

## Minute of Meeting

### Council

Date	Time	Venue
Thursday, 29 September 2016	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors Bibby, B Brown, M Brown, Caldwell, Cameron, E Devine, M Devine, Andy Doig, Audrey Doig, Gilmour, Glen, Provost Hall, Councillors Harte, Henry, Holmes, Hood, Kelly, Lawson, Mack, J MacLaren, K MacLaren, M MacLaren, M Macmillan, McCartin, McEwan, McGurk, I McMillan, McQuade, Mullin, Murrin, Nicolson, Noon, Paterson, Perrie, J Sharkey, M Sharkey and Williams.

#### CHAIR

Provost Hall presided.

#### IN ATTENDANCE

S Black, Chief Executive; P MacLeod, Director of Children's Services; S MacDougall, Director of Community Resources; M Crearie, Director of Development & Housing Services; A Russell, Director of Finance & Resources; D Leese, Chief Officer (Renfrewshire Health & Social Care Partnership); D Amos, Head of Policy & Commissioning and L Mahon, Head of Marketing (both Chief Executive's); and K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, M Conaghan, Legal & Democratic Services Manager, D Briggs, Senior Solicitor (Litigation), R Devine and D Low, both Senior Committee Services Officers (all Finance & Resources).

#### WELCOME

Prior to the start of the meeting Provost Hall welcomed Councillor Paterson to the meeting of the Council, following his election at the recent by-election.

#### APOLOGIES

Councillor McGee.

## **DECLARATIONS OF INTEREST**

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

## **ORDER OF BUSINESS**

In terms of Standing Order 16, Provost Hall intimated that she proposed to alter the order of business to facilitate the conduct of the meeting by considering Notice of Motion 14 prior to Notice of Motion 11. The Provost also advised that she proposed to consider Notice of Motion 17 together with Notice of Motion 11 with Notice of Motion 17 being taken as an amendment to Notice of Motion 11.

## **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, 22 June 2016

Placing Requests and Exclusions Appeals Panel, 27 June 2016

Council 4 July 2016

Regulatory Functions Board, 7 July 2016

Paisley North Local Area Committee 19 July 2016

Johnstone and the Villages Local Area Committee, 28 July 2016

Renfrew and Gallowhill Local Area Committee, 16 August 2016

Regulatory Functions Board, 17 August 2016

Education and Children Policy Board, 18 August 2016

Paisley North Local Area Committee, 18 August 2016

Placing Requests and Exclusions Appeals Panel, 23 August 2016

Housing and Community Safety Policy Board, 23 August 2016

Planning and Property Policy Board, 23 August 2016

Paisley South Local Area Committee, 23 August 2016

Environment Policy Board, 24 August 2016

Finance and Resources Policy Board, 24 August 2016

Johnstone and the Villages Local Area Committee, 25 August 2016

Economy and Jobs Policy Board, 31 August 2016

Houston, Crosslee, Linwood, Riverside and Erskine Local Area Committee, 31 August 2016

Regulatory Functions Board, 1 September 2016

Appointment Board, 13 September 2016

Leadership Board, 14 September 2016

Appointment Board, 15 September 2016

Renfrew and Gallowhill Local Area Committee, 19 September 2016,

Audit, Scrutiny and Petitions Board 19 September 2016

Regulatory Functions Board, 22 September 2016

## **ADJOURNMENT**

The meeting adjourned at 9.34am and reconvened at 9.44am.

Under reference to item 6 of page 135 of the Minute of the meeting of the Economy & Jobs Policy Board held on 31 August, 2016, - Renfrewshire Tourism Framework Progress and “Renfrewshire Brand” Presentation - it was agreed that the third paragraph of the Minute be amended to replace “it was proposed that” with “Councillor Andy Doig, seconded by Councillor Nicolson, moved that”

**DECIDED:** That, subject to the above amendment, the Minutes be approved.

## 2 **REPORT ON AUDIT OF ACCOUNTS 2015/16**

There was submitted a report by the Director of Finance & Resources relative to the audit of the Council’s 2015/16 annual accounts, which had been undertaken by the Council’s appointed external auditors, Audit Scotland.

The report highlighted that the audit process had been completed and that an audit opinion, free from qualification, had been provided. In terms of the Local Authority Accounts (Scotland) Regulations 2014, the Council required to consider and approve the Annual Accounts for signature no later than 30 September. The Assistant Director of Audit (Local Government) had provided a report detailing all matters arising over the course of the audit to the meeting of the Council’s Audit, Scrutiny and Petitions Board held on 19 September, 2016 for consideration. The accounts of the charities controlled by the Council had also been audited by Audit Scotland and separate audit opinions on the accounts of these had been provided in accordance with the charities regulations and best practice promoted by the Office of the Scottish Charities Regulator (OSCR). Copies of the accounts for Renfrew, Paisley and Johnstone Common Good Funds and Renfrewshire Council Trust Funds were provided as appendices to the report for approval.

### **DECIDED:**

(a) That the Annual Accounts 2015/16 be approved for signature, in accordance with the Local Authority Accounts (Scotland) Regulations 2014;

(b) That the 2015/16 accounts of the Renfrew, Paisley and Johnstone Common Good Funds and Renfrewshire Council Trust Funds be approved and authority be delegated to the Director of Finance & Resources to submit these accounts to OSCR in accordance with the relevant regulations; and

(c) That the annual audit report be noted.

## 3 **FINANCIAL OUTLOOK 2017/18-2019/20**

There was submitted a report by the Director of Finance & Resources relative to (i) the Council’s current financial position; (ii) the updated projection for 2017/18 taking account of key changes that had occurred since March 2016; (iii) an updated outlook for the Council beyond 2017/18, particularly in light of the changed and uncertain economic environment following the June referendum vote to leave the European Union; (iv) the key strategies and financial planning recommendations to support the Council to address the medium-term challenges in a financially-sustainable manner; and (v) the long-term financial landscape for the Council, the key long-term financial risk that this presented and the short to medium-term strategies that required to be adopted to plan for this longer-term landscape.

Reference was made to the report considered at the meeting of the Council held on 3 March, 2016, entitled 'Revenue Budget and Council Tax 2016/17' which outlined the Council's anticipated medium and short-term financial position to 2017/18 and confirmed a residual budget gap of up to £6 million, although it was acknowledged that the Council's financial projections included a range of key assumptions which were subject to uncertainty and potential movement.

The report advised that the Council's current financial position remained in line with the financial planning assumptions made when the Council had set its budget for 2016/17. In addition, Audit Scotland had recently completed their audit of the 2015/16 accounts and the audited financial position remained in line with that reported to Council in June 2016. Overall the Council's immediate financial position remained stable and consistent with existing financial and service plans.

In addition the report advised that uncertainty in terms of the forecast position for 2017/18 had shifted considerably following the outcome of the referendum in June for the UK to leave the European Union. It was expected that moving into 2017/20 a saving requirement of between £20-30 million would be required to achieve a balanced budget. Savings, primarily linked to the debt-smoothing strategy, of approximately £20 million were already planned for 2017/18. Given the scale of uncertainty and the potential for variability it was recommended that the Council planned for a range of potential outcomes with a central planning assumption of a £6 million residual saving requirement. The report recommended that the Council continued to adopt a sustainable medium-term perspective in developing the budget planning for 2017/18 and advised that the Corporate Management Team was available to advise and work with political groups and elected members to assist in the development of budget strategies for 2017/18 which were flexible, sustainable and focussed on the delivery of the key priorities detailed in the Council Plan.

The report stated that the medium-term outlook was more uncertain and it was anticipated that the Council would continue to require to deliver significant year-on-year savings to address the financial challenge of reducing resources set against increasing cost and demand pressures. The annual saving requirement was uncertain but could potentially be within a range of £16 - £27 million up to 2020. It was recommended that the Council adopted a central medium-term planning assumption of delivering savings of £20 million per annum in the years 2018/2020 and undertook ongoing assessment of key factors to ensure that the Council was alert to the potential for significant changes.

The financial outlook beyond 2020 had identified many issues consistent with those outlined for the period 2017/20, re-enforcing the need for the Council to plan services and its finances on the basis of reducing resources, rising cost and demand pressures, an increasing and ongoing need to prioritise spend to focus on the delivery of strategic priority outcomes and to focus on delivering change, transformation and savings as a necessary feature of the Council's planning arrangements.

**DECIDED:**

- (a) That the update on the Council's current financial position be noted;
- (b) That the update on the anticipated outcome for 2017/18 and the range of uncertainty that still existed in relation to a wide range of issues be noted;
- (c) That the update on the medium-term outlook for the Council in the context of current forecasts and the expectation of further significant budget reductions for the Council through to 2020 be noted;
- (d) That the anticipated position on capital grant and the recommendation to continue to restrict the timeframe on new investment funded by capital grant to the period confirmed by the Scottish Government be noted; and
- (e) That the Council's ongoing commitment to the financial planning principles outlined in paragraphs 5.5 and 6.2 to the report be approved.

**4 BY ELECTION PROCEEDINGS: WARD 2 RENFREW SOUTH AND GALLOWHILL**

There was submitted a report by the Chief Executive, as Returning Officer, relative to the outcome of the Renfrew South and Gallowhill by-election, Electoral Ward 2, held on 11 August 2016. The report intimated that Jim Paterson had been elected and would hold office until the next ordinary election of Councillors in May 2017.

Councillor M Macmillan, seconded by Councillor Lawson, moved that the Council agrees to increase the membership of the six policy boards (Planning & Property, Education & Children, Finance & Resources, Environment, Economy & Jobs and Housing & Community Safety) by one additional member and that all of those additional positions will be allocated to the main opposition group. Council also agrees that Councillor Glen will be replaced by Councillor Kelly on the Planning & Property Policy Board and that Councillor Kelly replaces Councillor Brown as Convener and that Councillor Brown replaces Councillor Gilmour as Depute Convener.

**SUSPENSION OF STANDING ORDERS**

Under reference to item 6 of the Minute of the Meeting of the Council held on 22 June, 2016, - Appointment of members to vacant Board and outside body positions – Provost Hall intimated that in terms of Standing Order 44, Standing Order 28 (Rescinding of Decisions) would require to be suspended to allow the Council to consider the motion by Councillors M Macmillan and Lawson. It was agreed unanimously that Standing Order 28 be suspended.

The motion by Councillors M Macmillan and Lawson was thereafter agreed.

**DECIDED:**

- (a) That membership of the six policy boards (Planning & Property, Education & Children, Finance & Resources, Environment, Economy & Jobs and Housing & Community Safety) be increased by one additional member and that all of these positions be allocated to the main opposition group;

(b) That Councillor Glen be replaced by Councillor Kelly on the Planning & Property Board, that Councillor Kelly replace Councillor B Brown as Convener and that Councillor B Brown replace Councillor Gilmour as Depute Convener; and

(b) That otherwise the report be noted.

## **5 LOCAL GOVERNMENT BOUNDARY COMMISSION FOR SCOTLAND - FIFTH STATUTORY REVIEW OF ELECTORAL ARRANGEMENTS**

There was submitted a report by Director of Finance & Resources relative to the recommendations for Renfrewshire following the Statutory Review by the Local Government Boundary Commission for Scotland ("the Commission") which had been approved by Scottish Ministers.

The report intimated that the Commission had recently concluded its Fifth Review of Electoral Arrangements and submitted its final recommendations to the Scottish Government for approval during May 2016. The detail of the Commission's final recommendations as they affected Renfrewshire had been reported to the meeting of the Council held on 22 June 2016. The Renfrewshire (Electoral Arrangements) Order 2016 had subsequently been laid before the Scottish Parliament on 14 September, 2016 with the Order coming into force on 30 September 2016. It was highlighted that the new electoral arrangements would apply to elections held on or after 4 May 2017.

The main changes to be implemented were an increase in the number of councillors on Renfrewshire Council from 40 to 43; an increase in the number of electoral wards in the Renfrewshire Council area from 11 to 12; with the additional ward being created in the south east of Paisley from areas that were currently within Wards 3 and 5. The new wards and the number of elected members to be returned in each ward were detailed in the appendix to the report.

Taking into account the significant changes made by the Commission, the report proposed that a review of the current Polling Scheme be undertaken to identify where polling districts required to be redrawn and to identify the extent to which the changes would lead to voters being allocated to different polling places. A report on the outcome of the review would be submitted to the meeting of the Council to be held on 15 December 2016.

### **DECIDED:**

(a) That it be noted that the Scottish Government had approved the electoral arrangements for the Renfrewshire Council area recommended by the Local Government Boundary Commission for Scotland; and

(b) That the action required to revise the Council's polling arrangements as a result of the changes to ward boundaries be noted.

## **6 ANNUAL REPORT BY THE CHIEF SOCIAL WORK OFFICER**

There was submitted a report by the Director of Children's Services relative to the annual report by Chief Social Work Officer (CSWO) within Renfrewshire Council. The report provided an overview of the role of the CSWO, referred to the role and key areas of activities of the CSWO locally and outlined the issues and challenges



encountered during 2015/16, local arrangements for the discharge of functions of the post, changes to governance arrangements in light of the integration of adult health and social care and the creation of the Children's Services Directorate within the Council together with changes in national guidance on the role of the CSWO.

**DECIDED:**

- (a) That the key activities outlined within the report be noted;
- (b) That it be noted that the report would be submitted to the Office of the Chief Social Work Officer at the Scottish Government; and
- (c) That it be agreed that the next update to Council be submitted in Autumn 2017.

**7 PROPOSED EXPANSION OF JOINT CIVIL CONTINGENCIES SERVICE TO INCLUDE WEST DUNBARTONSHIRE COUNCIL**

There was submitted a report by Chief Executive relative to the proposed expansion of the Joint Civil Contingencies Service (CCS) to include West Dunbartonshire Council.

The report referred to the establishment in 2008 of the CSS, based within Renfrewshire Council, covering the East Renfrewshire, Inverclyde and Renfrewshire Council areas. Details of the governance and operating arrangements were provided, together with the benefits of a joint-service approach. West Dunbartonshire had requested that consideration be given to expanding the CSS to include the West Dunbartonshire Council area. Following assessment of working arrangements and policies, the nature of specific risks and response arrangements in place and data on incident response requirements in the period 2013/16, the report stated that there was no reason, in principle, why the CSS could not be expanded to cover West Dunbartonshire. The report also intimated that there would be no detrimental impact on existing members of the Service in the event the CSS was expanded to cover West Dunbartonshire.

Analysis had determined that the Service could be provided to West Dunbartonshire Council for an initial budget contribution of £55,645, the same cost as paid annually by East Renfrewshire and Inverclyde Councils and which was subject to annual review, on the basis that an administration employee resource, up to an annual value of £20,000 per annum, would also be provided to support the administration of the transition process together with an additional transitional fund of £5,000 for the first two years of operation. The Council was advised that similar reports, regarding the proposed expansion of the CSS to include West Dunbartonshire Council, were to be considered by East Renfrewshire and Inverclyde Councils.

**DECIDED:**

- (a) That the proposal to expand the Joint Civil Contingencies Service to include West Dunbartonshire Council be approved; and
- (b) That the Chief Executive be authorised, together with the Head of Corporate Governance, to conclude the required changes to the "Minute of Agreement" and "detailed specification of service" for the Joint Civil Contingencies service to reflect the expansion of the service to include West Dunbartonshire Council.

## 8 **REVIEW OF THE UPKEEP OF COMMON AREAS WITHIN COUNCIL HOUSING STOCK INCLUDING GARDEN AREAS (LEAD OFFICER DOROTHY BRIGGS)**

Under reference to item 8 of the Minute of the Meeting of the Audit, Scrutiny & Petitions Board held on 6 June, 2016, there was submitted a report by the Lead Officer relative to the review of the upkeep of common areas within Council housing stock, including garden areas.

The report stated that at the meeting of the Audit, Scrutiny and Petitions Board held on 2 June 2014, it had been agreed to consider how tenants complied with specific provisions within the Scottish Secure Tenancy Agreement in relation to common areas/gardens, ensuring that the landlord could and would take appropriate action. The scope of the review had included inviting Housing Associations and Tenants & Residents Associations to present evidence. At the meeting of the Board held on 6 June 2016, the Board had subsequently considered the final report, a copy of which was attached, which summarised the evidence and findings of the review presented to the Board and agreed that it be submitted to a future meeting of the Council for consideration.

### **DECIDED:**

(a) That the final report on the review of the upkeep of common areas within Council housing stock, including garden areas, approved by the Audit, Scrutiny and Petitions Board at its meeting held on 6 June, 2016, be approved; and

(b) That the Council's thanks be conveyed to the lead officer and those who had participated in the review.

## 9 **INVESTMENT IN RENFREWSHIRE'S PARKS**

There was submitted a report by Director of Community Resources relative to the development of strategies and master plans, together with detailed investment proposals developed in partnerships with stakeholders, for regeneration and community-led projects in parks within Renfrewshire.

Reference was made within the report to the decisions taken at the Council meeting held on 3 March 2016 (i) to allocate £2.250 million of funding to support major investment in parks across Renfrewshire; (ii) that a detailed and prioritised programme of investment be developed in consultation with communities and key stakeholder groups; and (iii) that where appropriate, consideration be given to using community-led mechanisms to maximise the opportunity to lever in external sources of funding.

The report advised that the flagship parks, Robertson Park Renfrew and Barshaw Park Paisley, had been the key focus of investment proposals. Suitable projects had also been identified in respect of five neighbourhood parks, namely Thomas Shanks Park, Johnstone, Barwood Park, Erskine, Houston Road Park, Bridge of Weir, Howwood Public Park, Howwood and Kilbarchan Public Park, Kilbarchan. Ambitious master plans and key improvement priorities had been developed which could be delivered through a combination of Council investment and external-funding opportunities. It was highlighted that the preliminary estimated total costs of the proposals exceeded the Council's investment funding of £2.250m.



The report proposed that a number of common, early infrastructure priorities, detailed in appendices to the report, proceed early in 2017, utilising the funding allocated and that a specialist employee resource, employed by the Council, be used to support community and friends groups to pursue external funding opportunities. A breakdown of the proposed allocation of the investment funding was provided.

**DECIDED:**

(a) That the investment proposals and spend of the Council's £2.250 million in the two flagship parks, Robertson Park, Renfrew and Barshaw Park, Paisley and the five neighbourhood parks as detailed in the report, including the dedicated and specialist employee resources to support community and friends groups in pursuing additional/complementary funding opportunities and bids be approved;

(b) That it be noted that the anticipated commencement timescale of common, early infrastructure works and improvements to play facilities at Robertson Park, Renfrew and Barshaw Park, Paisley was early 2017;

(c) That it be noted that the anticipated commencement for investment in the five neighbourhood parks, as detailed in the paragraph 1.3 of the report, was Spring 2017;

(d) That it be noted that the investment proposals focussed on parks which had already identified investment plans, through established stakeholder groups/community and friends groups; and

(e) That it be noted that future updates on the Council's £2.250 million investment in parks would be reported to the Council's Environment Policy Board.

## 10 **SCOTTISH GOVERNMENT'S REVIEW OF BUSINESS RATES**

There was submitted a report by the Director of Development & Housing Services relative to Scottish Government consultations on the review of Business Rates system in Scotland; and whether, following the 2017 Non-Domestic Rating revaluation, there should be a period of transitional relief in order for businesses to manage the impact of changes in their rates bill.

Copies of the Council's proposed responses to the consultations were appended to the report.

**DECIDED:** That the Council's responses to the consultations, as detailed in Appendices 1 and 2, be approved and that it be agreed that the responses be made publicly available via the Government's website.

## 11 **CONSULTATION ON SOCIAL SECURITY IN SCOTLAND**

There was submitted a report by the Chief Executive relative to Scottish Government consultation on Social Security in Scotland.

The consultation sought views on the Scottish Government's proposals for Social Security in Scotland and comprised three main elements: how the vision and principles could be reflected in legislation and the ways in which social security was delivered; individual benefits that were to be developed; and operational policy.

A copy of the Council's proposed response to the consultation was appended to the report.

**DECIDED:** That the proposed response to the consultation be approved for submission to the Scottish Government.

## 12 **BUSINESS GATEWAY – APPOINTMENT OF MEMBER REPRESENTATIVE TO NATIONAL MANAGEMENT GROUP**

There was submitted a report by Director of Development & Housing Services relative to the national review of the governance of Business Gateway and, in particular, the decision taken at the meeting of the Scottish Local Government Partnership (SLGP) Cabinet, held during August 2016, that Renfrewshire represent SLGP on the Business Gateway Management Group at a national level and proposing that Councillor M Macmillan be appointed.

**DECIDED:** That the appointment of Councillor M Macmillan to represent Scottish Local Government Partnership authorities on the Business Gateway Management Group at a national level be approved.

## 13 **PAISLEY TOWNSCAPE HERITAGE/CONSERVATION AREA REGENERATION SCHEME (TH/CARS2): GRANT AWARDS**

There was submitted a report by Director of Development & Housing Services relative to a proposed change to the Council's Scheme of Delegated Functions to enable the Head of Regeneration to approve and award, or refuse, third party grants within the Paisley Townscape/Conservation Area Regeneration Scheme (TH/CARS2) project with a value up to £100,000 in respect of each grant.

The report intimated that, in support of the Paisley Town Centre Heritage Asset Strategy, grant funding had been secured from the Heritage Lottery Fund (HLF) and Historic Environment Scotland (HES) for a second Paisley Townscape/Conservation Area Regeneration Scheme TH/CARS2. At the meeting of the Economy & Jobs Policy Board held on 31 August 2016, the acceptance of the grant funding and subsequent signing of the HLF and HES Contracts of Grant had been approved. The TH/CARS2 project with an estimated total value of £4.5 million would be delivered over the approved five-year period 2016/21.

The report sought authority to amend the Council's Scheme of Delegated Functions to enable the Head of Regeneration to approve and award, or refuse third party grants within the TH/CARS2 project with a value up to £100,000 in respect of each grant.

**DECIDED:** That the Head of Regeneration be authorised to approve or refuse third party TH/CARS2 project grant applications, up to a value of £100,000, with grant applications above £100,000 requiring Board approval.

## 14 PLANNING APPLICATIONS

The Head of Corporate Governance advised that members required to deal with planning applications in an objective manner to ensure that they could not be challenged with accusations of bias or predetermination and that votes on planning applications required to be seen to be impartial and not influenced by party political issues.

