 March 2018

Communities, Housing and Planning Policy Board, 13 March 2018

Regulatory Functions Board, 14 March 2018

Houston, Crosslee, Linwood, Riverside and Erskine Local Area Committee, 14 March 2018

Education and Children's Services Policy Board, 15 March 2018

Johnstone and the Villages Local Area Committee, 15 March 2018

Audit, Risk and Scrutiny Board, 19 March 2018

Infrastructure, Land and Environment Policy Board, 21 March 2018

Personnel Appeals and Applied Conditions of Service Appeals Panel, 22 March 2018

Local Review Body, 27 March 2018
Finance, Resources and Customer Services Policy Board, 28 March 2018
Regulatory Functions Board, 29 March 2018
Regulatory Functions Board, 16 April 2018
Leadership Board, 25 April 2018
Appointment Board, 1 May 2018

DECIDED: That the Minutes be approved.

2 Review of Community-level Governance Arrangements

Under reference to Item 6 of the Minute of the meeting of the Council held on 21 December 2017, there was submitted a report by the Chief Executive relative to the review of community-level governance arrangements.

The report intimated that in 2016 the Council agreed changes to the governance arrangements for the Community Planning Partnership and a review was undertaken to assess the Local Area Committees as a model of community level governance and consider future models.

A consultation took place early in 2018 based on a set of nine proposals for a new model which were developed following an engagement exercise around the existing model of Local Area Committees. Responses to the nine proposals were sought through electronic and paper-based surveys, meetings of Local Area Committees, public meetings and drop-in sessions, facilitated sessions and attendance at meetings of community organisations. A summary of the key findings of the consultation was appended to the report.

The report noted that the full set of finalised proposals and supporting processes, including aims, membership, boundaries and meetings would be reported to the meeting of the Council to be held on 28 June 2018.

DECIDED:

(a) That the results of the consultation on the review of community-level governance arrangements outlined within the report be noted; and

(b) That it be agreed that further development of proposals be carried out and reported to the meeting of the Council to be held on 28 June 2018.

3 Support to Community Organisations

Under reference to Item 7 of the Minute of the meeting of the Council held on 21 December 2017, there was submitted a report by the Chief Executive relative to the review of the Council's approach to supporting community organisations to improve consistency of support and to better align this to the Council's strategic objectives.

The report intimated that the requirement for the review had been driven by a number of emerging statutory requirements arising from the Community Empowerment (Scotland) Act 2015 together with new developments within the Council, such as the review of community-level governance arrangements and empowering communities, which required a consolidated approach.

The report outlined the aims and principles for the Council's engagement and support and created a process which was more efficient for the Council and transparent for community organisations. It was proposed that the approach be piloted throughout 2018, with officers working alongside community organisations to develop a more detailed framework of activity.

DECIDED:

- (a) That the findings from the engagement activity be noted;
- (b) That it be agreed that the proposed process be piloted as outlined within the report; and
- (c) That it be noted that a further report would be submitted to the next meeting of the Leadership Board to be held on 20 June 2018, with further details on the Community Empowerment Fund approved by Council on 2 March, 2018.

4 Community Empowerment (Scotland) Act 2015: Allotment Provisions

There was submitted a report by the Director of Finance & Resources which summarised the main provisions of Part 9 of the Community Empowerment (Scotland) Act 2015 relating to allotments and allotment sites which came into force on 1 April 2018. The report provided a summary of the main provisions of this part of the Act and outlined the implications for the Council.

DECIDED:

- (a) That it be noted that the provisions of Part 9 of the Community Empowerment (Scotland) Act 2015, relating to allotments and allotment sites, came into force on 1 April 2018;
- (b) That it be agreed that a new paragraph 45 be added to the Terms of Reference of the Infrastructure, Land and Environment Policy Board to read: To consider any matters arising from Part 9 of the Community Empowerment (Scotland) Act 2015 relating to allotments, including consideration of the Council's food-growing strategy and allotment site regulations;
- (c) That it be agreed that the following paragraphs be added to Section F of the Scheme of Delegated Functions - Powers Delegated to Officers, delegations to the Head of Property Services.
 - "123. To establish, publish and maintain the list under section 111 of the Community Empowerment (Scotland) Act 2015 of persons who make a request to lease or sublease an allotment.
 - 124. To prepare and publish the annual allotments report in terms of section 121 of the Community Empowerment (Scotland) Act 2015.
 - 125. In consultation with the Head of Planning and Housing, to make arrangements to promote allotments in Renfrewshire and where appropriate arrange for the provision of training to tenants, or potential tenants, of allotments about the use of allotments.

126. In consultation with the Head of Corporate Governance to determine request for the granting of leases or sub-leases for allotments and to determine the terms and conditions applicable to those leases or subleases.

127. To determine applications for compensation for disturbance or for deterioration of an allotment or for loss of crops in terms of sections 133,134 and 135, respectively, of the Community Empowerment (Scotland) Act 2015, up to a maximum of £50,000 in respect of each application.

128. In consultation with the Head of Corporate Governance to arrange for the removal of any building or other structure on an allotment within the circumstances prescribed by Section 122 of the Community Empowerment (Scotland) Act 2015 and for the disposal of the material that formed the building or other structure and where appropriate to seek to recover the cost of removal and disposal from the liable tenant.

129. To deal with requests for use of premises in terms of Section 125 of the Community Empowerment (Scotland) Act 2015.”; and

All existing paragraphs be re-numbered accordingly;

(d) That the duties and powers imposed on the Council as a result of the allotments provisions in the 2015 Act, as set out in the report be noted; and

(e) That the provisions, as set out in the report, relating to the termination of leases of allotments and the various types of compensation to be paid be noted.

5 Third Religious Representative on Education & Children's Services Policy Board

Under reference to Item 4 of the Minute of the meeting of the Council held on 21 December 2017, there was submitted a report by the Director of Finance & Resources relative to a third religious representative on the Education & Children's Services Policy Board.

The report intimated that an advertisement had been placed in the local and national press and on the Council's website seeking nominations for the third church representative. In addition, all religions with a place of worship in the Council's area had been contacted and given the opportunity to put forward a representative. Only one nomination had been received.

Correspondence had been received from Ravinder Singh, Sikh Chaplain at the University of the West of Scotland who was a member of the Renfrewshire Interfaith Group, nominating himself. In support of his nomination Mr Singh had lodged letters from the Sikh Council of Scotland, from the Shri Guru Ravidass Community Scotland and from Reverend Peter Gill, Wallneuk North Church of Scotland. The report noted that there were no Sikh places of worship within Renfrewshire, and that the Sikh community as at 2011 represented only 0.3% of the Renfrewshire population. Notwithstanding that Mr Singh's was the only nomination received, he was a member of the Renfrewshire Interfaith Group, his nomination was supported by a local Church of Scotland minister and he was the Sikh Chaplain at the University of Scotland, therefore it was considered appropriate that he be appointed as the third church representative on the Education & Children's Services Policy Board.

DECIDED: That it be agreed that Mr Singh be appointed as the third church representative on the Children's Services Policy Board.

6 Timetable of Meetings

There was submitted a report by the Director of Finance & Resources relative to proposed changes to the timings of meetings of the Communities, Housing & Planning Policy Board, the Police and Fire & Rescue Scrutiny Sub-committee and the Petitions Board.

The report proposed that with effect from the meetings scheduled for 22 May 2018, meetings of the Communities, Housing & Planning Policy Board start at 1pm and meetings of the Police and Fire & Rescue Scrutiny Sub-committee start at 3pm. It was also proposed that with effect from the meeting scheduled for 4 June 2018, meetings of the Petitions Board start at 2pm.

DECIDED:

(a) That it be agreed that with effect from the meetings scheduled for 22 May 2018, meetings of the Communities, Housing & Planning Policy Board start at 1pm and meetings of the Police and Fire & Rescue Scrutiny Sub-committee start at 3pm; and

(b) That it be agreed that with effect from the meeting scheduled for 4 June 2018, meetings of the Petitions Board start at 2pm.

7 Notice of Motion 1 by Councillors Hood and Sharkey

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

"Council agrees to review the maintenance of grassed areas with a view to reinstate naturalised areas into a regular grass cutting schedule."

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

Councillor McCartin, seconded by Councillor McEwan, moved as an amendment that the existing motion be amended to read:

"Council agrees to review maintenance of grassed area to ensure that naturalised areas are still appropriate for their locality, and to make adjustments if necessary."

Council recognises the lack of investment made by the last administration in environmental work throughout Renfrewshire, and will ensure that the damage caused to our environment by this is rectified."

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

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

20 members having voted for the amendment and 22 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: That Council agrees to review the maintenance of grassed areas with a view to reinstate naturalised areas into a regular grass cutting schedule.

8 Notice of Motion 2 by Councillors Bibby and Andy Doig

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

"Council recognises that the increasing prevalence of Dementia in our communities is one of the major challenges of our time, and that the need to support those affected and their carers has never been greater. Council therefore welcomes the establishment of Lochwinnoch as a Dementia Friendly village, the official launch of which took place on the 27th April, and commends those who have worked to deliver this valuable and important initiative.

Council will work with Renfrewshire's Health and Social Care Partnership to ensure that the Lochwinnoch project receives the necessary support in its future work, and with other communities who may wish to develop similar initiatives."

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

Councillor Rodden, seconded by Councillor Campbell, moved as an amendment to delete paragraph 2 and insert:

"Council will work with a full range of service organisations including RHSCP, the emergency services, local care providers/partners and any other relevant entities to ensure the project receives the necessary support.

Following the undoubted success of this endeavour, council will assist any other communities within Renfrewshire to achieve similar objectives."

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

DECIDED:

(a) That Council recognised that the increasing prevalence of Dementia in our communities was one of the major challenges of our time, and that the need to support those affected and their carers had never been greater. Council therefore welcomed the establishment of Lochwinnoch as a Dementia Friendly village, the official launch of which took place on 27 April 2018, and commended those who had worked to deliver this valuable and important initiative; and

(b) That Council would work with a full range of service organisations including Renfrewshire Health & Social Care Partnership, the emergency services, local care

providers/partners and any other relevant entities to ensure the project received the necessary support following the undoubted success of this endeavour, Council would assist any other communities within Renfrewshire to achieve similar objectives.

9 Notice of Motion 3 by Councillors Devine and Kennedy

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

"This Council congratulates St Mirren Football Club on winning the 2017/18 Ladbroke Championship.

We would ask the Provost to arrange a civic reception to help mark St Mirren's achievements in bringing the championship to Paisley."

Councillor Devine, seconded by Councillor Kennedy, then moved the motion which was agreed unanimously.

DECIDED: That the Council congratulated St Mirren Football Club on winning the 2017/18 Ladbroke Championship and agreed that the Provost arrange a civic reception to help mark St Mirren's achievement in bringing the championship to Paisley.

10 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:

"Council calls on both the Westminster and Holyrood Governments to amend the legislation governing the periodic statutory reviews undertaken by the Boundary Commission for Scotland and the Local Government Boundary Commission for Scotland at local authority, Scottish, and UK levels with specific regards to re-assessing the criteria for the frequency of those reviews, and to increasing the time period for public consultation.

Council believes that excessive boundary reviews at local authority, Scottish, and UK level are needlessly costly at a time of austerity and places needless pressures on council and Scottish Government budgets, and are a major factor in promoting voter apathy and undermining the democratic fabric of public life."

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

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

"Boundary Commission Reviews

Council calls on both Westminster and Holyrood Governments to amend the legislation governing the periodic statutory reviews undertaken by the Boundary Commission for Scotland and the Local Government Boundary Commission for Scotland at local authority Scottish, and UK levels with specific regards to re-assessing the criteria for the frequency of those reviews and to increasing the time for public consultation.

Council believes that excessive boundary reviews at local authority, Scottish and UK level are a major factor in promotion voter apathy.”

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

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

6 members having voted for the amendment and 36 members having voted for the motion, the motion was accordingly declared carried.

DECIDED:

(a) That Council called on both the Westminster and Holyrood Governments to amend the legislation governing the periodic statutory reviews undertaken by the Boundary Commission for Scotland and the Local Government Boundary Commission for Scotland at local authority, Scottish, and UK levels with specific regard to re-assessing the criteria for the frequency of those reviews, and to increasing the time period for public consultation; and

(b) That Council believed that excessive boundary reviews at local authority, Scottish, and UK level were needlessly costly at a time of austerity and placed needless pressures on council and Scottish Government budgets, and were a major factor in promoting voter apathy and undermining the democratic fabric of public life.

11 Notice of Motion 5 by Councillors Andy Doig and Binks

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

"Council supports moves to commemorate the life of Lochwinnoch-born social reformer and champion of decolonization, Roland Eugene Muirhead.

Council further will work with interested groups to look at ways of recognizing the work of this Renfrewshire-born pioneer."

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

Councillor Rodden, seconded by Councillor McGurk, moved as an amendment to add an additional paragraph to read:

“Council will also introduce policy to establish criteria and procedures for consideration of community applications to hold commemorative events or placing of plaques/memorials.”

In terms of Standing Order 27 Councillors Andy Doig and Councillor Binks being the mover and seconder of the motion agreed the amendment to the motion. The motion, as amended, was approved unanimously.

DECIDED:

- (a) That Council supported moves to commemorate the life of Lochwinnoch-born social reformer and champion of decolonisation, Roland Eugene Muirhead;
- (b) That Council would work with interested groups to look at ways of recognizing the work of this Renfrewshire-born pioneer; and
- (c) That Council would introduce a policy to establish criteria and procedures for consideration of community applications to hold commemorative events or placing of plaques/memorials.

Declarations of Interest

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

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

12 Notice of Motion 6 by Councillors Bibby and Davidson

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

"Mobile Library

Council believes that Mobile Library Services provide a vital and necessary resource for communities across Renfrewshire, that do not have access to local building based library facilities.

Council is therefore dismayed by the recent decision made by Renfrewshire Leisure to withdraw the Mobile Library Service, and agrees that the service must be reinstated."

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

Councillor Hughes, seconded by Councillor Campbell, moved as an amendment in the first sentence, delete 'provide' and insert 'has provided'.

Delete the second paragraph and insert

"Council agrees that new technologies and community partnerships provide an opportunity to develop a library service that widens access to constituents across Renfrewshire, and provides a varied offering of library stock.

Council notes the significant decrease in visits to the mobile library service and the cost of maintenance and delivery of the service, and agrees that funds should be re-invested to develop a service that is fit for purpose and ensures best value for the people of Renfrewshire.

Council recognises that there are many barriers to constituents accessing services, and that as well location, these include physical disabilities and mental health conditions. Council further notes that the development of a service that delivers library products to those who are homebound would reduce isolation. Council agrees that the use of technology could provide access to a wider range of library products, including books, magazines, music and film.

Council therefore supports Renfrewshire Leisure in its aim to develop a service that provides comprehensive access to library provisions for those who are unable to access a building based service.

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

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

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

DECIDED: That Council believed that Mobile Library Services provided a vital and necessary resource for communities across Renfrewshire that did not have access to local building-based library facilities. Council was dismayed by the recent decision made by Renfrewshire Leisure to withdraw the Mobile Library Service, and agreed that the service must be reinstated.

Sederunt

Councillors Audrey Doig and Andy Doig returned to the meeting prior to consideration of the following item of business.

Councillor Mackay left the meeting during discussion of the following item of business.

13 Notice of Motion 7 by Councillors Bibby and McCartin

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

"The decisions that the Council makes on behalf of the people of Renfrewshire are subject to democratic accountability, and as such should be sovereign.

Council notes that the transfer of decision making powers on adult social care provision to the Integrated Joint Board for Health and Social Care, has served to undermine that sovereignty, and has, due to the composition of the boards and its voting membership, created a democratic deficit.

Council therefore agrees that the elected member representation on IJBs for Health and Social Care should be increased, to give a clear elected member majority on the boards, and accordingly mandates its Chief Executive to write to the Scottish Government recommending that legislation be brought forward to implement this change.”

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

Councillor J Cameron, seconded by Councillor Audrey Doig, moved as an amendment to delete all after democratic accountability, (line 2) and insert:

“However, Council notes that the Public Bodies Joint working (Scotland) Act 2014 legislated for a partnership between elected members and NHS non-executive members which would promote “equal participation” and would ensure that “decisions reflect sound clinical practice.” It agrees that members may “draw on the experience of the Health Board” and should “take account of safety and quality of care matters.” The act further states that members “carry out their functions under the Act on behalf of the IJB and not as delegates of their respective party.”

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

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

19 members having voted for the amendment and 22 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: That the decisions that the Council made on behalf of the people of Renfrewshire were subject to democratic accountability, and as such should be sovereign. Council noted that the transfer of decision making powers on adult social care provision to the Integrated Joint Board for Health and Social Care, had served to undermine that sovereignty, and had, due to the composition of the boards and its voting membership, created a democratic deficit. Council therefore agreed that the elected member representation on IJBs for Health and Social Care should be increased, to give a clear elected member majority on the boards, and accordingly mandated the Chief Executive to write to the Scottish Government recommending that legislation be brought forward to implement this change.

Sederunt

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

14 Notice of Motion 8 by Councillors Sheridan and Dowling

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

"This Council calls upon the Scottish Government to implement immediately, in full and without undue delay new social security powers devolved to Scotland from the UK Government, with explicit focus on reducing extreme financial and emotional hardship amongst those claiming Universal Credit and disability benefits."

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

Councillor Binks, seconded by Councillor Kerr, moved as a first amendment that this Council calls on the Scottish Government to implement all new social security powers devolved to Scotland from the UK Government with explicit focus on reducing extreme financial and emotional hardship.

Councillor Paterson, seconded by Councillor J Cameron, moved as a second amendment that Council recognises that the establishment of a Scottish social security system is the most significant and wide-ranging transfer of powers since devolution and the creation of the Scottish Parliament and agrees with the Scottish Government's approach to ensure that respect and dignity is at its heart which will deliver for the people of Scotland.

Further Council endorses the decision by the Scottish Government to stagger the devolution of these powers with the system becoming fully operational by 2021.

In terms of Standing Order 27 the first amendment was accepted by Councillors Sheridan and Dowling being the mover and seconder of the motion.

A vote was then taken between the motion as amended and the second amendment.

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

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

20 members having voted for the amendment and 22 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: That Council call on the Scottish Government to implement all new social security powers devolved to Scotland from the UK Government with explicit focus on reducing extreme financial and emotional hardship.

Sederunt

Councillors Harte and Sharkey left the meeting during consideration of the following item of business.

15 Notice of Motion 9 by Councillors Dowling and Montgomery

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

"The Council notes that women are under-represented across the councils in Scotland and make up only 29% of councillors.

Council further notes that whilst voluntary mechanisms such as all women shortlists, networks and mentoring have made some progress, women are still not represented equally. Council notes that despite these measures 29% is the highest proportion of women in council in Scotland's history.

The Council congratulates the Women 50:50 campaign which has been working across all political parties and has gained support from the SNP, Scottish Labour, Scottish Liberal Democrats and Scottish Green Party leaders and co-conveners. The Council supports Women 50:50's aim for fair representation of women in Scotland through legislated candidate quotas and backs the campaign's call for fair representation of women across Scotland's public life.

The Council recognises that women are not a homogenous group, and that in any of our outreach work to encourage and champion women we should ensure that we engage a diverse group of women from different races, cultures, religions, disabilities, socio-economic statuses and sexualities."

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

Councillor Strang, seconded by Councillor McIntyre moved as a first amendment that the Council notes that whilst voluntary mechanisms such as women shortlists, networks and mentoring have made some progress, women are still not represented equally. Council notes that despite these measures 29% is the highest proportion of women in council in Scotland's history.

The Council notes the recent report to the April Leadership board on the gender pay gap. While this report showed many positives, it highlighted that the Craft trades employ no women whatsoever.

The Council commits to further investigations into the reasons for this including barriers to women applying for these roles.

The Council recognises that women are not a homogenous group, and that in any of our outreach work to encourage and champion women we should ensure that we engage a diverse group of women from different races, cultures, religions, disabilities, socio-economic statues and sexualities.

Councillor Hughes, seconded by Councillor Adam-McGregor, moved as a second amendment to add "Council will establish a cross-party working group with the aim of assessing barriers to access for women, and establishing a program to reduce them".

In terms of Standing Order 27, the second amendment was accepted by Councillors Dowling and Montgomery, being the mover and seconder of the motion.

In terms of Standing Order 27, Councillors Strang and McIntyre being the mover and seconder of the first amendment, withdrew their amendment and the motion as amended by the second amendment was agreed unanimously.

DECIDED:

- (a) That Council noted that women were under-represented across the councils in Scotland and made up only 29% of councillors;
- (b) That Council further noted that whilst voluntary mechanisms such as all women shortlists, networks and mentoring had made some progress, women were still not represented equally. Council noted that despite these measures 29% was the highest proportion of women in council in Scotland's history;
- (c) That it be agreed that Council congratulated the Women 50:50 campaign which had been working across all political parties and had gained support from the SNP, Scottish Labour, Scottish Liberal Democrats and Scottish Green Party leaders and co-conveners. The Council supported Women 50:50's aim for fair representation of women in Scotland through legislated candidate quotas and backed the campaign's call for fair representation of women across Scotland's public life;
- (d) That the Council recognised that women were not a homogenous group, and that in any of our outreach work to encourage and champion women we should ensure that we engaged a diverse group of women from different races, cultures, religions, disabilities, socio-economic statuses and sexualities; and
- (e) That Council would establish a cross-party working group with the aim of assessing barriers to access for women, and establish a program to reduce them.

Sederunt

Councillor Harte returned to the meeting during consideration of the following item of business.

16 Notice of Motion 10 by Councillors Campbell and Burns

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

"Syria Crisis

Council agrees the use of chemical weapons in any circumstances is abhorrent. Council recognises the situation in Syria is desperate with over 13 million civilians in need of aid. As a council we support our local refugees and recognise the need to offer support in relation to these recent escalations. Council agrees work and diplomacy is required to achieve a peaceful resolution which should be fundamental in any proposed action which should be clear and coherent to address the ongoing humanitarian crisis. Therefore, Council instructs the Chief Executive to write to Prime Minister Theresa May to outline the Council's concerns at the lack of diplomatic solution by the UK Government."

Councillor Campbell, seconded by Burns, then moved the motion.

Councillor Graham, seconded by Councillor Begg, moved as an amendment that Council agrees that the use of chemical weapons is not acceptable in our world. Council recognises the situation in Syria is desperate with over 13 million civilians in need of aid. As a council we support our local refugees and recognise the need to offer support in relation to these recent escalations. Council agrees work and

diplomacy is required to achieve a peaceful resolution which should be fundamental in any proposed action which be clear and coherent to address the ongoing humanitarian crises. Therefore, Council instructs the chief executive to write to the Prime Minister to offer the councils continued support in aiding the UK government with resettling vulnerable Syrian families within Renfrewshire and continue to send strong and clear signal that the use of chemical weapons on innocent men, woman and children anywhere in the world will not be tolerated.

On the roll being called, the following members voted for the amendment: Councillors Begg, Bibby, Binks, Davidson, Devine, Dowling, Grady, Graham, Harte, Hood, Kennedy, Kerr, Mackay, J MacLaren, McIntyre, Montgomery, and Strang.

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

17 members having voted for the amendment and 24 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: That Council agreed the use of chemical weapons in any circumstances was abhorrent. Council recognised the situation in Syria was desperate with over 13 million civilians in need of aid. As a council we supported our local refugees and recognised the need to offer support in relation to these recent escalations. Council agreed that work and diplomacy was required to achieve a peaceful resolution which should be fundamental in any proposed action which should be clear and coherent to address the ongoing humanitarian crisis. Therefore, Council instructed the Chief Executive to write to Prime Minister Theresa May to outline the Council's concerns at the lack of diplomatic solution by the UK Government.

Minute of Meeting

Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Wednesday, 16 May 2018	10:00	Johnstone Town Hall, Ludovic Square, Johnstone, PA5 8EG

Present

Councillors Jennifer Adam-McGregor and Karen Kennedy, and Mr Michael Connick, (Lay Representative)

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.

2 St Charles Primary School - Appeal Against the Exclusion of a Child from Attendance

Consideration was given to an appeal against the exclusion of a child from attendance at St Charles Primary School, Paisley.

C Adam, Senior Solicitor, (Finance & Resources), and J Colquhoun, Education Manager (Development) both representing the Education Authority, were invited into the meeting together with Mrs G Hannigan, Headteacher. The Appellant was not present but had requested that the appeal be heard based on her submissions previously submitted to the Education Authority. This was agreed unanimously.

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

C Adam then presented the case for the Education Authority and led evidence from J Colquhoun and G Hannigan in relation to the circumstances surrounding the exclusion. G Hannigan and J Colquhoun were then heard in answer to questions from Members of the Appeals Panel in relation to their submissions.

C Adam, J Colquhoun and G Hannigan having been given the opportunity to sum up, were thanked for their attendance and left the hearing.

DECIDED: That the appeal be determined as follows: -

The Appeals Panel confirmed the Education Authority's decision and agreed unanimously that the Authority had acted in accordance with the terms of the Standards in Scotland's Schools etc. Act 2000, "that in all the circumstances to allow the pupil to continue his attendance at the school would be likely to be seriously detrimental to order and discipline in the school and the educational well-being of the pupils there."

Minute of Meeting

Communities, Housing & Planning Policy Board

Date	Time	Venue
Tuesday, 22 May 2018	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Bill Binks, Councillor Stephen Burns, Councillor Andy Doig, Councillor Natalie Don, Councillor John Hood, Councillor 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 Development & Housing Services; S MacDougall, Director of Environment & Communities; D Hawthorn, Head of Child Care & Criminal Justice, (Children's Services); F Carlin, Head of Planning & Housing Services, L Feely, Housing Asset and Investment Manager, S Marklow, Assistant Manager – Policy, L Muirhead, Planning & Housing Manager and C Murray, Planner (all Development & Housing Services); O Reid, Head of Public Protection, G McNeill, Head of Operations & Infrastructure, C Dalrymple, Regulatory Enforcement Manager and D Kerr, Service Co-ordination Manager (all Environment & Communities); and J Lynch, Head of Property Services, N Young, Assistant Managing Solicitor - Litigation & Advice and R Devine, Senior Committee Services Officer (all Finance & Resources).

