

Minute of Meeting

Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 09 November 2022	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jennifer Adam, Councillor Stephen Burns, Councillor Jacqueline Cameron, Councillor Michelle Campbell, Councillor Carolann Davidson, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor John Gray, Councillor James MacLaren, Councillor Janis McDonald, Councillor John McNaughtan, Councillor Will Mylet, Councillor Iain Nicolson, Councillor Ben Smith

Chair

Councillor Campbell, Convener, presided.

In Attendance

G McNeil, Director of Environment & Infrastructure; A Morrison, Head of Economy & Development Services, G Crawford, Senior Communications Officer, A Johnston, Principal Estates Surveyor and C Granger and C Horn, both Senior Planning & Policy Development Officers (all Chief Executive's); G Hutton, Head of Operations & Infrastructure, C Dalrymple, Head of Facilities & Property Management, J Murdoch, Housing Regeneration & Service Improvement Manager and N Drummond, Lead Officer (Environmental Co-ordination) (all Communities & Housing Services); K Anderson, Amenity Services Manager - Waste, K Gray, Streetscene Manager, D Kerr, Service Co-ordination Manager, G Hannah, Transportation & Change Manager, L Rennie, Operations Manager, J Templeton, Waste Operations Manager, G Heaney, Assistant Infrastructure & Assets Manager and S Heron, Assistant Transportation & Development Manager (all Environment & Infrastructure); and M Law, Senior Asset & Estates Surveyor, L Dickie, Finance Business Partner, G Dickie, Partnering & Commissioning Manager, D Pole, End User Technician, E Gray and C MacDonald, both Senior Committee Services Officers and D Cunningham, Assistant Committee Services Officer (all Finance & Resources).

Webcasting of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be filmed for live or subsequent broadcast via the Council's internet site.

Apology

Councillor Hood.

Transparency Statement

Councillor Gilmour indicated that he had a connection to items 12, 13, 14 and 15 by reason of being a customer of the shops operating out of the premises in question. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

1 Revenue and Capital Budget Monitoring as at 16 September 2022

There was submitted a joint Revenue and Capital Budget Monitoring report by the Directors of Finance & Resources, Environment & Infrastructure and Communities & Housing Services as at 16 September 2022.

The report stated that the projected revenue outturn as at 31 March 2023 for all services reporting to this Policy Board was an overspend position of £1.696 million against the revised budget for the year. The projected capital outturn as at 31 March 2023 for projects reporting to the Board was a break-even position against the revised budget for the year. Summaries were provided around the relevant services in the tables within the report, together with further analysis.

The report highlighted revenue budget adjustments totalling £1.531 million since the budget was approved at Council in March 2022, which in the main related to Regulatory Services, which previously reported to this Policy Board and now reported to the Communities and Housing Policy Board. In addition it was noted that there had been capital budget adjustments of £0.306 million since the budget was approved which had mainly arisen through £0.064 million for the Cycle Walking Safer Routes project; £0.083 million for the Vehicle Replacement Programme; and £0.155 million for the renewal of playparks.

DECIDED:

(a) That the projected Revenue outturn position, as detailed in table 1 of the report, acknowledging that the forecast position was based on best estimates at this point in time, be noted;

(b) That the projected Capital outturn position, as detailed in table 2 of the report, be noted; and

(c) That the budget adjustments, detailed in sections 4 and 6 of the report, be noted.

2 **Operational Performance Report**

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

The report provided updates since the previous meeting of this Policy Board held on 31 August 2022 in respect of key areas delivered by services within Environment & Infrastructure, which were within the remit of this Policy Board, including fleets; roads and transportation; parks investment; StreetScene; climate change; Team Up to Clean Up; and waste recycling services.

It was noted that while Covid-19 restrictions had been removed from most operational services there were still challenges through Covid-related absences and staff carrying forward annual leave which had been accrued while assisting other services.

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

3 **Environment & Infrastructure Service Improvement Plan 2022/25 Mid-Year Monitoring Report**

Under reference to item 2 of the Minute of the meeting of this Policy Board held on 15 June 2022, there was submitted a report by the Director of Environment & Infrastructure relative to progress made against the Environment & Infrastructure Service Improvement Plan 2022/25. The related action plan and full performance scorecard were set out at Appendices 1 and 2 to the report respectively.