### 14(a) **PLANNING APPLICATION - 16/0139/PP - MILLER DEVELOPMENTS LIMITED - ERECTION OF RESIDENTIAL DEVELOPMENT WITH ASSOCIATED REMEDIATION/ENABLING WORKS AND FORMATION OF VEHICULAR ACCESS, LAND AT 144 HAWKHEAD ROAD, PAISLEY.**

There was submitted a report by Director of Development and Housing Services relative to planning application 16/0139/PP: Miller Developments Limited for the erection of a residential development with associated remediation/enabling works and the formation of vehicular access on land at 144 Hawkhead Road, Paisley, that required to be determined by the Council

**DECIDED:** That the application be granted subject to (i) a Section 75 Agreement being concluded to secure a financial contribution towards education impacts and pedestrian linkages and (ii) the conditions and reasons detailed within the report.

### 14(b) **PLANNING APPLICATION - 16/0291/PP - GLADMAN DEVELOPMENTS LIMITED: ERECTION OF RESIDENTIAL DEVELOPMENT INCLUDING FORMATION OF VEHICULAR ACCESS, OPEN SPACE AND LANDSCAPING, PROVISION OF SUSTAINABLE URBAN DRAINAGE (SUDS) AND ASSOCIATED ENGINEERING WORKS, LAND TO THE NORTH EAST OF STRATHGRYFFE CRESCENT, GRYFFE CASTLE, BRIDGE OF WEIR**

There was submitted a report by Director of Development and Housing Services relative to planning application 16/0291/PP: Gladman Developments Limited for the erection of a residential development including the formation of vehicular access, open space and landscaping, the provision of Sustainable Urban Drainage (SUDs) and associated engineering works on land to the North East of Strathgryffe Crescent, Gryffe Castle, Bridge of Weir, that required to be determined by the Council.

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

(i) The proposal did not accord with the Spatial Development Strategy and related Spatial Frameworks of the approved Glasgow and the Clyde Valley Strategic Development Plan and Clydeplan's Strategic Development Plan Proposed Plan 2016 in terms of its location and development compatibility and therefore failed to support the Spatial Vision of the Plan;

(ii) The proposal was contrary to Policy ENV 1 of the Adopted Renfrewshire Local Development Plan in that it would result in development within the designated Green Belt without appropriate justification and due to its location and scale would not be commensurate with the aims of maintaining the identity of settlements and protecting and enhancing the landscape setting of an area;

(iii) The proposal was contrary to the Adopted Renfrewshire Local Development Plan New Development Supplementary Guidance - Delivering the Environment Strategy as it did not require a specific green belt location and did not maintain or support an established activity which was suitable in the green belt. The proposal would thereby introduce an inappropriate form of development into the Green Belt, result in an unacceptable erosion of the Green Belt and result in an adverse and detrimental impact on its character; and

(iv) The proposal was contrary to Policy P2 of the Adopted Renfrewshire Local Development Plan and the Housing Land Supply Supplementary Guidance 2015, and due to its scale and location, the proposed development would undermine the Spatial Strategy of the Adopted Renfrewshire Local Development Plan. The proposal would thereby introduce an inappropriate form of development into the Green Belt, result in an unacceptable erosion of the Green Belt and result in an adverse and detrimental impact on its character.

### **ADJOURNMENT**

The meeting adjourned at 11am and reconvened at 11.10am.

### **SEDERUNT**

Councillor Kelly was not present when the meeting reconvened.

## **15 NOTICE OF MOTION 1**

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

"Council agrees to organise a suitable event to commemorate the bicentenary of the Scottish Insurrection of 1820 and to incorporate it, where possible, into the City of Culture bid."

Councillor Lawson, seconded by Councillor K MacLaren, then moved the motion which was agreed unanimously.

**DECIDED:** That Council agrees to organise a suitable event to commemorate the bicentenary of the Scottish Insurrection of 1820 and to incorporate it, where possible, into the City of Culture bid.

### **SEDERUNT**

Councillor Kelly re-entered the meeting during consideration of the following item.

## **16 NOTICE OF MOTION 2**

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

"Named Person review

Council recognizes that the Education Secretary is not now going to roll out his "Named Person" policy due to legal judgements, with both legislation and guidance requiring to be revised.

Council calls on the Cabinet Secretary to take this opportunity to commission a wide-ranging and independent review of this policy, given the repeated and growing concerns expressed by public and professionals alike.

The review would be independent and would consider threshold for intervention, the power and duty of the named person, resources, training and data sharing arrangements. The Cabinet Secretary must take this opportunity to commission a review, without which the Government will lose support of councils and the thousands of families this would affect."

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

Councillor Lawson, seconded by Councillor M Brown, moved as an amendment that:

"Council notes the Named Person policy was passed into law unopposed in 2014 and was again backed by a cross-party vote in the Scottish Parliament in June 2016.

Most children and young people will never need to draw on this resource as the majority get all the support they need from their parents and carers, and wider networks. Parents are entitled to advice from a Named Person but they are under no obligation to follow that advice, and a Named Person is not there to monitor family life. It is in no way an attempt to take over any aspect of the role of the child's parent or carer and nothing in the legislation changes parental rights and responsibilities.

A Named Person service already exists in many councils, including Highland, Fife, Dundee and South Ayrshire. The new scheme simply extends this good practice consistently across Scotland so that all children, young people and their families can benefit from the same support.

The UK Supreme Court has stated that the aim of the legislation, in promoting and safeguarding the wellbeing of children and young people, is "unquestionably legitimate and benign" and does not breach either human rights or EU law. The legislation was previously upheld by the Court of Session, the highest court in Scotland, which said the policy had "no effect whatsoever on the legal, moral or social relationships within the family".

The UK Supreme Court ruling on the scheme also requires the Scottish Government to make clearer the basis on which health visitors, teachers and other professionals supporting families will share and receive information in their named person role.

The Deputy First Minister has committed to starting this work immediately so that the necessary legal changes can be made."

On the roll being called, the following members voted for the amendment: Councillors Perrie, McEwan, Paterson, Lawson, K MacLaren, M MacLaren, McGurk, Cameron, Andy Doig, Audrey Doig, Noon, M Brown, McQuade and Nicolson.

The following members voted for the motion: Councillors B Brown, Murrin, M Devine, J Sharkey, M Sharkey, Kelly, Williams, E Devine, Glen, Mack, Henry, M Macmillan, McCartin, Caldwell, Hood, I McMillan, Bibby, Gilmour, Provost Hall, Councillors Holmes, J MacLaren, Harte and Mullin.

14 members having voted for the amendment and 23 members having voted for the motion, the motion was accordingly declared carried.

**DECIDED:** That Council recognised that the Education Secretary was not now going to roll out his "Named Person" policy due to legal judgements, with both legislation and guidance requiring to be revised.

Council called on the Cabinet Secretary to take this opportunity to commission a wide-ranging and independent review of this policy, given the repeated and growing concerns expressed by public and professionals alike.

The review would be independent and consider the threshold for intervention, the power and duty of the named person, resources, training and data sharing arrangements. The Cabinet Secretary must take this opportunity to commission a review, without which the Government would lose support of councils and the thousands of families this would affect.

## 17 **NOTICE OF MOTION 3**

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

"Council recognizes that the Scottish Government is planning to change the council tax bands from next year, with a planned extra income of £100 million per annum.

Council recognizes that any extra money raised from council taxes should be managed by local councils, in order to maintain accountability of councillors to their communities.

Council is, therefore, appalled with the suggestion that the Scottish Government is going to top slice this £100 million increase and use it for their own policy choices.

Renfrewshire Council will write to the Scottish Finance minister and the First minister demanding that any finances raised through council tax should be administered by the councils in accordance with their policy commitments to their constituents.

Extra funding to be given directly to schools is vital, but should be raised centrally through an extra 1p of general taxes (as agreed by this council on 25th February 2016) and given in the form of a Pupil Premium or similar award.



In this way the Scottish government could meet its own commitments on Education support while acknowledging the "parity of esteem" which they supposedly wish to convey on councils."

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

Councillor Nicolson, seconded by Councillor K MacLaren, moved as an amendment delete all and replace with

"This Council agrees with the principle of subsidiarity and that local councils should be accountable for the decisions they make in both raising and spending local taxes.

Council notes and welcomes the raising of an additional £100 million which are to be re-distributed through the local government grant settlement specifically for education by the SNP Government.

Council also notes and acknowledged statements made by the First Minister with regard to local government financing. In particular the ending the council tax freeze in 2017 which will provide discretion for councils and the proposed consultation on the assignment of a portion of the devolved income tax raised in Scotland to councils, thereby reducing their reliance on grant funding from central government"

On the roll being called, the following members voted for the amendment: Councillors Perrie, McEwan, Paterson, Lawson, K MacLaren, M MacLaren, McGurk, Cameron, Andy Doig, Audrey Doig, Noon, M Brown, McQuade and Nicolson.

The following members voted for the motion: Councillors B Brown, Murrin, M Devine, J Sharkey, M Sharkey, Kelly, Williams, E Devine, Glen, Mack, Henry, M Macmillan, McCartin, Caldwell, Hood, I McMillan, Bibby, Gilmour, Provost Hall, Councillors Holmes, J MacLaren, Harte and Mullin.

14 members having voted for the amendment and 23 members having voted for the motion, the motion was accordingly declared carried.

**DECIDED:** That Council recognised that the Scottish Government planned to change the council tax bands from next year, with a planned extra income of £100 million per annum.

Council recognised that any extra money raised from council taxes should be managed by local councils, in order to maintain accountability of councillors to their communities.

Council was, therefore, appalled with the suggestion that the Scottish Government was going to top slice this £100 million increase and use it for their own policy choices.

Renfrewshire Council would write to the Scottish Finance Minister and the First Minister demanding that any finances raised through council tax should be administered by the councils in accordance with their policy commitments to their constituents.

Extra funding to be given directly to schools was vital, but should be raised centrally through an extra 1p of general taxes (as agreed by this Council on 25th February 2016) and given in the form of a Pupil Premium or similar award.

In this way the Scottish government could meet its own commitments on Education support while acknowledging the "parity of esteem" which they supposedly wished to convey on councils.

## 18 NOTICE OF MOTION 4

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

"Renfrewshire Council condemns racism, xenophobia and hate crimes unequivocally. We are lucky to live in a diverse and tolerant society. Racism, xenophobia and hate crimes have no place in our country. We will not allow hate to become acceptable. We will work to ensure all local bodies and programmes have support and resources needed to fight and prevent racism and xenophobia.

We reassure all people living in Renfrewshire that they are valued members of our community."

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

Councillor Andy Doig, seconded by Councillor Audrey Doig, moved as an amendment that a new paragraph be added: "Council welcomes the stance of the SNP Government in making explicit that EU nationals were still very much welcome to live and work in Scotland, and deplores the historical association between elements supportive of the Conservative and Unionist Party, and xenophobia and racism."

On the roll being called, the following members voted for the amendment: Councillors Perrie, McEwan, Paterson, Lawson, K MacLaren, M MacLaren, McGurk, Cameron, Andy Doig, Audrey Doig, Noon, M Brown, McQuade and Nicolson.

The following members voted for the motion: Councillors B Brown, Murrin, M Devine, J Sharkey, M Sharkey, Kelly, Williams, E Devine, Glen, Mack, Henry, M Macmillan, McCartin, Caldwell, Hood, I McMillan, Bibby, Gilmour, Provost Hall and Councillors Holmes, J MacLaren, Harte and Mullin.

14 members having voted for the amendment and 23 members having voted for the motion, the motion was accordingly declared carried.

**DECIDED:** That Renfrewshire Council condemned racism, xenophobia and hate crimes unequivocally. We were lucky to live in a diverse and tolerant society. Racism, xenophobia and hate crimes had no place in our country. We would not allow hate to become acceptable. We would work to ensure all local bodies and programmes had support and resources needed to fight and prevent racism and xenophobia; and we reassured all people living in Renfrewshire that they were valued members of our community.

## 19 NOTICE OF MOTION 5

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

"Council notes and welcomes the "U" turn on the part closure of the local amenity sites. This debacle has highlighted the lack of any Brown Bin Service for residents living in the outlying properties across the rural communities in Renfrewshire.

Some of these residents take their garden waste to the amenity site while many others place their waste into the general waste bin (grey bin), which incurs a landfill charge to the Council.

As these residents receive both the general waste uplift (grey bin) and the recycling uplift (blue bin), there is no reason for not providing a garden waste collection. Given the amount of garden waste generated by these rural communities, with many of the gardens being larger than average, council requests that the Director carry out a consultation to establish the need for a garden waste collection service in the rural communities and bring a report before the Environment Policy Board indicating the net cost."

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

Councillor McGurk, seconded by Councillor Nicolson, moved as an amendment that, in addition, "Council agrees that as part of any consultation on garden waste collections that it also considers the practical and economic costs of providing compost bins as a potential alternative to vehicle collection and that the carbon footprint of expanding any service which relies on fuel from a non renewable source be a consideration in any deliberations.

Council also agrees that any consultation should include any potential changes to the collection of food and garden waste either co-mingled or separate."

In terms of Standing Order 27, the amendment was accepted by the mover and seconder of the motion and the motion, as amended, was agreed unanimously.

**DECIDED:** That Council noted and welcomed the "U" turn on the part closure of the local amenity sites. This debacle had highlighted the lack of any Brown Bin Service for residents living in the outlying properties across the rural communities in Renfrewshire. Some of these residents took their garden waste to the amenity site while many others placed their waste into the general waste bin (grey bin), which incurred a landfill charge to the Council.

As these residents received both the general waste uplift (grey bin) and the recycling uplift (blue bin), there was no reason for not providing a garden waste collection. Given the amount of garden waste generated by these rural communities, with many of the gardens being larger than average, Council requested that the Director carried out a consultation to establish the need for a garden waste collection service in the rural communities and brought a report before the Environment Policy Board indicating the net cost.

Council agreed that as part of any consultation on garden waste collections that it also considered the practical and economic costs of providing compost bins as a potential alternative to vehicle collection and that the carbon footprint of expanding any service which relied on fuel from a non-renewable source be a consideration in any deliberations.

Council also agreed that any consultation should include any potential changes to the collection of food and garden waste either co-mingled or separate.

## 20 **NOTICE OF MOTION 6**

There was submitted a Notice of Motion by Councillors Andy Doig and Cameron which was withdrawn in terms of Standing Order 27.

**DECIDED:** That it be noted that the notice of motion had been withdrawn.

## 21 **NOTICE OF MOTION 7**

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

"Renfrewshire Council aims to ensure that play parks and play facilities, whether provided by Renfrewshire Council, community groups or developers should, as far as reasonably practicable, be equally accessible to children of all abilities and those who care for them. This should apply equally to facilities in either the private or public realm and to indoor or outdoor facilities.

Accordingly, Renfrewshire Council agrees to undertake an audit of its play parks and play facilities and assess their suitability for all children of all abilities. Where there is a shortfall in provision, it will seek to rectify that when the opportunity to replace or supplement play equipment arises. The same requirement will apply if play parks or play areas are refurbished or replaced. The Council further resolves that, where a new play park or play facility is to be constructed as part of a new housing development or as a standalone provision, the planning consent will include a condition requiring that an appropriate number of inclusive pieces of play equipment be provided."

Councillor Nicolson, seconded by Councillor McEwan, then moved the motion which was agreed unanimously.

**DECIDED:** That Renfrewshire Council aimed to ensure that play parks and play facilities, whether provided by Renfrewshire Council, community groups or developers should, as far as reasonably practicable, be equally accessible to children of all abilities and those who cared for them. This should apply equally to facilities in either the private or public realm and to indoor or outdoor facilities; and accordingly, Renfrewshire Council agreed to undertake an audit of its play parks and play facilities and assess their suitability for all children of all abilities. Where there was a shortfall in provision, it would seek to rectify that when the opportunity to replace or supplement play equipment arose. The same requirement would apply if play parks or play areas were refurbished or replaced.

The Council further resolved that, where a new play park or play facility was to be constructed as part of a new housing development or as a standalone provision, the planning consent would include a condition requiring that an appropriate number of inclusive pieces of play equipment be provided.

## 22 **NOTICE OF MOTION 8**

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

"Council supports the Scottish Mental Health Arts and Film Festival (10th-31st October) which aims to support the arts and challenge preconceived ideas about mental health.

Council notes that one in four people in Scotland will experience a mental health problem at some point in their lives and that nearly nine out of 10 people with mental health problems have been affected by stigma and discrimination, with two thirds saying they have stopped doing things because of the stigma they face.

Council also congratulates the work of Recovery Across Mental Health (RAMH) who promote recovery from mental ill health, and empower people to build independent, fulfilled lives and the work of the Neighbourhood Challenge Renfrewshire in their recent Breaking Barriers event which aims to help end stigma and discrimination surrounding mental illness."

Councillor M MacLaren, seconded by Councillor K MacLaren, then moved the motion which was agreed unanimously.

**DECIDED:** That Council supported the Scottish Mental Health Arts and Film Festival (10-31 October) which aimed to support the arts and challenge preconceived ideas about mental health.

Council noted that one in four people in Scotland would experience a mental health problem at some point in their lives and that nearly nine out of 10 people with mental health problems had been affected by stigma and discrimination, with two thirds saying they had stopped doing things because of the stigma they face.

Council also congratulated the work of Recovery Across Mental Health (RAMH) who promote recovery from mental ill health, and empowered people to build independent, fulfilled lives and the work of the Neighbourhood Challenge Renfrewshire in their recent Breaking Barriers event which aimed to help end stigma and discrimination surrounding mental illness.

## **SEDERUNT**

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

## 23 **NOTICE OF MOTION 9**

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

## "Bus Stops

Council recognises that in attempting to attract more visitors to Paisley it is important that such visitors are not put off by the lack of clean public spaces, including all bus stops in Paisley Town Centre. Council notes that since their installation, the ground around these bus stops have not been adequately cleaned and that this, along with the poor general level of cleanliness within Paisley, may make visitors think again about coming back to Paisley.

Council calls for immediate action to clean up the town centre bus stops."

Councillor Lawson, seconded by Councillor Cameron, then moved the motion.

Councillor E Devine, seconded by Councillor Gilmour, moved as an amendment that "Council notes that in attempting to attract more visitors to Renfrewshire and supporting our residents to use public transport it is important we develop a properly integrated public transport system including bus and train services. Council therefore calls on the Scottish Government to re-instate train services to and from Paisley Gilmour Street to previous levels, bring forward their contribution for the airport access project and re-regulate bus services."

On the roll being called, the following members voted for the amendment: Councillors B Brown, Murrin, M Devine, J Sharkey, M Sharkey, Kelly, Williams, E Devine, Glen, Henry, M Macmillan, Caldwell, Hood, I McMillan, Bibby, Gilmour, Provost Hall and Councillors Holmes, Harte and Mullin.

The following members voted for the motion: Councillors Perrie, McEwan, Paterson, Lawson, K MacLaren, M MacLaren, McGurk, Cameron, McCartin, Andy Doig, Audrey Doig, Noon, M Brown, J MacLaren, McQuade and Nicolson.

20 members having voted for the amendment and 16 members having voted for the motion, the amendment was accordingly declared carried.

**DECIDED:** That in attempting to attract more visitors to Renfrewshire and supporting our residents to use public transport it was important we developed a properly integrated public transport system including bus and train services. Council therefore called on the Scottish Government to re-instate train services to and from Paisley Gilmour Street to previous levels, bring forward their contribution for the airport access project and re-regulate bus services.

## **ADJOURNMENT**

The meeting adjourned at 1pm and reconvened at 1.45pm.

## **SEDERUNT**

When the meeting reconvened Councillor Mack was present while Councillors Cameron, Holmes, McGurk, M Macmillan and Nicolson returned during consideration of the following item.

## 24 **NOTICE OF MOTION 10**

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



## "Building Repairs Task Group

Council agrees that a comprehensive report be brought to the next meeting of the Planning and Property board regarding the activities and actions of the Building Repairs Task Group since its inception. The report should focus on the effectiveness of the group, and its use of legal powers. This report may form the basis of widening the task group activities to other parts of Renfrewshire."

Councillor Lawson, seconded by Councillor K MacLaren, then moved the motion which was agreed unanimously.

**DECIDED:** That Council agreed that a comprehensive report be brought to the next meeting of the Planning & Property Policy Board regarding the activities and actions of the Building Repairs Task Group since its inception. The report should focus on the effectiveness of the group, and its use of legal powers. This report may form the basis of widening the task group activities to other parts of Renfrewshire.

## 25 NOTICE OF MOTION 14

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

"Renfrewshire Council notes with concern the well advanced proposals to locate a replacement detention facility for Dungavel in Renfrewshire. Council requires the leader of the council to make a statement on what discussions have taken place with the Westminster Government and or its agencies regarding this matter and what representations he has made on behalf of the people of Renfrewshire."

Councillor Nicolson, seconded by Councillor Paterson, then moved the motion, which was agreed unanimously.

Councillor Macmillan, Leader of the Council, in a statement advised that there had been no consultation with the Council prior to the recent announcement by the Secretary of State for Immigration on the future of detention in Scotland. An unsolicited letter, dated 14 September 2016, had been received from the Home Office, Immigration Enforcement, Detention and Escorting Services, which he would arrange to circulate to elected members, regarding the intention to apply for planning permission in due course, to locate an Immigration Detention Facility in Renfrewshire. He outlined the content of the letter, highlighting that the letter apologised that, due to an embargo on the Secretary of State for Immigration's announcement, the Council had learned of the intention to submit a planning application from the media.

**DECIDED:** That Renfrewshire Council noted with concern the well advanced proposals to locate a replacement detention facility for Dungavel in Renfrewshire. Council required the leader of the Council to make a statement on what discussions had taken place with the Westminster Government and or its agencies regarding this matter and what representations he had made on behalf of the people of Renfrewshire and that the statement by the leader of the Council be noted.

## 26 NOTICES 11 AND 17

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

"Detention Centre

Council welcomes the proposed closure of the Dungavel detention centre.

Council expresses its concern about the treatment of detainees within Dungavel and notes the complaints regarding the treatment of detainees from various organisations including the STUC and Her Majesty's Inspectorate of Prisons.

Council notes the plan to build a new rapid removal detention centre in Renfrewshire and expresses its concern that moving detainees to Renfrewshire doesn't address the concerns of many campaigners about the treatment that detainees have received at Dungavel.