Prior to commencement of the meeting the Convener advised that planning applications agenda items 17 (c) and 17 (e) relating to 17/0903/PP and 18/0148/PP respectively had been withdrawn at the request of the applicants and consequently would not be considered by the Policy Board.

Apology

Councillor James MacLaren.

Declarations of Interest

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

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

There was submitted the Minute of the meeting of the Police and Fire & Rescue Scrutiny Sub-Committee held on 13 March 2018, which forms the Appendix to this Minute.

DECIDED: That the Minute be approved.

2 Revenue Budget Monitoring Report

There was submitted a joint report by the Directors of Finance & Resources, Development & Housing Services, Children's Services and Environment & Communities in respect of Services reporting to the Communities, Housing & Planning Policy Board. The Convener advised that the reporting period detailed in the report was incorrect and that the report covered the period 1 April 2017 to 2 March 2018.

DECIDED:

(a) That the budget position be noted; and

(b) That it be noted that there had been no budget adjustments since the previous report.

3 Capital Budget Monitoring Report

There was submitted a capital budget monitoring report by the Director of Finance & Resources in respect of Services reporting to the Communities, Housing & Planning Policy Board for the period 1 April 2017 to 2 March 2018.

DECIDED: That the report be noted.

4 Disposal - Shop premises at 11 Thorn Brae, Johnstone

There was submitted a report by the Director of Finance & Resources relative to the proposed disposal of the shop premises at 11 Thorn Brae, Johnstone, identified on a plan appended to the report.

The report advised that R Islam had leased the Council-owned shop property at 11 Thorn Brae, Johnstone, on a monthly basis, since 28 May 2015. The current annual rental for the premises, which was located on the ground floor of a 3-storey tenement building with flats above, and was trading as a newsagent, was £5,300. Johnstone Town

Centre was a short distance to the north. The Council ownership in the area related to four ground floor shops located within this and the adjacent tenements at Thorn Brae/Ellerslie Street, Johnstone, all of which were factored by Linstone Housing Association.

Ms Islam was keen to invest in the property, but was of the opinion that there would be more of an incentive to do so if she had ownership of the property. The tenant, following discussions with Property Services as to the value of the property, had submitted an offer to purchase in the sum of £70,000, which the Head of Property Services believed to be a fair and acceptable offer.

DECIDED:

(a) That the shop property at 11 Thorn Brae, Johnstone be declared surplus to the Council's requirements to enable disposal to the sitting tenant, Ms R Islam;

(b) That it be noted that the proposed disposal would be concluded by utilising the powers delegated to the Head of Property Services, subject to appropriate terms and conditions of sale being agreed with the Head of Property Services and the Head of Corporate Governance; and

(c) That it be noted, in terms of Scottish Ministers' consent when disposing of Housing Revenue Account assets, the disposal of the property would be under the General Consent available and would be self-certified by the Council.

5 Children's Services 2018/21

There was submitted a report by the Director of Children's Services relative to the Children's Services Service Improvement Plan 2018/21, a copy of which was appended to the report.

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

The report highlighted that at the core of the Service Improvement Plan process was an action plan which detailed the priorities, the key tasks to be implemented, the implementation timetable and the outcomes against which progress would be measured. It was noted that progress to deliver the Children's Services Service Improvement Plan would be monitored and reported to the Board on a six-monthly basis.

DECIDED:

(a) That the Children's Services Service Improvement Plan 2018/21, a copy of which was appended to the report, be approved in terms of those elements which were within the remit of this Policy Board;

(b) That progress in respect of those areas of activity within the remit of this Policy Board be reported to the meeting of this Policy Board scheduled to be held during October 2018; and

(c) That it be noted that the Children's Services Service Improvement Plan 2018/21 would also be submitted to the meeting of the Education and Children's Services Policy Board to approve those elements within the remit of that Policy Board.

6 Development & Housing Services Outturn Report 2017/18 - 2019/20

There was submitted a report by the Director of Development & Housing Services relative to an overview of progress to deliver the Development & Housing Services Service Improvement Plan during the period 1 April 2017 to 31 March 2018.

The report summarised the main achievements of the service during 2017/18 and included a Service Improvement Action plan, attached as Appendix 1 to the report, that monitored progress to date against the agreed priorities for the Service, aligned to the Council strategic outcomes approved at the meeting of the Council held on 28 September, 2017 and identified areas where significant advances had been made, together with actions that had been reviewed or delayed. Appendix 2 to the report incorporated a score card of performance indicators measuring annual progress to deliver key tasks.

DECIDED: That the progress made by Development & Housing Services in terms of implementation of the Development & Housing Services 2017 - 2020 Service Improvement Plan actions and performance indicators, as detailed in the appendices, be noted.

7 Environment & Communities Outturn Report 2017/18

There was submitted a report by the Director of Environment & Communities relative to an overview of progress to deliver the Environment & Communities Service Improvement Plan during the period 1 April 2017 to 31 March 2018.

The report summarised the main achievements of the service during 2017/18 and included a Service Improvement Action plan, attached as Appendix 1 to the report, that monitored progress to date against the agreed priorities for the Service, aligned to the Council strategic outcomes approved at the meeting of the Council held on 28 September 2017 and identified areas where significant advances had been made, together with actions that had been reviewed or delayed. Appendix 2 to the report incorporated a score card of performance indicators measuring annual progress to deliver key tasks.

DECIDED:

(a) That the progress made by Environment & Communities in terms of implementation of the Environment & Communities 2017 - 2020 Service Improvement Plan actions and performance indicators of areas within the remit of this Policy Board, as detailed in the appendices, be noted;and

(b) That it be noted that the Service Improvement Plan outturn report for Environment & Communities would also be submitted to the meetings of the Infrastructure, Land & Environment Policy Board and the Finance & Resources Policy Board to approve elements within the remit of those Policy Boards.

8 Public Protection Annual Update

There was submitted a report by the Director of Environment & Communities relative to the performance outcomes and key achievements in public protection during the period 1 April 2017- 31 March 2018. The report detailed responsibilities, highlighted the current key priorities for public protection, set out key achievements and outlined future work priorities and anticipated challenges during 2018/19.

DECIDED:

- (a) That the progress update report be noted; and
- (b) That the public protection priorities and challenges that would be addressed during 2018/19, as detailed in section 5 of the report, be approved.

9 Building Safer and Greener Communities Update

There was submitted a report by the Director of Environment & Communities relative to the high-level outcomes delivered locally in terms of the National Building Safer Communities programme.

The report highlighted that a local multi-agency task group, Renfrewshire Building Safer and Greener Communities Group, had been established to co-ordinate interventions and deliver outcomes, detailed within the report, which had been identified by the National programme. It was noted that the local group had focussed on delivery of phase 1 outcomes. The report also provided details relating to selection processes, target areas, evaluation and future action, together with the high-level outcomes delivered by the programme to date.

DECIDED:

- (a) That the work undertaken as part of the Building Safer & Greener Communities working group since April 2016 be noted; and
- (b) That the update report be noted.

10 High Rise Blocks - Further update

Under reference to item 18 of the Minute of the meeting of this Policy Board held on 17 November 2017 there was submitted a report by the Director of Development & Housing Services relative to ongoing investment in high-rise blocks and the range of measures in place to ensure the safety of residents living in high-rise properties across Renfrewshire.

The report stated that Renfrewshire Council owned and managed 14 high-rise blocks of flats, providing homes to 1,132 tenants and residents. The Council had 1,001 properties within these blocks which represented over 8% of the Council's total housing stock. Accordingly, high-rise properties had an important role in the provision of housing and the Council had committed significant amounts of investment in recent years to ensure that they were maintained in good condition and were sustainable and attractive to both current and future residents. A summary of recent investment in high-rise blocks in Renfrewshire, which included the provision of social spaces for residents' use, re-cladding, upgrading to biomass heating systems and electric wet systems, and

foyer improvements, was provided. The report also advised of the concierge and caretaking services currently provided and outlined planned enhancements.

Fire safety update summaries, in terms of actions progressed following discussion at the regular joint meetings between Council officers and representatives of the Scottish Fire & Rescue Service were provided. The report intimated that consideration of fitting fire suppression systems (sprinklers) to all high-rise flats was under review by both the UK and Scottish Governments and that a report advising of the outcome of the review would be submitted to a future meeting of this Policy Board. In addition, the report advised that the Scottish Government's Ministerial Working Group on Building and Fire Safety had commissioned an inventory of the design of high-rise domestic buildings in order to better understand how further improvements to fire safety in the existing housing stock could be made and that the requested information had been submitted on behalf of Renfrewshire Council. The report also stated that the Scottish Government had recently announced the intention to bring forward legislation to improve the standard of smoke alarms in all tenures to ensure all homes had the highest level of protection by the end of 2020. It was anticipated that local authorities would have enforcement responsibilities to ensure home owners complied. Details of the requirements for these smoke alarms were provided within the report. It was noted that the upgraded smoke detection alarms currently being installed in high-rise properties in Renfrewshire met the requirements and that arrangements would require to be made to roll out this upgraded standard to all housing stock in line with any legislation promulgated.

DECIDED: That the ongoing investment in high-rise blocks and the measures taken, following the fire at Grenfell Tower, to ensure that effective fire safety management practices were in place at the 14 high-rise blocks owned and managed by Renfrewshire Council be noted.

11 Housing Energy Efficiency and Carbon Reduction Programmes

Under reference to item 8 of the Minute of the meeting of this Policy Board held on 13 March 2018 there was submitted a report by the Director of Development & Housing Services relative to Housing Energy Efficiency and Carbon Reduction Programmes and the allocation of £1,518,477 for the Renfrewshire Council area in terms of the Scottish Government's Home Energy Efficiency Programme for Scotland (HEEPS:ABS) 2018/19. In terms of the programme, local authorities had been required to submit details of their schemes for consideration for their proposed allocation. A successful application had been submitted, following consultation with housing association partners. The proposed projects, which were detailed within the report, focussed on mixed tenure blocks of solid wall construction type to support social landlords in meeting the requirements of the Energy Efficiency Standard for Social Housing. It was highlighted that in addition to HEEPS:ABS funding each project would also require financial resources from partners and the Energy Company Obligation.

The Scottish Government had also made funds available to assist private owners with the costs of a range of insulation and heating measures through an interest-free loan scheme administered by Home Energy Scotland (HES). It was noted that to assist owners in wholly privately owned blocks where properties had not been included in the mixed-tenure investment programme the Council would work in partnership with HES to assess homeowners' eligibility for a range of energy efficiency measures and offer advice on the availability of financial support to support the installation of such measures.

It was proposed that the Board, recognising the policy of the Council to facilitate owners in mixed-tenure blocks and wholly-owned blocks taking advantage of the same housing energy and re-cladding programmes as Council tenants, write to the Scottish Government asking for further funding to expand the current HEEPS:ABS Programme 2018/19 across all of Renfrewshire. This was agreed.

DECIDED:

(a) That it be noted that funding of £1,518,477 had been awarded for qualifying projects within the Renfrewshire Council area in terms of the HEEPS:ABS 2018/19 programme;

(b) That the Director of Development & Housing Services be authorised to accept the offer of grant and oversee delivery and operational management of the programme; and

(c) That the Board, recognising Council policy in facilitating owners in mixed-tenure and wholly-owned blocks, taking advantage of the same housing energy and re-cladding programmes as Council tenants, write to the Scottish Government asking for further funding to expand the current HEEPS:ABS Programme 2018/19 across all of Renfrewshire.

12 Review of Protocol for Planning Application Site Visits

There was submitted a report by the Director of Development & Housing Services relative to the revised protocol for site visits in relation to planning applications which were the subject of determination by the Communities, Housing & Planning Policy Board.

Reference was made to the COSLA/Scottish Executive publication entitled “Advice for Councillors Dealing with Planning Matters” which recommended that planning authorities should provide elected members with guidance on the circumstances where site visits were appropriate, and how they should be conducted. The document also emphasised that it was the responsibility of members to familiarise themselves with the location and context of any proposed development but recognised that, in exceptional circumstances, formal site visits by the Board may be of help in reaching a decision. Accordingly, site visits should only be requested where the benefit was clear and substantial and when a site visit was requested by a member of the Board, a ‘significant benefit’ test would be applied. Consideration would be given to potential delays in the decision-making process, the additional burdens imposed on members’ time, and the resultant additional costs to both the applicant and the local authority.

The proposed protocol, a copy of which was appended to the report, updated the protocol approved at the meeting of the former Planning and Property Board held on 29 January 2013. It was highlighted that the revised protocol enabled members, where they were satisfied that they had sufficient information on which to make their decision, to take part in the planning application decision-making process when they had not participated in any site visit undertaken.

DECIDED:

(a) That the protocol, as set out in the appendix to the report, be approved as the procedure for carrying out site visits in relation to applications for planning and related consents; and

(b) That it be noted that the amended protocol would allow members who had not attended any site visit undertaken to still take part in the decision-making process on the relevant planning applications if they were satisfied that they had sufficient information on which to make their decision.

13 Renfrewshire Biodiversity Action Plan 2018/22

Under reference to item 22 of the Minute of this Policy Board held on 7 November 2017 there was submitted a report by the Director of Development & Housing Services relative to the Renfrewshire Biodiversity Action Plan 2018/22.

The report made reference to the Local Biodiversity Action Plan (LBAP) for Renfrewshire, East Renfrewshire and Inverclyde prepared in 2004, highlighting that the plan had been developed with representation from local authorities and a range of organisations and stakeholders with an interest in biodiversity. During 2017 a draft Renfrewshire Biodiversity Action Plan 2018/22 had been developed in partnership with biodiversity partner organisations active in the area. The draft plan outlined a positive and ambitious approach and identified a range of principles and actions which supported the conservation, promotion and enhancement of biodiversity across Renfrewshire. A period of public consultation took place between 1 December 2017 and 23 February 2018 and three responses, supportive of the approach proposed for adoption within the draft Plan, had been received.

It was noted that the Plan provided a framework for partnership initiatives which promoted biodiversity across Renfrewshire over the next five-year period. In addition, it was noted, that a variety of innovative mechanisms would be explored to try and secure the external resources required to implement many of the actions identified within the Plan. It was also highlighted that progress on delivery of the Biodiversity Action Plan would be monitored by the Council and partners through a Steering Group, with updates reported to the Board as appropriate.

DECIDED: That the Renfrewshire Local Biodiversity Action Plan 2018/2022 be approved.

14 Deafhillock Roundabout - Merchiston Hospital Development

Under reference to item 15 of the Minute of the meeting of the Council held on 21 December 2017 there was submitted a joint report by the Director of Development & Housing Services and Director of Environment & Communities relative to issues which had been encountered by communities and commuters as a result of delays in completing roads construction works at Deafhillock Roundabout associated with the Merchiston Hospital development. The site of the former Merchiston Hospital had been identified, during 2014, in the adopted Renfrewshire Local Development Plan as a suitable residential opportunity. The site had subsequently been marketed by NHS Scotland and purchased by Barratt Homes. Planning permission had been granted during January 2016 for the development of 267 houses, subject to a condition requiring that roads works be completed before the houses were occupied. The road construction works had commenced during February 2017 and had taken around ten months to complete, causing traffic congestion issues. The planned works should have taken between four and five months. Further works required to be undertaken to create an additional lane/slip road at the Barrochan interchange, however these works had been

delayed to provide a break in the congestion. The work had restarted on 30 April 2018 and was anticipated to last ten weeks.

The report provided a summary of the lessons learned from the development and associated roads construction works at Merchiston Hospital/Deafhillock Roundabout, together with proposed future action, from planning, roads and communications perspectives, to alleviate similar situations should they arise.

It was proposed that the Convener write to the Minister for Transport and the Islands, on behalf of the Board, to lobby for the necessary changes to the Transport (Scotland) Act 2005 to facilitate the adoption by the Council of an enforcement approach, which required works to be undertaken in the shortest possible time and enabled the issue of fixed penalty notices above the current scale. This was agreed.

DECIDED:

(a) That the lessons learned and future activities the Council would undertake when the development of land in Renfrewshire involved significant road infrastructure on key arterial routes be noted;

(b) That it be noted that a policy would be developed to support the issuing of Fixed Penalty Notices when road works authorities and statutory undertakers overrun the agreed time-period for undertaking works on the road network;

(c) That the Convener write to the Minister for Transport and the Islands, on behalf of the Board, to lobby for the necessary changes to the Transport (Scotland) Act 2005 to facilitate the adoption by the Council of an enforcement approach, which required works to be undertaken in the shortest possible time and enabled the issue of fixed penalty notices above the current scale.

15 BAE Systems Bishopton - Section 75 Agreement

Under reference to item 8 of the Minute of the meeting of the Council held on 2 March 2018 there was submitted a report by the Director of Development & Housing Services relative to the proposed terms of the Section 75 agreement relating to the planning consent granted, in principle, at the meeting of the Council held on 2 March 2018, for the reuse of land previously identified for industrial purposes for some 1,000 new homes at the former Royal Ordnance Factory, Bishopton (17/0394/PP).

The report advised that consent had been granted, subject to the conclusion of a legal agreement in terms of Section 75 of the Town and Country Planning (Scotland) Act 1997 to secure developer contributions associated with the development. The appendix to the report detailed the proposed Heads of Terms for the Section 75 agreement and the contributions considered necessary for implementation of the development.

DECIDED:

(a) That the Heads of Terms proposed for the Section 75 Agreement, as set out in the appendix to the report, be approved; and

(b) That the Director of Development & Housing Services be authorised, in consultation

with the Head of Corporate Governance, to conclude the formal Section 75 Agreement as appropriate.

16 Proposal of Application Notices

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

It was proposed that the applicants for prospective planning application 18/0176/NO be advised of the following additional key issues which required to be addressed prior to consideration of the planning application:

- (i) That a full environmental survey be carried out on the proposed site;
- (ii) That a full engineering assessment be made regarding the retaining wall which separated this site from the tidal actions of the River Clyde;
- (iii) That a full and detailed report be produced with regard to the ground conditions of the land which may be made up due to previous quarrying activity and landfilling from industrial processes; and
- (iv) That a full and detailed study and report be made regarding flood risk assessment to the site given its location and proximity to the Clyde. This was agreed.

DECIDED:

- (a) That the applicants for prospective planning application 18/0176/NO be advised of the additional key issues which required to be addressed prior to consideration of the planning application; and
- (b) That the key issues identified to date be otherwise noted.

17 Planning Applications

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

(A) 17/0844/PP - WARD 10: ERECTION OF SINGLE STOREY INDUSTRIAL BUILDING FOR USE AN ORGANIC WASTE TRANSFER STATION AT YARD A, BURNBRAE ROAD, LINWOOD, PAISLEY: KEENAN RECYCLING LIMITED

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

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

(B) 17/0876/PP - WARD 11: ERECTION OF 24 FLATS WITH ASSOCIATED COMMUNAL ROOM, COURTYARD AND PARKING AT ENCHANTED FOREST

NURSERY, ERSKINE HOSPITAL, BISHOPTON: ERSKINE DEVELOPMENTS LIMITED (PAISLEY)

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.

(C) 17/0072/PP WARD 10: DEMOLITION OF REDUNDANT FARM BUILDINGS, CONVERSION, ALTERATION AND EXTENSION OF FARM BUILDINGS TO FORM SEVEN DWELLINGHOUSES, ERECTION OF GARAGE BLOCKS, FORMATION OF HARDSTANDING AND PARKING AREAS AND FORMATION OF ACCESS ROAD: BANKHEAD DEVELOPMENTS (SCOTLAND) LIMITED

Councillor McGurk, seconded by Councillor McNaughtan moved that the application be granted subject to the conditions and reasons detailed within the report.

Councillor Andy Doig, seconded by Councillor K MacLaren, moved as an amendment that the application be refused on the grounds that the proposal was contrary to Policy ENV1 - Greenbelt; would have an unacceptable impact on the existing roads infrastructure and local amenities, specifically Houston Primary School; health and safety concerns relating to the likelihood that the traffic generated by the development would use the existing sub-standard road; the capacity limitations of the A737/M8 infrastructure; and the need for smaller homes rather than larger family homes in the village.

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

The following members voted for the motion: Councillors Burns, Don, Hood, M MacLaren, McCulloch, McGurk, McNaughtan, Montgomery, Nicolson and Rodden.

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

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

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

Date	Time	Venue
Tuesday, 13 March 2018	13:00	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Bill Binks, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Marie McGurk, Councillor Jane Strang

Chair

Councillor McGurk, Convener, presided.

In Attendance

S MacDougall, Director of Environment & Communities; O Reid, Head of Public Protection; and C Dalrymple, Regulatory & Enforcement Manager (all Environment & Communities); and R Devine, Senior Committee Services Officer and K O'Neill, Assistance Democratic Services Officer (both Finance & Resources).

Also in Attendance

Superintendents R Horan and S Wright; N Alder, Planning Performance Officer and D Middleton, Analyst Co-ordinator (all Police Scotland); and G Binning, Local Senior Officer and M Gallacher, Group Manager (both Scottish Fire and Rescue Service).

Declarations of Interest

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

1 Police Scotland - Scrutiny Report

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

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

DECIDED: That the report be noted.

2 Scottish Fire & Rescue Service - Scrutiny Report

There was submitted a report by the Local Senior Officer, Scottish Fire and Rescue Service (SFRS) relative to SFRS performance and activities in the Renfrewshire area during the period December 2017 to January 2018. Following his appointment the new Local Senior Officer intimated he would take the opportunity to review processes and procedures.

The report highlighted improvements across a range of performance indicators and identified areas where further interventions were required. Over the period there had been an increase in the number of accidental dwelling fires from 23 in the same period in 2016/17 to 33 in the current reporting period; the total number of all non-fatal fire casualties had increased from 5 to 6; the total number of incidents involving deliberate fire raising had remained the same at 11 during both periods; the total number of fires in non-domestic premises had decreased from 19 to 6 in the current reporting period; the number of unwanted fire alarm signal incidents had increased from 202 to 260; the total number of non-fatal road traffic collisions attended by the Service had decreased from 15 to 3. The appendix to the report provided an analysis of performance and activities. It was noted that a consultation exercise was currently being undertaken on the safe and planned future of the SFRS.

The report also detailed a number of priorities and interventions, specifically highlighting the Local Area Liaison Officer's attendance at the daily tasking meeting within Renfrewshire Safety Hub; the Community Action Team (CAT) engagement with a number of key partners to promote fire safety in preparation for this year's Safe Kids event; a number of information/awareness events that had been conducted by the CAT to support the work of the SFRS Winter Thematic Action Plan which included talks on deliberate fires and the number of Home Fire Safety Visits (HFSV) carried out in Renfrewshire during the reporting period. It was proposed that arrangements be made to provide further analysis of the 123 high risk HFSVs undertaken to identify whether those involved were familiar to the Council and/or its partners. This was agreed.

DECIDED:

- (a) That the report be noted; and
- (b) That further analysis of the 123 high risk HFSVs undertaken be provided.

3 Consultation on HM Inspectorate of Constabulary in Scotland (HMICS) Scrutiny Plan 2018-19

There was submitted a report by the Director of Environment & Communities relative to consultation on HM Inspectorate of Constabulary in Scotland (HMICS) Scrutiny Plan 2018-19.

The report advised that HMICS had undertaken strategic engagement with Police Scotland, Force Executive and Divisional Commander between November 2017 and January 2018 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 2018-19 scrutiny plan. The response developed and submitted by Renfrewshire Council, prior to the deadline of 2 February 2018, was appended to the report for homologation. It was noted that the response welcomed the development of a HMICS scrutiny plan for 2018-19 and sought continued focus on key national issues such as Counter Terrorism, Serious Organised Crime and Cybercrime. It was highlighted that local relationships with Police Scotland and the Scottish Police Authority were excellent and the response highlighted the strength of the relationship.

DECIDED:

- (a) That the consultation on the HMICS annual scrutiny plan be noted; and
- (b) That the action by the Director of Environment & Communities in submitting the Council's consultation response, as detailed in Appendix 1, to the report be homologated.

4 Police Scotland's Annual Police Plan 2018-19

There was submitted a report by the Director of Environment & Communities relative to the development of Police Scotland's Annual Police Plan 2018-19.

The plan had been shaped around the areas of focus within the Policing 2026 strategy "Serving a Changing Scotland" of prevention, protection, communities, knowledge and innovation. The plan detailed the Policing priorities for 2018/19 and summarised the planned activities to address these priorities. Police Scotland was keen to engage with its partners and offered an opportunity to comment on extracts from the draft plan via the Citizen Space web Survey. The deadline for submissions to the consultation was 21 February 2018. A response had been submitted by Renfrewshire Council within the timescales set by Police Scotland and was attached as Appendix 1 for homologation.

DECIDED:

- (a) That the consultation on Police Scotland's Annual Police plan 2018-19 be noted; and
- (b) That the action by the Director of Environment & Communities in submitting the Council's consultation response as detailed in Appendix 1 to the report be homologated.

5 Spotlight: Police Scotland - Review of Performance Framework Update

Superintendent R Horan gave an update relative to the review of the performance framework.

Reference was made to the desirability of developing a performance reporting framework suite of documents which linked operational activity, statistics and resultant actions, outcomes, scrutiny and targets in terms of all of Police Scotland's strategic plans.

It was noted that the Renfrewshire area would be included in a pilot project to assist in the development of an improved national scrutiny report template, to ensure that it provided appropriate detail, narrative, quantitative and qualitative data and was in a format which met the requirements of local authorities to undertake their scrutiny role.

DECIDED: That the information provided be noted.

Minute of Meeting Renfrew and Gallowhill Local Area Committee

Date	Time	Venue
Tuesday, 22 May 2018	18:30	Renfrew Town Hall, Renfrew Cross, Renfrew, PA4 8LJ

Present

Councillor Bill Brown, Councillor Lisa-Marie Hughes, Councillor Cathy McEwan, Councillor Jim Paterson, Councillor John Shaw, Councillor Jane Strang

Chair

Councillor Shaw, Convener, presided.

Community Representatives

P Morton, Renfrew Community Council; A Philpot, RVIF; P Watson, St Margaret's Episcopal Church; R MacLennan, 30 Acres Group.

Community Planning Partners

Chief Inspector H Scott and Inspector C Glass, Police Scotland.