The Environment & Infrastructure Service Improvement Plan 2022-25 was approved at the meeting of this Policy Board held on 15 June 2022. The report provided details around service activity, performance and achievements over the period 1 April to 30 September 2022; actions which had been delayed or cancelled since the Plan was approved; and new actions added to reflect additional priorities identified since the Plan was approved. It was noted that an outturn report detailing full-year performance would be submitted to a meeting of this Policy Board in Spring 2023.

DECIDED:

- (a) That the content of the report be noted;
- (b) That the progress to date on delivering the actions contained within the Environment & Infrastructure Service Improvement Plan be noted; and
- (c) That the current performance of the service as measured by the scorecard indicators be noted.

4 Kirklandneuk Playing Field & Pavilion Renfrew Victoria Boys Club – CAT update

Under reference to item 13 of the Minute of the meeting of this Policy Board held on 20 March 2019, there was submitted a report by the Chief Executive relative to the Community Asset Transfer long lease request by Renfrew Victoria Boys Club (RVBC) for Kirklandneuk Playing Fields and Pavilion. The site was identified in a plan appended to the report.

The report intimated that RVBC had submitted a Community Asset Transfer request for a long lease of 25 years for Kirklandneuk Playing Fields and Pavilion and that this had been agreed at the meeting of this Policy Board held on 20 March 2019, subject to RVBC taking steps to ensure that the Pavilion and connected Community Centre could function independently. This work had now been undertaken and the proposed terms of the lease were detailed in full within the report.

DECIDED:

(a) That the proposed terms of the 25 year lease to Renfrew Victoria Boys Club of Kirklandneuk Playing Fields and Pavilion, Ness Road, Renfrew be approved;

(b) That the Head of Corporate Governance be authorised to conclude the lease with RVBC, on the Council's standard Full Repairing & Insuring lease and on such other terms as required to protect the Council's interest;

(c) That the Head of Economy & Development and the Head of Corporate Governance be authorised to conclude a partial lease renunciation between the Council and OneRen to allow this area to be leased to RVBC; and

(d) That the request for the use of additional land to be included in the lease to RVBC, which was currently leased to OneRen, as per plan E2867b which was appended to the report, be approved.

5 Disposal of Land adjacent to 123 Glencoats Drive, Paisley

Under reference to item 13 of the Minute of the meeting of this Policy Board held on 31 August 2022, there was submitted a report by the Chief Executive relative to a piece of land adjacent to 123 Glencoats Drive, Paisley. The site was identified in a plan appended to the report.

The report intimated that the area of land, which was held on the General Services Account, was an area of open space and had been combined with the adjoining garden for a number of years. The land was brought to the Council's attention following a complaint that Council owned land had been taken over by a resident. When the owner of 123 Glencoats Drive was approached regarding the encroachment they expressed an interest of taking ownership of the land to formalise its use as off-street parking.

The report was submitted to the meeting of this Policy Board on 31 August 2022 where it was agreed to continue consideration to a future meeting to allow for queries raised by Board members around community engagement in the disposal process to

be addressed. It was highlighted that in the event the recommendations were approved the Chief Planning Officer would place an advert in the local press in terms of the Town and Country Planning (Scotland) Act 1959 for the proposed sale of an area of open space.

DECIDED:

(a) That the area of land located adjacent to 123 Glencoats Drive, Paisley, as per plan E3257 which was appended to the report, be declared as surplus to requirements, with a view to disposing to the adjoining owner;

(b) That the sale thereof to the adjoining owner of 123 Glencoats Drive, Paisley, on such terms and conditions as may be negotiated by the Head of Economy & Development utilising delegated powers be approved;

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

(d) That it be noted the Chief Planning Officer would place an advert in the local press in terms of the Town and Country Planning (Scotland) Act 1959 for the proposed sale of an area of open space.

6 Disposal of land at Maple Drive, Johnstone Castle – Regeneration Phase 2

There was submitted a report by the Chief Executive relative to the disposal of land at Maple Drive, Johnstone to Link Group Limited (incorporating Link Housing Association), for the development of affordable housing. The site was identified in a plan appended to the report.

The report referred to the Council's Strategic Housing Investment Plan 2023/28 which was approved at the meeting of the Communities & Housing Policy Board held on 25 October 2022 which set out how investment in affordable housing would be targeted to achieve the objectives of the Council's Local Housing Strategy.

The report also advised that the area of land at Maple Drive, Johnstone had been declared surplus to requirements at a meeting of the Communities, Housing & Planning Policy Board held on 21 August 2018 and was identified as suitable for development by a housing association. Subsequent discussions with Link Group Limited highlighted the requirement to adjust the boundaries of the site to accommodate their planned development layout. The revised area was declared surplus to requirements at a meeting of the Communities & Housing Policy Board held on 16 August 2022.