Council highlights its concerns that in introducing a rapid removal facility in Renfrewshire there is a real risk that people who have been living in Scotland will either have their opportunities to challenge their deportation restricted or be taken to immigration removal centres far away from their families, friends and legal representation."

Councillor K MacLaren , seconded by Councillor M MacLaren, then moved the motion.

Councillor M Macmillan, seconded by Councillor Holmes, moved as an amendment Notice of Motion 17 that in addition "Council notes the intention of the UK Government to open an Immigration Detention Facility in Renfrewshire. Council further notes there was no consultation with this authority prior to the announcement. Council will take cognisance of human rights and other relevant issues and will seek the views of a wide range of stakeholders before consideration of any planning application related to this facility."

In terms of Standing Order 27, the amendment was accepted by the mover and seconder of the motion and the motion, as amended, was agreed unanimously.

**DECIDED:** That Council welcomed the proposed closure of the Dungavel detention centre.

Council expressed its concern about the treatment of detainees within Dungavel and noted the complaints regarding the treatment of detainees from various organisations including the STUC and Her Majesty's Inspectorate of Prisons.

Council noted the plan to build a new rapid removal detention centre in Renfrewshire and expressed its concern that moving detainees to Renfrewshire didn't address the concerns of many campaigners about the treatment that detainees had received at Dungavel.

Council highlighted its concerns that in introducing a rapid removal facility in Renfrewshire there was a real risk that people who had been living in Scotland would either have their opportunities to challenge their deportation restricted or be taken to immigration removal centres far away from their families, friends and legal representation.

Council noted the intention of the UK Government to open an Immigration Detention Facility in Renfrewshire. Council further noted there was no consultation with this authority prior to the announcement. Council would take cognisance of human rights and other relevant issues and would seek the views of a wide range of stakeholders before consideration of any planning application related to this facility.

## 27 **NOTICE OF MOTION 12**

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

"Renfrewshire Council agrees that allotments contribute to the health and wellbeing of local communities in a number of ways, not least in maintaining a community link to food production. Council therefore agrees to bring forward a comprehensive policy document which will clearly identify demand, geographical deficits and identify land which may be suitable for allotment development and be reserved for such purposes in all relevant council policies.

Council also agrees that an appropriate policy be formed where developer contributions should be sought from relevant developments to a fund which would develop a comprehensive network of allotments across Renfrewshire and in particular areas where there is a potential loss of green space."

Councillor Nicolson, seconded by Councillor Perrie, then moved the motion which was agreed unanimously.

**DECIDED:** That Renfrewshire Council agreed that allotments contributed to the health and wellbeing of local communities in a number of ways, not least in maintaining a community link to food production. Council therefore agreed to bring forward a comprehensive policy document which would clearly identify demand, geographical deficits and identify land which might be suitable for allotment development and be reserved for such purposes in all relevant council policies; and

Council also agreed that an appropriate policy be formed where developer contributions should be sought from relevant developments to a fund which would develop a comprehensive network of allotments across Renfrewshire and in particular areas where there was a potential loss of green space.

## 28 **NOTICE OF MOTION 13**

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

"TIE

Renfrewshire Council resolves to work closely with the Time for Inclusive Education campaign, and with equalities organisations and the SNP Government, to ensure that homophobic bullying in Renfrewshire's schools is effectively tackled and that Renfrewshire's classrooms actively promote equality and inclusivity for young people of LGBTI identities."

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

Councillor Henry, seconded by Councillor I McMillan, moved as an amendment that, in addition, "Renfrewshire Council is committed to tackling effectively all bullying in schools and children's services - including bullying based on gender identity and sexual orientation - and to working with Respect Me, Time for Inclusive Education, I Am Me, other anti-bullying and equalities organisations, and the Scottish Government, to that end, Council will continue to actively promote equality and inclusivity for all children and young people in all of our schools and Council services."

In terms of Standing Order 27, the amendment was accepted by the mover and seconder of the motion and the motion, as amended, was agreed unanimously.

**DECIDED:** That Renfrewshire Council resolved to work closely with the Time for Inclusive Education campaign, and with equalities organisations and the SNP Government, to ensure that homophobic bullying in Renfrewshire's schools was effectively tackled and that Renfrewshire's classrooms actively promoted equality and inclusivity for young people of LGBTI identities. In addition, Renfrewshire Council was committed to tackling effectively all bullying in schools and children's services - including bullying based on gender identity and sexual orientation - and to working with Respect Me, Time for Inclusive Education, I Am Me, other anti-bullying and equalities organisations, and the Scottish Government, to that end, Council would continue to actively promote equality and inclusivity for all children and young people in all of our schools and Council services.

## 29 **NOTICE OF MOTION 15**

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

"Women Against State Pension Inequality

Council calls upon the UK Government to make fair transitional state pension arrangements for all women born on or after 6 April 1951 who have unfairly borne the burden of the increase to the State Pension Age with lack of appropriate notification.

Hundreds of thousands of women had significant pension changes imposed upon them by the Pensions Act of 1995 and 2011 with little or no personal notification of the changes. Some women had only 2 years of notice of a 6 year increase to their state pension age.

Many women born in the 1950s are living in hardship. Retirement plans have been shattered with devastating consequences. Many of these women are already out of the labour market - caring for elderly relatives, providing childcare for grandchildren or struggling to find employment after having suffered discrimination in the workplace.

Women born in this decade are suffering financially. These women have worked hard, raised families and paid their tax and national insurance with the expectation they would be financially secure when reaching 60. It is not the pension age itself that is in dispute, it is widely accepted that women and men should retire at the same age.

The issue is that the rise in the women's state pension age has been too rapid and has happened without sufficient notice being given to those affected. This has left women with no time to make alternative arrangements.

Council also supports the recently formed WASPI Renfrewshire group who are campaigning for the rights of Renfrewshire residents affected by these pension changes."

Councillor M MacLaren, seconded by Councillor Audrey Doig, then moved the motion which was agreed unanimously.

**DECIDED:** That Council agreed to call upon the UK Government to make fair transitional state pension arrangements for all women born on or after 6 April 1951 who had unfairly borne the burden of the increase to the State Pension Age with lack of appropriate notification.

Hundreds of thousands of women had significant pension changes imposed upon them by the Pensions Act of 1995 and 2011 with little or no personal notification of the changes. Some women had only two years of notice of a six year increase to their state pension age.

Many women born in the 1950s were living in hardship. Retirement plans had been shattered with devastating consequences. Many of these women were already out of the labour market - caring for elderly relatives, providing childcare for grandchildren or struggling to find employment after having suffered discrimination in the workplace.

Women born in this decade were suffering financially. These women had worked hard, raised families and paid their tax and national insurance with the expectation they would be financially secure when reaching 60. It was not the pension age itself that was in dispute, it was widely accepted that women and men should retire at the same age.

The issue was that the rise in the women's state pension age had been too rapid and had happened without sufficient notice being given to those affected. This had left women with no time to make alternative arrangements.

Council also supported the recently formed WASPI Renfrewshire group who were campaigning for the rights of Renfrewshire residents affected by these pension changes.

## 30 **NOTICE OF MOTION 16**

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

"Violation of Sepulchre

This Council shall have regard to the need to respect the rights of sepulchre, the violation of which is a criminal offense under Scots law."

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

**DECIDED:** That this Council shall have regard to the need to respect the rights of sepulchre, the violation of which was a criminal offence under Scots law.

### 31 **NOTICE OF MOTION 18**

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

"Renfrewshire Council condemns the Labour run administration for displaying a singular inability to address the poverty in Ferguslie Park despite having almost fifty years of uninterrupted rule of local governance of that area."

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

Councillor Holmes, seconded by Councillor Williams, moved as an amendment that "Council welcomes the ambition of the administration in addressing the causes of poverty and welcomes the steps taken by our partners in the voluntary and the public sector to help people avoid falling into, dealing with the impact of, and escaping from poverty. Council notes the latest SIMD statistics show a drop in deprivation overall in Renfrewshire and reaffirms its commitment to support all of our communities to lead lives free from poverty."

In terms of Standing Order 42 Provost Hall, seconded by Councillor M Macmillan, moved that Councillor Mack be suspended for the remainder of the meeting.

On the roll being called, the following members voted for the suspension: Councillors B Brown, Murrin, M Devine, J Sharkey, M Sharkey, Kelly, Williams, E Devine, Glen, Henry, M Macmillan, Caldwell, Hood, I McMillan, Bibby, Gilmour, Provost Hall and Councillors Holmes, Harte and Mullin.

The following members voted against the suspension: Councillors Perrie, McEwan, Paterson, Lawson, K MacLaren, M MacLaren, Mack, McGurk, Cameron, McCartin, Andy Doig, Audrey Doig, Noon, M Brown, McQuade and Nicolson.

20 members having voted for the suspension and 16 members having voted against the suspension, the suspension was accordingly declared carried. Councillor Mack was advised that the Council had decided that he be suspended for the remainder of the meeting.

### **ADJOURNMENT**

The meeting adjourned at 2.50pm and reconvened at 3pm.

### **SEDERUNT**

Councillor M Brown was not present when the meeting reconvened.

Provost Hall advised Councillor Mack that it had been decided that he be suspended for the remainder of the meeting and Provost Hall asked Councillor Mack to retire from the meeting.



Councillor Mack refused to leave but did not take any further part in the remainder of the meeting.

Consideration was then resumed of the substantive motion and amendment.

On the roll being called the following members voted for the amendment: Councillors B Brown, Murrin, M Devine, J Sharkey, M Sharkey, Kelly, Williams, E Devine, Glen, Henry, M Macmillan, Caldwell, Hood, I McMillan, Bibby, Gilmour, Provost Hall and Councillors Holmes, Harte and Mullin.

The following members voted for the motion: Councillors Perrie, McEwan, Paterson, Lawson, K MacLaren, M MacLaren, McGurk, Cameron, McCartin, Andy Doig, Audrey Doig, Noon, McQuade and Nicolson.

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

**DECIDED:** That Council welcomed the ambition of the administration in addressing the causes of poverty and welcomed the steps taken by our partners in the voluntary and the public sector to help people avoid falling into, dealing with the impact of, and escaping from poverty. Council noted the latest SIMD statistics showed a drop in deprivation overall in Renfrewshire and reaffirmed its commitment to support all of our communities to lead lives free from poverty.

## 32 NOTICE OF MOTION 19

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

"This Council adopts the Construction Charter outlined in Appendix A"

### "APPENDIX A RENFREWSHIRE COUNCIL'S CONSTRUCTION CHARTER

As a Local Authority we either directly procure, or are the planning authority, for a multitude of construction projects. It is our intention to promote and support positive workforce practices involving

"Direct Employment" on all construction projects where we procure on behalf of the residents under this authority. We expect all construction companies who secure contacts on these projects within our boundaries to fully comply with this charter.

#### Health and Safety

The health and safety of all workers is paramount. Construction is a dangerous industry. We expect all contractors to ensure that:

- Health and safety regulations and standards are rigorously implemented and adhered to,

- Welfare facilities for construction workers are appropriate for the 21st Century, including reasonable standards for toilets, amenities and drying facilities in accordance with the Construction, Design and Management Regulations 2015.

The Scottish Future Trust's Non Profit Distributing (NPD) programme alternatively known as HUBCO's was developed to deliver infrastructure projects for the Scottish Government. As such, they must include proper local community benefits, in particular local jobs and apprenticeships and help local SME's develop the capacity to take on those infrastructural projects. The Scottish Government should work with Renfrewshire Council to produce strong and clear guidelines on Community Benefit Clauses for externally awarded contracts through HUBCOs and that those contracts uphold the working practices contained herein.

### Employment and skills

We require the highest standards of project delivery in order to ensure that Renfrewshire people's aspirations are met and the projects serve our communities well in the years to come. We are also mindful of the projected skills shortage across the sector and wish to work with the industry to train the next generation of skilled workers for the future. We therefore encourage, and will require where appropriate, all contactors to:

- Be able to demonstrate the skill level of their employees on the project by ensuring appropriate checks are carried out by contractors,
- Comply with the employment and skills requirements set out in our tender documents, promoting and encouraging full apprenticeships,
- Prioritise hard to reach and underrepresented groups in employment, training and skills initiatives,
- Work with us to support initiatives aimed at promoting and improving opportunities in education and training of employers and employees engaged on all construction projects within our authority.

### Pay and Benefits

This Council is also a Living Wage employer and will encourage that all construction companies working on their contacts will adhere to that policy where workers are not directly connected to industry collective agreements then the living wage is a minimum standard and we will promote and encourage that those companies are registered with the Scottish Living Wage Accreditation Initiative.

We also expect that all employees, and encourage that all workers, should have access to:

- Paid holiday
- A sickness benefit scheme
- A pension scheme
- Accident compensation
- Death in service benefits

### Employment rights

This Council expects direct employment by contractors and sub contractors on a PAYE Class 1 National Insurance basis. We believe that Trade Unions play an important role in creating a safe and productive worksite and developing good

industrial relations. We therefore expect our contractors, within the context of the contract let, to:

- Employ workers under recognised industry collective agreements as set out in SJIB, SNIJB, BESA, CIJC, NAECI and TICA or other EU equivalent,
- Promote the benefits of belonging to a recognised Trade Union,
- Recognise on-site Shop Stewards as having an important role to play in achieving and promoting good industrial relations,
- Ensure that the Trade Union has input into the development of Health and Safety policy (to ensure members' priorities are reflected),
- Actively promote the election of Health and Safety Representatives and support their role in helping to ensure a safe site,
- Provide equality and opportunity for all,
- Be able to certify that they have not engaged in the practice of blacklisting workers for any reason.

This Council also supports the Get Britain Building campaign which is aimed at supporting and sustaining the construction the construction industry in Great Britain. Consequently, we seek to maximise the building materials used on council construction projects that are covered by BES6001 Responsible Sourcing of Construction Products Certificate or equivalent.

Renfrewshire Council looks forward to working with contractors to help them support the aims set out in this Charter”.

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

Councillor Nicolson, seconded by Councillor McGurk, moved as an amendment that this Council adopts and implements the Construction Charter as attached:

"Construction Charter.

Renfrewshire Council procures a wide range of construction projects. It is our intention to adopt and expect all organisations tendering for work, and on behalf of Renfrewshire Council to promote and support this Charter.

### Health and Safety

The health and safety of all workers is paramount. Construction is a dangerous Industry. We expect all contractors to ensure that:

- Health and safety standards are rigorously implemented and adhered to,
- Welfare facilities for construction workers are appropriate for the 21st Century, Including reasonable standards for toilets, mess and drying facilities.

### Employment and skills

We require the highest standards of project delivery in order to ensure that the aspirations of this Council are met and the projects serve our communities well in the years to come. We are also mindful of the projected skills shortage across the sector and wish to work with the industry to train the next generation of skilled workers for the future. We therefore encourage, and will require where appropriate, all contractors to:

- Be able to demonstrate the skill level of their employees on the project by ensuring appropriate checks are carried out by contractors,
- Comply with the employment and skills requirements set out in our tender Documents, promoting and encouraging apprenticeships to an NVQ Level 3 standard wherever possible,
- Prioritise hard to reach and under represented groups in employment and skills Initiatives,
- Work with us to support initiatives aimed at promoting and improving opportunities in education and training of employers and employees engaged on all construction projects within our authority.

### Pay and benefits

Renfrewshire Council is a living wage employer and believes that all workers should be fairly rewarded for their efforts. We will promote and encourage companies to be registered with the Scottish Living Wage Accreditation Initiative We also expect that all employees, and encourage that all workers, should have access to:

- Paid holiday,
- A sickness benefit scheme,
- A pension scheme,
- Accident compensation,
- Death in service benefits.

### Employment rights

Renfrewshire Council expects direct employment by contractors wherever possible.

We believe that Trade Unions play an important role in creating a safe and productive work site and developing good industrial relations. We therefore expect our contractors, within the context of the contract let, to:

- Employ workers under recognised industry collective agreements as set out in JIB, JIB-PMES, HVAC, CIJC, NAECI and TICA or other EU equivalent,
- assist in promoting the benefits of belonging to a recognised Trade Union,
- Recognise on-site Shop Stewards as having an important role to play in achieving and promoting good industrial relations,
- Ensure that the Trade Union (s) have input into the development of Health and Safety policy (to ensure members' priorities are reflected),
- actively promote the election of Health and Safety Representatives and support Their role in helping to ensure a safe site,
- Provide equality and opportunity for all,
- be able to certify that they have not engaged in the practice of blacklisting Workers for any reason.

Renfrewshire Council looks forward to working with contractors to help them support the aims set out in this Charter.”

On the roll being called, the following members voted for the amendment: Councillors Perrie, McEwan, Paterson, Lawson, K MacLaren, M MacLaren, McGurk, Cameron, Andy Doig, Audrey Doig, Noon, McQuade and Nicolson.

The following members voted for the motion: Councillors B Brown, Murrin, M Devine, J Sharkey, M Sharkey, Kelly, Williams, E Devine, Glen, Henry, M Macmillan, McCartin, Caldwell, Hood, I McMillan, Bibby, Gilmour, Provost Hall and Councillors Holmes, Harte and Mullin.

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

**DECIDED:** That Council adopts the Construction Charter outlined in Appendix A

"Appendix A

Renfrewshire Council's Construction Charter

As a Local Authority we either directly procure, or are the planning authority, for a multitude of construction projects. It is our intention to promote and support positive workforce practices involving

"Direct Employment" on all construction projects where we procure on behalf of the residents under this authority. We expect all construction companies who secure contacts on these projects within our boundaries to fully comply with this charter.

Health and Safety

The health and safety of all workers is paramount. Construction is a dangerous industry. We expect all contractors to ensure that:

- Health and safety regulations and standards are rigorously implemented and adhered to,
- Welfare facilities for construction workers are appropriate for the 21st Century, including reasonable standards for toilets, amenities and drying facilities in accordance with the Construction, Design and Management Regulations 2015.

The Scottish Future Trust's Non Profit Distributing (NPD) programme alternatively known as HUBCO's was developed to deliver infrastructure projects for the Scottish Government. As such, they must include proper local community benefits, in particular local jobs and apprenticeships and help local SME's develop the capacity to take on those infrastructural projects. The Scottish Government should work with Renfrewshire Council to produce strong and clear guidelines on Community Benefit Clauses for externally awarded contracts through HUBCOs and that those contracts uphold the working practices contained herein.

Employment and skills

We require the highest standards of project delivery in order to ensure that Renfrewshire people's aspirations are met and the projects serve our communities well in the years to come. We are also mindful of the projected skills shortage across the sector and wish to work with the industry to train the next generation of skilled workers for the future. We therefore encourage, and will require where appropriate, all contractors to:

- Be able to demonstrate the skill level of their employees on the project by ensuring appropriate checks are carried out by contractors,

- Comply with the employment and skills requirements set out in our tender documents, promoting and encouraging full apprenticeships,
- Prioritise hard to reach and underrepresented groups in employment, training and skills initiatives,
- Work with us to support initiatives aimed at promoting and improving opportunities in education and training of employers and employees engaged on all construction projects within our authority.

### Pay and benefits

This Council is also a Living Wage employer and will encourage that all construction companies working on their contracts will adhere to that policy where workers are not directly connected to industry collective agreements then the living wage is a minimum standard and we will promote and encourage that those companies are registered with the Scottish Living Wage Accreditation Initiative.

We also expect that all employees, and encourage that all workers, should have access to:

- Paid holiday,
- A sickness benefit scheme,
- A pension scheme,
- Accident compensation,
- Death in service benefits.

### Employment rights

This Council expects direct employment by contractors and sub contractors on a PAYE Class 1 National Insurance basis. We believe that Trade Unions play an important role in creating a safe and productive worksite and developing good industrial relations. We therefore expect our contractors, within the context of the contract let, to:

- Employ workers under recognised industry collective agreements as set out in SJIB, SNIJIB, BESA, CIJC, NAECI and TICA or other EU equivalent,
- Promote the benefits of belonging to a recognised Trade Union,
- Recognise on-site Shop Stewards as having an important role to play in achieving and promoting good industrial relations,
- Ensure that the Trade Union has input into the development of Health and Safety policy (to ensure members' priorities are reflected),
- Actively promote the election of Health and Safety Representatives and support their role in helping to ensure a safe site,
- Provide equality and opportunity for all,
- Be able to certify that they have not engaged in the practice of blacklisting workers for any reason.

This Council also supports the Get Britain Building campaign which is aimed at supporting and sustaining the construction the construction industry in Great Britain. Consequently, we seek to maximise the building materials used on council construction projects that are covered by BES6001 Responsible Sourcing of Construction Products Certificate or equivalent.



Renfrewshire Council looks forward to working with contractors to help them support the aims set out in this Charter."



## Minute of Meeting

### Renfrewshire Appointment Board - Assistant Director - Schools

Date	Time	Venue
Wednesday, 05 October 2016	14:30	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors Cameron, Glen, Henry, Holmes, Lawson, J MacLaren and M Macmillan.

#### CHAIR

Councillor M Macmillan, Convener, presided.

#### IN ATTENDANCE

S Black, Chief Executive; P MacLeod, Director of Children's Services and R Laouadi, HR Manager (Finance & Resources).

#### DECLARATIONS OF INTEREST

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

#### EXCLUSION OF PRESS AND PUBLIC

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

1 **APPOINTMENT OF ASSISTANT DIRECTOR - SCHOOLS - INTERVIEWS**

The Board interviewed candidates for the post of Assistant Director - Schools.

**DECIDED:** That Steven Quinn be appointed to the post of Assistant Director - Schools.

## Minute of Meeting

### Regulatory Functions Board

Date	Time	Venue
Thursday, 06 October 2016	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors B Brown, M Brown, E Devine, M Devine, Provost Hall and Councillors Hood and McQuade

#### CHAIR

Councillor Hood, Convener, presided.

#### IN ATTENDANCE

M Conaghan, Legal and Democratic Services Manager (for items 4(a) and 4(b) only); D Campbell, Assistant Managing Solicitor (Licensing); E Currie, Senior Committee Services Officer; K Whiteside, Licensing Officer (Paralegal) and G McIntosh, Civic Government Enforcement Officer (for items 4(a) and 4(b) only) (all Finance & Resources).

#### APOLOGIES

Provost Hall and Councillor Mullin.

#### DECLARATIONS OF INTEREST

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

#### ORDER OF BUSINESS

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 6 of the agenda after item 1(c) of the agenda and item 2 of the agenda after item 5(b) of the agenda.