In Attendance

M Hendry, Renfrewshire Community Safety Partnership Hub Manager and K Anderson, Amenity Services Manager - Waste (both Environment & Communities); F Carlin, Head of Planning & Development (Development & Housing Services) (Lead Officer); and D Low, Senior Committee Services Officer (LACs) and C MacDonald, Senior Committee Services Officer (both Finance & Resources).

Apology

Councillor Grady.

Declarations of Interest

Councillor Hughes declared a non-financial interest in Item 6 of the agenda in relation to applications for grant funding by Renfrewshire Leisure Active Schools and Renfrewshire Access Panel as she was a Member of the Board for Renfrewshire Access Panel and the Renfrewshire Leisure Board of Directors and indicated that it was her intention to remain in the meeting and take part in any discussion and voting thereon.

Councillor Shaw declared a non-financial interest in Item 6 of the agenda in relation to applications for grant funding from Renfrew High Parent Council and Johnstone Pipe Band as he had a relative who was a service user of these organisations and indicated his intention to remain in the meeting but not take part in any discussion or voting thereon.

Additional Item

The Convener intimated that there was an additional item in relation to an application for LAC funding submitted by Kustom Kruizers which had not been included in the notice calling the meeting. The Convener, being of the opinion that the item, which was dealt with at item 6 of this Minute was urgent in view of the need to determine the matter timeously authorised its consideration.

Order of Business

In terms of Standing Order 16, the Convener intimated that in relation to item 6 of the agenda he proposed to alter the order of business to facilitate the conduct of the meeting by considering the applications for LAC funding from Renfrew High Parent Council as the last single area application and Johnstone Pipe Band as the first multi-area application.

1 Community Safety & Public Protection Update

There was submitted a report by the Director of Environment & Communities providing a progress update on activities of the Renfrewshire Community Safety Partnership carried out in the Renfrew and Gallowhill LAC area during the period 1 January to 31 March 2018.

The report provided information on Renfrew and Gallowhill community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; and diversionary activities.

DECIDED: That the report be noted.

2 Update on the Review of Community-level Governance Arrangements

Under reference to Item 3 of the Minute of the meeting of Renfrew & Gallowhill Local Area Committee held on 20 February 2018, there was submitted a report by the Chief Executive relative to the review of community-level governance arrangements.

The report intimated that a second consultation took place early in 2018 based on a set of nine proposals for a new model which were developed following an engagement exercise around the existing model of Local Area Committees. Responses to the nine proposals were sought through electronic and paper-based surveys, meetings of Local Area Committees, public meetings and drop-in sessions, facilitated sessions and attendance at meetings of community organisations. The report, which set out the responses to the consultation arrangement and which had been agreed at the meeting of Renfrewshire Council held on 3 May 2018 was appended to the report.

DECIDED:

- (a) That the responses to the second phase of consultation on the review of community-level governance arrangements be noted; and
- (b) That the arrangements for development and implementation of finalised proposals regarding the review be noted.

3 Open Session/Key Local Issues

The Senior Committee Services Officer (LACs) advised that no questions had been submitted for consideration at the Open Session.

DECIDED: That it be noted that no questions had been submitted for consideration at the Open Session.

4 Budget Monitoring Report

There was submitted a report by the Director of Finance & Resources relative to the Renfrew and Gallowhill LAC budget for 2018/19, totalling £145,194 and consisting of £51,994 General Grant Fund, £67,360 Renfrew Common Good Fund, £2,000 Paisley Common Good Fund and £23,840 Youth Challenge Fund. The appendix to the report detailed the expenditure committed by the LAC in 2016/17.

DECIDED: That the report be noted.

5 Grant Feedback Report 2017/18 Awards

There was submitted a report by the Director of Finance & Resources relative to project feedback received from community and voluntary groups in receipt of LAC funding in 2017/18.

The report intimated that providing regular feedback to LACs increased accountability and helped LACs identify clear community outcomes from grants awarded to community groups. It was also a condition of grant that groups account for their income and expenditure and set out the community benefits and other outcomes of their LAC grant awards.

DECIDED: That the report be noted.

6 Applications for Local Area Committee Grant Funding

There was submitted a report by the Director of Finance & Resources relative to applications received for local area committee funding.

The Convener proposed that the single area applications be considered individually and on their own merit and the multi-area applications be either declined or awarded a fixed percentage share of the LAC General Grant and Youth Challenge Fund balances. This was agreed.

It was noted that multi-area applications by Cotton Club, Renfrewshire Schools Pipe Band and Blueprint Scotland had been withdrawn and it was agreed that multi-area applications by Forever Young and Renfrewshire Effort to Empower Minorities (black history month) be declined.

DECIDED:

- (a) That it be noted that multi-area applications by Cotton Club, Renfrewshire Schools Pipe Band and Blueprint Scotland had been withdrawn;
- (b) That multi-area applications by Forever Young and Renfrewshire Effort to Empower Minorities (black history month) be declined; and
- (c) That the remaining applications for funding be determined as follows:-

SINGLE AREA

Renfrew Development Trust - Walking project – awarded £4,000

Forever Young - Making music together project - awarded £5,650

Renfrew Over 50s Swimming Club - Social activities - awarded £2,600

DECLARATION OF INTEREST

Councillor Hughes having declared an interest in the following item of business remained in the meeting.

Renfrewshire Leisure Active Schools - Breakfast, lunch and after school clubs - awarded £10,000

Renfrew Accordion and Fiddle Club - Running costs - awarded £560

Gallowhill Senior Citizens Indoor Bowling - Social activities - awarded £1,220

Renfrew Football Club - Upgrading of central heating system - awarded £8,600

Our Place Our Families - Core staff costs, rent, sessional staff, volunteer costs and utilities – awarded £28,618

Gallowhill Bowling Club - Rewiring of clubhouse - awarded £2,500 (subject to the value of the project being confirmed)

Renfrew Community Council –Christmas lights enhancements - awarded £40,000

Renfrew Community Council - Design a Light competition - awarded £1,000

Kustom Kruizers – refurbish premises – awarded £9,000

DECLARATION OF INTEREST

Councillor Shaw, having declared an interest in the following items of business vacated the chair but remained in the meeting and took no part in any discussion or voting thereon.

CHAIR

Councillor McEwan, Depute Convener, assumed the chair.

Renfrew High Parent Council - Renovation of classrooms in Malawi - awarded £8,000

MULTI-AREA

That the following applications be awarded a fixed percentage share of the LAC General Grant and Youth Challenge Fund balances:-

Johnstone Pipe Band - New kilts, sporrans and jackets

CHAIR

Councillor Shaw resumed the chair.

Lamont Farm Project - Provision of animal care and welfare facilities

The Boys Brigade Paisley & District Battalion - Local events and activities

I Am Me Scotland - Make a Difference project

Cornerstone Drop In Centre - Utilities and insurance costs for crisis drop in activities

Paisley Pirates Ice Hockey Club - Ice hire costs

Rainbow Turtle - Active global citizens programme

Renfrewshire Bowling Association Under 25s - Running Costs

Renfrewshire Out of School Network - Fun activity day for children

Braehead Junior Ice Hockey Club - Ice hire and equipment

The Renfrewshire Walking Network - Production of booklets and promotional material

Phoenix Flyers - Upgrading of equipment

Fitting-in - Educational project for 'at risk' young people

The Wynd Centre - Provision of youth counselling facilities

The Wynd Centre- Provision of adult counselling facilities

Rays of Hope - Activities and equipment to help cancer sufferers

Renfrewshire Effort to Empower Minorities - Operation of drop-in centre

Feis Phaisleg - Traditional music project - awarded Awarded a fixed percentage share of the LAC General Grant and Youth Challenge Fund balances

Renfrewshire Youth Voice - Positive about Youth Awards

DECLARATION OF INTEREST

Councillor Hughes having declared an interest in the following item of business remained in the meeting.

Renfrewshire Access Panel - Office costs

Shopmobility Paisley & District - Postage materials and survey design

Oakshaw Trinity Friendly Hour - Provision of transport to meetings

Bumblebee Babies - Office equipment and materials for bereaved parents

Return to Life SCIO - Support for kidney transplantees and potential donors

St James' Orchestra - Conductor and tutor costs, hall hire and other expenses

Greensyde Carers - Camera equipment

Storm Gymnastics - Various mats and tracking

Renfrewshire Visually Impaired Forum - Software updates

The Cathedral Club - Social activities

Paisley Guitar Group - Instruments and group accessories

The Breastfeeding Network - Running costs of local element of project

Loud N Proud - Charleston Drum project

Paisley Magic Circle - Event to celebrate 80th anniversary of Paisley Magic Circle

C-Change Scotland - Dates-n-mates project

Scottish Afro Caribbean Art Association - Cost of staging Carnival (subject to other awards being confirmed)

Alzheimer Scotland - Cost of purchasing musical instruments

Blueprint Scotland - Office and rehearsal space and insurance

St Mirren Netball Club - Running costs

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Wednesday, 23 May 2018	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Eddie Devine, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Emma Rodden, Councillor Andy Steel, Councillor Jane Strang

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

D Campbell, Assistant Managing Solicitor (Licensing), P Shiach, Committee Services Officer and N Barr, Administrative Assistant (all Finance & Resources).

Apologies

Provost Lorraine Cameron; Councillors Lisa-Marie Hughes; Cathy McEwan and Alistair Mackay.

Declarations of Interest

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

Additional Item

The Convener intimated that there was an additional item in relation to an application for Variation of a Taxi Operator's Licence 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 7 (d) of this Minute, was urgent in view of the need to determine the matter timeously authorised its consideration.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of items 1, 2(a), 2(b), 4(a) and 4(b) as it was likely, in view of the nature of the business to be transacted that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraph 3 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

1 Grant of Private Hire Car Driver's Licence – Personal Appearance

There was submitted the undernoted application for the grant of a Private Hire Car Driver's Licence. The applicant had been asked to appear personally for the second time together with Police Scotland who had submitted an objection and a second letter outwith the statutory timescale to the application: -

Richard Anthony Sargent, 54 Craigielea Road, Renfrew

There was no appearance on or on behalf of Mr Sargent. Sergeant Hay and Mr McLellan on behalf of the Chief Constable who had submitted an objection received outwith the statutory timescale to the application were invited into the meeting. The Convener proposed that the Board hear the matter in Mr Sargent's absence. This was agreed unanimously. On hearing the reasons for the objection being received outwith the statutory timescale it was decided that the objection be taken into account when the application was being considered. The Convener proposed that the application be considered in Mr Sargent's absence and this was agreed unanimously.

The Assistant Managing Solicitor (Licensing) advised that a second letter dated 6 December 2017 had been received from Police Scotland which contained details of convictions which were spent (and protected).

On hearing the reasons for the submission of the second letter, the Convener proposed that the interests of justice required that these convictions be admitted. 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.

2 Requests for Exemption from Assisting Wheelchair Passengers – Personal Appearances

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

(a) Kenneth Barnes, 10 Springfield Avenue, Ralston, Paisley.

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

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

(b) Christopher McMillan, 61 Second Avenue, Kingspark, Glasgow

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

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

3 Grant of a Skin Piercing and Tattooing Licence – Personal Appearance

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

Ellie Campbell, 41 Viking Crescent, Houston

There was no appearance by or on behalf Ms Campbell. Mr G Wands on behalf of the Director of Environment & Communities was invited into the meeting. The Convener proposed that the application be considered in Ms Campbell'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.

4 Grant of Landlord Registration – Personal Appearances

There were submitted the undernoted applications for the grant of Landlord Registrations. The applicants had been asked to appear personally for the first time:-

(a) Gurjit Lally, 27 McMillan Crescent, Beith

There was no appearance by or on behalf of Ms Lally. The Convener proposed that consideration of the application be continued to allow the applicant to appear in person. This was agreed unanimously.

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

(b) Sophia Ahmed, 18 Fairfield Drive, Renfrew

Mr Ahmed, the applicant's father was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be continued to a future meeting. This was agreed unanimously.

DECIDED: That the application be continued to a future meeting.

5 Grant of Private Hire Car Operators' Licences - Personal Appearances

There were submitted the undernoted applications for grant of Private Hire Car Operators' Licences. The applicants had been asked to appear personally for the first time: -

(a) Greenlaw Garage Limited, 36 Back Sneddon Street, Paisley

The Assistant Managing Solicitor (Licensing) advised that the applicant had requested that the matter be continued. The Convener proposed that the application be continued to allow the applicant to appear in person. This was agreed unanimously.

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

(b) Greenlaw Garage Limited, 36 Back Sneddon Street, Paisley

The Assistant Managing Solicitor (Licensing) advised that the applicant had requested that the matter be continued. The Convener proposed that the application be continued to allow the applicant to appear in person. This was agreed unanimously.

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

Declarations of Interest

Councillors Rodden and Steel declared an interest in the following applications as the applicant was known to them, left the meeting and took no part in any discussion and voting thereon.

6 Surrender and Re-issue of Taxi Operators' Licences – Personal Appearances

There were submitted the undernoted applications for the surrender and re-issue of Taxi Operators' Licences. The applicants had been asked to appear personally for the first time: -

(a) Present Operator: Charles Ballantyne, 1 John Lang Street, Johnstone
Proposed Operator: Charles and Janine Ballantyne t/a C and J Cabs, 1 John Lang Street, Johnstone
Licence No.: TX099

Charles and Janine Ballantyne were invited into the meeting together with Mr Banks, solicitor.

Mr Banks clarified that should the Board grant the application, the licence should be in the name of Charles and Janine Ballantyne t/a C & J Cabs.
After consideration of all matters before the Board, the Convener proposed that the application be granted. This was agreed unanimously.

DECIDED: That the application be granted.

(b) Present Operator: Charles Ballantyne, 1 John Lang Street, Johnstone
Proposed Operator: Charles and Janine Ballantyne, 1 John Lang Street, Johnstone
Licence No.: TX116

Charles and Janine Ballantyne were invited into the meeting together with Mr Banks, solicitor.

Mr Banks clarified that should the Board grant the application, the licence should be in the name of Charles and Janine Ballantyne t/a C & J Cabs.

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

DECIDED: That the application be granted.

Sederunt

Councillors Rodden and Steel re-entered the meeting prior to the following item of business.

7 Variation of Taxi Operators' Licences

There were submitted the undernoted applications for variation of Taxi Operators' Licences: -

(a) Applicant: Paisley Cab Company
Licence No.: TX 228
Variation: To carry 8 passengers

The Convener proposed that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers. This was agreed unanimously.

DECIDED: That the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers.

(b) Applicant: Paisley Cab Company
Licence No.: TX 229
Variation: To carry 8 passengers

The Convener proposed that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers. This was agreed unanimously.

DECIDED: That the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers.

(c) Applicant: Paisley Cab Company
Licence No.: TX 226
Variation: To carry 8 passengers

The Convener proposed that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers. This was agreed unanimously.

DECIDED: That the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers.

(d) Applicant: Paisley Cab Company
Licence No.: TX 227
Variation: To carry 8 passengers

The Convener proposed that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers. This was agreed unanimously.

DECIDED: That the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers.

(e) Applicant: Paisley Cab Company
Licence No.: TX 231
Variation: To carry 8 passengers

The Convener proposed that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers. This was agreed unanimously.

DECIDED: That the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers.

(f) Applicant: Paisley Cab Company
Licence No.: TX 232
Variation: To carry 8 passengers

The Convener proposed that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers. This was agreed unanimously.

DECIDED: That the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers.

(g) Applicant: Paisley Cab Company
Licence No.: TX 234
Variation: To carry 8 passengers

The Convener proposed that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers. This was agreed unanimously.

DECIDED: That the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers.

(h) Applicant: Paisley Cab Company
Licence No.: TX 233
Variation: To carry 8 passengers

The Convener proposed that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers. This was agreed unanimously.

DECIDED: That the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers.

(i) Applicant: Paisley Cab Company
Licence No.: TX 230
Variation: To carry 8 passengers

The Convener proposed that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers. This was agreed unanimously.

DECIDED: That the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers.

(j) Applicant: Paisley Cab Company
Licence No.: TX 225
Variation: To carry 8 passengers

The Convener proposed that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers. This was agreed unanimously.

DECIDED: That the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Taxi Licence and that the vehicle be licensed to carry 8 passengers

8 Variation of Private Hire Car Operators’ Licences

There were submitted the undernoted applications for variation of Taxi Operators’ Licences: -

(a) Applicant: Renfrewshire Cab Company
Licence No.: PH 1001
Variation: To carry 8 passengers

The Convener proposed that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Renfrewshire Cab Company’s Private Hire Car Licence and that the vehicle be licensed to carry 8 passengers. This was agreed unanimously.

DECIDED: That the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Paisley Cab Company’s Private Hire Car Licence and that the vehicle be licensed to carry 8 passengers.

(b) Applicant: William James Cormack t/a Tinto Radio Cars
Licence No.: PH 615
Variation: To carry 8 passengers

The Convener proposed that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Mr McCormack’s Private Hire Car Licence and that the vehicle be licensed to carry 8 passengers. This was agreed unanimously.

DECIDED: That the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Mr McCormack’s Private Hire Car Licence and that the vehicle be licensed to carry 8 passengers.

(c) Applicant: Paul Gethins
Licence No.: PH 951
Variation: To carry 8 passengers

The Convener proposed that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Mr Gethins’ Private Hire Car Licence and that the vehicle be licensed to carry 8 passengers. This was agreed unanimously.

DECIDED: That the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Mr Gethins’ Private Hire Car Licence and that the vehicle be licensed to carry 8 passengers.

(d) Applicant: Moloy Sarker
Licence No.: PH 691
Variation: To carry 8 passengers

The Convener proposed that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Mr Sarker’s Private Hire Car Licence and that the vehicle be licensed to carry 8 passengers. This was agreed unanimously.

DECIDED: That the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Mr Sarker’s Private Hire Car Licence and that the vehicle be licensed to carry 8 passengers.

9 Renewal of Late Hours Catering Licences

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

(a) Applicant: Morrisons Petrol Filling Station
Premises: 30 Napier Street, Johnstone
Operating Hours: Monday to Sunday – 11.00 pm to 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 be allowed to continue 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: Morrisons Petrol Filling Station
Premises: 16 Thread Street, Paisley
Operating Hours: Monday to Sunday – 11.00 pm to 5.00 am

The Convener proposed that the applicant be allowed to continue 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 be allowed to continue to be an exception to the Board’s policy on trading hours and that the application be granted for a period of two years.

Minute of Meeting Renfrewshire Appointment Board - Director of Environment & Infrastructure

Date	Time	Venue
Wednesday, 23 May 2018	14:00	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Eddie Devine, Councillor John Hood, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor John McIntyre, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson

Chair

Councillor Nicolson, Convener, presided.

In Attendance

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

Apologies

Councillor Bibby.

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 to exclude the press and public from the meeting during consideration of the following item of business as it was likely, in view of the nature of 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 Environment and Infrastructure - Shortleet

There were submitted copies of the forms of application for the candidates for the post of Director of Environment & Infrastructure. The Board considered the applications in detail and agreed the short leet of candidates who would be invited to attend interviews to be held on 12 June 2018.

DECIDED: That the short leet of candidates as agreed be invited to attend interviews on 12 June 2018.

Minute of Meeting

Education and Children's Services Policy Board

Date	Time	Venue
Thursday, 24 May 2018	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Chair

Councillor Paterson, Convener, presided.

Apologies

Councillors Bibby, Don and Kerr.

In Attendance

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

Councillor Paterson welcomed Mr Singh to his first meeting of this Policy Board as a religious representative of the Sikh faith tradition.

Councillor Paterson also referred to the Director of Children's Services recent illness and intimated his hopes for a speedy recovery.

1 Revenue Budget Monitoring Report

There was submitted a joint report by the Directors of Finance & Resources and Children's Services for the service for the period 1 April 2017 to 2 March 2018.

DECIDED:

- (a) That the report be noted; and
- (b) That it be noted that since the last report, there had been budget adjustments arising from the teachers' pay award, partly offset by budget transfers to the Corporate Landlord for property repairs which had resulted in a net increase in the budget of £1.012 million.

2 Capital Budget Monitoring Report

There was submitted a report by the Director of Finance & Resources for the service for the period 1 April 2017 to 2 March 2018.

DECIDED: That the report be noted.

3 Children's Services Service Improvement Plan - Overview of Performance 2017/20

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 2017 to 31 March 2018 and a revised Service Improvement Plan for 2017/20.

The report summarised the main achievements of the service during 2017/18 and included an action plan that monitored progress to date and identified areas where significant advances had been made and actions that had been reviewed or delayed as set out in Appendix 1 to the report. Appendix 1 also included a score card of performance indicators measuring annual progress to deliver key tasks.

The revised Children's Services' Service Improvement Plan 2017/20 was set out in Appendix 2 to the report and identified a range of actions to be undertaken in partnership with all stakeholders to improve and develop service provision; this included a revised score card highlighting a range of specific performance indicators and associated targets to monitor and track progress.

DECIDED:

- (a) That the overview of performance (2017/18) report be noted;
- (b) That the progress that had been made on areas of service performance in 2017/18 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 and Planning Policy Board.

4 Children's Services Partnership Plan 2018/21

There was submitted a report by the Director of Children's Services relative to the Children's Services Partnership Plan 2018/21.

The report intimated that Part 3 of the Children and Young People (Scotland) Act placed a joint duty on local authorities and health boards to produce three-yearly children's service plans. To allow a full analysis of the children's wellbeing data which was returned in February 2017, the Renfrewshire Children's Services Partnership agreed to produce an interim plan for 2017/18 which was approved at the meeting of this Policy Board held on 1 June 2017.

The report advised that a new three-year Children's Services Partnership Plan for 2018/21 had now been produced in collaboration with children and young people, Council colleagues, statutory partners and third sector organisations. Taking into account feedback from children and young people, the Partnership had created a 'Plan on a Page' which conveyed all of the essential information required of a plan in a manner which was accessible to children and young people.

The 'Plan on a Page' was underpinned by detailed action plans which set out how partners would deliver the Plan and how progress would be monitored. Finalisation of the action plans would take place once the recommendations of the national Child Protection Improvement Programme had been released and the new inspection framework had been published.

DECIDED:

(a) That the Children's Services Partnership 'Plan on a Page' including the interactive multi-media resources be approved; and

(b) That the ongoing development of detailed action plans to support delivery of the priorities detailed in the Plan be noted. The action plans would be finalised when the new inspection framework and requirements of the new national minimum dataset were confirmed by the Scottish Government. This was anticipated to be during early summer 2018.

5 Children's Services Annual Health & Safety Report 2017/18 and Action Plan 2018/19

There was submitted a report by the Director of Children's Services relative to the annual health and safety report 2017/18 and action plan 2018/19.

The annual health and safety report formed Appendix 1 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. The joint action plan formed Appendix 2 to the report and detailed the actions which the service aimed to take by March 2019 to consolidate and improve health and safety practice.

DECIDED:

(a) That the content of the Children's Services Annual Health and Safety Report 2017/18, attached as Appendix 1 to the report, be noted; and

(b) That the Health and Safety Action Plan for 2018/19, attached as Appendix 2 to the report, be approved.

6 Music Tuition Fund

There was submitted a report by the Director of Children's Services relative to the allocation of £200,000 in the Council budget to support a programme to increase music participation tuition and free instrument provision across Renfrewshire schools. The additional funding was allocated to ensure the continuation of free music tuition for all children in Renfrewshire, support the continuation of the School Pipe Band and provide a fund to ensure that children from lower-income households had access to a personal instrument and access to funds to maintain these instruments.

DECIDED: That it be noted that the additional funding of £200,000 would be used as follows:

- (a) £100,000 to ensure the continuation of free music tuition for pupils in Renfrewshire schools and provide additional music tuition to schools with high numbers of low-income households;
- (b) £70,000 to support the continuation and development of the School Pipe Band; and
- (c) £30,000 to fund the costs and maintenance of music instruments for children from lower-income households.

7 Braille and Sign Language Training for Families of Children with Visual or Auditory Impairments

There was submitted a report by the Director of Children's Services relative to the allocation of £200,000 in the Council budget to support parents and siblings of children with visual or hearing impairments to access training in the use of braille and sign language.

The report intimated that parents and siblings could access the support by submitting a written request to the Head of Early Years and Inclusion.

DECIDED: That it be noted that parents and siblings of children with visual or hearing impairments could access support to learn braille or sign language by writing to the Head of Early Years and Inclusion.

8 Renfrewshire Scottish Attainment Challenge - Highlights and Challenges Report (Q4)

There was submitted a report by the Director of Children's Services relative to progress on the Renfrewshire Attainment Challenge.

The report referred to the four main work-stream areas of data analysis; learning and teaching; families and communities; and leadership. Key highlights were included in the report, drawing on the National Improvement Framework drivers of school leadership; teacher professionalism; parental engagement; assessment of a child's progress; school improvement; and performance information. The Council was required to report quarterly to the Scottish Government on progress towards local and national outcomes and a copy of the quarter 4 return was appended to the report.

DECIDED: That progress of the Renfrewshire Attainment Challenge work streams and individual projects detailed in the report be noted.

9 Grant Allocation to Support Services for Children and Families

There was submitted a report by the Director of Children's Services relative to the distribution of funding to Moorpark Community Association – Cherrie Children's Daycare, a private sector organisation which delivered out-of-school care support for young children. An overview of the proposed allocation of £1,600 to Moorpark Community Association – Cherrie Children's Daycare was appended to the report.

DECIDED: That a grant of £1,600 to Moorpark Community Association – Cherrie Children's Daycare be approved as detailed in the appendix to the report, subject to the completion of necessary checks and assessment.

10 St Andrew's Academy, Paisley School Inspection Report

There was submitted a report by the Director of Children's Services relative to the inspection of St Andrew's Academy, Paisley by Education Scotland.

The report intimated that the purpose of the inspection was to evaluate the quality of education, with the assessment focussing on four quality indicators: leadership of change; learning, teaching and assessment; raising attainment and achievement; and ensuring wellbeing, equality and inclusion.

The letter to parents, appended to the report, identified five key strengths and three 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 St Andrew's Academy, Paisley be noted.

11 Renfrew High School, Renfrew School Inspection Report

There was submitted a report by the Director of Children's Services relative to the inspection of Renfrew High School, Renfrew by Education Scotland.

The report intimated that the purpose of the inspection was to evaluate the quality of education, with the assessment focussing on four quality indicators: leadership of change; learning, teaching and assessment; raising attainment and achievement; and ensuring wellbeing, equality and inclusion.