The revised site had been independently valued by D M Hall Chartered Surveyors at £935,000. Due to costs associated with clearing the site which exceeded its valuation, Link Group Limited were looking to acquire the site at nil value. The proposed terms and conditions of the sale were detailed in full in the report.

DECIDED: That the Head of Economy & Development and the Head of Corporate Governance be authorised to undertake the necessary processes to complete the disposal of land at Maple Drive, as per plan E3228A which was appended to the report, to Link Group Limited, on the terms and conditions detailed within the report.

7 Surplus Status for Former Residential Properties on Johnstone High School Grounds

There was submitted a report by the Chief Executive relative to two residential properties and related garages located within the grounds of Johnstone High School. The sites were identified in a plan appended to the report.

The report intimated that the properties were previously occupied by members of the Johnstone High School janitorial staff and that modernised working practices had resulted in there no longer being a requirement for janitorial staff to be in dedicated housing on or adjacent to the school site.

Due to their location within school grounds with the only access being across school property they were not considered suitable for sale on the open market. It was proposed that the properties be declared surplus to requirements and thereafter be demolished.

DECIDED: That the properties, as identified in the plan appended to the report, be declared surplus to requirements and thereafter be demolished.

8 Demolition School House, St Catherine's, Paisley'

There was submitted a report by the Chief Executive relative to St Catherine's School House, Brabloch Crescent, Paisley, PA3 4RG. The site was identified in a plan attached as an appendix to the report.

The report intimated that the property was occupied by a member of the St Catherine's Primary School janitorial staff and that modernised working practices had resulted in there no longer being a requirement for janitorial staff to be in dedicated housing on or adjacent to the school site. The current occupier had been in regular dialogue with Officers within the Environment & Infrastructure service in relation to their ongoing housing needs which could be accommodated within the Common Housing Allocation policy.

Due to its location within school grounds with the only access being across school property, the property was not considered suitable for sale on the open market. It was proposed that the property be declared surplus to requirements and thereafter be demolished.

DECIDED: That St Catherine's School House, as identified in the plan appended to the report, be declared surplus to requirements and thereafter be demolished.

9 175 Year Ground Lease to Scottish Power Energy Networks, Underwood Road Depot, Paisley

There was submitted a report by the Chief Executive relative to the proposed lease of land at 52 Underwood Road, Paisley. The site was identified in a plan appended to the report.

The report intimated that as part of the Council's investment plan to convert its current fleet to being zero emission vehicles, Scottish Power Energy Networks had been contracted to install a new sub-station at Underwood Road Depot as this was deemed more cost effective than connecting to the mains on Underwood Road. The proposed terms and conditions for the lease were detailed in full within the report.

DECIDED:

(a) That the terms and conditions that have been provisionally agreed with the Council and Scottish Power Energy Networks be noted; and

(b) That the Head of Corporate Governance be authorised to conclude the lease based on the terms and conditions detailed in the report.

10 15 Year Lease Renewal – JW Grant and Son Ltd, 70 Love Street Paisley

There was submitted a report by the Chief Executive relative to the proposed extension of the lease for the property at 70 Love Street, Paisley by the current lease holder JW Grant and Son Ltd. The site was identified in a plan which was appended to the report.

The report intimated that the current lease commenced on 12 November 2006 for a 15-year term and had been running on tacit relocation/annually since 11 November 2021. The current lease agreement set out a rent of £41,000 per annum plus VAT, service charge and insurance costs.

The sought extension was for a period of 15 years from 12 November 2022 at a rate of £40,000 per annum plus VAT, service charge and insurance costs. The proposed terms and conditions were detailed in full within the report.

DECIDED: That the Head of Corporate Governance be authorised to renew the lease of 70 Love Street, Paisley to the exiting tenant for a 15-year period on the provisional terms and conditions outlined in the report subject to such other conditions as may be considered necessary to protect the interests of the Council.

11 10 Year Lease of Shop at 4-6 High Street, Renfrew

There was submitted a report by the Chief Executive relative to the proposed extension of the lease of properties at 4-6 High Street, Renfrew by the current lease holder Bestway National Chemist (trading as Well Pharmacy). The site was identified in a plan which was appended to the report.