## **EXCLUSION OF PRESS AND PUBLIC**

The Board resolved that the press and public be excluded from the meeting during consideration of items 1, 2, 3, 4(b), 5(b) and 6 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 RENEWAL OF PRIVATE HIRE CAR DRIVERS' LICENCES - PERSONAL APPEARANCES**

Under reference to item 10 of the Minute of the meeting of this Board held on 1 September 2016 consideration was resumed of application (a) for renewal of a Private Hire Car Driver's Licence and there was submitted application (b) for renewal of a Private Hire Car Driver's Licence. Applicant (a) had been asked to appear personally for the second time and applicant (b) for the first time:-

(a) Duncan Story, Flat 2/2, 17 Newton Street, Greenock

Mr Story, the applicant, was invited into the meeting and intimated that he had been advised not to operate as a Private Hire Car Driver for a period of four weeks following treatment in September 2016. Mr Story gave an undertaking to the Board that he would not operate as a Private Hire Car Driver until this four-week period had expired. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years noting the undertaking given by Mr Story that he would not operate as a Private Hire Car Driver until this four-week period had expired. This was agreed unanimously.

**DECIDED:** That the application be granted for a period of two years noting the undertaking given by Mr Story that he would not operate as a Private Hire Car Driver until the four-week period had expired.

(b) Daniel McHugh, Flat 1/1, 118 Neilston Road, Paisley

Mr McHugh, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

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

### **2 GRANT 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 together with Police Scotland who had submitted an objection and further letter received outwith the statutory timescale to the application:-

Ryan Stevenson, 1 Harperland, Dundonald, Kilmarnock

Mr Stevenson, the applicant, and Mr Sutherland were invited into the meeting together with Inspector Glass and Sergeant Curran, on behalf of the Chief Constable who had submitted an objection and further letter received outwith the statutory



timescale to the application. Mr Stevenson advised that his current address was 1 Glenhead Court, Coylton and requested that consideration of his application be continued to a future meeting of the Board to allow his Solicitor to attend and represent him.

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.

### 3 **RENEWAL OF STREET TRADER'S LICENCE**

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

Applicant: William Greig, 3 Oceanfield, Clydebank

Authorised Activity: hot and cold snacks

Trading From: Glebe Street and Broadloan, Renfrew

Operating Hours: Glebe Street – Monday to Friday – 10.30 am to 11.15 am

Broadloan – Monday to Friday – 11.15 am to 2.30 pm

Saturday and Sunday – 9.00 am to 2.00 pm

The Convener proposed that the applicant continue to be allowed to be an exception to the Board's policy on trading in the vicinity of schools and that the application be granted for a period of two years. This was agreed unanimously.

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

### **ADJOURNMENT**

The meeting adjourned at 10.25 am and reconvened at 10.30 am.

### 4 **VARIATION OF STREET TRADER'S LICENCE - PERSONAL APPEARANCE**

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

Applicant: Andrew Hay, 11 Murchison Road, Houston

Variation: delete condition 20 from Street Trader's Licence

Mr Hay, the applicant, and his Solicitor, Mr Hassard, 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 refused. This was agreed unanimously.

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

### 5 **GRANT OF PRIVATE HIRE CAR OPERATOR'S LICENCE - PERSONAL APPEARANCE**

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

Henry Gillespie, 40 Darroch Drive, Erskine

The Assistant Managing Solicitor (Licensing) advised that the application had been granted for a period of one year under delegated authority.

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

## 6 **RENEWAL OF WINDOW CLEANER'S LICENCE - PERSONAL APPEARANCE**

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

Phil McHugh, 80A Sheldrake Place, Johnstone

The Assistant Managing Solicitor (Licensing) advised that the application had been granted for a period of two years under delegated authority.

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

## **ADJOURNMENT**

The meeting adjourned at 11.15 am and reconvened at 11.25 am.

## 7 **GRANT OF PUBLIC ENTERTAINMENT LICENCE - PERSONAL APPEARANCE**

There was submitted the undernoted application for the grant of a Public Entertainment Licence. The applicant had been asked to appear personally for the first time together with the Director of Community Resources who had submitted a representation received outwith the statutory timescale to the application:-

Applicant: Irvin Stringfellow, 4 Priorwood Place, Glasgow

Authorised Activity: Funfairs

Trading From: County Square, Gilmour Street, High Street, Gauze Street, Abbey Close and Bridge Street, Paisley

Events: Sma Shot Day on 2 July 2016 from 12 noon to 6.00 pm; Halloween Event on 28 and 29 October 2016 from 12 noon to 9.00 pm; Fireworks on 5 November 2016 from 12 noon to 8.00 pm; Paisley Christmas Lights on 12 November 2016 from 12 noon to 7.00 pm; and any other specified weekend on school holidays with permission of Town Centre Manager.

Mr Cadona, the applicant's representative, was invited into the meeting together with Mr Marshall, on behalf of the Director of Community Resources who had submitted a representation received outwith the statutory timescale to the application. On hearing the reasons for the representation being received outwith the statutory timescale it was decided that the representation be taken into account when the application was being considered.

After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year and that similar applications involving funfair or fairground rides, where no objections were received, be considered under delegated authority. This was agreed unanimously.

**DECIDED:**

- (a) That the application be granted for a period of one year; and
- (b) That similar applications involving funfair or fairground rides, where no objections were received, be considered under delegated authority.



## Minute of Meeting

### Renfrewshire Appointment Board - Head of Early Years & Inclusion

Date	Time	Venue
Thursday, 06 October 2016	15:30	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors Henry, Holmes, McCartin, K MacLaren, I McMillan, M Macmillan and Noon.

#### CHAIR

Councillor M Macmillan, Convener, presided.

#### IN ATTENDANCE

P MacLeod, Director of Children's Services and R Laouadi, HR Manager (Finance & Resources).

#### DECLARATIONS OF INTEREST

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

#### EXCLUSION OF PRESS AND PUBLIC

The Board resolved 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 EARLY YEARS AND INCLUSION - INTERVIEWS

The Board interviewed candidates for the post of Head of Early Years and Inclusion.

**DECIDED:** That John Trainer be appointed to the post of Head of Early Years and Inclusion.



## Minute of Meeting

### Regulatory Functions Board

Date	Time	Venue
Wednesday, 02 November 2016	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors B Brown, M Brown, E Devine, M Devine, Provost Hall and Councillors Hood and McQuade.

#### CHAIR

Councillor Hood, Convener, presided.

#### IN ATTENDANCE

D Campbell, Assistant Managing Solicitor (Licensing); E Clements, Senior Solicitor (for items 1-7 only); P Shiach, Committee Services Officer G McIntosh, Civic Government Enforcement Officer (for items 8 - 15 only) and K Whiteside, Licensing Officer (Paralegal) (all Finance & Resources).

#### 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, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering items 12, 11, 10, 9, 15 and 14 of the agenda before item 13 of the agenda.

**1 APPLICATION FOR THE SURRENDER AND RE-ISSUE OF A TAXI OPERATORS LICENCE TX212A - PERSONAL APPEARANCE**

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

Present Operator: Janet Barclay, 14 Camps Crescent, Renfrew

Proposed Operator: The Partnership of J & T Taxis, 14 Camps Crescent, Renfrew

The Assistant Managing Solicitor (Licensing) advised that the applicants had intimated that they would be unable to attend the meeting. The Convener proposed that consideration of the application be continued and that the applicants be invited to a future meeting of the Board. This was agreed unanimously.

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

**EXCLUSION OF PRESS AND PUBLIC**

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

**2 APPLICATION FOR A TAXI LICENCE**

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

Eric Egan, 11 Fereneze Drive, Paisley

The Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

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

**3 RENEWAL OF PRIVATE HIRE CAR DRIVER'S LICENCE P0060 - PERSONAL APPEARANCE**

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

John McLatchie, 250B Paisley Road, Renfrew

Mr McLatchie, the applicant was invited into the meeting together with his solicitor Mr Banks and Inspector Kirkwood and Sergeant Curran on behalf of the Chief Constable who had submitted an objection and a further letter to the application.

Inspector Kirkwood advised that the Chief Constable had withdrawn both the letter of objection and the further letter.

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

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

#### 4 **GRANT OF PRIVATE HIRE CAR DRIVERS' LICENCES – PERSONAL APPEARANCES**

There were submitted the undernoted applications for the grant of Private Hire Car Drivers' Licences. Applicant (a) had been asked to appear personally for the second time together with Police Scotland who had submitted an objection and a supplementary letter both of which had been received outwith the statutory timescale to the application. Applicant (b) had been asked to appear personally for the first time together with Police Scotland who had submitted an objection to the application. Applicant (c) had been asked to appear personally for the first time together with Police Scotland who had submitted an objection and a supplementary letter, both of which were received outwith the statutory timescale to application: -

(a) Ryan Cairns Stevenson, 1 Glenhead Court, Coylon, Ayrshire

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

Inspector Kirkwood and Sergeant Curran on behalf of the Chief Constable who had submitted an objection and a further letter to the application outwith the timescale to the application were invited into the meeting. 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. On hearing the reasons for the supplementary letter being received outwith the statutory timescale it was decided that the letter be taken into account when the application was being considered where the interests of justice required.

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.

(b) Michael Alexander Kemp, 40 Abbotsford Crescent, Foxbar, Paisley

There was no appearance by or on behalf of the applicant. Inspector Kirkwood and Sergeant Curran on behalf of the Chief Constable who had submitted an objection to the application, were invited into the meeting.

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

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

(c) Christopher Young, 7A Lyle Street, Milngavie, East Dunbartonshire

Mr Young, the applicant was invited into the meeting together with Inspector Kirkwood and Sergeant Curran on behalf of the Chief Constable who had submitted an objection and a further letter to the application outwith the timescale to the application. 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. On hearing the reasons for the supplementary letter being received outwith the statutory timescale it was decided that the objection be taken into account when the application was being considered where the interests of justice required.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened.

Councillor Hood, seconded by Councillor M Devine, moved that the application be refused.

Provost Hall, seconded by Councillor McQuade, moved as an amendment that the application be granted for a period of one year.

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

On a vote being taken, 4 members voted for the amendment and 3 members voted for the motion. The amendment was accordingly declared carried.

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

## 5 **GRANT OF A TAXI DRIVER'S LICENCE – PERSONAL APPEARANCE**

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

Paul McDaid, 11 St Margaret's Avenue, Paisley

There was no appearance by or on behalf of Mr McDaid. Inspector Kirkwood and Sergeant Curran, on behalf of the Chief Constable who had submitted an objection to the application were invited into the meeting.

The Assistant Managing Solicitor (Licensing) advised that correspondence had been received from Mr McDaid explaining his absence.

The Convener moved that the application be continued. 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.

**6 RENEWAL OF A TAXI DRIVER'S LICENCE AND REQUEST TO BE EXEMPT FROM ASSISTING WHEELCHAIR PASSENGERS – T0281 – PERSONAL APPEARANCE**

There was submitted the undernoted application for the renewal of a Taxi Driver's Licence and request to be exempt from assisting wheelchair passengers. The applicant had been asked to appear personally for the first time: -

David Snell, 44 Abbotsford Crescent, Paisley

Mr Snell, the applicant, was invited into the meeting. After consideration of all matters before the Board the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

The Convener proposed that Mr Snell's request for exemption from assisting wheelchair passengers be granted for the duration of his current Taxi Driver's Licence. This was agreed unanimously.

**DECIDED:**

(a) That the application for the renewal of a Taxi Driver's Licence be granted for a period of two years; and

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

**7 GRANT OF LANDLORD REGISTRATION - PERSONAL APPEARANCES**

There were submitted the undernoted applications for the grant of Landlord Registration. The applicants had been asked to appear for the first time together with Police Scotland who had submitted representations in respect of the applications: -

(a) John Wilson, 8 Laburnum Grove, Troon

Mr Wilson, the applicant was invited into the meeting together with Inspector Kirkwood and Sergeant Curran on behalf of the Chief Constable who had submitted a letter in respect of the application.

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

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

(b) Charles Caldwell, 25 Alloway Grove, Paisley

There was no appearance by or on behalf of Mr Caldwell. Inspector Kirkwood and Sergeant Curran, on behalf of the Chief Constable who had submitted a letter in respect of the application, were invited into the meeting.

The Assistant Managing Solicitor, (Licensing) advised that the applicant had submitted correspondence requesting that consideration of the application be continued. The Convener proposed that consideration of the application be continued and that the applicants be invited to a future meeting of the Board. This was agreed unanimously.

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

## **ADJOURNMENT**

The meeting adjourned at 11.55 am and reconvened at 1.30 pm.

## **SEDERUNT**

Councillors M Brown and McQuade were not in attendance.

### **8 GRANT OF A TAXI LICENCE – PERSONAL APPEARANCE**

There was submitted the undernoted application for the grant of a Taxi Licence. The applicant had been asked to appear personally for the first time together with Jason Tannahill, Stewart Williamson and Charles Thomson who had submitted objections in relation to the application: -

John William Bryce Boal, 2/2, 9 Torbeck Street, Glasgow

Mr Boal, the applicant was invited into the meeting together with Jason Tannahill who had submitted an objection to the application on behalf of Renfrewshire Public Hire Association.

The Assistant Managing Solicitor (Licensing) advised the Board that the objection submitted by Charles Thomson had been withdrawn.

Reference was made to two plates and whether they were included in relation to setting the final number of plates available. The Board adjourned for clarification on the matter. The meeting was reconvened. The Assistant Managing Solicitor (Licensing) confirmed that there were 235 valid plates at this time.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the application.

The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

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

### **9 GRANT OF A TAXI LICENCE - PERSONAL APPEARANCE**

There was submitted the undernoted application for the grant of a Taxi Licence.



The applicant had been asked to appear personally for the first time together with Jason Tannahill, Stewart Williamson and Charles Thomson who had submitted objections in relation to the application: -

Thomas Roberson, 7 Manor Park Avenue, Paisley

Mr Robertson, the applicant was invited into the meeting together with Jason Tannahill who had submitted an objection to the application on behalf of Renfrewshire Public Hire Association.

The Assistant Managing Solicitor (Licensing) advised the Board that the objection submitted by Charles Thomson had been withdrawn.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the application.

The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

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

#### 10 **GRANT OF A TAXI LICENCE – PERSONAL APPEARANCE**

There was submitted the undernoted application for the grant of a Taxi Licence. The applicant had been asked to appear personally for the first time together with Jason Tannahill, Stewart Williamson and Charles Thomson who had submitted objections in relation to the application: -

Scott Gibbons, 5 McLean Place, Paisley

Mr Gibbons, the applicant was invited into the meeting together with Jason Tannahill who had submitted an objection to the application on behalf of Renfrewshire Public Hire Association.

The Assistant Managing Solicitor (Licensing) advised the Board that the objection submitted by Charles Thomson had been withdrawn.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the application.

The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

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

#### 11 **GRANT OF A TAXI LICENCE – PERSONAL APPEARANCE**

There was submitted the undernoted application for the grant of a Taxi Licence. The applicant had been asked to appear personally for the first time together with Jason Tannahill, Stewart Williamson and Charles Thomson who had submitted objections in relation to the application: -

Rehman Malik, 59 Foxbar Road, Paisley

Mr Malik, the applicant was invited into the meeting together with Jason Tannahill who had submitted an objection to the application on behalf of Renfrewshire Public Hire Association.

The Assistant Managing Solicitor (Licensing) advised the Board that the objection submitted by Charles Thomson had been withdrawn.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the application.

The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

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

## 12 **GRANT OF A TAXI LICENCE – PERSONAL APPEARANCE**

There was submitted the undernoted application for the grant of a Taxi Licence. The applicant had been asked to appear personally for the first time together with Jason Tannahill who had submitted an objection in relation to the application:-

Shahzad Malik, 83 India Drive, Inchinnan

Mr Rehman Malik, representing the applicant was invited into the meeting together with Jason Tannahill who had submitted an objection to the application on behalf of Renfrewshire Public Hire Association.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the application.

The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

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

## 13 **GRANT OF A TAXI LICENCE - PERSONAL APPEARANCE**

There was submitted the undernoted application for the grant of a Taxi Licence. The applicant had been asked to appear personally for the first time together with Jason Tannahill, Stewart Williamson and Charles Thomson who had submitted objections in relation to the application: -

Iain Waddell, 64 Dunvegan Drive, Elderslie

Mr Waddell, the applicant was invited into the meeting together with Jason Tannahill who had submitted an objection to the application on behalf of Renfrewshire Public Hire Association.

The Assistant Managing Solicitor (Licensing) advised the Board that the objection submitted by Charles Thomson had been withdrawn.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the application.

The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

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

#### 14 **GRANT OF A TAXI LICENCE - PERSONAL APPEARANCE**

There was submitted the undernoted application for the grant of a Taxi Licence. The applicant had been asked to appear personally for the first time together with Jason Tannahill who had submitted an objection in relation to the application: -

James Kilgour, 36 Stravaig Walk, Paisley

The Assistant Managing Solicitor (Licensing) advised that the application had been withdrawn.

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

#### 15 **GRANT OF A TAXI LICENCE - PERSONAL APPEARANCE**

There was submitted the undernoted application for the grant of a Taxi Licence. The applicant had been asked to appear personally for the first time together with Jason Tannahill who had submitted an objection in relation to the application: -

William Morrison, 1 Auchentorlie Quadrant, Seedhill, Paisley

Mr Morrison, the applicant was invited into the meeting together with Jason Tannahill who had submitted an objection to the application on behalf of Renfrewshire Public Hire Association.

The Assistant Managing Solicitor (Licensing) advised the Board that the objection submitted by Charles Thomson had been withdrawn.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the application.

The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

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



## Minute of Meeting

### Education and Children Policy Board

Date	Time	Venue
Thursday, 03 November 2016	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors B Brown, Cameron, Andy Doig, Glen, Henry, Lawson, M Macmillan, I McMillan, McQuade, Murrin, Mylet, Perrie, J Sharkey, M Sharkey and Williams and, I Keith and J Nellaney.

#### CHAIR

Councillor Henry, Convener, presided.

#### IN ATTENDANCE

P Macleod, Director of Children's Services; A Russell, Director of Finance & Resources; G McKinlay, Head of Schools, D Hawthorn, Head of Childcare and Criminal Justice, J Trainer, Head of Early Years and Inclusion (all Children's Services); and J Lynch, Head of Property Services, A Fraser, Finance Business Partner and D Low, Senior Committee Services Officer (all Finance & Resources).

#### APOLOGIES

Reverend G Clark.

#### DECLARATIONS OF INTEREST

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

## 1 **REVENUE BUDGET MONITORING REPORT**

There was submitted a joint report by the Directors of Finance & Resources and Children's Services for the service for the period 1 April to 16 September 2016.

### **DECIDED:**

(a) That the budget position be noted; and

(b) That it be noted that since the budget was approved there had been a number of budget adjustments resulting in a net increase of £526,084 primarily relating to adjustments for rates realignments and transfer of grant income to Leisure Services. The increases were partially offset by procurement savings, the transfer of budgets for Corporate Landlord maintenance and Policy and Commissioning team to Chief Executive's.

## 2 **CAPITAL BUDGET MONITORING REPORT**

There was submitted a report by the Director of Finance & Resources for the service for the period 1 April to 16 September 2016.

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

### **SEDERUNT**

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

## 3 **FAMILIES FIRST EARLY YEARS STRATEGY IMPACT EVALUATION REPORT MAY 2016**

There was submitted a report by the Director of Children's Services relative to the May 2016 early years strategy impact evaluation report which was the third in a series of formative self-evaluations of the impact of Renfrewshire's "Families First" Early Years strategy. The evaluation commenced in December 2015 and was completed in April 2016.

The early years implementation plan had produced 57 actions and these were detailed in the appendix section of the evaluation report. Telephone interviews were conducted with the lead officers responsible for the 57 actions and this helped to inform the impact which the strategy was having on parenting skills and wellbeing; attachment and child wellbeing; and professional skills, structures and services.

The Convener welcomed Clare Dooris and Karen Robertson, both Families First, to the meeting who gave a presentation on the evaluation of the work of the Families First teams which were based in Ferguslie, Linwood, Gallowhill, Johnstone and Foxbar.

**DECIDED:** That the contents and conclusions on the May 2016 Impact Evaluation Report and the presentation be noted.

#### 4 **EXPANSION OF ENTITLEMENT OF EARLY LEARNING AND CHILDCARE**

There was submitted a report by the Director of Children's Services relative to the Scottish Government's announcement of its intention to increase the entitlement to free early learning and child care by 2020, increasing the current level of 600 hours to 1140 hours on an annual basis.

The report intimated that the Scottish Government had launched a consultation, 'A Blueprint for 2020: The Expansion of Early Learning and Childcare in Scotland', on 15 October 2016 which indicated that there would be a need for additional revenue and capital costs to deliver the increased entitlement. To meet the consultation deadline of 9 January 2017, a working group had been established to review the consultation document and prepare a response which would be submitted to the meeting of this Policy Board to be held on 19 January 2017 for homologation.

#### **DECIDED:**

(a) That the proposed increase in free early learning and childcare entitlement from 600 hours to 1140 hours be noted;

(b) That it be noted that the increased entitlement was due to be implemented by 2020;

(c) That the launch of the Scottish Government consultation on how to deliver the increased entitlement be noted; and

(d) That it be agreed that the Head of Early Years and Inclusion submit a draft response to the consultation and that the response be submitted to the next meeting of this board for homologation.

#### 5 **SCOTTISH ATTAINMENT CHALLENGE**

There was submitted a report by the Director of Children's Services relative to the Council's proposals for action to raise attainment for all children and young people and to close the attainment gap between those in the most affluent backgrounds and those living in the most deprived areas as set out in the Scottish Attainment Challenge announced by the Scottish Government in 2015. The proposals for action were set out in the appendix to the report which provided detail on how the Scottish Attainment Challenge would be implemented in Renfrewshire.

**DECIDED:** That the proposals appended to the report be implemented.

#### 6 **CONSULTATION ON DRAFT STATUTORY GUIDANCE: STANDARDS IN SCOTLAND'S SCHOOLS ETC. ACT 2000**

There was submitted a report by the Director of Children's Services relative to the Scottish Government consultation on statutory guidance for Part 1 of the Education (Scotland) Act 2016 which covered those provisions which made amendments to various sections of the Standards in Scotland's Schools etc. Act 2000.