The letter to parents, appended to the report, identified four key strengths and 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 Renfrew High School, Renfrew be noted.

12 Duty of Candour

There was submitted a report by the Director of Children's Services relative to the organisational duty of candour provisions of the Health (Tobacco, Nicotine etc. & Care) (Scotland) Act 2016 and The Duty of Candour (Scotland) Regulations 2018 which came into force on 1 April 2018.

The report intimated that the purpose of the new duty of candour provisions was to support the implementation of consistent responses across health and social care providers when there had been an unexpected event or incident that had resulted in death or harm, that was not related to the course of the condition for which the person was receiving care. The Scottish Government recognised that when adverse events occurred during the provision of treatment or care, openness and transparency was fundamental in promoting a culture of learning and continuous improvement in health and social care settings.

DECIDED:

(a) That the establishment from 1 April 2018 of the organisational duty of candour for health and social care providers be noted;

(b) That the steps being taken to implement these responsibilities within Children's Services be noted; and

(c) That it be noted that the Council would be required to report to the Scottish Government and the Care Inspectorate on how it had handled duty of candour incidents and demonstrate what had been learned from them.

Minute of Meeting

Renfrewshire Appointment Board - Head of Child Care & Criminal Justice

Date	Time	Venue
Thursday, 24 May 2018	14:30	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Provost Lorraine Cameron, Councillor Michelle Campbell, Councillor Eddie Devine, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Jane Strang

Chair

Councillor Nicolson, Convener, presided.

In Attendance

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

Apologies

Councillor Bibby.

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

1 Head of Child Care and Criminal Justice

There were submitted copies of the forms of application for the candidates for the post of Head of Child Care & Criminal Justice. The Board considered the applications in detail and agreed the short list of candidates who would be invited to attend interviews to be held on 6 June 2018.

DECIDED: That the short list of candidates as agreed be invited to attend interviews on 6 June 2018.

Minute of Meeting Paisley North Local Area Committee

Date	Time	Venue
Thursday, 24 May 2018	18:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Jennifer Marion Adam-McGregor, Councillor Carolann Davidson, Councillor Neill Graham, Councillor Karen Kennedy, Councillor Kenny MacLaren, Councillor John McIntyre, Councillor John McNaughtan, Councillor Will Mylet, Councillor Jim Sharkey

Chair

Councillor Adam-McGregor, Convener, presided.

Community Representatives

I Williams, Environmental Training Team; J McIntyre, Ferguslie Community Council; J Theodore, Hawkhead & Lochfield Community Council; M Dymond, Maxwellton Court Tenants' Association; D Williams, Oakshaw Residents Association; H Dykes, Paisley West & Central Community Council; M Dillon, Paisley North Community Council; J Wilby, Paisley West & Central Community Council; M Fernie, Ralston Community Council; and J McQuade, Renfrewshire Visually Impaired Forum.

Community Planning Partner

Chief Inspector Martin Gallagher (Police Scotland).

In Attendance

S Graham, Partnerships Planning and Development Manager and A Armstrong-Walter, Strategic Partnerships and Inequalities Manager (both Chief Executive's); C Dalrymple, Regulatory and Enforcement Manager (Environment and Communities); and J Lynch, Head of Property (Lead Officer), D Low, Senior Committee Services Officer (LACs) and E Currie, Senior Committee Services Officer (all Finance & Resources).

Apology

Councillor M MacLaren.

Declarations of Interest

Councillor Mylet declared a non-financial interest in relation to item 6 of the agenda in relation to the application for Local Area Committee (LAC) funding submitted by Oldhall Scout Group and indicated his intention to leave the meeting during consideration of the application and not to take part in any discussion or voting thereon.

Councillor Sharkey declared a non-financial interest in relation to item 6 of the agenda in relation to the application for LAC funding submitted by Bumblebee Babies and indicated his intention to remain in the meeting but not to take part in any discussion or voting thereon.

Order of Business

In terms of Standing Order 16, the Convener intimated that in relation to item 6 of the agenda she proposed to alter the order of business to facilitate the conduct of the meeting by considering the application for LAC funding from Alzheimer Scotland prior to the application for LAC funding from CREATE Paisley.

1 Community Safety and Public Protection Update

There was submitted a report by the Director of Environment and Communities providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Paisley North LAC area during the period 1 January to 31 March 2017.

The report provided information on Paisley North community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; and diversionary activities.

DECIDED: That the report be noted.

2 Update on the Review of Community Level Governance Arrangements

Under reference to item 3 of the Minute of the meeting of this LAC held on 22 February 2018 there was submitted a report by the Chief Executive relative to the review of community-level governance arrangements.

The report intimated that a second consultation took place early in 2018 based on a set of nine proposals for a new model which were developed following an engagement exercise around the existing model of LACs. Responses to the nine proposals were sought through electronic and paper-based surveys, LAC meetings, public meetings and drop-in sessions, facilitated sessions and attendance at meetings of community organisations. The report which set out the responses to the consultation arrangement and which had been agreed at the meeting of Renfrewshire Council held on 3 May 2018 was appended to the report.

DECIDED:

(a) That the responses to the second phase of consultation on the review of community-level governance arrangements be noted; and

(b) That the arrangements for development and implementation of finalised proposals regarding the review be noted.

3 Open Session/Key Local Issues

The Senior Committee Services Officer (LACs) advised that no questions had been submitted for consideration at the Open Session.

DECIDED: That it be noted that no questions had been submitted for consideration at the Open Session.

4 Budget Monitoring

There was submitted a report by the Director of Finance & Resources relative to the Paisley North LAC budget for 2018/19, totalling £124,628 consisting of £77,618 General Grant Fund, £13,000 Paisley Common Good Fund and £34,010 Youth Challenge Fund. The appendix to the report detailed the expenditure committed by the LAC in 2017/18.

DECIDED: That the report be noted.

5 Grant Feedback Report - 2017/18 Awards

There was submitted a report by the Director of Finance & Resources relative to feedback received from applicants who had received funding from this LAC in 2017/18.

The report intimated that providing regular feedback to LACs increased accountability and helped LACs identify clear community outcomes from grants awarded to community groups. It was also a condition of grant that groups account for their income and expenditure and set out the community benefits and other outcomes of their LAC grant awards.

DECIDED: That the report be noted.

6 Applications for Local Area Committee Grant Funding

There was submitted a report by the Director of Finance & Resources relative to applications received for local area committee funding.

DECIDED: That the applications for funding be determined as follows:-

SINGLE AREA AWARDS

Whitehaugh Tenants' and Residents' Association – adaptation to meeting room at Kelburne Cricket Club

Councillor Kenny MacLaren, seconded by Councillor Mylet, moved that consideration of the application be continued.

Councillor Sharkey, seconded by Councillor Adam-McGregor, moved as an amendment that an award of £7,190 be made.

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

On a vote being taken, 7 members voted for the amendment and 2 members voted for the motion. The amendment was accordingly declared carried and an award of £7,190 was made.

Cotton Club – Castle Semple activities for older people – Awarded £1,400

8th Paisley Boys' Brigade – events to celebrate 125th anniversary – Awarded £4,100

Anchor Bowling Club – replacement of bowling green banking

Councillor Mylet, seconded by Councillor Adam-McGregor, moved that consideration of the application be continued.

Councillor Graham, seconded by Councillor McIntyre, moved as an amendment that an award of £10,000 be made.

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

On a vote being taken, 3 members voted for the amendment and 4 members voted for the motion. The motion was accordingly declared carried and an award of £10,000 was made.

Renfrewshire Leisure Active Schools Active Schools – extra-curricular sports clubs

Councillor Adam-McGregor, seconded by Councillor McNaughtan, moved that an award of £9,500 be made.

Councillor Sharkey, seconded by Councillor Kennedy, moved as an amendment that the application be declined.

On a vote being taken, the following members voted for the motion: Councillors Adam-McGregor, Graham, K MacLaren, McIntyre, McNaughtan and Mylet.

The following members voted for the amendment: Councillors Davidson, Kennedy and Sharkey.

6 members having voted for the motion and 3 members having voted for the amendment, the motion was accordingly declared carried and that an award of £9,500 be made.

Renfrewshire Environmental Trust – creation of raised garden beds at the Disability Resource Centre – Awarded £1,000

The Tannahill Centre – ‘Activate’ course costs

Councillor Sharkey, seconded by Councillor Davidson, moved that the application be declined.

Councillor Adam-McGregor, seconded by Councillor McNaughtan, moved as an amendment that an award of £5,000 be made.

On a vote being taken, the following members voted for the motion: Councillors Davidson, Kennedy and Sharkey.

The following members voted for the amendment: Councillors Adam-McGregor, Graham, Kennedy, K MacLaren, McIntyre, McNaughtan and Mylet.

2 members having voted for the motion and 7 members having voted for the amendment, the amendment was accordingly declared carried and that an award of £5,000 be made.

Cameron Dance Group – hall hire for display and dress rehearsal – Awarded £2,000

Friends of Barshaw Park – redesign of garden area – Awarded £10,000 in principle subject to receipt of further information

Spinningdale Residents’ Association – maintenance of grass banking

Councillor Kennedy, seconded by Councillor Davidson, moved that an award of £900 be made.

Councillor Adam-McGregor, seconded by Councillor Mylet, moved as an amendment that the application be declined.

On a vote being taken, the following members voted for the motion: Councillors Davidson, Kennedy and Sharkey.

The following members voted for the amendment: Councillors Adam-McGregor, Graham, K MacLaren, McIntyre, McNaughtan and Mylet.

3 members having voted for the motion and 6 members having voted for the amendment, the amendment was accordingly declared carried and that the application be declined.

The New Tannahill Centre – youth project – Awarded £4,245

Active Communities – multi-partner youth project – Awarded £8,870

Active Communities – Jingle Bell run – Awarded £3,500

Paisley Abbey – installation of a defibrillator – Awarded £1,500

39th Paisley Guides – attendance at international camp – Awarded £3,775

MULTI-AREA AWARDS

Lamont Farm – provision of animal care and welfare facilities

Councillor Adam-McGregor, seconded by Councillor MacLaren, moved that an award be made pro-rata.

Councillor Davidson, seconded by Councillor Kennedy, moved as an amendment that an award of £2,000 be made.

On a vote being taken, the following members voted for the motion: Councillors Adam-McGregor, K MacLaren, McNaughtan and Mylet.

The following members voted for the amendment: Councillors Davidson, Graham, Kennedy, McIntyre and Sharkey.

4 members having voted for the motion and 5 members having voted for the amendment, the amendment was accordingly declared carried and that an award of £2,000 be made.

The Boys' Brigade Paisley & District Battalion – local events and activities – Awarded £500

I Am Me Scotland – Make a Difference project – Awarded £1,600

Cornerstone Drop In Centre – utilities and insurance costs for crisis drop in activities – Awarded £300

Paisley Pirates Ice Hockey Club – ice hire costs – Awarded £2,000

Rainbow Turtle – active global citizens programme – Awarded £1,600

DECLARATION OF INTEREST

Councillor Mylet having declared an interest in the following application for LAC funding left the meeting and took no part in the discussion or voting thereon.

5th Paisley Oldhall Scouts – kitchen upgrade – Awarded £1,775

SEDERUNT

Councillor Mylet returned to the meeting.

Renfrewshire Bowling Association Under 25s – running costs – Awarded £600

Alba Thistle AFC – hire of training and playing facilities and purchase of equipment – Awarded £400

Meikleriggs Cricket Foundation – cricket coaching project for young people – Awarded £5,000

Ferguslie Cricket Club – upgrade to shower, changing and toilet areas - Declined

Ferguslie Cricket Club – installation of new heating and lighting systems - Declined

Renfrewshire Out of School Network – fun activity day for children – Awarded £400

Twist and Hit Cheerleaders – provision of specialist training and equipment to promote inclusivity – Awarded £2,245 in principle subject to receipt of further information.

Braehead Junior Ice Hockey Club – ice hire and equipment – Awarded £655

The Renfrewshire Walking Network – production of booklets and promotional material – Awarded £600

Phoenix Flyers – upgrading of equipment – Awarded £900

Fitting-in – educational project for 'at risk' young people – Awarded £1,020

The Wynd Centre – provision of youth counselling facilities – Awarded £900

The Wynd Centre – provision of adult counselling facilities – Awarded £900

Rays of Hope – activities and equipment to help cancer sufferers – Awarded £2,000

Renfrewshire Effort to Empower Minorities – operation of drop-in centre – Awarded £1,753

Renfrewshire Effort to Empower Minorities – promotion of Black History month

Councillor K MacLaren, seconded by Councillor Adam-McGregor, moved that an award be made pro-rata.

Councillor Sharkey, seconded by Councillor Davidson, moved as an amendment that an award of £2,000 be made.

On a vote being taken, the following members voted for the motion: Councillors Adam-McGregor, K MacLaren, McNaughtan and Mylet.

The following members voted for the amendment: Councillors Davidson, Graham, Kennedy, McIntyre and Sharkey.

4 members having voted for the motion and 5 members having voted for the amendment, the amendment was accordingly declared carried and that an award of £2,000 be made.

Forever Young – fitness programme – Awarded £1,625

Feis Phaisleg – traditional music project – Awarded £1,762.80

Renfrewshire Youth Voice – Positive about Youth awards – Awarded £800

Renfrewshire Access Panel – office costs – Awarded £2,000

Paisley Florist Society Gardening Club – hall rental – Awarded £150

Shopmobility Paisley & District – postage materials and survey design – Awarded 300

Oakshaw Trinity Friendly Hour – provision of transport to meetings – Awarded £433

DECLARATION OF INTEREST

Councillor Sharkey having declared an interest in the following application for LAC funding remained in the meeting and took no part in the discussion or voting thereon.

Bumblebee Babies – office equipment and materials for bereaved parents – Awarded £2,000

Return to Life SCIO – support for kidney transplantees and potential donors – Awarded £628

St James' Orchestra – conductor and tutor costs, hall hire and other expenses – Awarded 300

Greensyde Carers – camera equipment – Awarded £99.80

Storm Gymnastics – various mats and tracking – Awarded £1,047.80 in principle subject to receipt of further information.

Renfrewshire Visually Impaired Forum – software updates – Awarded 300

The Cathedral Club – social activities – Awarded £968

Paisley Guitar Club – running costs and group accessories – Awarded £1,600

The Breastfeeding Network – running costs of local element of project – Awarded £1,369

Loud N Proud – Charleston Drum project – Awarded £6,000

Renfrewshire Schools Pipe Band – transport and shelter – Noted that application had been withdrawn

Johnstone Pipe Band – new kilts, sporrans and jackets - Declined

Paisley Magic Circle – event to celebrate 80th anniversary of Paisley Magic Circle – Awarded a fixed percentage share of the balance

C-Change Scotland – Dates-n-Mates project – Declined

Alzheimer Scotland – cost of purchasing musical instruments – Awarded £200

CREATE Paisley – creative skills project – Awarded a fixed percentage share of the balance

Scottish Afro Caribbean Art Association – cost of staging Carnival – Awarded a fixed percentage share of the balance

Blueprint Scotland – office and rehearsal space and insurance – Awarded a fixed percentage share of the balance

Alzheimer Scotland – cost of purchasing musical instruments – Noted that this was a duplicate application in error.

St Mirren Netball Club – running costs – Awarded a fixed percentage share of the balance or in full if balance allowed

7 Date of Next Meeting

DECIDED: That it be noted that the next meeting of this LAC would be held at 6.00 pm on 23 August 2018 in the Council Chamber, Renfrewshire House.

Minute of Meeting Audit, Risk and Scrutiny Board

Date	Time	Venue
Tuesday, 29 May 2018	10:00	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Tom Begg, Councillor Bill Binks, Councillor Stephen Burns, Councillor Michelle Campbell, Councillor Alison Jean Dowling, Councillor Neill Graham, Councillor Jim Harte, Councillor Emma Rodden

Chair

Councillor Binks, Convener, presided.

In Attendance

L McIntyre, Head of Policy & Commissioning (Chief Executive's); D Hawthorn, Head of Child Care & Criminal Justice (Children's Services); A Morrison, Head of Regeneration and L Feely, Housing Asset & Investment Manager (Development & Housing Services); O Reid, Head of Public Protection, G Hannah, Strategic Change Manager and C Hunter, Environmental Improvements Manager, Lead Officer (all Environment & Communities); A MacArthur, Head of Finance, A McMahon, Chief Auditor, K Campbell, Assistant Chief Auditor, K Locke, Risk Manager, G Innes, Customer Services Manager, G Caldwell, Service Delivery Manager (Revenue and Finance), Emma Shields, Business Services Manager, S Fanning, Senior Health & Safety Officer and C MacDonald, Senior Committee Services Officer (all Finance & Resources); and P McCulloch, Adult Services Manager (Renfrewshire Health and Social Care Partnership).

Also in Attendance

M Ferris and A Haahr (both Audit Scotland).

Apology

Councillor J Sharkey.

Declarations of Interest

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

Order of Business

In terms of Standing Order 16, Councillor Binks intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 14 of the agenda before Item 1.

Exclusion of Press and Public

The Board resolved that the press and public be excluded from the meeting during consideration of Item 1 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 14 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

1 Summary of Findings - CSC Kiosk Discrepancy

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 on the Customer Service Centre (CSC) kiosk discrepancy.

DECIDED: That the summary of Audit findings relating to the investigation of the CSC kiosk be noted.

2 Summary of Internal Audit Reports for Period 1 January to 18 May 2018

There was submitted a report by the Chief Auditor relative to the requirement in terms of the Public Sector Internal Audit Standards (PSIAS) that Internal Audit 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 and 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 18 May 2018.

The report intimated that in addition to the reports listed in the Appendix, Internal Audit had an ongoing commitment to arrange corporate and service initiatives, progress

information security matters in partnership with ICT and Legal Services, provide regular advice to officers, provide Internal Audit services to the associated bodies for which Renfrewshire Council was the lead authority and to Renfrewshire Leisure Limited and Renfrewshire Health and Social Care Integration Joint Board, coordination of the Council's corporate risk management activity and management of the counter fraud, risk management and insurance team.

DECIDED: That the summary of Audit findings reported during the period 1 January to 18 May 2018 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 and had not yet been fully implemented. 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 2017/18

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 2017/18 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 findings; and contained the annual audit assurance statement.

DECIDED: That the report be noted.

5 Audit Scotland - Management Report 2017/18

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland's Management Report 2017/18.

The report indicated that Audit Scotland, as appointed external auditors, had identified some issues over the course of 2017/18 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 be noted.

6 Unaudited Annual Governance Statement 2017/18

There was submitted a report by the Director of Finance & Resources relative to the Annual Governance Statement for 2017/18 which had been prepared and would be included in the Annual Accounts for the Council.

The Governance Statement for 2017/18 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. The Annual Governance Statement for 2017/18 was appended to the report.

DECIDED: That it be noted that the Annual Governance Statement would be included in the Unaudited Accounts for 2017/18.

7 Risk Management Annual Report 2017/18

There was submitted a report by the Director of Finance & Resources relative to corporate risk management activity which took place during 2017/18 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.

8 Strategic, Corporate & Key Service Risks, April 2018

There was submitted a report by the Director of Finance & Resources relative to the strategic, corporate and key service risks effective from April 2018.

In keeping with 'Risk Matters', the Council's combined risk management policy and strategy, the strategic and corporate risk registers were required to be updated 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 advised that a combined single risk report had been developed to cover all strategic, corporate and key service-specific risks and the register effective from April 2018 was appended to the report.

The methodology for identifying key risks along with a table which evaluated the strategic, corporate and service-specific risks going forward from April 2018 were set out within the report.

DECIDED:

(a) That the robust methodologies used to ensure the appropriate risks were identified and managed be noted; and

(b) That the Strategic, Corporate and Key Service Risk Register effective from April 2018 be approved.

9 Local Scrutiny Plan for Renfrewshire Council (2018/19)

There was submitted a report by the Director of Finance & Resources relative to the Local Scrutiny Plan 2018/19 for Renfrewshire Council.

The report provided an overview of the key points and intimated that the Local Scrutiny Plan was prepared each year by the Local Area Network which consisted of representatives from all the main scrutiny bodies that engaged with the Council – Audit Scotland, the Care Inspectorate, Education Scotland and the Scottish Housing Regulator. The Local Area Network met annually to carry out a shared risk assessment and decided whether the Council required external scrutiny in any specific areas for the year ahead.

The conclusion of the Local Area Network at the end of this year's shared risk assessment was that no scrutiny risks had been identified which required specific scrutiny. However, audit and inspection work would continue to take place, such as ongoing inspection of schools and care establishments. The Local Scrutiny Plan was appended to the report and highlighted the planned external scrutiny activity for 2018/19.

DECIDED:

(a) That it be noted that no scrutiny risks had been identified for 2018/19 which required specific scrutiny by the Local Area Network; and

(b) That the planned external scrutiny activity for 2018/19 as set out in the appendix to the Local Scrutiny Plan be noted.

10 Local Government in Scotland - Performance & Challenges 2018

There was submitted a report by the Director of Finance & Resources relative to the requirement that the Council's external auditor, Audit Scotland, reviewed the financial context in which councils were operating, highlighting the overall financial position and pressures on budgets, and looked at how councils managed those challenges.

It was proposed that as the appendices were missing from the report that consideration of this report be continued to the next meeting of the Board. This was agreed.

DECIDED: That consideration of the report be continued to the next meeting of the Board.

11 Absence Statistics 2017/18

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

The report provided information in relation to absence targets and how services and categories of staff had performed against them. An analysis of the reasons for absence for the period was included in the report. Information was also provided on supporting attendance activity levels by service and costs of sick pay and the overall number of days lost for Quarter 4, ending 31 March 2018 and for the equivalent quarters in previous years.

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

Adjournment

The meeting adjourned at 11.50am and reconvened at 12 noon.

12 Council Tax Briefing Paper

Under reference to Item 11 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 28 August 2017, there was submitted a report by the Director of Finance & Resources relative to a Council Tax briefing as part of the Annual Programme 2017/18.

The report advised that at the meeting of the Audit, Risk & Scrutiny Board held on 28 August 2017, it was agreed that in relation to the proposed topic of Council Tax exemptions, a full investigation was not required but that a report would be included in the programme to outline Council Tax discounts and exemptions.

The appendix to the report provided information about exemptions and discounts; highlighted initiatives which had been developed to provide customers with information, including the new customer portal; indicated the proactive work that the Council undertook to ensure residents were receiving the reductions to which they were entitled; and provided clarity and assurance received in relation to back-dating of discounts and exemptions.

DECIDED: That the report be noted.

Prior to consideration of the following items the Convener welcomed C Devine from Zero Waste.

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

Under reference to Item 11 of the Minute of the meeting of the Board held on 19 March 2018, there was submitted a report by the Lead Officer relative to the Board's review of fly-tipping in the countryside and at known fly-tipping spots. The report provided an update on progress of the review and information that had been prepared for the Board's interest to date.

The report focused on fly-tipping prevention and detection activities carried out by other organisations, including neighbouring local authorities and partner organisations.

A presentation was given by C Devine from Zero Waste on the activities, policy and approach taken by Zero Waste.

There followed a question and answer session at the conclusion of which the Convener thanked Mr Devine for his contribution to the Board's review.

DECIDED:

- (a) That the progress of the review and outcome of previous matters arising be noted;
- (b) That the input from Zero Waste be noted; and
- (c) That the fly-tipping prevention and detection activities carried out by other organisations including neighbouring local authorities and partner organisations be noted.

Prior to consideration of the following item the Convener welcomed G Clark, Housing Asset Services Manager from East Ayrshire Council and G Hannah, Strategic Change Manager from Environment & Communities, Renfrewshire Council.

14 Review of Housing Repairs by Council and Outside Contractors (Lead Officer Colin Hunter)

Under reference to Item 12 of the Minute of the meeting of the Board held on 19 March 2018 there was submitted a report by the Lead Officer relative to an update on progress of the Board's review of housing repairs by Council and outside contractors.

The report advised that further scrutiny of specific areas of interest identified within the Council's repairs process had taken place. The review found that customers did not appear to have significant issues with the quality of repairs being carried out within Council stock. When benchmarked against other councils with similar numbers of housing stock, customer satisfaction levels within Renfrewshire were not significantly lower than other councils (with the exception of East Ayrshire Council). In addition, the findings indicated that the redesign of the repairs service which was currently being undertaken through integration of Building Services and Housing Repairs was likely to

have benefits for both customers and the Council, as evidenced from the experience of East Ayrshire Council.

A presentation was given by G Clark, Housing Asset Services Manager, East Ayrshire Council which provided an overview of their Repairs Service. A presentation was then given by G Hannah, Strategic Change Manager, which provided an overview of the Council's current repairs process and which was being redesigned to meet the future demands of tenants.

There followed a question and answer session at the conclusion of which the Convener thanked Mr Clark and Mr Hannah for their contribution to the Board's review.

DECIDED:

- (a) That the content of the report be noted; and
- (b) That the findings of the review as set out within the report be agreed.

Minute of Meeting Paisley South Local Area Committee

Date	Time	Venue
Tuesday, 29 May 2018	18:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Stephen Burns, Provost Lorraine Cameron, Councillor Eddie Devine, Councillor Eileen McCartin, Councillor Marie McGurk, Councillor Kevin Montgomery

Chair

Councillor McGurk, Convener, presided.

In Attendance

S Graham, Partnerships Planning and Development Manager (Chief Executive's); J Trainer, Head of Early Years & Inclusion (Lead Officer) (Children's Services); G Hannah, Strategic Change Manager and N Williamson, Environmental Enforcement Manager (both Environment and Communities); and D Low Senior Committee Services Officer (Local Area Committees) and R Devine, Senior Committee Services Officer (both Finance & Resources).

Community Representatives

S McLean, Glenburn Tenants' & Residents' Association; D Polson, Greater Foxbar Community Building; and C Mitchell, Charleston Tenants' & Residents' Association.

Community Planning Partners

C Johnstone, Renfrewshire Health & Social Care Partnership.

Declarations of Interest

Councillor McCartin declared a non-financial interest in item 7 of the agenda in relation to the application for grant funding submitted by Sports Services Active Schools , as she was a member of the Board of Renfrewshire Leisure Limited, and indicated her intention to remain in the meeting but not to take part in any discussion or voting thereon.