The report intimated that the current lease commenced on 7 November 2014 for a term of 8 years and 3 days. There was an annual rent of £14,350 per annum plus VAT, service charge and insurance costs.

The sought extension was for a period of 10 years from 12 November 2022 at a rate of £24,350 per annum plus VAT, service charge and insurance costs. A tenant-only break option had been requested on the third and sixth anniversaries of the lease commencing, however, following negotiations a mutual break option on the fifth anniversary had been agreed. The proposed terms and conditions were detailed in full within the report.

DECIDED:

(a) That the terms and conditions that had been provisionally agreed with the Council and the existing tenant, Bestway National Chemist (trading as Well Pharmacy), be noted; and

(b) That the Head of Corporate Governance be authorised to conclude the lease on the basis of the terms and conditions detailed in the report.

12 9 Year Lease of 9 Stoddard Square, Elderslie

There was submitted a report by the Chief Executive relative to the proposed lease of the property at 9 Stoddard Square, Elderslie. The site was identified in a plan which was appended to the report.

The report intimated that the property was currently operating as a coffee shop and that the current lease holder had requested that the lease be assigned to Mr Daniel Muir to whom the business was being sold. The current lease agreement set out a rent of £7,350 per annum.

The sought lease was for a period of nine years at a rate of £7,350 per annum plus VAT, service charge and insurance costs. The proposed terms and conditions were detailed in full within the report.

DECIDED:

(a) That the terms and conditions that had been provisionally agreed with the Council and the proposed tenant, Mr Daniel Muir, be noted; and

(b) That the Head of Corporate Governance be authorised to conclude the lease on the basis of the terms and conditions detailed in the report.

13 9 Year Lease of 11 Stoddard Square, Elderslie

There was submitted a report by the Chief Executive relative to the proposed lease of the property at 11 Stoddard Square, Elderslie. The site was identified in a plan which was appended to the report.

The report intimated that the property was currently operating as a butcher shop and that the current lease holder had requested that the lease be assigned to Mr Mark Smyth and Mr Patrick Small, to whom the business was being sold. The current lease

agreement set out a rent of £4,775 per annum.

The sought lease was for a period of nine years at a rate of £6,000 per annum plus VAT, service charge and insurance costs. The proposed terms and conditions were detailed in full within the report.

DECIDED:

(a) That the terms and conditions that had been provisionally agreed with the Council and the proposed tenants, Mr Mark Smyth and Mr Patrick Small, be noted; and

(b) That the Head of Corporate Governance be authorised to conclude the lease on the basis of the terms and conditions detailed in the report.

14 9 Year Lease of Shop at 5/2 High Street, Johnstone

There was submitted a report by the Chief Executive relative to the proposed lease of the property at 5/2 High Street, Johnstone. The site was identified in a plan which was appended to the report.

The report intimated that the property was currently operating as a barber shop and that the current lease holder had requested that the lease be assigned to Mr Vincent Evangelist, to whom the business was being sold. The current lease agreement set out a rent of £3,250 per annum.

The sought lease was for a period of nine years at a rate of £3,600 per annum plus VAT, service charge and insurance costs. The proposed terms and conditions were detailed in full within the report.

DECIDED:

(a) That the terms and conditions that had been provisionally agreed with the Council and the proposed tenant, Mr Vincent Evangelist be noted; and

(b) That the Head of Corporate Governance be authorised to conclude the lease on the basis of the terms and conditions detailed in the report.

15 2 Year Lease of Shop at 71/3 High Street, Johnstone

There was submitted a report by the Chief Executive relative to the proposed lease of the property at 71/3 High Street, Johnstone. The site was identified in a plan which was appended to the report.

The report intimated that the property was currently operating as a hot food take away and that the current lease holder had requested that the lease be assigned to Mr Scott McFarlane, to whom the business was being sold. The current lease agreement set out a rent of £10,850 per annum.

The sought lease was for a period of two years at a rate of £10,850 per annum plus VAT, service charge and insurance costs. The proposed terms and conditions were detailed in full within in the report.

DECIDED:

- (a) That the terms and conditions that had been provisionally agreed with the Council and the proposed tenant, Mr Scott McFarlane, be noted; and
- (b) That the Head of Corporate Governance be authorised to conclude the lease on the basis of the terms and conditions detailed in the report.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of the following 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 and 9 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

16 Proposed Sale of Kersland School

There was submitted a report by the Chief Executive relative to the proposed sale of Kersland School.

DECIDED: That the recommendations as set out in the report be approved.