The report intimated that the draft statutory guidance had been developed to support those who had responsibility for various duties in relation to: reducing inequalities of outcomes for pupils experiencing them as a result of socio-economic disadvantage; the National Improvement Framework (NIF); and planning and reporting duties at school and education authority levels. The proposed response to the consultation was appended to the report.

**DECIDED:** That the response to the consultation on Draft Statutory Guidance: Standards in Scotland's Schools etc. Act 2000, appended to the report, be approved.

## **7 REVIEW OF LOCAL AUTHORITIES ACTIONS TO TACKLE UNNECESSARY BUREAUCRACY AND UNDUE WORKLOAD IN SCHOOLS**

There was submitted a report by the Director of Children's Services relative to the review of local authorities' action to tackle unnecessary bureaucracy and undue workload in schools which was published on 19 September 2016.

The report intimated that inspectors had judged that Renfrewshire had provided support and guidance that placed reasonable demands upon staff. The report also detailed a number of recommendations for all local authorities as well as four specific areas for improvement in Renfrewshire.

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

## **8 RENFREWSHIRE'S POLICY ON ANTI-BULLYING**

There was submitted a report by the Director of Children's Services relative to the background and development of Renfrewshire's updated policy on anti-bullying which would be submitted to a future meeting of this Policy Board.

**DECIDED:** That the progress being made to prevent, reduce and respond to bullying behaviour in Renfrewshire schools be noted.

## **9 FURTHER INSPECTION OF CLIPPENS SCHOOL, LINWOOD**

There was submitted a report by the Director of Children's Services relative to the further inspection by Education Scotland of Clippens School, Linwood undertaken in January 2016 as part of its continuing engagement with the school.

A copy of the letter to parents, published by Education Scotland on 4 October 2016 was appended to the report. The inspection report intimated that there had been no significant improvements in the school since the last inspection in May 2015. A review of the school had been undertaken by Children's Services in June 2016 to further support the school in its improvement. An action plan had been developed as a result of the focused review and this was being implemented in the school with the support and regular monitoring from Children's Services officers.

Councillor Henry, seconded by Councillor M Macmillan, moved (a) that the Education Scotland further inspection report on Clippens School be noted and (b) that a further report be submitted to this Board prior to August 2017.

Councillor Cameron, seconded by Councillor Lawson, moved as an amendment (a) that the Education Scotland further inspection report on Clippens School be noted and (b) that a further report be submitted to either this Board or full Council in three months.

On the roll being called, the following members voted for the amendment: Councillors Cameron, Andy Doig, Lawson, McQuade, Mylet and Perrie.

The following members voted for the motion: Councillors B Brown, Glen, Henry, M Macmillan, I McMillan, Murrin, J Sharkey, M Sharkey and Williams and I Keith.

The following member abstained: J Nellaney.

6 members having voted for the amendment, 10 members having voted for the motion and 1 member having abstained, the motion was accordingly declared carried.

**DECIDED:**

(a) That the Education Scotland further inspection report on Clippens School be noted; and

(b) That a further report be submitted to this Board prior to August 2017.

**10 JOINT INSPECTION OF GLENBURN PRE-5 CENTRE, PAISLEY**

There was submitted a report by the Director of Children's Services relative to the inspection by Education Scotland of Glenburn Pre-5 Centre, Paisley, undertaken during June 2016, as part of a national sample of early education and childcare.

A copy of the letter to parents, published by Education Scotland on 6 September 2016, was appended to the report. The inspection report had identified two key strengths and three areas for further improvement. An action plan would be developed and shared with parents, indicating how the points for action on the inspection report would be addressed. The report stated that the school would be supported in its improvement and arrangements would be made to inform parents of the progress made by the school in addressing the main points identified for action within two years of the original inspection.

**DECIDED:** That the key strengths and the areas for improvement in the Education Scotland and Care Inspectorate report on Glenburn pre-5 centre be noted.

**11 CHILDREN'S SERVICES SERVICE IMPROVEMENT PLAN 2016/17 - MID-YEAR MONITORING REPORT**

There was submitted a report by the Director of Children's Services relative to the Service Improvement Plan 2016/17 for Children's Services. The report detailed key achievements over the period 1 April to 30 September 2016; provided an update on the delivery of the Service Improvement Plan action plan as detailed in Appendix 1 to the report; and assessed service performance in the scorecard of core performance indicators as detailed in Appendix 2 to the report.

**DECIDED:**

- (a) That the progress made on service performance be noted;
- (b) That the progress made on actions and performance in the action plan be noted;  
and
- (c) That it be noted that an out-turn report would be provided to this Policy Board in spring 2017.

## Minute of Meeting

### Housing & Community Safety Policy Board

Date	Time	Venue
Tuesday, 08 November 2016	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors B Brown, Caldwell, E Devine, M Devine, Henry, Lawson, M MacLaren, McCartin, McEwan, McGurk, Murrin, Noon, Paterson, J Sharkey and Williams.

#### CHAIR

Councillor Williams, Convener, presided.

#### IN ATTENDANCE

S MacDougall, Director of Community Resources; M Crearie, Director of Development & Housing Services; D Gillies, Head of Facilities Management, O Reid, Head of Public Protection, C Dalrymple, Regulatory Enforcement Manager and G Hannah, Strategic Change Manager (all Community Resources); F Carlin, Head of Planning & Housing Services, L Muirhead, Housing Strategy & Quality Manager and L Feely, Housing Asset and Investment Manager (all Development & Housing Services); and J Lynch, Head of Property Services, G Innes, Customer Services Operations Manager, D Farrell and V Howie, both Finance Business Partners and D Low, Senior Committee Services Officer (all Finance & Resources).

#### ALSO IN ATTENDANCE

Chief Superintendent J Downie and Chief Inspector S Wright (both Police Scotland) and K Hughes, Station Manager (Scottish Fire and Rescue Service).

## **DECLARATIONS OF INTEREST**

Councillor Lawson declared a financial interest in item 12 of the agenda as he was the owner of a property which fell within the scope of the Housing Energy Efficiency and Carbon Reduction Programmes 2016/17 and indicated his intention to leave the meeting during consideration of the 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 Development & Housing Services for the period 1 April to 16 September 2016.

#### **DECIDED:**

(a) That the budget position be noted: and

(b) That it be noted that since the budget was approved there had been a number of budget adjustments resulting in a net increase of £97,903 primarily relating to rates realignment and the transfer of budget from Adult Services to Other Housing for disability adaptations, partially offset by procurement savings and the transfer of Policy and Commissioning to Chief Executive's.

### **2 CAPITAL BUDGET MONITORING REPORT**

There was submitted a capital budget monitoring report by the Director of Finance & Resources in respect of the Housing Division of Development & Housing Services for the period 1 April to 16 September 2016.

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

## **SEDERUNT**

Councillor J Sharkey entered the meeting during consideration of the following item.

### **3 SCOTTISH FIRE AND RESCUE SERVICE SCRUTINY REPORT**

There was submitted a report by the Local Senior Officer, Scottish Fire and Rescue Service relative to service performance and activities in the Renfrewshire area for the period 1 July to 30 September 2016 and highlighting improvements across a range of performance indicators and those areas where further interventions were required.

Over the period there had been an increase in the number of accidental dwelling fires; the total number of all non-fatal fire casualties had increased from six in the same period in 2015 to eight in the current reporting period; the total number of incidents involving deliberate fire raising had decreased; the total number of fires in non-domestic premises had also decreased; the number of unwanted fire alarm signal incidents had decreased; and the total number of non-fatal road traffic collisions attended by the Service had increased from 6 to 14. The appendix to the report provided a detailed analysis of performance and activities.

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

**4 POLICE SCOTLAND - SCRUTINY REPORT**

There was submitted a report by the Chief Superintendent, K Division Police Scotland, relative to service performance in the Renfrewshire area during the period 1 July to 30 September 2016. The report provided an analysis of key performance indicators for both recorded and detected crime and covered all local police plan priority areas as detailed in the local police plan.

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

**5 COMMUNITY SAFETY PARTNERSHIP OPERATIONAL UPDATE**

There was submitted an update report by the Director of Community Resources relative to recent activities carried out in relation to public protection including information on protecting vulnerable residents; building safer communities; and diversionary activities.

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

**6 LAND AT MORAR DRIVE, PAISLEY**

There was submitted a report by the Director of Finance & Resources seeking approval to declare the land at Morar Drive, Paisley surplus to requirements, as outlined on plan E22508, a copy of which was appended to the report. Once declared surplus to requirements, the land extending to 0.24 hectares or thereby, would be transferred to the General Services Account for incorporation within the grounds of the adjacent St Paul's Primary School.

**DECIDED:**

(a) That the land at Morar Drive Paisley extending to 0.24 Hectares or 0.59 acres or thereby, shown shaded on the plan attached to the report, be declared surplus to the requirements of the Housing Revenue Account;

(b) That this land be transferred at nil cost to the General Services Account for incorporation within the grounds of St Paul's Primary School; and

(c) That it be noted that in accordance with the recent changes to Scottish Ministers' consent when disposing of HRA assets, the proposed valuation of this open space for transfer was at such a level that General Consent was not required.

**7 SHOP PREMISES AT 57 KILNSIDE ROAD, PAISLEY**

There was submitted a report by the Director of Finance & Resources seeking approval to declare the shop premises at 57 Kilnside Road, Paisley surplus to requirements, as outlined on plan E2506, a copy of which was appended to the report, to enable a disposal to the sitting tenant, Ms Susan Hall.

**DECIDED:**

(a) That the property at 57 Kilnside Road, Paisley, be declared surplus to the Council's requirements to enable a disposal to the sitting tenant, Ms Susan Hall;

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

(c) That it be noted that in accordance with the recent changes to Scottish Ministers' consent when disposing of HRA assets, the proposed disposal would be under the General Consent available and would be self-certified by the Council.

**8      PROPOSED DISPOSAL OF COMMERCIAL PREMISES - 16 THORNHILL, JOHNSTONE**

There was submitted a report by the Director of Finance & Resources seeking approval to declare the commercial premises at 16 Thornhill, Johnstone surplus to requirements, as outlined on plan E2509, a copy of which was appended to the report, to enable a disposal to the sitting tenant, Mr Wai Yin Lee.

**DECIDED:**

(a) That the commercial premises at 16 Thornhill, Johnstone, as detailed on the plan appended to the report, be declared surplus to the Council's requirements;

(b) That the property be disposed of to the existing tenant, Mr Wai Yin Lee, on terms and conditions negotiated and agreeable to the Head of Property Services as detailed in the report; and

(c) That it be noted that in accordance with the recent changes to Scottish Ministers' consent when disposing of HRA assets, the proposed disposal would be under the General Consent available and would be self-certified by the Council.

**9      POLICY TO SUPPORT THIRD PARTY APPLICATIONS TO THE PRIVATE RENTED HOUSING PANEL**

There was submitted a report by the Director of Community Resources relative to the establishment of a policy and criteria for the referral of applications to the Private Rented Housing Panel (PRHP) on behalf of a tenant. The proposed policy was appended to the report.

The report intimated that the Housing (Scotland) Act 2006 as amended specified minimum living standards for private rented properties and landlords had a legal obligation to ensure property they let met these standards. Where they failed to do so, tenants could make an application to the PRHP who had powers to compel the landlord to effect repairs, imposing penalties where action was not taken to do so.



In recognition that many tenants were unwilling to make an application on their own behalf, often through fear of reprisal or eviction, amendments in legislation contained in the Housing (Scotland) Act 2014 provided local authorities with new powers to make third party applications to the PRHP on behalf of tenants. The proposed policy detailed the criteria on determining whether a third party referral to the PRHP would be made by the Council.

**DECIDED:** That the policy and criteria to support Third Party Applications to the Private Rented Housing Panel, as appended to the report, be approved.

#### 10 **HALF-YEAR UPDATE ON SCOTTISH SOCIAL HOUSING CHARTER 2016/17**

There was submitted a report by the Director of Development & Housing Services relative to the monitoring report, for the first six months of 2016/17, in respect of the Scottish Social Housing Charter.

The report advised that in terms of the Housing (Scotland) Act 2010 Scottish Ministers required to produce a Scottish Social Housing Charter. The Charter listed the standards and outcomes that social landlords should achieve for their customers. A copy of the half-year update report was appended to the report.

**DECIDED:** That the half-year Scottish Social Housing Charter update report, a copy of which was appended to the report, be noted.

#### 11 **EQUALITIES MONITORING REPORT**

There was submitted a report by the Director of Development & Housing Services relative to housing equalities monitoring information for 2015/16.

The report intimated that the Council was committed to promoting equal opportunities and outlined recent activity within Development & Housing Services to ensure equality in service delivery. The report also provided information on the work within the Service to embrace diversity, promote equal opportunities and eliminate discrimination. The Housing Equalities Monitoring Report 2015/16, a copy of which was appended to the report, identified further action to promote equal opportunities and to inform future planning.

**DECIDED:** That the Housing Equalities Monitoring Report 2015/16, as appended to the report, and the action taken by Housing Services to ensure equality in service delivery, as detailed within the report, be noted.

#### **DECLARATION OF INTEREST**

Councillor Lawson having declared an interest in relation to the following item of business left the meeting and did not take part in any discussion or voting thereon.

## 12 HOUSING ENERGY EFFICIENCY AND CARBON REDUCTION PROGRAMMES:2016/17 - UPDATE

There was submitted a report by the Director of Development & Housing Services relative to additional funding for energy efficiency made available through the recently announced Capital Stimulus Programme as well as the allocation of additional resources in the 2016/17 Home Energy Efficiency Programme for Scotland: Area Based Schemes (HEEPS:ABS) programme.

The report intimated that the Scottish Government had announced the availability of £9 million to assist social landlords to meet the Energy Efficiency Standard for Social Housing (EESH) as part of its Capital Stimulus Programme to support and stimulate the economy in the wake of the EU referendum. In accordance with the criteria outlined in the report and the requirement to submit applications by 7 October 2016, the Council had submitted an application for £1,365,700 for 11 proposed projects as detailed in Appendix 1 of the report.

Renfrewshire's HEEPS:ABS funding allocation for 2016/17 was £1,185,582 which would be used to deliver external wall insulation in Gallowhill. The report advised that local authorities had been invited to bid for additional funding which had become available for 2016/17, with submissions required by 31 August 2016. The Council had been successful in its bid for an additional allocation of £762,450 to allow the completion of the final phase of works in Gallowhill as well as contributing to new projects in the Johnstone, Renfrew, Houston, Bridge of Weir and Kilbarchan areas as detailed in Appendix 2 of the report.

The report intimated that further HEEPS:ABS funding could become available during 2016/17 and the report proposed that the Director of Development & Housing Services be authorised to submit bids on behalf of Renfrewshire Council with the outcome of any further applications being reported to future meetings of this Board

### **DECIDED:**

(a) That the decision of the Director of Development & Housing Services to apply for £1,365,700 in terms of the recently announced Capital Stimulus Programme for energy efficiency projects within the Renfrewshire Council area be homologated;

(b) That the Director of Development & Housing Services be authorised to oversee delivery and operational management of the Capital Stimulus programme and that it be noted that a further report will be submitted to this Policy Board confirming the outcome of the application;

(c) That the action of the Director of Development & Housing Services to apply for additional funding of £762,450 in terms of the HEEPS:ABS programme be homologated;

(d) That the Director of Development & Housing Services be authorised to oversee delivery and operational management £762,450 that had been awarded for qualifying projects within the Renfrewshire Council area for 2016/17 under the HEEPS:ABS programme;

(e) That the Director of Development & Housing Services be authorised to utilise £481,000 of HRA capital funding to allow the completion of Council owned properties within the HEEPS:ABS project areas as set out in Appendix 2; and

(f) That the Director of Development & Housing Services be authorised to bid for projects within the Renfrewshire Council area for Scottish Government's HEEPS:ABS programme, should additional funding become available during 2016/17. The outcome of any further applications would be reported to future meetings of this Policy Board.

## **SEDERUNT**

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

### **13 ORCHARD STREET HOUSING RENEWAL AREA DRAFT DESIGNATION ORDER 2016**

There was submitted a report by the Director of Development & Housing Services relative to the Orchard Street Housing Renewal Area Draft Designation Order 2016 which, once approved, would allow the comprehensive improvement of the tenements at 3-9 Orchard Street and 33 Causeyside Street, Paisley as part of a partnership project involving Renfrewshire Council and Paisley Housing Association.

#### **DECIDED:**

(a) That the Director of Development & Housing Services be authorised to issue a Housing Renewal Area Draft Designation Order and Action Plan covering 33 Causeyside Street and 3, 5, 7 and 9 Orchard Street, as detailed in the appendix to the report, for a statutory 3 month public consultation period; and

(b) That it be noted that a report would be provided to a future meeting of this Policy Board on the consultation exercise and, if appropriate, a Finalised Housing Renewal Area Designation Order and Action Plan would be presented to this Policy Board for approval.

### **14 STRATEGIC HOUSING INVESTMENT PLAN 2017/18 - 2021/22**

There was submitted a report by the Director of Development & Housing Services relative to the finalised Renfrewshire Strategic Housing Investment Plan (SHIP) 2017/18 – 2021/22 which set out an ambitious programme for investment in affordable housing across Renfrewshire which would create over 1,000 new affordable homes on sites across Renfrewshire's villages and towns.

The report intimated that the finalised SHIP 2017/18 – 2021/22, a copy of which was appended to the report, provided details of the projects already included in the SHIP programme and the Strategic Local Programme Agreement between the Council and the Scottish Government and also listed a new series of projects that would be developed and brought forward during the lifetime of this SHIP. The SHIP would be reviewed on an annual basis and more detail would be provided on the new projects as the programme progressed.

**DECIDED:** That the Renfrewshire Strategic Housing Investment Plan 2017/18 – 2021/22 be approved and that the Director of Development & Housing Services be authorised to submit this document to the Scottish Government in relation to the Council's objective to deliver affordable housing across Renfrewshire.

## 15 **ANNUAL HOUSING PERFORMANCE BENCHMARKING REPORT**

There was submitted a report by the Director of Development & Housing Services relative to the Annual Return on the Scottish Social Housing Charter, which had been submitted to the Scottish Housing Regulator, outlining the key Charter indicators and detailing Renfrewshire's performance during 2015/16.

The Council's performance in terms of tenant satisfaction; housing quality and maintenance; access to housing and support; homelessness; neighbourhood and community; and getting good value from rents and service charges was detailed in the appendix to the report.

**DECIDED:** That the Council's performance during 2015/16, in relation to key Housing Charter indicators compared to other local authorities and Registered Social Landlords be noted.

## 16 **SERVICE IMPROVEMENT PLAN 2016/17 - 2018/19 MONITORING REPORT**

There was submitted a report by the Director of Development & Housing Services relative to the Service Improvement Plan 2016/17 for Development & Housing Services.

The report detailed key achievements over the period 1 April to 30 September 2016; provided an update on the delivery of the Service Improvement Plan action plan as detailed in Appendix 1 to the report; and assessed service performance in the scorecard of core performance indicators as detailed in Appendix 2 to the report.

### **DECIDED:**

(a) That the progress made on service performance be noted;

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

(c) That it be noted that an out-turn report would be provided to this Policy Board in spring 2017.

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

## 17 **BUILDING SERVICES TRADING BUDGET MONITORING REPORT**

There was submitted a report by the Director of Community Resources relative to the financial position of Building Services as at 16 September 2016.

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

## Minute of Meeting

### Planning & Property Policy Board

Date	Time	Venue
Tuesday, 08 November 2016	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors B Brown, Caldwell, E Devine, Andy Doig, Audrey Doig, Gilmour, Hood, Kelly, J MacLaren, K MacLaren, McGurk, Murrin, Nicolson, Perrie and M Sharkey.

#### CHAIR

Councillor Kelly, Convener, presided.

#### IN ATTENDANCE

M Crearie, Director of Development & Housing Services; F Carlin, Head of Planning & Housing Services, D Bryce, Development Standards Manager, K Dalrymple, Development Plans and Housing Strategy Team Leader and S Marklow, Assistant Manager - Policy (all Development & Housing Services); and J Lynch, Head of Property Services, M Conaghan, Legal and Democratic Services Manager, C Thorpe, Corporate Asset/Energy Manager, V Howie, Finance Business Partner, F Hughes, Asset Manager, N Young, Assistant Managing Solicitor (Litigation and Advice), R Devine, Senior Committee Services Officer and K Brown, Committee Services Officer (all Finance & Resources).

#### ALSO IN ATTENDANCE FOR THE PRE-DETERMINATION HEARING

Planning Application 16/0594/PP:

E Moore (representing EPIC Ltd/Elderslie Estates and Hallam Land Management), G Laing (representing Lambert Smith Hampton), D Wadsworth (representing Elderslie Community Council), R Craig and J Kennedy.

## **DECLARATIONS OF INTEREST**

Councillor B Brown declared a non-financial interest in relation to item 14 (planning application A7) as his daughter worked at the Good Shepherd Centre and indicated his intention to remain at the meeting during consideration of this item.

## **ORDER OF BUSINESS**

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 14 (planning application 16/0655/PP) of the agenda prior to item 2 of the agenda.

### **1 PRE-DETERMINATION HEARING - LAND BETWEEN DUNVEGAN AVENUE AND GLENNIFFER HOUSE, GLENPATRICK ROAD, ELDERSLIE, JOHNSTONE**

**PLANNING APPLICATION REFERENCE 16/0594/PP – EPIC LTD/ELDERSLIE ESTATES AND HALLAM LAND MANAGEMENT: LAND BETWEEN DUNVEGAN AVENUE AND GLENNIFFER HOUSE, GLENPATRICK ROAD, ELDERSLIE, JOHNSTONE – ERECTION OF RESIDENTIAL DEVELOPMENT (IN PRINCIPLE).**

The Convener invited the Head of Planning & Housing Services to provide an overview of the purpose of the pre-determination hearing and the procedure to be followed. The Head of Planning & Housing Services advised that the purpose of the pre-determination hearing was to hear from the applicant and objectors in relation to the above application, as it was considered a major development which was significantly contrary to the development plan. It was noted that it was a mandatory requirement under section 38A of the Planning etc. (Scotland) Act 2006 and the related Development Management Regulations to hold a pre-determination hearing for such applications.

The Head of Planning & Housing Services referred to the procedure for conducting the hearing, a copy of which had been included with the agenda for the meeting, and explained the order in which the parties would be heard. He reminded elected members present that they should not express any views on the application, which would be submitted to a future meeting of the Council.