1 Representation on Paisley South Local Area Committee

In terms of paragraph 2.2 of Renfrewshire Council's Scheme of Decentralisation, a nomination had been received from Foxbar & Brediland Community Council to appoint Helen Muir (substitute Tony Lawler) as its representative.

DECIDED: That the nomination of a member and substitute to represent Foxbar & Brediland Community Council, be approved.

2 Community Safety and Public Protection Update

There was submitted a report by the Director of Environment & Communities providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Paisley South LAC area during the period 1 January to 31 March 2018.

The report provided information on Paisley South community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; and diversionary activities.

DECIDED: That the report be noted.

3 Update on the Review of Community Level Governance Arrangements

Under reference to item 3 of the Minute of the meeting of this LAC held on 6 March 2018 there was submitted a report by the Chief Executive relative to the review of community-level governance arrangements.

The report intimated that a second consultation had taken place early in 2018 based on a set of nine proposals for a new model which were developed following an engagement exercise around the existing model of LACs. Responses to the nine proposals were sought through electronic and paper-based surveys, LAC meetings, public meetings and drop-in sessions, facilitated sessions and attendance at meetings of community organisations. The report which set out the responses to the consultation arrangement and which had been agreed at the meeting of the Council held on 3 May 2018 was appended to the report.

DECIDED:

(a) That the responses to the second phase of consultation on the review of community-level governance arrangements be noted; and

(b) That the arrangements for development and implementation of finalised proposals regarding the review be noted.

4 Open Session/Key Local Issues

The Senior Committee Services Officer (Local Area Committees) advised that no questions had been submitted or key local issues raised for consideration at the Open Session.

DECIDED: That it be noted that no questions had been submitted or key issues raised for consideration at the Open Session.

5 Budget Monitoring Report

There was submitted a report by the Director of Finance & Resources relative to the Paisley South LAC budget for 2018/19, totalling £91,436 consisting of £52,750 General Grant Fund, £15,000 Paisley Common Good Fund and £26,686 Youth Challenge Fund. The appendix to the report detailed the expenditure committed by the LAC during 2017/18.

DECIDED: That the report be noted.

6 Grant Feedback Report - 2017/18 Awards

There was submitted a report by the Director of Finance & Resources relative to feedback received from applicants who had received funding from this LAC during 2017/18.

The report intimated that providing regular feedback to LACs increased accountability and helped LACs identify clear community outcomes from grants awarded to community groups. It was also a condition of grant that groups account for their income and expenditure and set out the community benefits and other outcomes of their LAC grant awards.

DECIDED: That the report be noted.

7 Applications for Local Area Committee Funding

There was submitted a report by the Director of Finance & Resources relative to applications received for local area committee funding.

DECIDED: That the applications for funding be determined as follows:-

SINGLE AREA AWARDS

Double H Lunch Club – lunch club for older people – Awarded £600

Langcraigs Parent Council - Creation of outdoor eco/study – Awarded £6,137.91 subject to conditions pertaining to previous grant award being met.

Charleston Tenants & Residents' Association – Summer and Christmas outings – Awarded £2,000

Paisley Golf Club – Creation of golf hub – Awarded £6,000

Paisley Peoples Archive – Paisley Mills exhibition and booklet –

Councillor McGurk, seconded by Councillor Burns, moved that an award of £620 be made.

Councillor McCartin, seconded by Councillor Devine, moved as an amendment that an award of £1,240 be made.

On the roll being called the following members voted for the amendment: Councillors Devine, McCartin and Montgomery.

The following members voted for the motion: Councillor Burns, Provost Cameron and Councillor McGurk.

3 members voted for the amendment and 3 members voted for the motion. There being an equality of votes cast, the Convener used her second and casting vote in favour of the motion to award £620.

DECLARATION OF INTEREST

Councillor McCartin having declared an interest in the following request for funding remained in the meeting and did not take part in any discussion or voting thereon.

Renfrewshire Leisure Active Schools – lunch and after school clubs - Awarded £8,750

The Thursday Club – various activities – Awarded £4,020

Aspire Community Solutions – materials and other running costs – Awarded £1,300

5th Paisley Girls Brigade –materials and events to celebrate 125th anniversary – Awarded £1,500

The Friends of Montrose – nostalgia garden – Awarded £5,000

The Buddies of Hunterhill – refurbishment of hairdressing room – Awarded £2,000

Foxbar Elderly Forum – hall charges – Awarded £900

Foxbar Resource Café – utilities and equipment – Awarded £3,431

Glenburn Seniors Forum – summer trip to Perth – Awarded £600

MULTI-AREA AWARDS

The Convener invited members of the Committee to identify multi-area applications to be met in full, declined or continued for further information.

It was proposed that the application submitted by Lamont Farm for £2,000 for the provision of animal care and welfare facilities be met in full and that the application by C–Change Scotland be declined. This was agreed.

It was noted that the application from Renfrewshire Schools Pipe Band had been withdrawn.

The Convener then proposed that the remaining multi-area applications be awarded a fixed percentage share of the remaining LAC budget balances. This was agreed.

The Boys' Brigade Paisley & District Battalion – local events and activities

I Am Me Scotland - #make a difference project

Cornerstone Drop-in Centre – utilities and insurance costs for crisis drop in activities

Paisley Pirates Ice Hockey Club – ice hire costs

Rainbow Turtle – active global citizens programme

5th Paisley Oldhall Scouts – kitchen upgrade

Renfrewshire Bowling Association Under 25s – running costs

Alba Thistle AFC - hire of training and playing facilities and purchase of equipment

Meikleriggs Cricket Foundation – cricket coaching project for young people

Ferguslie Cricket Club – upgrade to shower, changing and toilet areas

Ferguslie Cricket Club – installation of new heating and lighting systems

Renfrewshire Out of School Network – fun activity day for children

Twist and Hit Cheerleaders – provision of specialist training and equipment to promote inclusivity

Braehead Junior Ice Hockey Club – ice hire and equipment

The Renfrewshire Walking Network – production of booklets and promotional materials

Phoenix Flyers – upgrading of equipment

Fitting-in - educational project for 'at risk' young people

The Wynd Centre – provision of youth counselling facilities

The Wynd Centre – provision of adult counselling services

Rays of Hope – activities and equipment to help cancer sufferers

Renfrewshire Effort to Empower Minorities – operation of drop-in centre

Renfrewshire Effort to Empower Minorities – promotion of Black history month

Forever Young – fitness programme

Feis Phaisleg – traditional music project

Renfrewshire Youth Voice – positive about Youth Awards

Renfrewshire Access Panel – Office costs

Paisley Florist Society Gardening Club – hall rental

Shopmobility Paisley & District – postage materials and survey design

Oakshaw Trinity Friendly Hour – provision of transport to meetings

Bumblebee Babies – office equipment and materials for bereaved parents

Return to Life SCIO - support for kidney transplantees and potential donors

St James' Orchestra – conductor and tutor costs, hall hire and other expenses

Greensyde Carers – camera equipment

Storm Gymnastics – various mats and tracking

Renfrewshire Visually Impaired Forum – software updates

The Cathedral Club – social activities

Paisley Guitar Club – instruments and group accessories

The Breastfeeding Network – running costs of local element of project

Loud N Proud – Chrleston drum project

Johnstone Pipe Band – new kilt, sporrans and jackets

Paisley Magic Circle – event to celebrate 80th anniversary of Paisley Magic Circle

CREATE Paisley – creative skills project

Scottish Afro Caribbean Art Association – cost of staging Carnival

Alzheimer Scotland – cost of purchasing musical instruments

St Mirren Netball Club – running costs

8 Date of Next Meeting

DECIDED: That it be noted that the next meeting of the Paisley South LAC was scheduled to be held at 6.00 pm on 28 August 2018 in the Council Chamber, Renfrewshire House.

Minute of Meeting Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 30 May 2018	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Chair

Councillor McEwan, Convener, presided.

In Attendance

S MacDougall, Director of Environment & Communities; S McFadden, Project Director (City Deal) and B Walker, Depute Project Director (City Deal) (both Development & Housing Services); O Reid, Head of Public Protection, C Dalrymple, Regulatory and Enforcement Manager, K Anderson, Amenity Services Manager - Waste, G Hannah, Strategic Change Manager, A McNab, Transportation Manager, D Kerr, Service and Coordination Manager and C Grainger, Planning & Performance Manager (all Environment & Communities); and J Lynch, Head of Property Services, F Hughes, Asset Manager, D Farrell, Finance & Business Partner and R Devine, Senior Committee Services Officer (all Finance & Resources).

Prior to the commencement of the meeting the Convener referred to the appendix to agenda item 9 – Environment & Communities: Service Improvement Plan Outturn Report – and specifically to the two sets of figures detailed in terms of each of action codes 16, 17, 19 and 20. The Board was informed that the percentage figures detailed immediately before the due dates were the correct figures in each case and that the progress bars in the progress columns for these four entries should be ignored.

Declarations of Interest

Councillor Mylet declared an interest in relation to item 17 of the agenda – Review of Car Parking Provision and Charges Across Renfrewshire; Follow Up Report - and indicated his intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

1 Revenue Budget Monitoring Report

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources and Environment & Communities in respect of Services reporting to the Infrastructure, Land and Environment Policy Board for the period 1 April, 2017 to 2 March, 2018.

DECIDED: That the budget position be noted.

2 Capital Budget Monitoring Report

There was submitted a capital budget monitoring report by the Director of Finance & Resources in respect of Services reporting to the Infrastructure, Land and Environment Policy Board for the period 1 April, 2017 to 2 March, 2018.

DECIDED: That the report be noted.

3 The Renfrewshire Council (Glasgow Airport Investment Area, City Deal) (Number 2) Compulsory Purchase Order 2018

There was submitted a report by the Director of Development & Housing Services relative to the Renfrewshire Council (Glasgow Airport Investment Area, City Deal) (Number Two) Compulsory Purchase Order 2018.

The report advised that the Glasgow Airport Investment Area (GAIA) project comprised the realignment of Abbotsinch Road between Arran Avenue and Greenock Road/Inchinnan Road; a new bridge across the White Cart; and improved facilities for cyclists and pedestrians, all aimed at improving connections between the Westway, Inchinnan and Airport Business Parks and as an enabler for the delivery of a world-class business and commercial offering located around the airport. The GAIA project also included the provision of cycling infrastructure including a pedestrian and cycling bridge over the Black Cart Water.

The planned infrastructure required for the GAIA project required the acquisition of property, titles and interests. In order to progress the project the Board, at the meeting held on 30 August 2017, had approved the making of a Compulsory Purchase Order (CPO) to progress land assembly. Following that meeting there had been revisions to the project, which had resulted in less land being required and it was considered prudent to recommence the approval for land acquisition process to include only those landowners affected by the revised GAIA project. A schedule attached to the report

identified the property, titles and interests to be acquired for the revised project. Scottish Government guidance (Planning Circular 6/2011) recommended a “twin track” approach to land acquisition in order to provide a greater degree of certainty should voluntary negotiations falter and to resolve any defects in the title in the land to be acquired. The Council continued to adopt the recommended approach of pursuing the acquisition of land required on a voluntary basis while at the same time progressing with the preparation of a CPO to be used as a fall back in the event of failure to reach agreement with the affected parties. It was highlighted that not all of the interests would need to be acquired using CPO powers and that it might also be the case that, as the Council proceeded with the CPO and voluntary discussions, other, as yet unidentified, titles or interests might come to light which were not listed within the schedule which would form part of the CPO.

DECIDED:

That the use of Compulsory Purchase Order powers to acquire the titles and interests of the properties required to implement the Project be approved where voluntary acquisition was not possible; and

That it be noted that voluntary acquisition discussions would continue with all affected owners concurrently with the publication of the Compulsory Purchase Order and voluntary acquisition would be progressed wherever possible.

4 The Renfrewshire Council (Clyde Waterfront Renfrew Riverside, City Deal) Compulsory Purchase Order 2018

There was submitted a report by the Director of Development & Housing Services relative to the Renfrewshire Council (Clyde Waterfront and Renfrew Riverside, City Deal) Compulsory Purchase Order 2018.

The report advised that the Clyde Waterfront and Renfrew Riverside, City Deal (CWRR) project comprised a new ‘opening’ bridge across the River Clyde; the Renfrew Northern Development Road and new cycle routes, all of which were aimed at providing improved access to development opportunities, employment, education, health and leisure locations. The Project would also link the communities of Renfrew, Yoker and Clydebank and provide improved access to job opportunities that would be delivered by the Glasgow Airport Investment Area Project (GAIA). The report outlined the main public benefits of the CWRR Project and detailed the rationale for determining the proposed locations of key project infrastructure, together with mitigation proposals to address potential adverse effects.

Land assembly was required in order to progress the project and a schedule, appended to the report detailed the property, titles and interests to be acquired. Scottish Government guidance (Planning Circular 6/2011) recommended a “twin track” approach to land acquisition in order to provide a greater degree of certainty should voluntary negotiations falter and to resolve any defects in the title in the land to be acquired. The Council continued to adopt the recommended approach of pursuing the acquisition of land required on a voluntary basis while at the same time progressing with the preparation of a CPO to be used as a fall back in the event of failure to reach agreement with the affected parties. The use of CPO powers was considered appropriate for the Project on the basis that the land interests to be acquired were generally limited and/or minor in nature, as indicated on the plans attached to the report. It was highlighted that of the three parties that faced significant acquisitions in terms of their overall ownership

voluntary terms had been agreed with two and discussions were underway with the third. As such it was considered that the public benefits outweighed the remaining interests. In addition it was highlighted that as the Council proceeded with the CPO and voluntary discussions, other, as yet unidentified, titles or interests might come to light which were not listed within the schedule which would form part of the CPO.

The report sought approval for the use of compulsory purchase powers in respect of those properties located within the Renfrewshire Council boundary only, highlighted that principles had been agreed on the terms of the voluntary purchase of the property located within the Glasgow City Council boundary and reminded members that the voluntary acquisition of an area of land to the north of the river had previously been approved, at the meeting of this Policy Board held on 8 November 2017, as part of an acquisition agreement with another landowner. It was noted that discussions were also advanced with the two remaining owners in the West Dunbartonshire boundary area.

DECIDED:

That the making of a Compulsory Purchase Order, where voluntary acquisition had not been achieved, to acquire all the titles and interests in the land required to implement the Project, shown on Clyde Waterfront Renfrew Riverside Compulsory Purchase Order Location Plan, Maps 1, 2, 3 and Map 3 Inserts, referred to in the Clyde Waterfront Renfrew Riverside Compulsory Purchase Order Land Schedule, be approved;

That it be noted that, as indicated in paragraph 4.6 of the report, the Compulsory Purchase Order would only be progressed when the purchase of the land outwith the Renfrewshire Council boundary had been agreed; and

That it be noted that voluntary acquisition discussions would continue with all affected parties concurrently with the publication of the Compulsory Purchase Order and that voluntary acquisition would be progressed wherever practicable.

5 Land at Underwood Road, Paisley

There was submitted a report by the Director of Finance & Resources relative to the proposed declaration of land at Underwood Road, Paisley, identified in a plan appended to the report, as surplus to the Council's requirements.

The report advised that the Paisley West & Central Community Council, through one of its sub-committees, The West End Growing Grounds Association (SCIO) (WEGGA), leased two sites in Sutherland Street, Paisley, in terms of temporary lets, for use as growing grounds. The sites had been identified within the West End Regeneration Master Plan, approved at the meeting of the Leadership Board held on 17 December 2017, as sites for new affordable housing. Formal notification had been served terminating the leases with effect from 25 September 2018.

A request had subsequently been received from WEGGA that the date of termination of the leases be extended to 30 November 2018 to facilitate the end of the growing season. In recognition that the growing grounds were required as part of the regeneration process officers had been involved in the process of identifying potential alternative sites for the growing grounds. A potential site at Underwood Lane, Paisley, held on the General Services account by Environment & Communities, had been identified as being suitable. The Service had confirmed that the open space site involved was not required for future operational needs. WEGGA had asked that the Council agree to a short-term

lease of the site to facilitate its early occupation with a view to making it suitable for relocation at the earliest opportunity.

Details of the proposed lease, should the land be declared surplus to requirements were outlined in the report.

DECIDED:

That the area of land at Underwood Road, Paisley, as indicated on the plan attached to the report, be declared as surplus to the Council's requirements;

That it be noted that a short-term lease of the land to West End Growing Grounds Association (SCIO) would be on such terms and conditions as may be negotiated by the Head of Property Services utilising delegated powers recognising the community use;

That it be noted that West End Growing Grounds Association (SCIO) was developing proposals for a Community Asset Transfer, in terms of the Community Empowerment (Scotland) Act 2015, and that these would be submitted to a future meeting of this Policy Board for consideration.

6 Proposed new lease of shop at 28 High Street, Renfrew

There was submitted a report by the Director of Finance & Resources relative to the proposed renunciation of the existing lease in respect of 28 High Street, Renfrew and the granting of a new five-year lease of the premises. A plan appended to the report outlined the location of the property

The report stated that the Council-owned shop property at 28 High Street, Renfrew had been leased, on an annual basis since 2011, by Ms L McLeod who traded as a hairdresser, at an annual rental of £9600. Ms McLeod had provisionally agreed to sell her business to HB Renfrew LLP and had requested that the lease be transferred to that company. She had accepted responsibility for meeting all rent, rates and occupation costs due along with the Council's reasonable expenses in progressing the lease renunciation. The proposed incoming tenant had requested a five-year full repairing lease to facilitate investment in the property and business and had agreed to a rent uplift to £10,500 per annum and to meet the Council's reasonable expenses in granting the new lease.

DECIDED:

That the renunciation of the existing lease to Ms Louise McLeod be approved, subject to the outgoing tenant meeting the Council's costs incurred in the transaction;

That the granting of a new five-year, full repairing lease, to HP Renfrew LLP, be agreed subject to suitable terms and conditions, as detailed in this report, being agreed; and

That the Head of Corporate Governance conclude the lease renunciation with Ms Louise McLeod and the granting of a five-year lease to HB Renfrew LLP on such terms and conditions as to protect the Councils' interest.

7 Disposal of Land at Milliken Road, Kilbarchan

There was submitted a report by the Director of Finance & Resources relative to the proposed declaration of an area of ground at Milliken Road, Kilbarchan as surplus to the Council's requirements.

The report advised that Williamsburgh Housing Association (WHA) had approached the Council seeking to purchase the area of land, identified on plan E2576 appended to the report, to assist with the development of the adjacent site, owned by the Housing Association, on which it was proposed to build 18 residential units. The Council-owned site was held by Environment & Communities in the General Services account and the Service had confirmed that the land was not required for future operational needs. It was noted that the development had been identified as a priority site, within the Council's Strategic Housing Investment Plan, to provide affordable housing within the villages, had been granted planning consent and been approved in terms of Scottish Government grant funding.

Details of the proposed lease, should the land be declared surplus to requirements were outlined in the report.

DECIDED:

(a) That the area of land at Milliken Road, Kilbarchan, indicated on plan E2576 appended to the report, be declared surplus to the Council's requirements;

(b) That it be noted that the sale of the land to Williamsburgh Housing Association would be on such terms and conditions as may be negotiated by the Head of Property Services utilising delegated powers; and

(c) That the Head of Corporate Governance be authorised to conclude the sale of the land on such terms and conditions deemed necessary to protect the Council's interest.

8 Linwood Community Woodland Community Asset Transfer request by Linwood Community Development Trust

There was submitted a report by the Director of Finance & Resources relative to the proposed transfer, in terms of the Community Empowerment (Scotland) Act 2015, of Linwood Community Woodland to Linwood Community Development Trust (LCDT).

The report stated that LCDT had been established as a charity to promote the health and wellbeing of the residents of Linwood. Reference was made within the report to the decision to transfer, in terms of the Council's Community Asset Transfer Policy, the playing fields at the former Clippens School and build a Health and Wellbeing Centre with 3G football pitch on the site, the funding package for the project and the financial support allocated by the Council to assist LCDT achieve the development. It was also stated that the former Janitor's Cottage and remaining Clippens school grounds had been transferred to LCDT for a woodland outdoor nursery. An asset transfer request, in terms of the Community Empowerment (Scotland) Act 2015, had been received to acquire Linwood Community Woodland for the sum of £1. The woodland had been recorded, in the Council's 2018 Asset Register, as having a zero asset value in view of the maintenance liability and there being no identified development opportunity. The advertisement requirements for transfer requests were outlined in the report. The Transfer Asset Panel had met and considered the merits of the application, the plan to

manage the woodland for the benefit of the community, the funding package and the arrangements in place to prohibit disposal of the woodland to a third party. The Panel had recommended approval of the asset transfer request.

DECIDED:

(a) That it be noted that the Council had received a Community Asset Transfer request from the Linwood Community Development Trust, in terms of the Community Empowerment (Scotland) Act 2015, for Linwood Community Woodland as indicated on plan E2699, a copy of which was appended to the report;

(b) That the transfer of Linwood Community Woodland, in terms of the Community Empowerment (Scotland) Act 2015, to Linwood Community Development Trust be approved; and

(c) that the Head of Corporate Governance be requested to undertake the necessary legal transaction to transfer ownership of the Council's title for Linwood Community Woodland to Linwood Community Development Trust.

9 Environment & Communities: Service Improvement Plan Outturn Report

There was submitted a report by the Director of Environment & Communities providing an overview of progress to deliver the Environment & Communities Service Improvement Plan during the period 1 April 2017 to 31 March 2018. Reference was made to the amendments to the Service Improvement Action plan, attached as Appendix 1 of the report, previously intimated by the Convener.

The report summarised the main achievements of the service during 2017/18. the Service Improvement Action plan, attached as Appendix 1 to the report, detailed progress to date against the agreed priorities for the Service and identified areas where significant advances had been made, together with actions that had been reviewed or delayed. It was noted that the priorities for the Service were aligned to the Council's strategic outcomes approved at the meeting of the Council held on 28 September 2017. Appendix 2 to the report incorporated a score card of performance indicators measuring annual progress to deliver key tasks.

DECIDED:

(a) That the progress made by Environment & Communities in terms of implementation of the Environment & Communities 2017/20 Service Improvement Plan actions and performance indicators, of areas within the remit of this Policy Board and detailed in the appendices, be noted; and

(b) That it be noted that the Service Improvement Plan outturn report for Environment & Communities would also be considered at the meetings of the Communities, Housing and Planning and the Finance, Resources & Customer Services Policy Boards to approve elements of the Plan within the remit of those Policy Boards.

10 Operational Performance Report

There was submitted a report by the Director of Environment & Communities relative to key service activities during the period 7 January to 31 March 2018. The report provided a progress update on the main projects and activities delivered by the services within Environment & Communities together with key performance indicators.

DECIDED:

- (a) That the operational performance update be noted; and
- (b) That the re-allocation of existing capital funding from within the Council's approved Capital Programme 2018/2019 for the purchase of the additional bin infrastructure, detailed within section 4.7 of the report, be approved.

11 Investment in Renfrewshire's Cemeteries

There was submitted a report by the Director of Environment & Communities relative to proposed improvements in the cemeteries estate in Renfrewshire.

The report advised that the Council operated nine cemeteries, which were highly valued by the local communities but required investment in their infrastructure to continue to provide an appropriate setting for the services provided. It had been agreed at the meeting of the Council held on 2 March 2018 that £1m be allocated from the Council's Revenue Budget to deliver improvements in the cemeteries estate.

During 2015 Environment & Communities had commissioned a high-level business case which focussed on future lair capacity within Renfrewshire's cemeteries. During this process asset condition surveys had been undertaken which identified infrastructure improvement works, including works to roads, paths, walls and drainage systems which could be delivered within the Council's cemeteries. The report detailed investment works undertaken in cemeteries in recent years. The report also proposed that, on the basis of recognised and ongoing need for investment, taking account of usage, condition and enhancement, the Council's £1m investment be utilised to deliver on priority improvements focussed on cemeteries and areas within cemeteries where the investment would make the greatest improvement to support the continued need and usage of the cemeteries. Additional surveys would require to be undertaken to supplement the existing known priority areas for investment and would inform the infrastructure improvements required to the drainage, wall, paths and roads within the cemeteries. Details of the priority areas for improvement identified within specific cemeteries was provided, together with a summary of proposed works. A table within the report provided a breakdown of the proposed investment in each cemetery together with the anticipated timescale for implementation of improvement works.

DECIDED:

- (a) That the investment proposals and spend of the Council's £1m in Renfrewshire's cemeteries, detailed within the report, be approved;
- (b) That it be noted that the anticipated commencement timescale of common early infrastructure works and improvements to cemeteries was Autumn 2018; and

(c) That it be noted that progress updates in respect of the Council's £1m investment in cemeteries would be submitted to future meetings of this Policy Board.

12 Investment - Respectful Funeral Service

There was submitted a report by the Director of Environment & Communities relative to the development and implementation of a respectful funeral service and the proposal to remove local burial and registration fees for children under 16 years of age.

The report advised that £0.5m had been committed at the Council meeting held on 2 March 2018, from the Council's Revenue Budget to help alleviate funeral poverty through the development and implementation of an affordable respectful funeral service for Renfrewshire. The funding was also to be utilised to remove burial and registration fees for children under 16.

The Scottish Government had reviewed the issue of funeral poverty in Scotland and reference was made to the Birrell report, "Funeral Poverty in Scotland", which indicated that the average cost of a funeral in Scotland was approximately £3,500, including funeral directors' costs. All funeral directors in Renfrewshire currently provided a "basic funeral package". The Council charged Renfrewshire residents, £479.25 for interments and £459.90 for new lairs which were among the lowest fees charged by local authorities in Scotland.

The report also highlighted that local authorities had a responsibility, in terms of the National Assistance Act 1948, to arrange a dignified funeral where there was no identifiable relative to take responsibility for arranging the funeral. The Council carried out approximately 12 such funerals per annum. In recent years there had been instances where this type of burial had been arranged by the Council where there had been identifiable relatives but they did not have funds to arrange a funeral. Due to an increase in funeral poverty some local authorities had worked with funeral directors to introduce a "respectful funeral service". This service was not the same as a National Assistance Funeral and enabled family members to plan for a funeral at an affordable cost. The report proposed that Renfrewshire Council work with funeral directors, nearby crematoria and neighbouring local authorities where such schemes had been implemented successfully to develop an affordable and respectful funeral service specification and promote the scheme to Renfrewshire residents who might struggle to meet the costs of a funeral. A further report, providing detail in relation to the proposed Renfrewshire scheme and how residents would access it would be prepared and submitted to a future meeting of the Policy Board.