There was submitted a report by the Director of Development & Housing Services in summary of the application.

The Convener invited the applicant and then the other parties to make their representations on the application to the Board. The applicant was given an opportunity to respond to the points raised during the representations and the elected members were given the opportunity to ask questions on factual matters or to seek guidance.

The Convener thanked everyone for their participation in the hearing.

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

## 2 PLANNING APPLICATION 16/0655/PP

### **16/0655/PP – WARD 4: FULL PLANNING PERMISSION: ERECTION OF PART SINGLE STOREY, PART TWO STOREY IMMIGRATION HOLDING FACILITY (CLASS 8) WITH ASSOCIATED ACCESS, HARD STANDING, FENCE, GATE AND LANDSCAPING: FORMER CLANSMAN CLUB, ABBOTSINCH ROAD, PAISLEY: ARORA MANAGEMENT SERVICES LIMITED**

The Convener advised that a directive had been received from the Scottish Government in relation to this planning application. A copy of the directive was issued to all members and the Head of Planning & Housing Services summarised the main points of the directive.

Councillor E Devine, seconded by Councillor Gilmour, moved that the application be refused for the following reason:

The proposal would be contrary to Policy E2 and E5 of the Adopted Renfrewshire Local Development Plan, in that it would be detrimental to the economic development of the Glasgow Airport Investment Area, and because of its location within a commercial/industrial area with attendant noise, activity and disturbance would introduce an inappropriate use; and would not provide an acceptable level of amenity to prospective occupants.

Councillor Nicolson, seconded by Councillor McGurk, moved as an amendment that the application be refused on the following grounds:

1. There has been no established identifiable 'functional link' demonstrated to the satisfaction of this Board between the proposed use and Glasgow Airport operations. Therefore the application fails to demonstrate 'a site specific locational need' contrary to Policy E2 and E5.

2. The application is contrary to Policy E5 'Glasgow Airport Operation Land' in that within the operational land and land surrounding the airport there will be a presumption in favour of uses associated with the operational functions of the airport, or uses which are compatible and do not compromise the airport functionality.

3. That the proposed development is contrary to Policy ENV2 in that significant mature tree cover will be lost from the site at an unacceptable level and the applicant has not demonstrated any significant steps or effort to retain on site to the detriment of visual amenity of the area and bio-diversity.

4. That the proposed development is contrary to the New Development SG on Natural Heritage and on trees, woodland and Forestry which considers that natural heritage assets, including trees, should be protected where they make an important contribution to the local character, identity and quality of an area.

5. The proposed development is contrary to Policy E5 Glasgow Airport Operational Land, in that the development proposals will have a significant adverse impact on the infrastructure of the airport or surrounding environment.



6. The proposed development is contrary to Policy E2 Glasgow Airport Investment Zone; in that it does not support economic growth or the operational requirements of the airport.

7. The applicant has failed to demonstrate evidence to the satisfaction of this Board that the facility falls within the uses Class 8 (a) criteria of a 'Short Term Holding Facility' and that will be the sole use to which the facility will be utilised for.

8. The scale and massing of the proposed building in this particular site constitutes an overdevelopment which is detrimental to the visual amenity and surrounding environment with regards to design and layout.

In terms of Standing Order 27, the terms of the amendment were accepted as an addition to the motion by the mover and seconder of the motion. The motion as amended was then agreed unanimously.

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

1. The proposal would be contrary to Policy E2 and E5 of the Adopted Renfrewshire Local Development Plan, in that it would be detrimental to the economic development of the Glasgow Airport Investment Area, and because of its location within a commercial/industrial area with attendant noise, activity and disturbance would introduce an inappropriate use; and would not provide an acceptable level of amenity to prospective occupants.

2. There has been no established identifiable 'functional link' demonstrated to the satisfaction of this Board between the proposed use and Glasgow Airport operations. Therefore the application fails to demonstrate 'a site specific locational need' contrary to Policy E2 and E5.

3. The application is contrary to Policy E5 'Glasgow Airport Operation Land' in that within the operational land and land surrounding the airport there will be a presumption in favour of uses associated with the operational functions of the airport, or uses which are compatible and do not compromise the airport functionality.

4. That the proposed development is contrary to Policy ENV2 in that significant mature tree cover will be lost from the site at an unacceptable level and the applicant has not demonstrated any significant steps or effort to retain on site to the detriment of visual amenity of the area and bio-diversity.

5. That the proposed development is contrary to the New Development SG on Natural Heritage and on trees, woodland and Forestry which considers that natural heritage assets, including trees, should be protected where they make an important contribution to the local character, identity and quality of an area.

6. The proposed development is contrary to Policy E5 Glasgow Airport Operational Land, in that the development proposals will have a significant adverse impact on the infrastructure of the airport or surrounding environment.

7. The proposed development is contrary to Policy E2 Glasgow Airport Investment Zone; in that it does not support economic growth or the operational requirements of the airport.

8. The applicant has failed to demonstrate evidence to the satisfaction of this Board that the facility falls within the uses Class 8 (a) criteria of a 'Short Term Holding Facility' and that will be the sole use to which the facility will be utilised for.

9. The scale and massing of the proposed building in this particular site constitutes an overdevelopment which is detrimental to the visual amenity and surrounding environment with regards to design and layout.

## **ADJOURNMENT**

The meeting adjourned at 4 p.m. and reconvened at 4.10 p.m.

## **SEDERUNT**

Councillors J MacLaren and Murrin were not present when the meeting reconvened.

### **3 REVENUE BUDGET MONITORING REPORT**

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources, Community Resources and Development & Housing Services for the Planning and Property & Construction Services Divisions for the period 1 April to 16 September 2016.

#### **DECIDED:**

(a) That the budget position be noted; and

(b) That it be noted that there had been budget realignments of £68,378 processed since the last report which primarily related to rates realignment and Corporate Landlord Maintenance.

### **4 CAPITAL BUDGET MONITORING REPORT**

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the Planning Service and Corporate Projects (Property) Divisions for the period 1 April to 16 September 2016.

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

### **5 CARBROOK STREET, PAISLEY - COMMUNITY ASSET TRANSFER REQUEST**

There was submitted an update report by the Director of Finance & Resources relative to the request for a Community Asset Transfer received from Paisley West & Central Community Council.

#### **DECIDED:**

(a) That the Head of Property Services be authorised to continue discussions with Paisley West & Central Community Council regarding their proposal to create a Community Garden within the site of the former Child Guidance Centre, Carbrook Street, Paisley, in order to agree terms and conditions as considered necessary by the Heads of Property Services and Corporate Governance to protect the Council's interests;

(b) That it be noted that the Council had received this request and was treating it as a Stage 1 application in terms of the Council's existing Community Asset Transfer policy; and

(c) That it be noted that the Board could anticipate that it would be asked to consider a future Stage 2 application for this site at a later date.

## **SEDERUNT**

Councillor J MacLaren re-entered the meeting during consideration of the following item.

### **6 PROPOSED DISPOSAL OF COMMERCIAL PREMISES - 16 THORNHILL, JOHNSTONE**

There was submitted a report by the Director of Finance & Resources seeking consent to dispose of the property at 16 Thornhill, Johnstone, as detailed on the plan appended to the report, to the existing commercial tenant.

#### **DECIDED:**

(a) That it be agreed to dispose of the commercial property at 16 Thornhill, Johnstone, subject to the Housing & Community Safety Policy Board declaring the property surplus at its meeting on 8 November 2016;

(b) That it be agreed that the property would be sold to the existing tenant, Mr Wai Yin Lee, on the provisionally agreed terms and conditions which had been negotiated by the Head of Property Services and were detailed within the report; and

(c) That it be noted that in accordance with recent changes to the Scottish Ministers' consent when disposing of HRA Assets, this disposal would be under the General Consent available and would be self certified by the Council.

### **7 PROPOSED LEASE OF RENFREWSHIRE HOUSE (1ST FLOOR SOUTH)**

There was submitted a report by the Director of Finance & Resources seeking consent to lease the 1<sup>st</sup> Floor South of Renfrewshire House, as detailed in the plan appended to the report, to the Care Inspectorate.

#### **DECIDED:**

(a) That the grant of a lease of the 1<sup>st</sup> Floor South of Renfrewshire House to the Care Inspectorate be agreed on the provisional terms and conditions detailed within the report; and

(b) That the Heads of Property Services and Corporate Governance be authorised to conclude a lease of this office space protecting the Council's remaining interest in the building.

**8 FORMER PARKS DEPOT, BREDILAND ROAD, LINWOOD**

Under reference to item 8 of the Minute of the meeting of the Education & Children Policy Board held on 12 May 2016, there was submitted a report by the Director of Finance & Resources relative to the identification of a suitable site for the development of a Closed Support Unit.

**DECIDED:**

(a) That the transfer of the 0.69ha (1.71 acres) plot of land, as detailed on the plan (E2515A) appended to the report, to Children's Services to facilitate the development of a Closed Support Unit be approved;

(b) That a further transfer from the Housing Revenue Account (HRA) to General Services be approved, in terms of the 0.22ha (0.55 acres) plot as detailed on the plan (E2515A) appended to the report, which was held on the HRA account;

(c) That it be noted that in accordance with the recent changes to the Scottish Ministers' consent when transferring HRA Assets to General Services, this proposed transfer would be under the General Consent available and would be self certified by the Council;

(d) That the withdrawal of the 0.69ha (1.71 acres) site from the open market be noted; and

(e) That it be noted that this proposal would result in a reduced potential capital receipt in respect of any future site disposal for the remaining land which measured 3.1ha (7.66 acres).

**9 RENFREWSHIRE COUNCIL CARBON MANAGEMENT PLAN 2014/15-2019/20, UPDATE 2015/16**

Under reference to item 5 of the Minute of the meeting of the Board held on 11 November 2014, there was submitted an update report by the Director of Finance & Resources on the achievements of the Carbon Management Plan (CMP).

The report intimated that in the CMP, Renfrewshire Council's 2019/20 target equated to a reduction of 36% from the baseline position. Current progress after 2015/16 showed a reduction of 20.4%, which was considerably more than anticipated. The report detailed how this had been achieved and highlighted that a multi-disciplinary Working Group within Property Services had been created to review and update the Sustainable Building Design Guide that formed part of the CMP Appendix. The updated guide would be completed and included in the next CMP update report.

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

**10 RENFREWSHIRE LOCAL DEVELOPMENT PLAN - DEVELOPMENT PLAN SCHEME 2016**

There was submitted a report by the Director of Development & Housing Services relative to the Development Plan Scheme 2016.

The Planning etc. (Scotland) Act 2006 required Local Planning Authorities to prepare an annual Development Plan Scheme which set out the programme for preparing and reviewing their Local Development Plan and a participation statement indicating when, how and with whom consultation on the plan would take place. The Renfrewshire LDP was adopted on 28 August 2014 and the Development Plan Scheme, a copy of which was appended to the report, set out the stages for preparing each new LDP as well as a timetable and method for engaging people in its preparation. The timetable as set out on page six of the Development Plan Scheme outlined the significant amount of consultation and engagement that had and would take place before any new or revised plan, policies or strategies were produced. This was in line with Scottish Planning Policy, ensuring effective engagement and consultation right from the start of the Development Plan process.

**DECIDED:** That the updated Development Plan Scheme and Participation Statement be approved.

## 11 GYPSY/TRAVELLER PLANNING ADVICE NOTE

Under reference to item 6 (a) of the Minute of the meeting of the Board held on 11 November 2014, there was submitted a report by the Director of Development & Housing Services relative to the statutory appeals that had been submitted to the Court of Session in relation to the Renfrewshire Local Development Plan (LDP).

The report intimated that an appeal submitted by Mr Stuart McGregor in relation to the provision of sites for Gypsy/Travellers was heard in the Council of Session on 28 and 29 September 2016. Having taken advice on the matter from Senior Counsel, it was agreed that to allow an appropriate assessment of the land using planning implications of Gypsy/Traveller proposals, a non-statutory planning framework should be prepared providing further guidance and advice within the context of the Adopted Renfrewshire LDP. The proposed planning advice note was appended to the report.

**DECIDED:** That the Gypsy/Traveller and Travelling Show-people planning advice note be approved.

## 12 JOHNSTONE TOWN CENTRE STRATEGY

Under reference to item 10 of the Minute of the meeting of the Board held on 26 January 2016, there was submitted a report by the Director of Development & Housing Services relative to the finalised town centre strategy for Johnstone.

The report intimated that the finalised town centre strategy for Johnstone, a copy of which was appended to the report, reflected the opinions and representations submitted during the consultation exercise and outlined the role of Johnstone town centre, its strengths and potential for future enhancement. The delivery of actions identified within the strategy would require actions and activity by a range of partners including local community representatives, key stakeholders, Community Planning Partners and external funding bodies. Within this context, the Council would identify opportunities and seek to use relevant mechanisms to ensure implementation of the actions. Delivery of the actions within the strategy would be monitored and reported to the Board as appropriate and the strategy document would be reviewed on a two-yearly cycle.

The report highlighted that finalised strategies for Erskine, Renfrew, Linwood and Braehead would be presented to the Board throughout 2017.

Councillor Andy Doig, seconded by Councillor Audrey Doig, moved that an additional bullet point be added to the Key Actions of Theme 2 - Town Centre Environment to:

“Encourage community groups to work in partnership to apply for Purple Flag Status for Johnstone.” This was agreed.

**DECIDED:**

(a) That the town centre strategy for Johnstone be approved; and

(b) That an additional bullet point be added under Key Actions of Theme 2 – Town Centre Environment to “encourage community groups to work in partnership to apply for Purple Flag Status for Johnstone.”

**13 SERVICE IMPROVEMENT PLAN 2016/17-2018/19 MONITORING REPORT**

There was submitted a report by the Director of Development & Housing Services relative to progress to deliver the Service Improvement Plan 2016/19. The report detailed key achievements over the period 1 April to 30 September 2016; provided a progress update on the implementation of the action plan linked to the 2016/17 Service Improvement Plan; an assessment of performance in relation to the service scorecard of core performance indicators; and an overview of priorities for the service over the next six months.

**DECIDED:**

(a) That the progress made by the service on actions and performance related to the Board be noted; and

(b) That it be noted that an out-turn report would be provided to the Board in spring 2017.

**14 PLANNING APPLICATIONS QUARTERLY PERFORMANCE-Q1 AND Q2 2016/17**

There was submitted a report by the Director of Development & Housing Services relative to performance in respect of planning applications and related matters for Quarter 1 and Quarter 2 of 2016/17.

**DECIDED:** That the performance statistics for the Development Management function for Quarter 1 and Quarter 2, as detailed in the appendix to the report, be noted.

**15 PLANNING APPLICATIONS**

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

**(a) 16/0639/PP – WARD 1: FULL PLANNING PERMISSION: ERECTION OF RESIDENTIAL DEVELOPMENT COMPRISING 120 FLATS WITH ASSOCIATED ROADS, DRAINAGE AND LANDSCAPING: LAND AT NORTH WEST END OF, KING’S INCH ROAD, RENFREW: ROBERTSON HOMES LIMITED**



**DECIDED:** That the application be granted subject to the conditions and reasons detailed within the report and a section 69 agreement.

**(b) 16/0612/PP – WARD 4: FULL PLANNING PERMISSION: ERECTION OF RESIDENTIAL DEVELOPMENT COMPRISING 116 DWELLINGHOUSES AND 66 FLATS INCLUDING ROADS, FOOTPATHS, OPEN SPACE AND ASSOCIATED WORKS: SITE ON SOUTH EASTERN BOUNDARY OF JUNCTION WITH FLEMING STREET, NEW INCHINNAN ROAD, PAISLEY: KEEPMOAT HOMES & CLOWES DEVELOPMENT**

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

**(c) 16/0644/PP – WARD 4: RENEWAL OF PLANNING CONSENT (IN PRINCIPLE): REGULATION 11 RENEWAL APPLICATION OF APPROVAL 13/0431/PP, FOR RESIDENTIAL DEVELOPMENT WITH ASSOCIATED CAR PARKING, LANDSCAPING AND VEHICULAR AND PEDESTRIAN ACCESS (IN PRINCIPLE): FOOTBALL GROUND, ST MIRREN FOOTBALL CLUB, LOVE STREET, PAISLEY, PA3 2EA: SC TS SCOTLAND LIMITED**

**DECIDED:**

(i) That the Board be disposed to grant the application subject to the conditions and reasons contained within the report; and

(ii) That the application be referred to the Scottish Ministers as a result of the Health and Safety Executive advising against development.

**(d) 16/0423/PP – WARD 9: PLANNING PERMISSION IN PRINCIPLE: ERECTION OF A RETAIL STORE INCLUDING NEW ACCESS, PETROL FILLING STATION AND CYCLE HUB: SITE AT WHITELINT GATE, JOHNSTONE ROAD, BRIDGE OF WEIR: PATERSON PARTNERS**

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

1. The proposal does not accord with the Spatial Development Strategy and related Spatial Frameworks of the approved Glasgow and the Clyde Valley Strategic Development Plan and Clydeplan's Strategic Development Plan Proposed Plan 2016 in terms of its location and development compatibility and therefore fails to support the Spatial Vision of the Plan.

2. The proposal is contrary to Policy ENV 1 of the Adopted Renfrewshire Local Development Plan in that it would result in development within the designated Green Belt without appropriate justification and due to its location and scale would not be commensurate with the aims of maintaining the identity of settlements and protecting and enhancing the landscape setting of an area.

3. The proposal is contrary to the Adopted Renfrewshire Local Development Plan New Development Supplementary Guidance - Delivering the Environment Strategy as it does not require a specific green belt location and does not maintain or support an established activity which is suitable in the green belt. The proposal would thereby introduce an inappropriate form of development into the Green Belt, result in an unacceptable erosion of the Green Belt and result in an adverse and detrimental impact on its character.



4. The proposal is contrary to Policy C2 of the Adopted Renfrewshire Local Development Plan as it has not been demonstrated that the development will contribute to the area without impacting on the vitality and viability of the centres within the network, that there are other more appropriate sites for a development of this nature, that the proposal would tackle deficiencies in qualitative and quantitative terms that cannot be met in other centres and that the development will not impact on the function, character and amenity of the surrounding area and that due to its scale and location, the proposed development would undermine the Spatial Strategy of the Adopted Renfrewshire Local Development Plan.

**(e) 16/0571/PP – WARD 9: PLANNING PERMISSION IN PRINCIPLE: ERECTION OF RESIDENTIAL DEVELOPMENT (IN PRINCIPLE): SITE AT WHITELINT GATE, JOHNSTONE ROAD, BRIDGE OF WEIR: PATERSON PARTNERS & BARRATT/DAVID WILSON HOMES**

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

1. The proposal does not accord with the Spatial Development Strategy and related Spatial Frameworks of the approved Glasgow and the Clyde Valley Strategic Development Plan and Clydeplan's Strategic Development Plan Proposed Plan 2016 in terms of its location and development compatibility and therefore fails to support the Spatial Vision of the Plan.

2. The proposal is contrary to Policy ENV 1 of the Adopted Renfrewshire Local Development Plan in that it would result in development within the designated Green Belt without appropriate justification and due to its location and scale would not be commensurate with the aims of maintaining the identity of settlements and protecting and enhancing the landscape setting of an area.

3. The proposal is contrary to the Adopted Renfrewshire Local Development Plan New Development Supplementary Guidance - Delivering the Environment Strategy as it does not require a specific green belt location and does not maintain or support an established activity which is suitable in the green belt. The proposal would thereby introduce an inappropriate form of development into the Green Belt, result in an unacceptable erosion of the Green Belt and result in an adverse and detrimental impact on its character.

4. The proposal is contrary to Policy P2 of the Adopted Renfrewshire Local Development Plan and the Housing Land Supply Supplementary Guidance 2015, and due to its scale and location, the proposed development would undermine the Spatial Strategy of the Adopted Renfrewshire Local Development Plan. The proposal would thereby introduce an inappropriate form of development into the Green Belt, result in an unacceptable erosion of the Green Belt and result in an adverse and detrimental impact on its character.

**SEDERUNT**

Councillor B Brown, having previously declared a non-financial interest in the following item of business, remained in the meeting for this item.

**(f) 16/0568/PP – WARD 10: PLANNING PERMISSION IN PRINCIPLE: ERECTION OF RESIDENTIAL DEVELOPMENT (IN PRINCIPLE): RESIDENTIAL SCHOOL ACCOMMODATION, THE GOOD SHEPHERD CENTRE, GREENOCK ROAD, BISHOPTON, PA7 5PF: THE GOOD SHEPHERD CENTRE**

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

1. The proposal does not accord with the Spatial Development Strategy and related Spatial Frameworks of the approved Glasgow and the Clyde Valley Strategic Development Plan and Clydeplan's Strategic Development Plan Proposed Plan 2016 in terms of its location and development compatibility and therefore fails to support the Spatial Vision of the Plan.
2. The proposal is contrary to the Adopted Renfrewshire Local Development Plan New Development Supplementary Guidance - Delivering the Environment Strategy as it does not require a specific green belt location and does not maintain or support an established activity which is suitable in the green belt. The proposal would thereby introduce an inappropriate form of development into the Green Belt, result in an unacceptable erosion of the Green Belt and result in an adverse and detrimental impact on its character.
3. The proposal is contrary to Policy ENV1 of the Adopted Renfrewshire Local Development Plan and New Development Supplementary Guidance, and due to its scale and location, the proposed development would undermine the Spatial Strategy of the Adopted Renfrewshire Local Development Plan. The proposal would thereby introduce an inappropriate form of development into the Green Belt, result in an unacceptable erosion of the Green Belt and result in an adverse and detrimental impact on its character.
4. The proposal is contrary to Policy P2 of the Adopted Renfrewshire Local Development Plan and the Housing Land Supply Supplementary Guidance 2015, and due to its scale and location, the proposed development would undermine the Spatial Strategy of the Adopted Renfrewshire Local Development Plan. The proposal would thereby introduce an inappropriate form of development into the Green Belt, result in an unacceptable erosion of the Green Belt and result in an adverse and detrimental impact on its character.

## Minute of Meeting

### Renfrew and Gallowhill Local Area Committee

Date	Time	Venue
Tuesday, 08 November 2016	18:30	Gallowhill Community Centre, Netherhill Road, Paisley, PA3 4SF

#### PRESENT

Councillors B Brown, M Devine, McEwan, Murrin, Paterson and Perrie.