DECIDED:

(a) That it be agreed that officers from Environment & Communities work with local funeral directors and nearby crematoria to develop and agree appropriate criteria and a standard for a respectful funeral service for residents within Renfrewshire, as detailed in section 4 of the report, that cost no more than a specified amount;

(b) That it be noted that arrangements had been made to ensure that any costs payable to Renfrewshire Council, such as lair, interment and registration, for a funeral of a young person under the age of 16 were waived; and

(c) That a further report outlining the details of the proposed respectful funeral service

scheme and how it would operate in Renfrewshire be submitted to a future meeting of this Policy Board.

13 Further Investment, Environment and Place Funding - Future Activities

There was submitted a report by the Director of Environment & Communities relative to further investment and future activities in the Environment and Place Programme.

The Programme had been established during 2017 and provided support to communities through enhanced operational activities, including additional and targeted streetscene and roads activities, mechanised street sweeping and the cleaning of gullies; litter clean ups and targeted dog fouling activities and enforcement; removal of old and redundant street furniture and roads infrastructure such as signage, poles, barriers, etc; and the relining of road markings and box junctions. Reference was made within the report to the investment of £2.5m approved at the meeting of the Council, held on 2 March 2018 to continue and improve on the work undertaken to date.

The report recommended a proposed programme of works for 2018/19 and provided information on the future development of the programme during 2019/20 and beyond. It was noted that regular updates on progress would be provided within the operational update report. An annual update report would also be submitted to the Policy Board for consideration.

DECIDED: That the Environment and Place programme, the focus for 2018/19 and how this would influence work in future years be agreed.

14 Greater Glasgow & Clyde Joint Health Protection Plan 2018/20

There was submitted a report by the Director of Environment & Communities relative to the Greater Glasgow & Clyde Joint Health Protection Plan 2018/20.

The report stated that the Public Health etc (Scotland) Act 2008, amongst other things, detailed the responsibilities of Scottish Ministers, local authorities and health boards, in terms of protecting public health in Scotland and enabled appropriate action in this connection. In summary local authorities were responsible for all public health regulation in relation to premises and property while the National Health Service (NHS) was responsible for all public health regulation in relation to persons and individuals.

Health Boards in Scotland required in terms of the Act to lead on the preparation of a Joint Health Protection Plan (JHPP) for the area. The content, nature and scope of Plans were covered in guidance issued by Scottish Ministers. The JHPP set the strategic context for Public Health Protection within the area. In preparing the Greater Glasgow & Clyde JHPP 2018/20 NHS Greater Glasgow & Clyde Health Board had consulted with local authorities within the Health Board area. A copy of the draft Plan was appended to the report for approval. It was highlighted that the JHPP also required to be approved by the NHS Board and the other local authorities within the Health Board area.

DECIDED:

(a) That the draft Greater Glasgow & Clyde Joint Health Protection Plan 2018/20, a copy

of which was appended to the report, be approved; and

(b) That the Director of Environment & Communities, be authorised to sign the Joint Health Protection Plan.

15 Dog Fouling: Requirement to carry bags/Licensing of Dog Walkers

Under reference to item 14 of the Minute of the Council held on 2 March 2018 there was submitted a report by the Director of Environment & Communities relative to the feasibility of (i) making it illegal to walk a dog without carrying a bag to pick up and dispose of dog waste and (ii) licensing dog walkers.

The report stated that the primary legislation in Scotland in relation to dog fouling was the Dog Fouling (Scotland) Act 2003, which made it an offence for a dog walker to fail to pick up after their dog. Local authority officers and Police Scotland were authorised to issue fixed penalty notices when the offence was witnessed. It was highlighted that there was no provision within the legislation to take enforcement action against someone for not carrying a bag for the disposal of their dog waste and that it was unlikely that the Scottish Government would confirm a by-law requiring this as there was already legislation available to address the issue that the proposed by-law wished to address.

Currently there was no legislation for the licensing of dog walking companies and therefore no enforcement could be undertaken by the Council. Initial investigations had shown that some Scottish Authorities offered voluntary registration where dog walking groups were encouraged to sign up to abide by set conditions. Thereafter the group promoted membership of the scheme to demonstrate compliance. The feasibility of introducing a similar scheme in Renfrewshire was currently being assessed together with options for the possible operating criteria and potential benefits. It was intended that a further report be submitted to a future meeting of the Policy Board detailing the analysis undertaken and the conditions under which any proposed scheme would operate.

DECIDED:

(a) That the report and legislative limitations with regards to taking enforcement action against dog walkers that did not carry a bag to pick up after their dog be noted;

(b) That it be noted that no licensing regime currently existed for the registration of dog walkers in Scotland; and

(c) That it be noted that the options for implementing a voluntary register for dog walking companies in Renfrewshire were currently being assessed and that the Director of Environment & Communities would prepare and submit a further report to a future meeting of this Policy Board on the feasibility of introducing a registration scheme and the conditions under which this regime would operate.

16 Proposed Pet Shop (Licensing) (Scotland) Bill Consultation

There was submitted a report by the Director of Environment & Communities relative to consultation by the Scottish Government in connection with the proposed Pet Shop (Licensing) Bill.

The report advised that Jeremy Balfour MSP had launched consultation on a Members' Bill to improve animal welfare by enhancing local authority pet shop licensing powers and updating the system in relation to licence conditions, fees and inspections. The current legislation, the Pet Animals Act 1951, was considered to be outdated, leading to issues in terms of enforcement and interpretation. In addition, it appeared that the legislation was being inconsistently applied across Scotland. The proposed legislation addressed measures that were within the remit of the local authority in its role as the pet shop licensing authority and sought to ensure that a high standard of inspection and enforcement was maintained. The deadline for responses to the consultation was 18 June 2018 and the draft response which was appended to the report was supportive of the proposal to strengthen the licensing regime for pet shops in Scotland as this would provide greater consistency in the inspection and enforcement regime across Scotland and protect animal welfare.

DECIDED:

- (a) That the consultation on the proposed Pet Shop (Licensing) (Scotland) Bill be noted; and
- (b) That the Council's response to the consultation, detailed in the appendix to the report, be approved.

Sederunt

Councillor Mylet having declared an interest in the following item of business left the meeting.

17 Review of Car Parking Provision and Charges Across Renfrewshire - Follow Up Report

Under reference to item 5 of the Minute of the meeting of this Policy Board held on 8 November 2017 there was submitted a report by the Director of Environment & Communities relative to the review of car parking provision and charges across Renfrewshire.

The report detailed the key findings of the impact assessments undertaken in relation to Johnstone and Renfrew town centres. In addition to the key findings, the impact assessment had identified other issues, both from stakeholder dialogue and onsite observations, that the Council planned to address through early enabling works. Details of potential parking interventions and controls to address these issues were provided. In terms of the wider Renfrewshire position it was noted that detailed design principles for parking permits, informed by the findings of the impact assessments, feedback from stakeholders and the wider public of Johnstone and Renfrew and tailored and targeted to each town centre would be required.

It was proposed that consideration be given to holding public meetings in both Johnstone and Renfrew to obtain feedback on the proposals. This was agreed.

Councillor McEwan, seconded by Councillor Don, moved:-

- (a) That the findings of the impact assessment as carried out into the introduction of parking charges in Johnstone and Renfrew be noted;

(b) That it be agreed that arrangements be made to share, for their views and comments, the findings of the impact assessment Johnstone and Renfrew with the key stakeholders who had contributed to the process and also the wider public of Johnstone and Renfrew;

(c) That it be agreed that the key findings of the impact assessment Johnstone and Renfrew would inform any future detailed design principles, as would be tailored to both town centres;

(d) That it be noted that a further report would be submitted to the next meeting of this Policy Board, to be held on 29 August 2018, following feedback and comments from the key stakeholders and wider public of Johnstone and Renfrew, as referred to in paragraphs 1.7 and 2.2 of the report; and

(e) That it be agreed that consideration of an annual charge for residents and businesses parking permits for Paisley and potentially Johnstone and Renfrew be continued until the further report, referred to in (d) above, was submitted to this Policy Board on 29 August 2018 for consideration.

ADJOURNMENT

Councillor Graham intimated that he proposed to put forward, for consideration by the Board, an amendment to the recommendations detailed in the report. It was agreed that the meeting be adjourned to enable the amendment to be reduced to writing in terms of Standing Order 25 and circulated to members of the Policy Board.

The meeting adjourned at 1.40pm and reconvened at 1.45pm.

Councillor Graham, seconded by Councillor Binks moved, as an amendment that recommendations 2.4 and 2.5 of the report be brought and presented to full Council for approval.

On the roll being called the following members voted for the amendment: Councillors Binks, Davidson, Devine, Graham, Hood, Kennedy and J MacLaren

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

7 members voted for the amendment and 7 members voted for the motion. There being an equality of votes cast, the Convener used her second and casting vote in favour of the motion which was accordingly declared carried.

DECIDED:

(a) That the findings of the impact assessment as carried out into the introduction of parking charges in Johnstone and Renfrew be noted;

(b) That it be agreed that arrangements be made to share, for their views and comments, the findings of the impact assessment Johnstone and Renfrew with the key stakeholders who had contributed to the process and also the wider public of Johnstone and Renfrew;

(c) That it be agreed that the key findings of the impact assessment Johnstone

and Renfrew would inform any future detailed design principles, as would be tailored to both town centres:

(d) That it be noted that a further report would be submitted to the next meeting of this Policy Board, to be held on 29 August 2018, following feedback and comments from the key stakeholders and wider public of Johnstone and Renfrew, as referred to in paragraphs 1.7 and 2.2 of the report;

(e) That it be agreed that consideration of an annual charge for residents and businesses parking permits for Paisley and potentially Johnstone and Renfrew be continued until the further report, referred to in (d) above, was submitted to this Policy Board on 29 August 2018 for consideration; and

(f) That consideration be given to holding public meetings in both Johnstone and Renfrew to obtain feedback on the proposals.

SEDERUNT

Councillor Mylet re-entered the meeting prior to consideration of the following items.

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 6, 8 and 9 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

18 City Deal, Voluntary Acquisition of Land for the Clyde Waterfront Renfrew Riverside Project

There was submitted a joint report by the Directors of Development & Housing Services and Finance & Resources relative to the voluntary acquisition of land for the City Deal Clyde Waterfront Renfrew Riverside Project.

The report summarised the aims and benefits of the project, made reference to planning and funding matters relating to the project and outlined actions taken to address issues which had emerged. A plan appended to the report identified the location of the property which required to be acquired for the project. Details of the proposed acquisition arrangements and provisional terms and conditions were also provided.

DECIDED:

(a) That it be agreed that the property shaded pink on the land interest plan, appended to the report, be acquired subject to the terms and conditions detailed within the report; and

(b) That subject to planning consent being granted and the Chief Executive being satisfied of confirmation, through the City Deal governance process that the approved Outline Business Case was 'Green Book' compliant the Head of Corporate Governance,

in conjunction with the Head of Property, be authorised to conclude the acquisition of the property as detailed in (a) above.

19 Roads Trading Budget Monitoring Report

There was submitted a report by the Director of Environment & Communities relative to the Roads organisation for the period 1 April, 2017 to 2 March, 2018. The report provided an update on financial and operational issues arising during the period.

DECIDED: That the report be noted.

20 Vehicle Maintenance Trading Budget Monitoring Report

There was submitted a report by the Director of Environment & Communities relative to the Vehicle Maintenance organisation for the period 1 April, 2017 to 2 March, 2018. The report provided an update on financial and operational issues arising during the period.

DECIDED: That the report be noted.

Minute of Meeting Johnstone and the Villages Local Area Committee

Date	Time	Venue
Thursday, 31 May 2018	18:00	Johnstone Castle Community Centre, Pine Crescent, Johnstone, PA5 0BX ,

Present

Councillor Bill Binks, Councillor Jacqueline Cameron, Councillor Andy Doig, Councillor John Hood, Councillor Alistair Mackay, Councillor Emma Rodden, Councillor Andy Steel

Chair

Councillor Steel, Convener, presided.

Community Representatives

A-M Balfour, Elderslie Community Council; W Dean, Friends of Thomas Shanks Park; J Anderson, Howwood Sports & Hobbies Group; A Stevenson, Johnstone Castle Learning Centre; T Wallace, Johnstone Community Council; W Crawford, Johnstone High Parish Church; F Stewart, Kilbarchan Community Council; D Fowles, Lochwinnoch Community Council; M Lavery, Quarrelton Tenants & Residents Association; and M Dougan, Renfrewshire Youth Voice.

Community Planning Partner

Chief Inspector H Scott (Police Scotland).

In Attendance

S Graham, Partnerships Planning & Development Manager and A Armstrong-Walter, Strategic Partnerships & Inequalities Manager (both Chief Executive's); G McNeill, Head of Operations & Infrastructure (Lead Officer) and C Dalrymple Regulatory & Enforcement Manager (both Environment & Communities); and D Low, Senior Committee Services Officer (LACs) and A McNaughton, Senior Committee Services Officer (both Finance & Resources).

Declarations of Interest

Councillor Andy Doig declared a financial interest in relation to item 7 of the agenda, specifically the application for Local Area Committee (LAC) funding submitted by Sports Services Active Schools, as he was the spouse of an employee of Renfrewshire Leisure Limited, and indicated his intention to remain in the meeting but not to take part in any discussion or voting thereon.

Additional Item

The Convener intimated that there was an additional item in relation to an application for grant funding by Howwood Playgroup that had not been included on the agenda. The Convener, being of the opinion that the item, which is dealt with at item 7(a) of this Minute, was urgent in view of the need to determine the matter timeously authorised its inclusion on the list of single-area applications for consideration.

1 Membership of Johnstone & the Villages Local Area Committee

In terms of paragraph 2.2 of Renfrewshire Council's Scheme of Decentralisation, a nomination had been received from Kilbarchan Community Council to appoint Damon Scott (substitute Fiona Stewart) as its representative.

DECIDED: That the nomination of a member and substitute to represent Kilbarchan Community Council, be approved.

2 Community Safety & Public Protection Update

There was submitted a report by the Director of Environment and Communities providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Johnstone & The Villages LAC area during the period 1 January to 31 March 2017.

The report provided information on community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; and diversionary activities.

DECIDED: That the report be noted.

3 Open Session / Key Local Issues

The Senior Committee Services Officer (LACs) advised that no questions had been submitted for consideration at the Open Session.

DECIDED: That it be noted that no questions had been submitted for consideration at the Open Session.

4 Review of Community Level Governance Arrangements

Under reference to item 4 of the Minute of the meeting of this LAC held on 15 May 2018 there was submitted a report by the Chief Executive relative to the review of community-level governance arrangements.

The reported intimated that a second phase of consultation, seeking views on the set of nine proposals that had been developed from the responses submitted during the first phase of consultation, had concluded in April 2018. The report detailed the consultation methodology and advised that a report would be submitted to the Council meeting on 28 June 2018 setting out final proposals for community level governance arrangements.

It was noted that, if agreed by the Council, the decisions would be implemented during 2018/19 and dialogue on the detail would continue with communities.

DECIDED:

(a) That the responses to the second phase of consultation on the review of community-level governance arrangements be noted; and

(b) That the arrangements for development and implementation of finalised proposals regarding the review be noted.

5 Grant Feedback Report - 2017/18 Awards

There was submitted a report by the Director of Finance & Resources relative to feedback received from applicants who had received funding from this LAC in 2017/18.

The report intimated that providing regular feedback to LACs increased accountability and helped LACs identify clear community outcomes from grants awarded to community groups. It was also a condition of grant that groups account for their income and expenditure and set out the community benefits and other outcomes of their LAC grant awards.

DECIDED: That the report be noted.

6 Budget Monitoring Report

There was submitted a report by the Director of Finance & Resources relative to the Johnstone & The Villages LAC budget for 2018/19, totalling £85,737 consisting of £58,513 General Grant Fund and £27,224 Youth Challenge Fund. The appendix to the report detailed the expenditure committed by the LAC in 2017/18.

DECIDED: That the report be noted.

7 Applications for Local Area Committee Funding

There was submitted a report by the Director of Finance & Resources relative to applications received for local area committee funding. Appendix 1 to the report listed single-area applications received from local community groups and Appendix 2 to the report listed multi-area applications received from voluntary groups

Councillor Mackay, seconded by Councillor Rodden, moved that all single-area applications from local community groups for funding of £1,000 or less, as detailed in Appendix 1 to the report, be awarded the full amount before consideration of the remaining single-area applications.

Councillor Hood, seconded by Councillor Andy Doig, moved as an amendment, that single-area applications from local community groups be considered in the order listed in Appendix 1.

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

The following members voted for the motion: Councillors J Cameron, Mackay, Rodden and Steel.

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

DECIDED:

(a) That single-area applications for funding from local community groups that were for £1,000 or less be approved as follows:

GENERAL GRANT:

Lochwinnoch Art Group – tutor costs and hall hire - awarded £449

Calder Drama Club – hall costs - awarded £700

Lochwinnoch Golf Club – social events for local people suffering from dementia - awarded £500

Lochwinnoch SWI - hall rental - awarded £300

Lochwinnoch Dementia Friendly Village – web design, banner and 'class-in-a-bag' - awarded £753

Lochwinnoch Community Council – notice board - awarded £500

Friends of the McKillop – feasibility study - awarded £480

Lochwinnoch New Year's Day Dance – assistance towards event costs - awarded £495

Society of William Wallace – Wallace Day 2018 - awarded £700

Howwood Playgroup – hall costs - awarded £300;

(b) That the remaining single-area applications for funding from local community groups be determined as follows:

GENERAL GRANT:

St Paul's Drama Group – performance costs - awarded £2,000

Kilbarchan Community Council – Christmas lights - awarded £6,000

The Kilbarchan Singers – honoraria for two scholars - awarded £1,000

Lochwinnoch Elderly Forum – purchase of radio microphone and running costs - awarded £1,500

Johnstone Band – brass classes, workshop and concert - awarded £3,000

Lochwinnoch Arts Festival – 18th annual art event - awarded £3,000

Elderslie Community Council - Xmas Fayre – awarded £1,500

Elderslie Community Council - Summer Fayre – awarded £1,500

Elderslie Community Council - Xmas Lights – awarded £9,000

Lochwinnoch Sustainable Community Garden Group – web development, plants, compost and equipment - awarded £1,150

Johnstone (Fordbank) Scout Group – tents and associated equipment - awarded £3,000

Active Communities – Feel Good About You/ Mindfulness Project - awarded £7,600

Johnstone Community Council - Johnstone Gala Day – awarded £5,000

Lochwinnoch Christmas Lights Society- purchase of Christmas lights – awarded £2,500

R & J Enterprises Limited – awarded the remaining balance of the General Grant Fund, subject to confirmation of a change in status to that of a not-for-profit organisation.

YOUTH CHALLENGE FUND:

Johnstone Castle Learning Centre – youth worker and running costs - awarded £15,762.24

DECLARATION OF INTEREST

Councillor Andy Doig having declared an interest in the following application for funding remained in the meeting and did not take part in the discussion or voting thereon.

Renfrewshire Leisure Active Schools – breakfast, lunch and after-school clubs - awarded £10,000

98th Renfrew & Inverclyde Coresford School Scout Group – cost of care assistants and laptop - awarded £1,334.40; and

(c) That it be noted that as funds available to the LAC were now exhausted and no further applications could be considered, the following remaining applications be declined:-

Lamont Farm Project - provision of animal care and welfare facilities

The Boys Brigade Paisley & District Battalion - local events and activities

I Am Me Scotland - Make a Difference project

Cornerstone Scotland Drop-in Centre - utility and insurance costs

Paisley Pirates Ice Hockey Club - ice hire costs

Rainbow Turtle - active global citizens project

Renfrewshire Bowling Association Under-25s - running costs

Renfrewshire Out of School Network - fun activity day for children

Braehead Junior Ice Hockey Club - ice hire and equipment

The Renfrewshire Walking Network - production of booklet and promotional material

Phoenix Flyers - upgrading of equipment

Fitting-in - educational project for 'at risk' young people

The Wynd Centre - provision of youth counselling facilities

The Wynd Centre - provision of adult counselling facilities

Rays of Hope - activities and equipment to help cancer sufferers

Renfrewshire Effort to Empower Minorities - operation of drop-in centre

Renfrewshire Effort to Empower Minorities - Promotion of black history month

Forever Young - fitness programme

Feis Phaislig - traditional music project

Renfrewshire Youth Voice - Positive About Youth Awards

Renfrewshire Access Panel - office costs

Shopmobility Paisley & District - postage materials and survey design

Bumblebee Babies - office equipment and materials for bereaved parents

Return to Life SCIO - support for kidney transplantees and potential donors

St James' Orchestra - conductor and tutor costs, hall hire and other expenses

Greensyde Carers - camera equipment

Storm Gymnastics - various mats and tracking

Renfrewshire Visually Impaired Forum - software updates

Paisley Guitar Group - instruments and accessories

The Breastfeeding Network - running costs of local element of project

Johnstone Pipe Band - New kilts, sporrans and jackets

C-Change Scotland - dates - n - mates project

Alzheimer Scotland - cost of purchasing musical instruments

St Mirren Netball Club - running costs

8 Date of Next Meeting

DECIDED: That it be noted that the next meeting of this LAC would be held at 6.00 pm on 30 August 2018 in Johnstone Town Hall.

Minute of Meeting Petitions Board

Date	Time	Venue
Monday, 04 June 2018	14:00	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Jennifer Marion Adam-McGregor, Councillor Bill Brown, Councillor Stephen Burns, Councillor Michelle Campbell, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Scott Kerr, Councillor Jim Sharkey, Councillor Andy Steel

Chair

Councillor Adam-McGregor, Convener, presided.

In Attendance

K Graham, Head of Corporate Governance and P Shiach, Committee Services Officer (both Finance and Resources) and J Mackie, Placemaking Team Leader (Development and Housing).

Declarations of Interest

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

1 Petition: Elderslie Golf Course - Access

There was submitted a report by the Director of Finance & Resources relative to a petition which had been received which related to access to Elderslie Golf Course and the application by Renfrewshire Council of the terms of the Land Reform (Scotland) Act 2003 to access land being closed off within the Council area.

The report intimated that the Head of Corporate Governance considered that the petition was not valid in terms of paragraph 3(b)(x) of the Council's procedures for dealing with petitions, namely "petitions about any decisions we have made as a Council, or decisions a board, committee, joint committee or officer has made in the last six months". The report intimated that following consideration of a number of options, Council officers had decided that the existing access at Laxwell Avenue, provided the most appropriate, safe and reasonable access to the golf course and the associated path network. The petitioner was advised of the decision on 30 March 2018.

The report advised that notwithstanding the Head of Corporate Governance's view, it was for the Board to determine the validity of the petition and whether they wished to hear it.

DECIDED: That the petition was not valid in terms of the Council's procedures for dealing with petitions and that it be not heard.

2 Review of the Petitions Process

There was submitted a report by the Director of Finance & Resources relative to a review of the Petitions Process.

The report indicated that the Council at its meeting held on 13 September, 2007 agreed a procedure in relation to the submission of petitions, including parameters for determining valid petitions. The petitions procedure was part of the Council's commitment to give people a more formal and direct involvement in decision making and to allow them to raise issues with the Council and potentially influence policy on issues which matter to their communities.

The report indicated that the Council originally agreed that the procedure for submission of petitions be reviewed on an annual basis. Following these reviews action plans were developed and implemented and a number of changes made to improve engagement with and participation of the public in the petitions process. The former Audit, Scrutiny and Petitions Board subsequently agreed that the petitions process be reviewed biennially.

As part of the current review, consultation was undertaken with elected members, senior officers within the Council, community council representatives and members of the public via 'survey monkey' questionnaires to obtain feedback to further improve awareness of, access to and participation in the petitions process.

The report advised that in total 26 responses were received compared with 17 in the previous survey. While generally it was the same group of people who were asked each time, there were a number of councillors elected to the Council for the first time in 2017 which could possibly have had an effect on the number of responses. The majority of those who responded were community council members, (7) members of the public (7), employees (3) and elected members (5). There were four respondents who could not be categorised from their responses.

As a result of the current consultation an action plan had been developed, which formed the Appendix to the report, to address some of the issues raised.

DECIDED:

- (a) That the consultation responses be noted;
- (b) That the suggestions for improvement, in particular with regard to publicising the process in a variety of media, be noted;
- (c) That the action plan which formed the Appendix to the report be approved; and
- (d) That it be noted that the next review of the Petitions process was scheduled to take place during 2019/20.

Minute of Meeting

Renfrewshire Appointment Board - Head of Child Care & Criminal Justice

Date	Time	Venue
Wednesday, 06 June 2018	09:00	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Derek Bibby, Councillor Michelle Campbell, Councillor Eddie Devine, Councillor Marie McGurk, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Jane Strang

Chair

Councillor Nicolson, convener, presided.

In Attendance

S Black, Chief Executive, R Laouadi, HR Manager (Finance & Resources) and L Long, Corporate Director (Inverclyde Health & Social Care Partnership).

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

1 Head of Child Care and Criminal Justice - Interviews

The Board interviewed candidates for the post of Head of Child Care and Criminal Justice.

DECIDED: That John Trainer be appointed to the post of Head of Child Care and Criminal Justice.

Minute of Meeting

Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Wednesday, 06 June 2018	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Tom Begg, Councillor Bill Brown, Provost Lorraine Cameron, Councillor Audrey Doig, Councillor Alison Jean Dowling, Councillor 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

S MacDougall, Director of Environment & Communities; A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, B Lambert, Strategic Procurement Manager and C Grainger, Service Planning & Policy Development Manager (all Chief Executive's); D Gillies, Head of Facilities Management (Environment & Communities); L Feely, Housing Asset & Investment Manager (Development & Housing Services) and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, A MacArthur, Head of Finance, R Cree, OD and Workforce Planning Manager, S Fanning, Principal HR & OD Adviser, E Shields, Business Services Manager, D Farrell, Finance & Business Manager, G Innes, Customer Services Manager, and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

Declarations of Interest

Councillor Shaw declared a financial interest in item 21(l) of the agenda as his wife was employed by Turning Point Services Scotland Limited and intimated that it was his intention to leave the meeting and not take part in any discussion or voting thereon.