#### CHAIR

Councillor M Devine, Convener, presided.

#### COMMUNITY REPRESENTATIVE

J Shaw, Renfrew Community Council.

#### COMMUNITY PLANNING PARTNERS

F Mackay, Renfrewshire Health and Social Care Partnership and Chief Inspector S Wright, Police Scotland.

#### IN ATTENDANCE

D McAllion, Data Analytics & Research Manager (Chief Executive's); C Cunning, Social Work Manager- Operations (Children's Services); K Anderson, Amenity Services Manager - Waste and C Robertson, Community Safety Manager (both Community Resources); S McMillan, Policy & Regeneration Manager and S Jones, Assistant Manager (Regeneration) (both Development & Housing Services); and D Low, Senior Committee Services Officer (LACs) (Finance & Resources).

## **APOLOGIES**

J George, St James Pastoral Council; D Graham, Renfrew Cricket Club, E Harkness, Scottish Youth Parliament; D Hoey, Renfrew Burgh Band; A Philpot, Renfrewshire Visually Impaired Forum; P Watson, St Margaret's Episcopal Church; and J Young, Friends of Renfrew.

## **DECLARATIONS OF INTEREST**

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

## **ADDITIONAL ITEMS**

The Convener intimated that there were two additional items in relation to applications for grant funding from Jazzle Dazzle Fundraising and St Catherine's PTA Fundraising, which had not been included in the notice calling the meeting. The Convener, being of the opinion that the items, which were dealt with at item 11 of this Minute, were urgent, in order to consider the applications timeously, authorised their consideration.

### **1 RENFREWSHIRE HEALTH & SOCIAL CARE PARTNERSHIP UPDATE**

There was submitted a report by the Chief Officer, Renfrewshire Health and Social Care Partnership (HSCP) relative to the formation of the HSCP in terms of the Public Bodies (Joint Working) (Scotland) Act 2014; the development of a performance framework for the HSCP; and the development of new projects in the community to improve health.

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

### **2 COMMUNITY SAFETY & PUBLIC PROTECTION UPDATE**

There was submitted a report by the Director of Community Resources providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Renfrew & Gallowhill Local Area Committee (LAC) area during the period 1 April to 30 September 2016.

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

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

### **3 OPEN SESSION/KEY LOCAL ISSUES**

The Senior Committee Services Officer (LACs) advised that Gallowhill Community Council had been disbanded and would therefore not be represented on the LAC.

**DECIDED:** That it be noted that that Gallowhill Community Council had been disbanded and would therefore not be represented on the LAC.

#### 4 **PRESENTATION: DOMESTIC VIOLENCE**

C Cunning, Social Work Manager - Operations, gave a presentation on gender-based violence including details of what gender-based violence was, the number of people affected by it, Renfrewshire's multi-agency response to the issue and ongoing and specific actions being undertaken to tackle gender-based violence.

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

#### 5 **THOMAS COATS MEMORIAL CHURCH UPDATE**

There was submitted a report by the Director of Development & Housing Services relative to the award of a grant by this LAC at its meeting held on 10 May 2016 as a contribution to the cost of a replacement boiler at the Coats Memorial Church, Paisley.

The report intimated that the estimated cost of replacing the boiler exceeded greatly the estimates previously submitted and that as a result of the new projected costs Community Resources was investigating opportunities to undertake a temporary fix to the boiler system to enable the building to remain heated and open for use. In the event that a temporary fix was not possible, the funding would be returned to the LAC.

**DECIDED:** That the LAC's award of £2,000 be retained by the trustees of the Coats Memorial Church for temporary repairs to the boiler and heating system to enable the building to remain in active use.

#### 6 **PRESENTATION: SCOTTISH INDEX OF MULTIPLE DEPRIVATION 2016**

D McAllion, Data Analytics and Research Manager, gave a presentation on the publication of SIMD 16 which compared overall deprivation of small areas; compared the seven domains of deprivation; compared the proportion of small areas in a council that were very deprived; found areas where many people experienced multiple deprivation; and found areas of greater need for support and intervention.

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

#### 7 **FAMILIES FIRST EARLY YEARS STRATEGY IMPACT EVALUATION REPORT MAY 2016**

There was submitted a report by the Director of Children's Services relative to the May 2016 early years strategy impact evaluation report which was the third in a series of formative self-evaluations of the impact of Renfrewshire's "Families First" Early Years strategy. The evaluation commenced in December 2015 and was completed in April 2016.

The early years implementation plan had produced 57 actions and these were detailed in the appendix section of the evaluation report. Telephone interviews were conducted with the lead officers responsible for the 57 actions and this helped to inform the impact which the strategy was having on parenting skills and wellbeing; attachment and child wellbeing; and professional skills, structures and services.

**DECIDED:** That the contents and conclusions on the May 2016 Impact Evaluation Report be noted.

**8 PRESENTATION: PAISLEY 2021 UPDATE**

S McMillan, Policy and Regeneration Manager, gave a presentation on progress made on the Paisley 2021 City of Culture bid project.

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

**9 GRANT AWARD FEEDBACK**

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.

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

**10 BUDGET MONITORING**

There was submitted a report by the Director of Finance & Resources relative to the Renfrew and Gallowhill LAC budget for 2016/17

**DECIDED:** That the report be noted

**11 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:-

Renfrew Football Club - change of heating system to a more environmentally-friendly model- continued to May 2017 meeting

Inchinnan Historical Interest Group – 3D modelling of ancient stones - declined

Jazzle Dazzle Fundraising - competition entrance fees - awarded £2,000

St Catherine's PTA Fundraising - two-day programme of instructor-led outdoor activities for 26 pupils - awarded £1,850

**12 DATE OF NEXT MEETING**

It was noted that the next meeting of this LAC would be held in Renfrew Town Hall at 6.30 pm on 7 February 2017.

## Minute of Meeting

### Environment Policy Board

Date	Time	Venue
Wednesday, 09 November 2016	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors Bibby, Caldwell, E Devine, M Devine, Audrey Doig, Gilmour, Provost Hall, Councillors J MacLaren, K MacLaren, McGurk, I McMillan, Murrin, Mylet, Nicolson and Paterson.

#### CHAIR

Councillor E Devine, Convener, presided.

#### IN ATTENDANCE

S MacDougall, Director of Community Resources; S Allan, Head of Amenity Services, D Gillies, Head of Facilities Management, O Reid, Head of Public Protection, K Anderson, Amenity Services Manager - Waste, K Carr, Site Services Manager, C Dalrymple, Regulatory & Enforcement Manager, C Grainger, Service Planning and Policy Development Manager, K Markwick, Amenity Services Manager - Roads & Transportation, A McNab, Transportation Manager, G Hannah, Strategic Change Manager, E Scott, Building Services Manager and K Wright, Service Co-ordination Officer (all Community Resources); and D Farrell, Finance Business Partner and D Low, Senior Committee Services Officer (both Finance & Resources).

#### DECLARATIONS OF INTEREST

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

## 1 **REVENUE BUDGET MONITORING REPORT**

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources and Community Resources for the period 1 April to 16 September 2016.

### **DECIDED:**

(a) That the budget position be noted: and

(b) That it be noted that there had been net budget realignments of £498,189 processed since the last report related to procurement savings and the transfer of budget for the Policy and Commissioning team to the Chief Executives' Service. In addition it was noted that these decreases were partially offset by rates realignments and an additional flooding grant.

## 2 **CAPITAL BUDGET MONITORING REPORT**

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the period 1 April to 16 September 2016.

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

## 3 **OPERATIONAL PERFORMANCE REPORT**

There was submitted an update report by the Director of Community Resources relative to the services and key projects delivered by Community Resources during the period 1 April to 16 September 2016.

The report included updates in relation to the Renfrewshire Community Safety Partnership; Regulatory Services; Amenity Services–Waste; Amenity Services–Streetscene & Land Services; Amenity Services–Roads & Transportation (Fleet and Infrastructure); Facilities Management; and performance indicators and benchmarking targets.

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

## 4 **FOOD FOR LIFE CATERING MARK ACCREDITATION FOR PRIMARY SCHOOLS**

There was submitted a report by the Director of Community Resources relative to the Soil Association Food for Life Catering Mark scheme which aimed to raise standards of food quality, provenance and sustainability in public and private sector catering. The accreditation was awarded at three levels, bronze, silver and gold, based on steps that a caterer took in terms of the Catering Mark values.



The report outlined the current catering service style provided in local primary schools and referred to the establishment, as part of the Better Council Change Programme, of the two central production units (CPUs), located in secondary school kitchens, which produced high-volume items for the full school estate. As a consequence there was deemed to be capacity in primary school kitchens to produce more freshly prepared food on site. It was also noted that catering staff regularly provided feedback that they wished to improve their cooking skills by freshly preparing more meals on site. As a result the Service had explored options for introducing greater food production within primary school kitchens. These options had been investigated and tested in conjunction with discussions with the Soil Association in terms of their Food for Life Catering Mark bronze award accreditation scheme. The standards which required to be met to achieve the bronze award were detailed in Appendix 1 to the report.

Following analysis of the school meal menu it had been evident that, with some minor alterations to the menu and method of production, it would be possible to meet all of the criteria required of the bronze scheme. The report indicated that to support the process and provide continuing professional development for staff, the catering service was working in partnership with West College Scotland to provide a bespoke Cooking Skills training programme for primary school catering staff. The 10-week programme would provide training for 14 staff, on a day-release basis, and enable staff to gain a college qualification. The training programme would run twice per year on an annual basis. Details of the course outline were detailed in Appendix 2 to the report. Accordingly it was proposed that an application be submitted, in due course, for the Catering Mark bronze award in respect of the catering service in primary schools.

**DECIDED:** That the service developments and progress towards application for the Food for Life Catering Mark bronze award for primary schools be noted.

## 5 **THE SCOTTISH GOVERNMENT'S AIR QUALITY STRATEGY: CLEANER AIR FOR SCOTLAND (CAFS) - THE ROAD TO A HEALTHIER FUTURE**

There was submitted a report by the Director of Community Resources relative to the Scottish Government air quality strategy entitled Cleaner Air for Scotland – The Road to a Healthier Future (CAFS).

The report stated that the purpose of CAFS was to provide a national cross-government strategy which set out how the Scottish Government and its partner organisations proposed to achieve further reductions in air pollution in order to fulfil Scotland's air quality responsibilities as soon as possible. The strategy outlined a series of actions across a range of policy areas and introduced a number of important initiatives. These included a National Modelling Framework intended to provide a standard air quality assessment methodology for use across Scotland; a National Low Emissions Framework which would assist local authorities in determining effective measures for addressing air quality issues within their areas; and a national air quality public awareness campaign. The key overall outcome to be achieved, by 2020, through implementation of the strategy, was full compliance with EU air-quality legislation, together with significant progress towards revocation of all Scottish Air Quality Management Areas.

The majority of action measures would be implemented by the Scottish Government and partner organisations, however, there were actions that local authorities would be expected to deliver. These included the production of corporate travel plans which were consistent with air quality action plans and the encouragement of Freight Quality Partnerships. It was noted that a Renfrewshire-wide air quality action plan was currently being developed which would take into account actions for all three Renfrewshire Air Quality Management Areas (AQMA's). The specific local authority actions detailed within CAFS would be considered in more detail during the Council's action planning process, would consider the Clean Air for Scotland strategy and outline how it would assist in delivering the aims and objectives of the strategy.

**DECIDED:**

(a) That the publication of the Scottish Government's air-quality strategy 'Cleaner Air for Scotland – The Road to a Healthier Future' be noted; and

(b) That it be noted that the aims and objectives of the strategy would be considered and that the specific action for local authorities, detailed at paragraph 3.5 of the report, would be included within Renfrewshire Council's Air-Quality Action Plan.

**6 SCOTTISH ENVIRONMENT PROTECTION AGENCY (SEPA) ONE PLANET PROSPERITY - OUR REGULATORY STRATEGY**

There was submitted a report by the Director of Community Resources relative to the regulatory strategy entitled "One Planet Prosperity – Our Regulatory Strategy" published by the Scottish Environment Protection Agency (SEPA). A copy of the strategy was appended to the report.

The strategy established a clear purpose for SEPA which sought to support and create both social and economic benefits for Scotland by devising and delivering environmental improvements. It was highlighted that this approach was a step change from SEPA's previous focus, which had been purely on environmental issues. In addition it reflected the Scottish Government's commitment to better regulation and was consistent with the approach adopted by the Council. The report outlined the principles and organisational objectives which SEPA were committing to with their regulatory strategy, together with the anticipated benefits for communities, businesses and stakeholders.

**DECIDED:**

(a) That the publication of the SEPA regulatory strategy entitled "One Planet Prosperity – Our Regulatory Strategy" be noted; and

(b) That the regulatory shift from SEPA from a solely environmental focus to one that also reflected and supported social and economic factors be welcomed.

**7 FOOD STANDARDS SCOTLAND STRATEGY TO 2021 - SHAPING SCOTLAND'S FOOD FUTURE.**

There was submitted a report by the Director of Community Resources relative to the strategy published by the Foods Standards Scotland (FSS) entitled "Shaping Scotland's Food Future – Our Strategy to 2021".

The report advised that the strategy set out a clear vision for FSS and outlined a broad remit. In this way FSS would put consumers first, and be a credible, consistent and trusted voice on food matters in Scotland. The strategy provided a focus for what FSS would do in the period to 2021 in terms of six strategic outcome targets. The strategy aligned with the Renfrewshire Council Business Regulation Service Plan and was also consistent with the Better Regulation and Enforcement Guidelines (Integrated Enforcement Policy) previously adopted by the Council.

**DECIDED:**

(a) That the publication of the FSS strategy entitled “Shaping Scotland’s Food Future - Our Strategy to 2021” be noted; and

(b) That the purpose, vision and outcomes of the FSS strategy and their alignment with the work being undertaken by Renfrewshire Council be welcomed.

## **8 RENFREWSHIRE RESPONSIBLE DOG OWNERSHIP STRATEGY**

There was submitted a report by the Director of Community Resources relative to the Renfrewshire Responsible Dog Ownership Strategy.

The proposed strategy, a copy of which was appended to the report, recognised that the significant majority of dog owners were responsible and that having a dog could be a hugely rewarding experience, but also recognised that owning a dog came with responsibilities. Across Scotland there continued to be a persistent minority of dog owners who adversely affected communities through their lack of control over their dogs’ behaviour. As well as causing welfare issues for their pet, irresponsible dog owners allowed their dogs to cause a nuisance or even a danger to others.

A summary of the local and national landscape in terms of dog control issues was provided. Particular reference was made to the significant number of complaints received annually related to dog fouling and the work undertaken locally to tackle dog fouling and irresponsible dog ownership. The introduction of legislation during 2016 had provided an opportunity for a review of the Council’s procedures in relation to dog controls. A key outcome of this review was the development of a strategy for promoting responsible dog ownership, which brought together successful elements, including education, communication and enforcement campaigns, into a single planned co-ordinated approach to promote and support responsible dog ownership in the area.

The proposed strategy focused on four priorities which had been highlighted following consultation, namely: (i) enhanced partnership working; (ii) promoting responsible behaviours; (iii) tackling persistent offenders and improved enforcement; and (iv) tackling out of control dogs and the delivery of a number of key outcomes. A copy of the proposed Responsible Dog Ownership Pledge was attached to the report as Appendix 2.

Subject to approval it was proposed that the strategy be implemented throughout 2017 in three key phases, Phase 1: Initial Communications and Enforcement Activities, Phase 2: Partnership Engagements, and Phase 3: Targeted Campaigns and Enforcement. The strategy would be reviewed during December 2017 and March 2018 to determine the success of the approach and the key priorities for 2018/19.

**DECIDED:**

- (a) That the Renfrewshire's Strategy for Responsible Dog Ownership, as detailed in Appendix 1 of the report be approved;
- (b) That the responsible Dog Ownership pledge, set out in Appendix 2 of the report, be approved; and
- (c) That it be noted that update reports on progress with implementation of the strategy would be submitted to future meetings of the Policy Board.

**9 PUBLIC SECTOR CLIMATE CHANGE DUTIES REPORTING 2015/16**

There was submitted a joint report by the Directors of Community Resources and Development & Housing Services relative to the Council's requirement to prepare and submit an annual climate change report.

The report advised that during 2007, all 32 local authorities in Scotland had signed up to Scotland's Climate Change Declaration. Signatories to the Declaration acknowledged the importance of climate change and were committed to mitigating their impact on climate change through reducing greenhouse gas emissions; taking steps to adapt to the unavoidable impacts of a changing climate; and working in partnership with their communities to respond to climate change. The Declaration recognised that Scottish local authorities played a key role in helping to tackle the challenges of climate change through example and signatories had committed to preparing a voluntary annual report detailing progress in mitigating and adapting to climate change.

The Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) had come into force during November, 2015. As a result all public bodies, classed as 'major players', required to submit a climate change report for 2015/16 and each year thereafter. A copy of the Renfrewshire Council Public Sector Climate Change Duties 2015/16 annual report was appended to the report.

**DECIDED:** That the content and submission of Renfrewshire Council's first mandatory Public Sector Climate Change Duties 2015/16 report be approved.

**10 RENFREWSHIRE CYCLING STRATEGY 2016/25**

There was submitted a report by the Director of Community Resources relative to the Renfrewshire Cycling Strategy 2016/25, a copy of which was appended to the report.

The current local cycling policy had evolved in response to the Cycling Strategy for Renfrewshire, produced in 2004, and the Renfrewshire Local Transport Strategy 2007, which had updated the cycling strategy objectives and aims as a consequence of significant developments in both national policy and various initiatives within the Council. The report highlighted an increased focus on cycling within a national context, with national targets set for cycling and a Cycling Action Plan published, the Scottish Planning Policy, which strongly supported cycling, and the SPT Regional Transport Strategy 2014/17. Renfrewshire City Deal projects included substantial elements of cycling infrastructure and the report referred to cycle routes which had been designed and constructed throughout Renfrewshire, including strategic routes.

The proposed Renfrewshire Cycling Strategy 2016/25, reviewed the context and performance of cycling uptake and infrastructure, set objectives for moving forward and achieving 2020 targets and made a number of recommendations in respect of actions required to achieve a step change.

**DECIDED:** That Renfrewshire's Cycling Strategy for 2016/25 be approved.

## 11 **SERVICE IMPROVEMENT PLAN MONITORING REPORT**

There was submitted a report by the Director of Community Resources relative to progress to deliver the Service Improvement Plan 2015/19. The report detailed key achievements over the period 1 April to 16 September 2016, provided an update on delivery of the Service Improvement Plan action plan as set out in Appendix 1 to the report, and assessed service performance in the scorecard of core performance indicators as intimated in Appendix 2 to the report.

**DECIDED:**

- (a) That progress made on service performance be noted;
- (b) That progress made on actions and performance in the action plan be noted; and
- (c) That progress to implement the Service Improvement Plan 2015/19 be reviewed in spring 2017.

## **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.

## 12 **ROADS TRADING BUDGET MONITORING REPORT**

There was submitted a report by the Director of Community Resources relative to the financial position of the roads organisation for the period 1 April to 16 September 2016 providing an update on financial and operational issues arising during the period.

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

## 13 **VEHICLE MAINTENANCE BUDGET MONITORING REPORT**

There was submitted a report by the Director of Community Resources relative to the vehicle maintenance organisation for the period 1 April to 16 September 2016 providing an update on financial and operational issues arising during the period.

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

14 **CATERING TRADING BUDGET MONITORING REPORT**

There was submitted a report by the Director of Community Resources relative to the catering organisation for the period 1 April to 16 September 2016 providing an update on financial and operational issues arising during the period.

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

## Minute of Meeting

### Finance & Resources Policy Board

Date	Time	Venue
Wednesday, 09 November 2016	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors Bibby, B Brown, Audrey Doig, Gilmour, Harte, Henry, Holmes, Lawson, Mack, K MacLaren, M MacLaren, Murrin, Noon, Paterson and Williams.

#### CHAIR

Councillor Holmes, Convener, presided.

#### IN ATTENDANCE

L McIntyre, Strategic Planning & Policy Development Manager (Chief Executive's); and C Donnelly, Head of HR, Organisational Development and Workforce Strategy, K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, A MacArthur, Head of Finance, R McGrath, Head of Customer & Business Services, P Murray, Head of Information & Communications Technology, K Locke, Risk Manager, and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

#### DECLARATIONS OF INTEREST

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



**1 PROCUREMENT SUB-COMMITTEE**

There were submitted the Minutes of the meetings of the Procurement Sub-committee held on 24 August and 14 September 2016 which form Appendices I and II hereto.

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

**2 JOINT CONSULTATIVE BOARD (NON-TEACHING)**

There was submitted the Minute of the meeting of the Joint Consultative Board (Non-Teaching) held on 15 September 2016 which forms Appendix III hereto.

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

**3 REVENUE BUDGET MONITORING REPORT TO 16 SEPTEMBER 2016**

There was submitted a joint revenue budget monitoring report by the Chief Executive and the Director of Finance & Resources in respect of the Chief Executive's, Finance & Resources and miscellaneous expenditure for the period to 16 September 2016.

**DECIDED:**

(a) That the report be noted; and

(b) That it be noted that since the last report there had been net budget realignments of £2,000,955 primarily related to Paisley Town Centre Heritage Asset funding, the transfer in of the Policy and Commissioning teams, an increase in revenue grant funding and procurement savings, partially offset by rates realignments.

**4 REVENUE BUDGET MONITORING REPORT - OVERVIEW TO 16 SEPTEMBER 2016**

There was submitted a revenue budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on general fund services and the Housing Revenue Account for the period to 16 September 2016.

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

**5 CAPITAL BUDGET MONITORING REPORT TO 16 SEPTEMBER 2016**

There was submitted a capital budget monitoring report by the Director of Finance & Resources in respect of capital expenditure relative to corporate projects (non-property) for the period to 16 September 2016.

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



**6 CAPITAL BUDGET MONITORING REPORT - OVERVIEW TO 16 SEPTEMBER 2016**

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 to 16 September 2016.

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

**7 TREASURY MANAGEMENT MID YEAR REVIEW 2016/17**

There was submitted a report by the Director of Finance & Resources relative to treasury management activity during the first six months of 2016/17.