Councillor Nicolson declared a financial interest in item 21(l) of the agenda as his wife was employed by an agency listed in the report as a provider of services and intimated that it was his intention to leave the meeting and not to take part in any discussion or voting thereon.

Councillor Audrey Doig declared a financial interest in item 15 of the agenda as she was an employee of Renfrewshire Leisure Limited and intimated that it was her intention to leave the meeting and not take part in any discussion or voting thereon.

1 Joint Consultative Board (Non-teaching)

There was submitted the Minute of the meeting of the Joint Consultative Board (Non-teaching) held on 28 March 2018 which forms the Appendix hereto.

DECIDED: That the Minute 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 & Communities and miscellaneous expenditure for the period 1 April 2017 to 2 March 2018.

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 1 April 2017 to 2 March 2018.

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 capital expenditure on corporate issues for the period 1 April 2017 to 2 March 2018.

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 for the period 1 April 2017 to 2 March 2018.

DECIDED: That the report be noted.

6 Annual Efficiency Statement

There was submitted a report by the Director of Finance & Resources relative to the publication of the Annual Efficiency Statement 2017/18. An appendix to the report summarised the efficiencies achieved during 2017/18.

DECIDED: That the Annual Efficiency Statement 2017/18 be approved.

7 COSLA: Annual Levy 2018/19

There was submitted a report by the Chief Executive relative to the 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 2018/19 was £105,579 (exclusive of VAT) payable in June 2018.

DECIDED: That the payment of the COSLA levy of £105,579 for 2018/19 be approved.

8 Increase in the Level of School Clothing Grants

There was submitted a report by the Director of Finance & Resources relative to an increase in the level of school clothing grants for academic year 2018/19, as agreed by the Convention of Scottish Local Authorities' Leaders at their meeting on 25 May 2018.

Consequently, the Scottish Government had provided £219,000 of additional funding to allow the Council to now make school clothing grants at a minimum level of £100 per eligible pupil for 2018/19 academic year.

It was noted, in terms of Standing Order 28 – rescinding of decisions – that the provision of this additional funding represented a material change of circumstance that was not apparent on 2 March 2018 when the Council approved a grant of £70 per eligible pupil.

DECIDED:

(a) That the additional funding provided by the Scottish Government to enable the Council to increase its financial provision for school clothing grants be noted;

(b) That school clothing grant be increased to £100 per eligible pupil for the 2018/19 academic year; and

(c) That it be noted that there was no change to the eligibility criteria applied in Renfrewshire.

9 Customer & Business Service Performance Report

There was submitted an update report by the Director of Finance & Resources relative to performance across key Customer & Business Service functions over the period 1 April to 30 April 2018.

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

DECIDED: That the report be noted.

10 Better Council Change Programme Update

There was submitted an update report by the Director of Finance & Resources relative to progress to deliver the Better Council Change Programme, specifically two of its associated projects: Organisational Development Strategy 2016/19 and the Customer Strategy.

In terms of the Organisational Development Strategy 2016/19, the report set out progress under three key priorities of Workforce Planning; People Development; and Performance Appraisal. Appendices 1 – 4 to the report summarised priorities and progress made collectively by services as at end of May 2018; highlighted the workforce planning priorities for the next six months; and detailed two new HR & OD policies for People, Performance & Talent and Recruitment.

The report also detailed progress to deliver the Customer Strategy 2017/22 and included updates on the Customer Experience, MyAccount, Customer Relationship Management and Digital First. An action plan had been developed and work was underway to create the programme team to lead the implementation of the new Customer Strategy. The action plan formed Appendix 5 to the report.

DECIDED:

(a) That progress to implement the Organisational Development Strategy be noted:

(b) That the new People, Performance and Talent and the Recruitment policies, as appended to the report, be approved; and

(c) That progress to create the action plan and initiate the programme of work to deliver the Customer Strategy 2017/22 be noted.

11 Chief Executive's Service Improvement Plan 2017/20 Outturn Report

There was submitted a report by the Chief Executive relative to an overview of performance to deliver the Chief Executive's Service Improvement Plan 2017/20 over the period 1 April 2017 to 31 March 2018.

The report detailed the key achievements of the service over the period; provided a progress update on implementing the action plan; and included a service scorecard of core performance indicators. The action plan and the performance scorecard were appended to the report.

DECIDED: That progress by the Chief Executive's service to deliver the 2017/20 Service Improvement Plan and the actions and performance indicators as detailed in the appendices to the report be noted.

12 Environment & Communities Service Improvement Plan 2017/20 Outturn Report

There was submitted a report by the Director of Environment & Communities relative to an overview of performance, over the period 1 April 2017 to 31 March 2018, to deliver those elements of the Environment & Communities Service Improvement Plan 2017/20 that were specific to the areas of activity delegated to this Policy Board.

The report detailed the key achievements of the service over the period; provided a progress update on implementing the action plan; and included a service scorecard of core performance indicators. The action plan and the performance scorecard, for those areas of activity delegated to this Policy Board were appended to the report.

DECIDED:

(a) That progress by Environment & Communities to deliver the 2017/20 Service Improvement Plan and the actions and performance indicators as detailed in the appendices to the report be noted; and

(b) That it be noted that this report was also presented to the Communities, Housing & Planning Policy Board and the Infrastructure, Land and Environment Policy Board in respect of the activities delegated to those Boards respectively.

13 Finance & Resources Service Improvement Plan 2017/20 Outturn Report

There was submitted a report by the Director of Finance & Resources relative to an overview of performance to deliver the Finance & Resources Service Improvement Plan 2017/20 over the period 1 April 2017 to 31 March 2018.

The report detailed the key achievements of the service over the period; provided a progress update on implementing the action plan; and included a service scorecard of core performance indicators. The action plan and the performance

scorecard were appended to the report.

DECIDED: That progress by Finance & Resources to deliver the 2017/20 Service Improvement Plan and the actions and performance indicators as detailed in the appendices to the report be noted.

14 Operational Performance Report: Integrated Facilities Management (Hard & Soft Services)

There was submitted an update report by the Director of Environment & Communities relative to performance of services delivered by Facilities Management (Hard & Soft Services) during 2017/18.

DECIDED: That the report be noted.

DECLARATION OF INTEREST

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

15 Corporate Asset Strategy

There was submitted a report by the Director of Finance & Resources relative to the Corporate Asset Strategy 2018/21, a copy of which was appended to the report.

The report advised that the Corporate Asset Strategy had been updated for 2018/21 to reflect public expectations and pressure on budgets. The new strategy would secure continuous improvement and would be delivered in partnership with existing and new community partners/third party organisations.

The report listed key achievements delivered during 2015/18 and indicated that a capital strategy would be developed over the course of 2018/19 to incorporate elements of the corporate asset strategy and the prudential financing reporting framework to provide long-term context for capital expenditure and asset investment decisions.

DECIDED:

(a) That the Corporate Asset Strategy 2018/21, as appended to the report, be approved; and

(b) That it be noted that a capital strategy would be developed over the course of 2018/19 in line with the revised Prudential Code for capital finance.

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Councillor Audrey Doig returned to the meeting prior to consideration of the undernoted item.

16 Voluntary Early Retirement Scheme / Voluntary Redundancy Report

There was submitted an annual report by the Director of Finance & Resources relative to voluntary redundancy and early retirement schemes.

The report advised that from 1 April 2017 to 31 March 2018, 61 employees (56.80 fte) left the Council's service through voluntary redundancy, early retirement or efficiency of the service. An appendix to the report detailed full year savings of £1,446,795.

DECIDED: That the report be noted.

17 Environment & Communities Annual Health & Safety Plan 2018/19

There was submitted a report by the Director of Environment & Communities relative to the Environment & Communities Health & Safety Plan 2018/19 (the Plan), a copy of which was appended to the report.

The Plan reviewed health and safety performance for the service during 2017/18 and set out future objectives in an action plan for 2018/19.

DECIDED: That the Environment & Communities health and safety performance report for 2017/18 and the action plan for 2018/19 be approved.

18 Finance & Resources Annual Health & Safety Report 2017/18

There was submitted a report by the Director of Finance & Resources relative to the health and safety performance of the Finance & Resources service during 2017/18. The report also identified key priorities for action during 2018/19.

DECIDED: That the report be noted.

19 Town Twinning Visit – Fürth – July 2018

There was submitted a report by the Director of Finance & Resources relative to an invitation from the Oberbürgermeister of the Council's twin town of Fürth in Germany to the Provost and a small delegation from the Council to join Fürth in its celebration of its 200-year jubilee and attend a meeting in July of the Mayors/Provosts of all of Fürth's twin town, Renfrewshire being the oldest.

The report advised that travel costs for the Provost and Councillor Hughes would be met by the Lord Mayor of Fürth and proposed that the Provost and Councillor Hughes, accompanied by the Chief Executive and one other senior officer, attend the event in July 2018.

DECIDED:

- (a) That the travel arrangements in respect of the Fürth visit be approved; and
- (b) that the Director of Finance & Resources be authorised to make the necessary arrangements in consultation with the Provost.

20 Civic Hospitality

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

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

Councillor Shaw, seconded by Councillor McNaughtan, moved that the action taken by the Director of Finance & Resources, in consultation with the Provost, to provide civic hospitality for the Ladies A B & C project and RAMH be homologated; and 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:

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

British Empire Medal Presentation - £450

Volunteer International Development Education Salesian UK - £1,500

Paisley Royal Airforce Branch – RAF 100th anniversary - £1,500

Royal Regiment of Scotland - £250

Provost's Distinction Certificate Presentations - £1,500

National Merchant Navy Day - £300

102 Field Squadron, 71 Engineer Regiment Family Day - £500

Clan Paisley Society - £3,000

Councillor Sheridan, seconded by Councillor Dowling, moved as an amendment that this Council rejects the financial request submitted by Baron Duncan of Westerlea – Clan Paisley, on the basis it does not reflect the needs and priorities of the current taxpayers of Renfrewshire.

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

The following members voted for the motion: Councillor Begg, Provost L Cameron,

Councillors Audrey Doig, K MacLaren, McNaughtan, Nicolson, Paterson, Shaw, Steel and Strang.

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

DECIDED:

(a) That the action taken by the Director of Finance & Resources, in consultation with the Provost, to provide civic hospitality for the Ladies A B & C project and RAMH 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:

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

British Empire Medal Presentation - £450

Volunteer International Development Education Salesian UK - £1,500

Paisley Royal Airforce Branch – RAF 100th anniversary - £1,500

Royal Regiment of Scotland - £250

Provost's Distinction Certificate Presentations - £1,500

National Merchant Navy Day - £300

102 Field Squadron, 71 Engineer Regiment Family Day - £500

Clan Paisley Society - £3,000

21 Contract Authorisation Reports

As detailed below.

21(a) Calside Underground Pipe Installation

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to the award of a contract for Calside underground pipe installation.

Following a procurement exercise conducted in accordance with Council procedures three tenders were received and after evaluation the tender from Highland Wood Energy Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award the contract for Calside Underground Pipe Installation to Highland Wood Energy

Limited in the sum of £304,053 excluding VAT to commence on 2 July 2018 or as per the date confirmed in the letter of acceptance.

21(b) Contract No. 1 - Surface Treatment 2018/19

There was submitted a joint report by the Chief Executive and the Director of Environment & Communities relative to the award of Contract No. 1 – Surface Treatment 2018/19 (RC-CPU-17-345).

Following a procurement exercise conducted in accordance with Council procedures two tenders were received and after evaluation the tender from Kiely Brothers Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award Contract No. 1 – Surface Treatment 2018/19 to Kiely Brothers Limited in the sum of £436,115.30 excluding VAT for a period of four months commencing 2 July 2018 or as per the date confirmed in the letter of acceptance.

21(c) Contract No. 2 - Pre-Patching in Advance of Surface Treatment 2018/19

There was submitted a joint report by the Chief Executive and the Director of Environment & Communities relative to the award of Contract No. 2 – Pre-Patching in advance of surface dressing.

Following a mini-competition under Lot 4 – Carriageway Defect Patching of Renfrewshire Council's NEC3 Framework Contract for Maintenance and Improvements of Carriageways and Footpaths (RC/FA/152/17) four tenders were received and after evaluation the tender from Mac Asphalt Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award Contract No. 2 - Pre-Patching in Advance of Surface Dressing to Mac Asphalt Limited in the sum of £245,955 excluding VAT for a period of 4 months commencing 16 July or as per the date confirmed in the letter of acceptance.

21(d) Dargavel Village New Build Housing

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to the award of a contract for Dargavel Village new build housing (RC/OC/460/18).

Following a procurement exercise conducted in accordance with both Council procedure and the Restricted Procedure of the Public Contract (Scotland) Regulations 2015, six tenders were received and after evaluation the tender from Lovell Partnerships Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award a design and build contract for Dargavel Village New Build Housing to Lovell Partnerships Limited in the sum of £9,977,220.75 excluding VAT, for a contract

period of 18 months commencing 2 July 2018 or as per the date confirmed in the letter of acceptance.

21(e) External Works at Lochfield, Paisley

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to the award of a works package to undertake external and energy efficiency works within the Lochfield area of Paisley (RU-CPU-18-008).

Following a mini-competition under the Scotland Excel Energy Efficiency Contractors framework agreement and in compliance with Council procedures three tenders were received and after evaluation the tender from Everwarm Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award a works package for external works at Lochfield, Paisley to Everwarm Limited in the sum of £6,251,031.50 excluding VAT for a contract period of 50 weeks commencing 9 July 2018 and concluding on 30 June 2019 or as per the dates and timescale confirmed in the letter of acceptance.

21(f) National Care Home Contract Minute of Variation: 9 April 2018 to 7 April 2019

There was submitted a joint report by the Chief Executive and the Chief Officer, Renfrewshire Health & Social Care Partnership, relative to a Minute of Variation to the National Care Home Contract (NCHC) commencing 9 April 2018 to 7 April 2019.

The Minute of Variation to the NCHC increased fees payable by 3.39% and this increase was sufficient to now allow Providers to pay their care staff, as a minimum, the Scottish Living Wage of £8.75 per hour. The increased fees had been negotiated nationally between the Convention of Scottish Local Authorities (COSLA) and the Scottish Care and Coalition of Care and Support Providers in Scotland (CCPS).

The report explained that the Minute of Variation to the NCHC had been issued to the Providers listed in Appendix A to the report, for their formal confirmation of agreement. Appendix B to the report, listed those Providers in the process of transferring ownership and who would receive the Minute of Variation on completion of the transfer.

DECIDED:

(a) That it be noted that the Minute of Variation for changes to the National Care Home Contract commenced on 9 April 2018 until 7 April 2019;

(b) That it be noted that, in line with the decision taken for previous NCHC Minutes of Variation, the increases applied to Renfrewshire Council NCHC for the period 9 April 2018 to 7 April 2019 were in accordance with the rates agreed nationally by COSLA, CCPS and Scottish Care which was an increase in existing fees payable of 3.39%;

(c) That it be noted that the formal Minute of Variation to the NCHC for the period 9 April 2018 to 7 April 2019 had been issued to the Providers listed in the appendices to the report; and

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

21(g) Renfrewshire Care at Home Scheduling and Monitoring Service

There was submitted a joint report by the Chief Executive and the Chief Officer, Renfrewshire Health & Social Care Partnership, relative to the award of a contract for the provision of Renfrewshire Care at Home Scheduling and Monitoring Service.

Following a procurement exercise carried out in accordance with both Council procedures and the EU Threshold Open Procedures for Services six tenders were received and after evaluation the tender submitted by CACI Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award a contract for the provision of Renfrewshire Care at Home Scheduling and Monitoring Service to CACI Limited at a cost of up to £333,399.82 for three years with the option at the discretion of the Council to extend the contract for an additional year on up to two occasions at a further cost of up to £161,665.56 excluding VAT to a maximum spend of £495,066.37 excluding VAT.

21(h) Reroofing Contracts: St Catherine's Primary School, Houston Primary School and Renfrewshire House

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of three works contracts for reroofing at St Catherine's Primary School (Lot 1), Houston Primary School (Lot 2) and Renfrewshire House (Lot 3) (RC-CPU-17-178).

Following a procurement exercise conducted in accordance with relevant regulations, four companies submitted tenders; three for Lot 1, two for Lot 2 and two for Lot 3. After evaluation, the tenders submitted by ENGIE Regeneration Limited were found to be the most economically advantageous for all three Lots.

DECIDED: That the Head of Corporate Governance be authorised to award the following contracts for re-roofing to ENGIE Regeneration Limited:

(a) Lot 1- St Catherine's Primary School - in the sum of £610,405.93 excluding VAT for a contract period of 16 weeks to commence on the date confirmed in the letter of acceptance;

(b) Lot 2 – Houston Primary School – in the sum of £855,031.86 excluding VAT for a contract period of 20 weeks to commence on the date confirmed in the letter of acceptance; and

(c) Lot 3 – Renfrewshire House – in the sum of £423,442.62 excluding VAT, plus

10% risk allowance, for a contract period of 12 weeks to commence on the date confirmed in the letter of acceptance.

21(i) Supply & Delivery of Domestic Boilers, Accessories and Sundry Items

There was submitted a joint report by the Chief Executive and the Director of Environment & Communities relative to the award of a contract for the supply and delivery of domestic boilers, associated accessories and sundry items.

Following a procurement exercise conducted in accordance with both Council procedures and the Scotland Excel Framework Agreement for the Supply of Plumbing and Heating Materials (17/14) six tenders were submitted and after evaluation the tender submitted by Travis Perkins Trading Company Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award a contract for the supply and delivery of domestic boilers, associated accessories and sundry items to Travis Perkins Trading Company Limited, at a total maximum contract value of £600,000 excluding VAT, for a period of two years with the option by the Council to extend the contract for up to an additional 12 months or until the total maximum contract value of £600,000 excluding VAT was reached, commencing on 2 July 2018 or on the date confirmed in the letter of acceptance.

21(j) Supply & Delivery of up to 80,000 x 240 Litre HDPE Bins

There was submitted a joint report by the Chief Executive and the Director of Environment & Communities relative to the award of a contract for the supply and delivery of up to 80,000 x 240 litre High-density Polyethylene (HDPE) bins.

Following a mini-competition, under Lot 1 of Scotland Excel Framework Contract for Recycle & Refuse Containers (01-17) and in accordance with Council procedures,

three tenders were received and after evaluation the tender from One51 ES Plastics (UK) Limited, trading as MGB Plastics, was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award a (call off) contract for the supply and deliver of up to 80,000 x 240 litre HDPE bins to One51 ES Plastics (UK) Limited, trading as MGB Plastics, in the sum of up to £966,000 excluding VAT, commencing 18 June 2018 or as per the date confirmed in the letter of acceptance, with delivery of wheeled bins to households over a 2-3 week period from late October to early November 2018.

21(k) Supply of Janitorial Products

There was submitted a joint report by the Chief Executive and the Director of Environment & Communities relative to the direct award of a contract for the supply of janitorial products under the Scotland Excel Framework Agreement for Janitorial Products, Contract Schedule Number 14-14 and in accordance with Council

procedures.

The report advised that under the framework agreement, Unico Limited had made a firm commitment to offer a better rate for framework listed products should a four-year contract be awarded. Evaluation of the offer had identified that potential savings of £170,000 could be achieved over the period and it was therefore deemed to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award a contract directly to Unico Limited for the supply of janitorial products under the Scotland Excel Framework Agreement for Janitorial Products, Contract Schedule Number 14-14 up to a maximum contract value of £1,300,000 excluding VAT for the period 1 September 2018 to 31 August 2022 or until the maximum contract value was reached.

DECLARATIONS OF INTEREST

Having declared an interest in the undernoted item, Councillor Shaw vacated the Chair, left the meet and took no part in the discussion or voting thereon.

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

CHAIR

Councillor McNaughtan, Depute Convener, assumed the Chair.

21(I) Supported Living Framework

There was submitted a joint report by the Chief Executive and the Chief Officer, Renfrewshire Health & Social Care Partnership, relative to the award of short-term negotiated contracts to the providers of supported living services to existing service users in Renfrewshire, as listed within the report.

The report advised that providers had been contracted under the Council's Supported Living Services Framework Agreement which expired on 30 December 2017 and individual service contracts agreed under that framework would expire on 30 June 2018. A tender for a new framework agreement was being developed, however as an interim measure, short-term negotiated contracts were required to provide continuity of service to existing service users and to provide services to new service users prior to the commencement of a new framework agreement.

DECIDED:

(a) That the Chief Officer, Renfrewshire Health & Social Care Partnership and the Director of Development & Housing Services be authorised to award individual service contracts at the current fixed rate for existing service users to continue care with existing providers as listed within the report;

(b) That a contract period of either up to one year or until new individual service contracts under the new tendered arrangement were in place, whichever was

sooner, be approved;

(c) That a maximum spend of up to £10,000,000 excluding VAT be approved;

(d) That it be noted that this spend represented the cumulative value based on existing and anticipated individual service contracts required over the contract period and that the value of each individual service contract would be under the current EU Threshold of £615,278 for Social Care Services; and

(e) That it be delegated to the Chief Officer, Renfrewshire Health & Social Care Partnership and the Director of Development & Housing Services to authorise the award individual service contracts should any new service users require supported living services until the new framework agreement was in place.

SEDERUNT

Councillors Shaw and Nicolson returned to the meeting prior to consideration of the undernoted item.

CHAIR

Councillor Shaw resumed the Chair.

21(m) Upgrade of Multi Storey Fire Alarm Systems

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for the upgrade of multi-storey fire alarm systems (RC-CPU-17-179).

Following a procurement exercise carried out in accordance with Council procedures eight tenders were submitted and after evaluation the tender submitted by Maclin Electric Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award a contract to undertake the upgrade of multi-storey fire alarm systems to Maclin Electric Limited in the sum of £188,762.94 excluding VAT for a period of 30 weeks commencing on 9 July 2018 and completing on 1 February 2019 or as per the dates confirmed in the letter of acceptance.

21(n) Measured Term Contract for Voids and Tenanted Maintenance Contract

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to the award of a measured term contract for voids and tenanted maintenance.

Following a procurement exercise conducted in accordance with relevant regulations seven tenders were submitted 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 measured term contract for voids and tenanted maintenance to ENGIE Regeneration Limited in the sum of no more than £12,000,000 for a period of four years, with the option to extend for an additional 12 months, commencing on 6 July 2018 or as per the date confirmed in the letter of acceptance.

21(o) Appointment of a Consultant to support the implementation of Business World

Under reference to paragraph 12 of the Minute of the meeting of this Board held on 28 March 2018, there was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for the appointment of a Business World consultant to support the implementation of Business World by the Council.

Given the critical nature of the work and the timescales to apply, an Accelerated Open Tender procedure was utilised in accordance with both EU and Council procedures. Following the tender process, one tender was submitted by Hennessy IT Consulting Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for the appointment of a Business World consultant to support the implementation of Business World in Renfrewshire Council to Hennessy IT Consulting Limited for a period of six months from 1 July to 31 December 2018 with an option to extend for up to a further six months until 30 June 2019;

(b) That a contract sum of £288,800 excluding VAT be approved;

(c) That a daily rate of £850 excluding VAT be paid should any additional ad hoc services be required post-Go Live, be approved; and

(d) That it be noted that any additional services would be confirmed to the Consultant via a package order in accordance with the terms of the contract.

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.

22 Building Services Trading Budget Monitoring Report

There was submitted a trading budget monitoring report by the Director of Environment & Communities relative to building services for the period 1 April 2017 to 2 March 2018.

DECIDED: That the report be noted.

23 Catering Trading Budget Monitoring Report

There was submitted a trading budget monitoring report by the Director of Environment & Communities relative to catering for the period 1 April 2017 to 2 March 2018.

DECIDED: That the report be noted.

Minute of Meeting

Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 28 March 2018	15:00	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Representing Trade Unions – J Boylan and K Kernachan (UNISON); and J McMenemy and A Cairns (GMB).

In Attendance

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

Apologies

S McAllister (Manual Workers Spokesperson); and S Hicks and M Ferguson (UNISON).

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 J McMenemy (GMB) chair the meeting.

DECIDED: That J McMenemy chair the meeting.

1 Minute of Previous Meetings

There were submitted the Minutes of the meetings of the Joint Consultative Board: Non-Teaching held on 25 October and 13 December 2017. It was noted that the Minutes had been approved at the meeting of the Council's Finance, Resources and Customer Services Policy Board held on 31 January 2018.

DECIDED: That the Minutes be noted.

Sederunt

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

2 Developments in Health and Safety

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

The report advised that guidance relating to the use of drones had been issued and published on the Council's intranet. It was also noted that the Corporate Policy on Health and Safety at Work had been approved at the meeting of the Council's Finance, Resources and Customer Services Policy Board held on 28 March 2018.

In addition, it was highlighted that the following policies and guidance were currently being revised. -

- First Aid Guidance including the use of defibrillators;
- Guidance on Accident, Incident and Violence and Aggression Reporting;
- Control of Legionella Bacteria in Hot and Cold Water Systems;
- The selection and control of contractors
- Alcohol and substance misuse
- Control of smoking at work
- Violence and aggression

The report also advised that the health and safety section continued to assist services to retain accreditation to BS OHSAS 18001:2007, and indicated that BSI had undertaken an audit in early March 2018 and the resultant report would be reviewed and discussed with the services involved. Future changes in the auditing process nationally would require to be reflected in a new contract with an accreditation organisation.

It was noted that the Healthy Working Lives Gold award programme had been retained and a three-year strategy was in development. Terms of Reference for the Corporate Health and Safety Committee had been developed and would be submitted for consideration to the next meeting of the Committee.

Work continued in relation to the use of the Accident Incident Reporting Database (AIRD) and General Assessment Database (GRAD). The report also indicated that the health and safety section continued to work with the risk and insurance section to identify accident causation type which could result in claims against the Council. Following the recent adverse weather the Health and Safety Section had requested details of slips, trips and falls. An analysis of information obtained from AIRD would be used to identify potential concerns in relation to local gritting plans, encourage

learning and initiate preventive measures. This may reduce the impact of claims to the Council and raise health and safety awareness among employees and managers. A review of health and safety implications for staff and others during severe weather would be undertaken.

The section also continued to work with services to survey the fire arrangements within Renfrewshire. On-site fire warden training for care homes continued to be held. It was highlighted that the section supported the Town Centres Team and other event organisers to ensure that safe, controlled and enjoyable events were delivered and was currently involved in the planning of the 2018 events programme. Support had been provided to support the Services' action plan following Health & Safety Executive (HSE) interventions in relation to welfare and asbestos awareness. Toolbox talks had been undertaken with staff involved and HSE were satisfied with the action taken.

DECIDED: That the report be noted.

3 Absence Statistics

There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for the period 1 October to 31 December 2017. 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 for Quarter 3, ending 31 December 2017 and for the equivalent quarters in previous years.

DECIDED: That the report on absence statistics for the period 1 October 2017 to 31 December 2017 be noted.

4 Agency Workers

There was submitted a report by the Director of Finance & Resources relative to the number of agency staff employed within the Council as at February 2018, and detailing the capacity and service in which they were engaged.

The report showed no bottom-line change in the number of agency workers across all services from the figure previously reported. A total of 58 agency workers had been employed during the reporting period. In response to an enquiry from the trade union representatives arrangements would be made to provide an update report to the next meeting of the Board regarding the use of agency workers to backfill posts where postholders had been seconded to the Business World Enterprise Resource Planning project, detailing the costs involved and the budgets utilised.

DECIDED:

(a) That the report be noted; and

(b) That arrangements be made to provide an update report to the next meeting of the Board regarding the use of agency workers to backfill posts where the postholders had been seconded to the Business World Enterprise Resource Planning project, detailing the costs involved and the budgets utilised.

5 Details of Grievances

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

The report provided information on grievances at both the informal and formal stages. The report indicated that there were a total of 10 grievances as at March 2018, which was a reduction of 1 from the previous report. While discussing the volume of grievances in relation to the number of employees reference was made to the change in focus previously agreed between management and the trade union representatives which had resulted in a higher number of grievances than previously, being considered on an informal basis.

It was agreed that a meeting be arranged between management and trade union representatives to review the grievance procedure, specifically in respect of those instances where grievances had been considered on an informal basis and had not been dismissed.

DECIDED: That a meeting be arranged between management and trade union representatives to review the grievance procedure, specifically in respect of those instances where grievances had been considered on an informal basis and had not been dismissed and that otherwise the report be noted.

6 Adverse Weather

The UNISON representatives requested that the Council consider rewarding essential cover employees who had attended their place of work and assisted in providing Council services during the recent red and amber adverse weather warnings with an additional payment.

It was noted that an approach had also been made to management by the GMB/Unite trade unions that consideration be given to awarding employees who had attended their place of work and assisted in providing Council services during the recent red and amber adverse weather warnings with an additional day of holiday entitlement

The Board expressed appreciation for the effort and commitment of all employees during the challenging weather and agreed that reports on the progress of discussions between management and the trade union representatives in relation to options for rewarding the commitment of employees who had attended their place of work and assisted in providing Council services during the recent red and amber adverse weather warnings be submitted to future meetings of the appropriate Board.

DECIDED: That reports on the progress of discussions between management and the trade union representatives in relation to options for rewarding the commitment of employees who had attended their place of work and assisted in providing Council services during the recent red and amber adverse weather warnings be submitted to future meetings of the appropriate Board.

7 Date of Next Meeting

DECIDED: It was noted that the next meeting of the Joint Consultative Board Non-Teaching was scheduled to be held at 3 pm on Wednesday, 6 June 2018.

Minute of Meeting Cross Party Sounding Board

Date	Time	Venue
Wednesday, 06 June 2018	15:30	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Tom Begg, Councillor Kevin Montgomery, Councillor Iain Nicolson, Councillor Jim Paterson

Chair

Councillor Nicolson, Convener, presided.

In Attendance

L McIntyre, Head of Policy & Commissioning and P Moss, Service Planning & Development Manager (Development & Housing Services) (both Chief Executive's); D Kerr, Service Co-ordination Manager (Environment & Communities); and K Graham, Head of Corporate Governance, L Belshaw, Democratic Services Manager and A McNaughton, Senior Committee Services/Community Council Liaison Officer (all Finance & Resources).

Declarations of Interest

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

1 Elected Member Enquiries - Review

There was submitted a report by the Chief Executive relative to a review of the process for handling elected members enquiries and related performance. The report set out a number of proposals, the aim of which was to strengthen the existing process, ensuring that it was more effective and efficient for members and services. The key issues which required to be addressed in consultation with members were consideration of (a) the introduction of a two-stage process for handling elected member enquiries, with low level enquiries continuing to be responded to within the current timescale for responding to member enquiries of five working days. Stage 2 would allow services, if necessary and with the agreement of the relevant member, up to 10 days to investigate complex matters; (b) implementation of a single process and system for recording and monitoring of elected member enquiries with the establishment of a single corporate point of contact; and (c) options for enhancing the information available to elected members, and exploring opportunities for members to self-serve in terms of directing service requests through specific routes rather than via directors.

Consideration was also given to how best use could be made of technology by members; the requirement for consistency across services; difficulties with multi-agency enquiries; whether the procedures operated by Environment & Infrastructure should be the model going forward; managing member expectations; and a possible pilot of any revised process. It was suggested that members take the proposals outlined in the report to their relative political groups to seek views and that the matter be further considered following the summer recess.

DECIDED:

- (a) That the initial findings of the review be noted; and
- (b) That the members take the proposals outlined in the report to their relative political groups, and that the matter be considered further following the summer recess.

2 Review of the Scheme for the Establishment of Community Councils

There was submitted a report by the Director of Finance & Resources relative to the review of the Scheme for the Establishment of Community Councils (the Scheme) and setting out the statutory procedures which required to be followed to amend the Scheme. The report set out representations already received and invited the Board to consider possible amendments to the Scheme including the funding formula used to determine annual administration allowances, and the introduction of a complaints process for community councils. It was highlighted that at this early stage community councils had also been invited to attend informal focus group meetings to review the Scheme and suggest possible amendments. It was noted that proposed amendments would be set out in a draft Scheme for consideration by the Council later in the year. Subject to formal approval, this draft Scheme would be published for statutory public consultation and councillors, community councils and all other interested parties would be invited to make representations. Once statutory public consultation was exhausted, a final report setting out a revised Scheme would be submitted to the Council in due course.

DECIDED: That the intention to review the Scheme for the Establishment of Community Councils and the procedure for undertaking the review be noted.

Minute of Meeting Houston, Crosslee, Linwood, Riverside and Erskine Local Area Committee

Date	Time	Venue
Wednesday, 06 June 2018	18:00	Tweedie Hall, Ardlamont Square, Linwood, PA3 3DE

Present

Councillor Tom Begg, Councillor Michelle Campbell, Councillor Audrey Doig, Councillor Natalie Don, Councillor Scott Kerr, Councillor James MacLaren, Councillor Colin McCulloch, Councillor Iain Nicolson

Chair

Councillor Don, Convener, presided.

Community Representatives

M Dundas, Brookfield Community Council; M McElhinney, Linwood Community Council; N Barrington, Langbank Community Council; D Dunlop, Houston Community Council; C Hendry, Linwood Community Childcare; J Taggart, Erskine; M Gilzean, Bridge of Weir Tenants' & Residents' Association; S McGee, Scottish Youth Parliament; M Dougan, Renfrewshire Youth Voice; and A Johnstone, Brighter Bridge of Weir.

Community Planning Partner

Chief Inspector H Scott, Police Scotland.

In Attendance

S Graham, Partnerships Planning and Development Manager (Chief Executive's); M Henry, Tasking & Deployment Manager and A McNab, Transportation Manager (both Environment & Communities); and K Graham, Head of Corporate Governance (Lead Officer), D Low Senior Committee Services Officer (Local Area Committees) and E Currie, Senior Committee Services Officer (all Finance & Resources).

Declarations of Interest

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

Apology

Councillor Dowling.

1 Community Safety & Public Protection, Progress Update

There was submitted a report by the Director of Environment and Communities providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Houston, Crosslee, Linwood Riverside & Erskine Local Area Committee (LAC) area during the period 1 January to 31 March 2018.

The report provided information on Houston, Crosslee, Linwood Riverside & Erskine community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; and diversionary activities.

DECIDED: That the report be noted.

2 Update on the Review of Community-level Governance

Under reference to item 3 of the Minute of the meeting of this LAC held on 14 March 2018 there was submitted a report by the Chief Executive relative to the review of community-level governance arrangements.

The report intimated that a second consultation took place early in 2018 based on a set of nine proposals for a new model which were developed following an engagement exercise around the existing model of LACs. Responses to the nine proposals were sought through electronic and paper-based surveys, LAC meetings, public meetings and drop-in sessions, facilitated sessions and attendance at meetings of community organisations. The report which set out the responses to the consultation arrangement and which had been agreed at the meeting of the Council held on 3 May 2018 was appended to the report.

DECIDED:

(a) That the responses to the second phase of consultation on the review of community-level governance arrangements be noted; and

(b) That the arrangements for development and implementation of finalised proposals regarding the review be noted.

3 Open Session/Key Local Issues

The Senior Committee Services Officer (Local Area Committees) advised that no questions had been submitted or key local issues raised in advance of the meeting for consideration at the Open Session.

M McElhinney, Linwood Community Council, advised that the Chief Executive and the Leader of Renfrewshire Council had been invited to the next meeting of Renfrewshire Community Council Forum to hear the Forum's concerns about the level of service provided to members of Community Councils by Renfrewshire Council.

DECIDED:

(a) That it be noted that no questions had been submitted in advance of the meeting for consideration at the Open Session; and

(b) That it be noted that the Chief Executive and the Leader of Renfrewshire Council had been invited to the next meeting of Renfrewshire Community Council Forum to hear the Forum's concerns about the level of service provided to members of Community Councils by Renfrewshire Council.

4 Budget Monitoring Report

There was submitted a report by the Director of Finance & Resources relative to the LAC budget for 2018/19, totalling £123,515 consisting of £82,935 General Grant Fund and £40,580 Youth Challenge Fund. The appendix to the report detailed the expenditure committed by the LAC in 2017/18.

DECIDED: That the report be noted.

5 Grant Feedback Report 2017/18 Awards

There was tabled a report by the Director of Finance & Resources relative to feedback from applicants who had received funding from this LAC during 2017/18.

The report intimated that providing regular feedback to LACs increased accountability and helped LACs identify clear community outcomes from grants awarded to community groups. It was also a condition of grant that groups account for their income and expenditure and set out the community benefits and other outcomes of their LAC grant awards.

DECIDED: That the report be noted.

6 Applications for Local Area Committee Grant Funding

There was submitted a report by the Director of Finance & Resources relative to applications received for local area committee funding.

The Convenor, seconded by Councillor Campbell, moved (a) that all single-area applications over £9,000 be awarded 75% of the sums applied for, subject to the award for application FR1127 by Parkrun UK being made in principle only, pending clarification on the ownership of the locus of the project; (b) that all other single-area applications be awarded in full; (c) that all multi-area general grant and youth challenge fund applications be met on a flat percentage rate award of their respective budget balances; and (d) that it be noted that application FR1167 by Renfrewshire Schools Pipe Band had been withdrawn by the applicant. This was agreed unanimously.

DECIDED:

(a) That all single-area applications over £9,000 be awarded 75% of the sums applied for, subject to the award for application FR1127 by Parkrun UK being made in principle only, pending clarification on the ownership of locus of the project as follows:-

Barsail Parent Council - outdoor play equipment - awarded £7,167

Houston United Football Club - installation of utilities to changing facilities - awarded £7,500

Renfrewshire Leisure Active Schools - lunch and after school clubs - awarded £7,500

Parkrun UK - upgrading of 5K route in Linwood - awarded £7,500 subject to the conditions detailed above

Glen Art - branded material and gazebo - awarded £7,500

Houston Community Council - Christmas lights - awarded £7,500

Houston Community Council - environmental improvements in village - awarded £7,500

Linwood Community Council - reindeer and stage hire, Christmas lights and licences - awarded £7,500;

(b) That all other single-area applications be awarded in full as follows:-

Erskine Music and Media Studio - digital media project - awarded £1,000

Bishopton Parish Church - contribution towards gas main replacement - awarded £690

Bridge of Weir Elderly Forum - new lap top and running costs - awarded £1,100

Bridge of Weir Senior Citizens Association - new lap top and running costs - awarded £2,000

Erskine Over-50s Swimming Club - social activities - awarded £2,200

Active Communities - Erskine 10K road race - awarded £2,200

Linwood Healthy Living Group - training instructor - awarded £1,100

Houston Community Council - micro power scheme - awarded £4,123

Fusion Youth Ministries - community firework display - awarded £4,200

Inchinnan Community Council - sound system, events banner, lamp post banners and landscaping - awarded £1,430;

(c) That all multi-area general grant and youth challenge fund applications be met on a flat percentage rate award of their respective budget balances as follows:-

Lamont Farm Project - provision of animal care and welfare facilities

The Boys Brigade Paisley & District Battalion - local events and activities

I Am Me Scotland - Make a Difference project

Cornerstone Scotland Drop-in Centre - utility and insurance costs

Paisley Pirates Ice Hockey Club - ice hire costs

Rainbow Turtle - active global citizens project

Renfrewshire Bowling Association Under-25s - running costs

Renfrewshire Out of School Network - fun activity day for children

Braehead Junior Ice Hockey Club

The Renfrewshire Walking Network - production of booklet and promotional material

Phoenix Flyers - upgrading of equipment

Fitting-in - educational project for 'at risk' young people

The Wynd Centre - provision of youth counselling facilities

The Wynd Centre - provision of adult counselling facilities

Rays of Hope - activities and equipment to help cancer sufferers

Renfrewshire Effort to Empower Minorities - operation of drop-in centre

Renfrewshire Effort to Empower Minorities - Promotion of black history month

Feis Phaislig - traditional music project

Renfrewshire Youth Voice - Positive About Youth Awards

Renfrewshire Access Panel - office costs

Shopmobility Paisley & District - postage materials and survey design

Bumblebee Babies - office equipment and materials for bereaved parents

Return to Life SCIO - support for kidney transplantees and potential donors

St James' Orchestra - conductor and tutor costs, hall hire and other expenses

Greensyde Carers - camera equipment

Storm Gymnastics - various mats and tracking

Renfrewshire Visually Impaired Forum - software updates

Paisley Guitar Group - instruments and accessories

The Breastfeeding Network - running costs of local element of project

Johnstone Pipe Band - New kilts, sporrans and jackets

C-Change Scotland - dates - n - mates project

Alzheimer Scotland - cost of purchasing musical instruments

St Mirren Netball Club - running costs; and

(d) That it be noted that application FR1167 by Renfrewshire Schools Pipe Band had been withdrawn by the applicant.

7 Date of Next Meeting

DECIDED: That it be noted that the next meeting of this LAC would be held at 6.00 pm on 5 September 2018.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 07 June 2018	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Eddie Devine, 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

A McLaughlin, Senior Solicitor (Litigation and Advice), E Currie, Senior Committee Services Officer and D Cunningham, Administrative Assistant and G McIntosh, Civic Government Enforcement Officer (for item 1 only) (all Finance & Resources).

Apology

Provost Lorraine Cameron.

Declarations of Interest

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

1 Taxi Licensing: Unmet Demand

There was submitted a report by the Director of Finance & Resources relative to recent observations by the Civic Government Enforcement Officer in relation to the demand for taxis.

The report advised that the Council had a policy of limiting the number of taxis within Renfrewshire and kept the demand for taxis under review. Section 10 (3) of the Civic Government (Scotland) Act 1982 empowered the Council as licensing authority to refuse to grant new taxi licences in its area in order to limit the number of taxis in the area provided it was satisfied that there was no significant demand for taxi services in its area which was unmet.

The report indicated that in May 2016, the Board had considered a detailed report, carried out externally by Vector Transport Consultancy, in relation to demand for taxi services in Renfrewshire. The Board had agreed at that time to increase the limit in relation to the number of taxis in Renfrewshire to 235. On 1 November 2017 the Board considered a report by the Civic Government Enforcement Officer setting out her findings following taxi stance observations at Gilmour Street, Paisley and at Glasgow Airport in April and August 2017 and following consideration of that report, the policy maintaining the limit of 235 taxis was retained.

The report stated that in February and April 2018, the Civic Government Enforcement Officer carried out surveys at the main taxi stances in Paisley and at Glasgow Airport to assess whether there was any significant unmet demand. A copy of the Civic Government Enforcement Officer's findings was appended to the report. The Civic Government Enforcement Officer found that there were no waiting times during the surveys and accordingly the surveys indicated that there was no unmet demand.

Members accepted the findings of the Civic Government Enforcement Officer during the surveys. However, members expressed concerns of waiting times in Paisley outwith the periods surveyed and the impact this may have.

The Convener proposed that the report be noted and that the numbers limit be kept under review; and that a more detailed report be submitted to a future meeting of this Board to investigate the number of taxis operating in Paisley town centre after midnight. This was agreed unanimously

DECIDED:

(a) That the report be noted and that the numbers limit be kept under review; and

(b) That a more detailed report be submitted to a future meeting of this Board to investigate the number of taxis operating in Paisley town centre after midnight.

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

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

Present Operator: Allan Inches, Flat 1/2 1 Friarshall Gate, Paisley
Proposed Operator: James Robertson, 109 Donaldswood Park, Paisley
Licence No.: TX97

Mr Robertson, one of the applicants, was invited into the meeting and advised that he would be representing Mr Inches also. After consideration of all matters before the Board, the Convener proposed that the application be granted. This was agreed unanimously.

DECIDED: That the application be granted.

3 Renewal of Street Trader's Licence

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

Applicant: Kelly Anne McDowell, 5F Henderson Street, Paisley
Authorised Goods: hot and cold food, beverages, confectionery and milk
Trading From: Watt Road and Huntly Road, Hillington and Maxwell Street, Paisley
Operating Hours: Hillington – Monday to Friday – 6.00 am to 2.30 pm and Paisley – 7 days per week – 9.00 pm to 4.00 am
Licence No.: ST089

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.

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.

4 Grant of Street Trader's Licence - Personal Appearance

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

Applicant: William Love, 237 Talla Road, Hillington, Glasgow
Authorised Goods: hot and cold food, beverages, confectionery and milk
Trading From: Watt Road and Huntly Road, Hillington and Maxwell Street, Paisley
Operating Hours: Hillington – Monday to Friday – 6.00 am to 2.30 pm and Paisley – 7 days per week – 9.00 pm to 4.00 am

There was no appearance by or on behalf of the applicant. The Convener proposed that consideration of the application be continued and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

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

5 Grant of Taxi Drivers' Licences - Personal Appearances

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

(a) Bryan MacEwan, 11 Breck Avenue, Paisley

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

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

(b) Charles McMahon, 113B Kintyre Avenue, Paisley

Mr McMahon, the applicant, was invited into the meeting together with Inspector MacLaren, on behalf of the Chief Constable who had submitted an objection and further letter of objection to the application.

The Senior Solicitor (Litigation and Advice) advised that the 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.

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.

Councillor McNaughtan, seconded by Councillor Devine, moved that the application be granted for a period of one year.

Councillor Steel, seconded by Councillor MacEwan, moved as an amendment that the application be refused.

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

On a vote being taken, 3 members voted for the amendment and 6 members voted for the motion. The motion was accordingly declared carried.

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

ADJOURNMENT

The meeting adjourned at 11.20 am and reconvened at 11.25 am.

(c) Ryan Lynch, 6 Morven Avenue, Paisley

The Senior Solicitor (Litigation and Advice) advised that Mr Lynch had advised that he would be unable to attend the meeting and had submitted a written submission for members consideration. The Convener proposed that the application be considered in Mr Lynch's absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

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

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

(a) William McCallum, 57 Wenlock Road, Paisley

There was no appearance by or on behalf of Mr McCallum. Inspector MacLaren, 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 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.

(b) Kenneth Richards, 33 Moorfoot Avenue, Paisley

There was no appearance by or on behalf of Mr Richards. Inspector MacLaren, on behalf of the Chief Constable who had submitted an objection received outwith the statutory timescale to the application together with a further letter, was invited into the meeting. The Convener proposed that consideration of the application be continued and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

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

7 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:-

Alexander McAuley, 26 Spinners Gardens, Paisley – P4620

Mr McAuley, the applicant, was invited into the meeting. The Senior Solicitor (Litigation and Advice) advised that Mr McAuley's DVLA licence was due to expire on 15 November 2018. Mr McAuley gave an undertaking to the Board that should his Private Hire Car Driver's Licence be granted he would provide evidence of his renewed DVLA licence within 14 days of its receipt.

After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years subject to the undertaking given by Mr McAuley that he would provide evidence of his renewed DVLA licence within 14 days of its receipt. This was agreed unanimously.

DECIDED: That the application be granted for a period of two years subject to the undertaking given by the applicant that he would provide evidence of his renewed DVLA licence within 14 days of its receipt.

Adjournment

The meeting adjourned at 11.40 am and reconvened at 11.45 am.

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

The Board considered the possible removal of the undernoted landlord from the Register of Private Landlords. The landlord had been asked to appear personally for the first time together with Police Scotland. Seema Kareer had also been invited to the meeting as joint owner:-

Gurmit Kareer, 15 Ventnor Road South, Leicester

Mr Kareer, the landlord, and Inspector MacLaren, Police Scotland, were invited into the meeting. 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 no action be taken at this time. This was agreed unanimously.

DECIDED: That no action be taken at this time.

Adjournment

The meeting adjourned at 12.05 pm and reconvened at 12.10 pm.

9 Grant of Late Hours Catering Licence - Personal Appearance

There was submitted the undernoted application for grant of a Late Hours Catering Licence. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted an objection to the application outwith the statutory timescale:-

Applicant: Avtar Singh, 8 Duthie Park Place, Glasgow

Premises: East End Tandoori, 3A Ladyburn Street, Paisley

Authorised Goods: hot food takeaway

Operating Hours: Monday to Thursday – 11.00pm to 12 midnight and Friday, Saturday and Sunday – 11.00 pm to 2.00 am

Mr Singh, the applicant, was invited into the meeting together with Sergeant Hay, on behalf of the Chief Constable who had submitted an objection to the application received outwith the statutory timescale.

The Senior Solicitor (Litigation and Advice) intimated that Mr Singh's solicitor had requested that consideration of his client's application be continued to a future meeting of the Board. The Convener proposed that consideration of the application be continued and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

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

10 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:-

Gordon Jack, 44 Hillcrest Avenue, Wishaw

Mr Jack, the applicant, and Sergeant Hay, Police Scotland were 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 a period of three years subject to the condition that a reputable agent be appointed to act for Mr Jack in relation to any lease or occupancy agreement in place for any property owned by Mr Jack which was on the register. This was agreed unanimously.

DECIDED: That the application be granted for a period of three years subject to the condition that a reputable agent be appointed to act for Mr Jack in relation to any lease or occupancy agreement in place for any property owned by Mr Jack which was on the register.

Minute of Meeting

Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Thursday, 07 June 2018	10:00	Johnstone Town Hall, Ludovic Square, Johnstone, PA5 8EG

Present

Councillors Jennifer Adam-McGregor and Karen Kennedy, and Mrs Elaine McNamara, (Lay Representative).

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

1 St. Andrew's Academy - Appeal Against Refusal of a Placing Request - SAA/08/01

Consideration was given to appeals against the refusal of placing requests to St Andrew's Academy.

C Adam, Senior Solicitor, (Finance & Resources), A Gallagher, Resource Manager (Children's Services), both representing the Education Authority, were invited into the meeting together with Mr K Henry, Headteacher. The appellants in relation to appeals SAA/18/01; SAA/18/03; SAA/18/04; SAA/18/05; SAA/18/07 and SAA/18/08 were invited into the meeting. The Panel was advised that appellant in relation to SAA/18/02 had withdrawn the appeal and the appeal in relation to SAA/18/06 had been continued to a future meeting.

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

C Adam then presented the case for the Education Authority and led evidence from A Gallagher and K Henry in relation to the circumstances surrounding the refusal of the placing requests.

The appellants in relation to appeal SAA/18/03; SAA/18/04; SAA/18/05; SAA/18/07; and SAA/18/08 then left the hearing.

The appellant in relation to appeal SAA/18/01 then presented his 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 on 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 St Andrew's Academy - Appeal Against Refusal of a Placing Request - SAA/18/02

The Senior Solicitor (Litigation) advised the Panel that the appellant had withdrawn his appeal.

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

3 St Andrew's Academy - Appeal Against Refusal of a Placing Request - SAA/18/03

Consideration was given to appeal SAA/18/03.

C Adam, A Gallagher and K Henry and the appellant in relation to appeal SAA/18/03 were then invited into the meeting.

The appellant in relation to appeal SAA/18/03 then presented her 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 on 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 St Andrew's Academy - Appeal Against Refusal of a Placing Request - SAA/18/04

Consideration was given to appeal SAA/18/04.

C Adam, A Gallagher and K Henry and the appellant in relation to appeal SAA/18/04 were then invited into the meeting.

The appellant in relation to appeal SAA/18/04 then presented her 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 on 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 St Andrew's Academy - Appeal Against Refusal of a Placing Request - SAA/18/05

Consideration was given to appeal SAA/18/05.

C Adam, A Gallagher and K Henry and the appellant in relation to appeal SAA/18/05 were then invited into the meeting.

The appellant in relation to appeal SAA/18/05 then presented her 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 on 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 St Andrew's Academy - Appeal Against Refusal of a Placing Request - SAA/18/06

The Senior Solicitor (Litigation) requested that as a result of unforeseen circumstances, Appeal SAA/18/06 be continued to a future meeting.

DECIDED: That consideration of appeal SAA/18/06 be continued to a future meeting.

7 St Andrew's Academy - Appeal Against Refusal of a Placing Request - SAA/18/07

Consideration was given to appeal SAA/18/07.

C Adam, A Gallagher and K Henry and the appellant in relation to appeal SAA/18/07 were then invited into the meeting.

The appellant in relation to appeal SAA/18/07 then presented her 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 on 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.

8 St Andrew's Academy - Appeal Against Refusal of a Placing Request - SAA/18/08

Consideration was given to appeal SAA/18/08.

C Adam, A Gallagher and K Henry and the appellant in relation to appeal SAA/18/08 were then invited into the meeting.

The appellant in relation to appeal SAA/18/08 then presented her 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 on 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.