The report provided an economic update together with reviews of the Treasury Management Strategy Statement 2016/17 incorporating the annual investment strategy; the investment portfolio for 2016/17; the borrowing strategy for 2016/17; and compliance with treasury management indicators for 2016/17. Appendices to the report outlined the borrowing and investment position and Treasury Management performance indicators as at 21 October 2016.

**DECIDED:** That treasury management activity from 1 April to 21 October 2016 be noted.

**8 REVENUE COLLECTION STATEMENT**

There was submitted a report by the Director of Finance & Resources relative to the collection of Council Tax and Non-Domestic Rates as at 30 September 2016 and detailing the total amount collected for the last year.

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

**9 BENEFITS ADMINISTRATION - WELFARE REFORM & PERFORMANCE STATEMENT**

There was submitted a progress report by the Director of Finance & Resources relative to the delivery of Housing Benefit and the Scottish Welfare Fund up to the end of September 2016. The appendix to the report detailed performance of the service against a range of key indicators including the average time to process applications.

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

**10 FINANCE & RESOURCES SERVICE IMPROVEMENT PLAN 2016/19 - MONITORING REPORT**

There was submitted a report by the Director of Finance & Resources relative to the Finance & Resources Service Improvement Plan highlighting performance over the period 1 April to October 2016. The report outlined the key achievements of the Service and appendices 1 and 2 to the report provided an update on progress to implement the action plan together with an assessment of performance against key indicators.

**DECIDED:**

- (a) That progress made in terms of service performance be noted;
- (b) That progress made in terms of the actions and performance detailed in the appendices be noted; and
- (c) That it be noted that an outturn report would be submitted to this Board in spring 2017.

**11 CHIEF EXECUTIVE'S SERVICE IMPROVEMENT PLAN 2016: 6 MONTHLY MONITORING REPORT**

There was submitted a report by the Chief Executive relative to the Chief Executive's Service Improvement Plan highlighting performance over the period 1 April to October 2016. The report outlined the key achievements of the Service and appendices 1 and 2 to the report provided an update on progress to implement the action plan together with an assessment of performance against key indicators.

**DECIDED:**

- (a) That progress made in terms of service performance be noted;
- (b) That progress made in terms of the actions and performance detailed in the appendices be noted;
- (c) That the changes to the performance scorecard detailed within the report be noted; and
- (d) That it be noted that an outturn report would be submitted to this Board in Spring 2017.

**12 CORPORATE RISK REGISTER 2016: MID YEAR PROGRESS REPORT**

There was submitted a report by the Director of Finance & Resources relative to progress as at mid-year to manage the risks recorded in the Corporate Risk Register 2016, a copy of which was appended to the report.

The report identified risks, outlined planned actions to manage those risks and detailed progress to deliver the planned actions. The report indicated that the mid-year review had concluded that good progress had been made in the control and management of the identified risks and that no new corporate risks had emerged that had not been anticipated as part of the process to develop the corporate register.

**DECIDED:** That the progress made to manage the identified risks be noted.

**13 FINANCE & RESOURCES RISK MANAGEMENT PLAN 2016: MID YEAR PROGRESS REPORT**

There was submitted a report by the Director of Finance & Resources relative to progress as at mid-year to manage the risks recorded in the Finance & Resources Risk Management Plan 2016, a copy of which was appended to the report.

The report identified risks, outlined planned actions to manage those risks and detailed progress to deliver the planned actions. The report indicated that the mid-year review had concluded that good progress had been made in the control and management of the identified risks and that no new risks had emerged that had not been anticipated as part of the process to develop the service risk management plan.

**DECIDED:** That the progress made to manage the identified risks be noted.

#### 14 **CHIEF EXECUTIVE'S SERVICE RISK REGISTER 2016: MID YEAR PROGRESS REPORT**

There was submitted a report by the Chief Executive relative to progress as at mid-year to manage the risks recorded in the Chief Executive's Service Risk Management Plan 2016, a copy of which was appended to the report.

The report identified risks, outlined planned actions to manage those risks and detailed progress to deliver the planned actions. The report indicated that the mid-year review had concluded that good progress had been made in the control and management of the identified risks and that no new risks had emerged that had not been anticipated as part of the process to develop the service risk management plan.

**DECIDED:** That the progress made to manage the identified risks be noted.

#### 15 **CIVIC HOSPITALITY**

There was submitted a report by the Director of Finance & Resources relative to requests received for civic hospitality, and proposals made following consultation with the Provost, to deliver appropriate hospitality for each event as follows:

(a) Greenacres Curling Club – for a civic reception on 7 November 2016 in the form of an evening meal and drinks reception for 50 guests at a cost of £1,000 at Greenacres Curling Club to mark the visit by a group of American lady curlers to Howwood as part of a traditional programme of Friendship Tours set up by the Royal Caledonian Curling Club;

(b) Ralston Bowling Club – for a civic reception on 15 October 2016 in the form of a drinks reception for approximately 200 guests at a cost of £600 at Ralston Bowling Club on the occasion of their Golden Jubilee Celebration Dinner Dance;

(c) Delegation of Teachers from Fürth, Germany – for a civic reception on 28 September 2016 in the form of an evening meal for 8 guests at a cost of £225 at Ingliston to mark the occasion of their visit, being Renfrewshire's twin town, to facilitate an exchange programme with West College Scotland;

(d) Archdiocese of Glasgow – for civic hospitality by hosting a table for 10 guests (comprising 5 elected members and partners) at a cost of £800 on the occasion of their annual charity ball on 2 December 2016;

(e) Paisley Indoor Bowling Club – for a civic reception on 2 December 2016 in the form of a meal for approximately 40 guests, at a cost of £800 on the occasion of their Blind Bowlers Annual Game;

(f) Lord-Lieutenant – for a civic reception on 30 November 2016, in Johnstone Town Hall, for approximately 20 guests at a cost of £400 to mark the award of the British Empire Medal to a recipient from Renfrewshire; and

(g) Barnardo's Scotland – for a civic reception on 30 November 2016 in Paisley Town Hall in the form of drinks reception and sweet canapés for approximately 80 guests at a cost of £750 to mark the occasion of their 150th Anniversary.

**DECIDED:**

(i) That the action taken by the Director of Finance & Resources, in conjunction with the Provost, to provide civic hospitality for Greenacres Curling Club on 7 November 2016; Ralston Bowling Club on 15 October 2016; and the Delegation of Teachers from Fürth, Germany on 28 September 2016, as detailed within the report, be homologated; and

(ii) That the Director of Finance & Resources, in conjunction with the Provost, be authorised to provide civic hospitality as detailed within the report, for the Archdiocese of Glasgow, Paisley Indoor Bowling Club, the Lord-Lieutenant and Barnardo's Scotland.

## Minute of Meeting Procurement Sub-committee

Date	Time	Venue
Wednesday, 24 August 2016	14:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

Councillors Bibby, Audrey Doig, Gilmour, Harte, Henry, Holmes, Lawson, Mack, K MacLaren, M MacLaren, Murrin, Noon and Williams.

### CHAIR

Councillor Holmes, Convener, presided.

### IN ATTENDANCE

F Hughes, Strategic Commercial & Procurement Manager, D Taggart, Procurement Category Manager, K Thomson, Category Manager, A Donaldson, Senior Procurement Specialist, and L Gillan, Procurement Data Specialist (all Chief Executive's); and J Lynch, Head of Property Services 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.

# 1 **NOTIFICATION OF CONTRACTS AUTHORISED FOR AWARD DURING SUMMER RECESS**

Under reference to paragraph 2 of the Minute of the meeting of this Sub-committee held on 8 June 2016 there was submitted a report by the Director of Finance & Resources relative to contracts authorised for award by the Chief Executive in accordance with the Council's Scheme of Delegated Functions during the summer recess period.

Details of the contracts awarded and procedure undertaken were as outlined below

## (a) **CONTRACT DESCRIPTION**

Boiler and Hot Water Plant Replacement at St Catherine's, St Fillan's and Wallace Primary Schools

Procedure

Below EU Threshold Open Procedure (Works)

Approved Contract Value

£328,117.90

Contract Period

10 weeks

Successful Contractor

ECG Building Maintenance Limited t/a ECG Facilities Services

## (b) **CONTRACT DESCRIPTION**

Legal Services Framework Agreement

Procedure

Over EU Threshold Open Procedure (Services)

Contract Value

£2,000,000

Contract Period

4 years

Successful Contractor

**LOT 1** – Land and Property- Burness Paull LLP, Brodies LLP, Anderson Strathern LLP, Maclay Murray & Spens LLP (MMS), CMS Cameron McKenna LLP

**Lot 2** – State Aid, Competition, Vires and Judicial Review-Harper McLeod LLP Brodies LLP, Burness Paull LLP

**LOT 3** –Infrastructure and Projects- Anderson Strathern LLP, Brodies LLP, CMS Cameron McKenna LLP, Harper McLeod LLP, Maclay Murray & Spens LLP (“MMS”)

**LOT 4** – Contentious Construction- Burness Paull LLP, Brodies LLP, Anderson Strathern LLP

**LOT 5-** Rail Related Infrastructure and Projects - Anderson Strathern LLP, Brodies LLP, CMS Cameron McKenna LLP, DWF LLP, DLA Piper Scotland LLP

## (c) **CONTRACT DESCRIPTION**

Paisley 2021 Bid Hub Refurbishment

Procedure

Below EU Threshold Open Procedure (Works)

Approved Contract Value

£260,000

Contract Period

8 weeks

Successful Contractor

Advanced Refurbishment Contracts Ltd

**(d) CONTRACT DESCRIPTION**

Provision of Community Day Services

Procedure

Negotiated Contract

Approved Contract Value

£1,111,955

Contract Period

3 years

Successful Contractor

RAMH a Scottish Registered Charity SC010430

**(e) CONTRACT DESCRIPTION**

Improvement Works to Inchinnan Junction

Procedure

Below EU Threshold Open Procedure (Works)

Approved Contract Value

£236,125.64

Contract Period

14 Weeks

Successful Contractor

Finco Contracts Ltd

**(f) CONTRACT DESCRIPTION**

Provision of a Carers Centre

Procedure

Negotiated Contract

Approved Contract Value

£2,575,145

Contract Period

3 years

Successful Contractor

Renfrewshire Carers Centre

**(g) CONTRACT DESCRIPTION**

Gallowhill External Wall Insulation Cladding, Phases 4+

Procedure

Variation to Existing Framework

Approved Contract Value

£1,500,000

Contract Period

1 year

Successful Contractor

E.ON

**(h) CONTRACT DESCRIPTION**

Rosemary Tile Replacement and Associated Common Block Works Programme

Procedure

Negotiated Contract

Approved Contract Value

£483,426.48

Contract Period

16 Weeks

Successful Contractor

Keepmoat Regeneration Limited

(i) **CONTRACT DESCRIPTION**

Strategic Review of Street Lighting LED Lantern Replacement 2016/2017 - Phase 2  
Procedure

Below EU Threshold Open Procedure (Works)

Approved Contract Value

£580,561.01

Contract Period

15 weeks

Successful Contractor

Power 1 Electrical Contractors Ltd

**DECIDED:** That the table in paragraph 3.1 of the report which detailed the contracts authorised for award by the Chief Executive during the summer recess period, in accordance with the Renfrewshire Council Scheme of Delegated Functions be noted.



## Minute of Meeting

### Procurement Sub-committee

Date	Time	Venue
Wednesday, 14 September 2016	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors Bibby, Audrey Doig, Gilmour, Harte, Henry, Holmes, K MacLaren, M MacLaren, Murrin and Noon.

#### CHAIR

Councillor Holmes, Convener, presided.

#### IN ATTENDANCE

F Hughes, Strategic Commercial & Procurement Manager, K Thomson, Category Manager and N Hainan, Assistant Procurement Operations Manager (all Chief Executive's); D Burnie, Transport Manager (Community Services); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services and P Shiach, Committee Services Officer (all Finance & Resources).

#### DECLARATIONS OF INTEREST

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

**1(a) CONTRACT AUTHORISATION REPORT: RE-ROOFING AND REWIRE - ST MARGARET'S PRIMARY SCHOOL**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a Standard Building Contract without Quantities for use in Scotland (SBC/XQ/Scot) 2011 Edition for re-roofing and rewiring works at St Margaret's Primary School, Buchanan Street, Johnstone.

The report advised that at the deadline for the return of tenders five bids had been received. The bids were evaluated against a set of award criteria which was based on a price/quality ratio of 55:45. Details of the scores relative to the award criteria of each tenderer were contained within the report.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for St Margaret's Primary School Re-roofing and Rewire (RC/OC/178/16) to Keepmoat Regeneration Limited;

(ii) That it be noted that the value of the contract was £643,751.67, excluding VAT; and

(iii) That it be noted that the date of possession was anticipated to be mid-October 2016; the date of completion of the works was programmed to be 16 weeks from the date of possession; and that the actual dates would be confirmed in the Council's letter of acceptance.

**1(b) CONTRACT AUTHORISATION REPORT: VEHICLE REPLACEMENT PROGRAMME**

There was submitted a joint report by the Chief Executive and the Director of Community Resources relative to the award of contract for the purchase of vehicles under the Council's Vehicle Replacement Programme for 2016/17.

The report advised that Scotland Excel had established a Framework Agreement for Heavy Vehicles and Municipal Vehicles which all 32 Local Authorities in Scotland had the opportunity to utilise.

The report indicated that the Council's direct awards under the framework were conducted in accordance with the Council's Standing Orders Relating to Contracts and in accordance with the requirements under the Framework Agreement for Heavy Vehicles and Municipal Vehicles. Analysis of suppliers on the relevant Lots of the Framework had been undertaken and the analysis had demonstrated that best value for money could be achieved by making direct awards for the vehicles detailed in the appendix to the report.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award contracts up to the following values with the suppliers noted below, for the provision of buses and refuse collection vehicles detailed in the appendix to the report, with all contracts being direct awards under the Scotland Excel Framework Agreement for Heavy Vehicles and Municipal Vehicles:

- Volvo Truck and Bus Centre Scotland: up to £826,356.00
- Nu-Truck Limited: up to £383,389.00; and

(ii) That it be noted that the delivery dates for the vehicles were detailed within the appendix to the report.

**1(c) CONTRACT AUTHORISATION REPORT: YEAR 4 VOIDS ANNUAL REVIEW**

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services providing information on the methodology adopted for the determination of internal package orders for framework contractors for Year 4 (2016/17) of the Voids Maintenance and Refurbishing Works programme, and seeking authority to allocate work to the framework contractor who offered the best value.

The report indicated that a mini-competition was run for year four of the framework to appoint a backup contractor to support the works of Building Services. At the deadline for the return of tenders one bid had been received. The evaluation of the tender identified that the bid submitted by Keepmoat Regeneration (Apollo) Limited was found to be acceptable.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award a Maintenance Term Contract (MTC) for Voids Maintenance and Refurbishment Works to Keepmoat Regeneration (Apollo) Limited;

(ii) That it be noted that the estimated spend under Year 4 of the framework was £850,000, excluding VAT based on the number of void properties and work scope completed to date in year 3 of the framework; and

(iii) That it be noted that the contract period was one year and was expected to commence of 13 October 2016 and would expire on 12 October 2017.

**1(d) CONTRACT AUTHORISATION REPORT: KING GEORGE V TRAINING PITCHES**

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to the award of a Standard Building Contract with Quantities contract for the installation of a dual-purpose football/rugby 3G synthetic Sports Pitch at King George V Park at Broadloan, Renfrew.

The report advised that at the deadline for the return of tenders three bids had been received. The bids were evaluated against a set of award criteria which was based on a price/quality ratio of 60:40. Details of the scores relative to the award criteria of each tenderer were contained within the report.

**DECIDED:**

- (i) That the Head of Corporate Governance be authorised to award the contract for King George V Training Pitches to Allsports Construction & Maintenance Limited;
- (ii) That it be noted that the value of the contract was £429,890.20 excluding VAT;
- (iii) That it be noted that the date for possession of the site was anticipated to be early January, 2017; the date of completion of the works would be 10 weeks from the date of possession of the site; and that the date of possession would be confirmed in the letter of acceptance; and
- (iv) That it be noted that the contract was subject to the confirmation of approval from sportscotland who were providing funding towards the project, and that the contract would not be awarded until the funding had been confirmed.

**1(e) CONTRACT AUTHORISATION REPORT: INSURANCE FRAMEWORK**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to entering into a Framework Agreement and subsequent call-off contracts for Renfrewshire Council and associated bodies.

The report advised that at the deadline for the return of tenders seven bids had been received. The bids were evaluated against a set of award criteria which was based on a price/quality ratio of 60:40. Details of the scores relative to the award criteria of the tenderer were contained within the report.

**DECIDED:**

- (i) That the Head of Corporate Governance be authorised to award the Framework and thereafter be authorised to award each and every subsequent call-off contract per specific Lot as follows:
  - Lot 1 – Property Damage/Business Interruption – Risk Management Partners Limited, managing agent on behalf of AIG Europe Limited;
  - Lot 2 – Terrorism – Arthur J Gallagher Insurance Brokers Limited;
  - Lot 3 – Casualty (including Officials' Indemnity and Professional indemnity) - Risk Management Partners Limited, managing agent on behalf of QBE Insurance Group;
  - Lot 4 – Motor – Zurich Insurance plc (Trading as Zurich Municipal);
  - Lot 5 – Computer – RSA Insurance Group PLC;

- Lot 6 – Contractor's All Risks (including Own/Hired-in Plant) - Risk Management Partners Limited, managing agent on behalf of HSB Engineering Insurance Limited;
- Lot 7 – Engineering Inspection/Insurance - Risk Management Partners Limited, managing agent on behalf of HSB Engineering Insurance Limited;
- Lot 8 – Group PA/Travel - Risk Management Partners Limited, managing agent on behalf of QBE Insurance Group;
- Lot 9 – Fidelity Guarantee - Risk Management Partners Limited, managing agent on behalf of QBE Insurance Group;
- Lot 10 - Risk Management Partners Limited, managing agent on behalf of QBE Insurance Group;

(ii) That it be noted that the spend under the framework agreement would be up to the value of £4.6million; and

(iii) That it be noted that the framework was anticipated to commence on 31 October 2016 for and would be for a period of four years.



## Minute of Meeting

### Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Thursday, 15 September 2016	15:00	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Representing Renfrewshire Council Management - Councillors Audrey Doig, Glen, Harte, Noon and Williams.

Representing Trade Unions – J Boylan, M Ferguson, S Hicks and K Kernachan (UNISON); and S McAllister (UNITE).

#### IN ATTENDANCE

J Trainer, Acting Head of Early Years and Inclusion (Children's Services); K Anderson, Amenity Services Manager – Waste, A Ash, Interim Streetscene and Land Services Manager, K Carr, Senior Facilities Manager and K Markwick, Amenity Services Manager (all Community Resources); and S Fanning, Senior Health & Safety Officer, R Laouadi, Human Resources Manager and P Shiach, Committee Services Officer (all Finance & Resources).

#### APOLOGIES

Councillor Harte (for lateness) and J McMenemy.

#### DECLARATIONS OF INTEREST

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

## 1 **APPOINTMENT OF CHAIRPERSON FOR THE MEETING**

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

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

## **SEDERUNT**

Councillor Harte entered the meeting prior to the following item of business.

## 2 **MINUTE OF PREVIOUS MEETING**

There was submitted the Minute of the meeting of the Joint Consultative Board: Non-Teaching held on 8 June 2016.

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

## 3 **DEVELOPMENTS IN HEALTH AND SAFETY**

There was submitted a report by the Head of HR, Organisational Development & Workplace Strategy relative to developments with regard to health and safety issues. The report detailed policies and guidance that were currently being revised and outlined training courses which had been undertaken since the last meeting of the Board. In particular, it was noted that the following policies were being revised and an update of progress was provided as follows: -

Statutory Inspections – working with Community Resources;

- CDM 2015 – ready to issue
- Guidance on Slips, Trips and Falls – currently being revised;
- Tobacco/smoke free policy – in the third stage of draft; and
- Control of Legionella Bacteria in Hot and Cold Water Systems - at the third stage of the draft.

The report intimated that the emergency evacuation guidance for Renfrewshire House had been revised and issued in line with a campaign to raise awareness.

The report advised that the health and safety section continued to assist services to retain accreditation to BS OHSAS 18001:2007, and indicated that the next audit had been scheduled for September 2016, however due to resource issues the current contractor (BSI) had postponed the audit and no new date had been confirmed.

The report indicated that the health and safety section continued to work with the incumbent occupational health contractor to further develop and enhance the electronic referral process, advising that the current project was based upon recruitment processes.

The report indicated that the health and safety section continued to support external partners, including Clyde Muirshiel Regional Park Authority, Scotland Excel, Renfrewshire Valuation Joint Board and Renfrewshire Leisure Limited.



The report stated that the health and safety section continued to support the Town Centres Team, Renfrewshire Leisure Limited and other event organisers to ensure that there were safe, controlled and enjoyable events delivered.

The report advised that the Council had received a RoSPA Silver Award for the overall health and safety management system performance.

The Senior Health & Safety Officer was then heard in answer to questions from members on various aspects of the report and in relation to guidance for staff on aggression in schools and nurseries.

The Chair proposed that information on incidents of violence or aggression in schools be forwarded to the Senior Health and Safety Officer. This was agreed unanimously.

**DECIDED:**

(a) That the report be noted; and

(b) That information on incidents of violence or aggression in schools be forwarded to the Senior Health and Safety Officer.

**4 AGENCY WORKERS**

There was submitted a report by the Head of HR, Organisational Development & Workplace Strategy relative to the number of agency staff employed within the Council as at August 2016, and detailing the capacity and Service in which they were engaged.

The Human Resources Manager indicated the figures had reduced since last reported in June 2016.

The Human Resources Manager was then heard in answer to questions from members on various aspects of the report, and in particular with difficulties in recruiting and retaining cleaning staff within care homes, and in relation to overtime working.

**DECIDED:**

(a) That the report be noted; and

(b) That the Senior Facilities Manager submit a report to the next meeting on the use of agency workers in facilities employing part-time staff.

**5 DETAILS OF GRIEVANCES**

There was submitted a report by the Head of HR, Organisational Development and Workplace Strategy relative to details of grievances received.

The report provided information on grievances at both the informal and formal stages. The report indicated that there were a total of six grievances as at September 2016.

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

## 6 WASTE SERVICES - UNDERWOOD ROAD

J Boylan referred to the waste services facility at Underwood Road indicating that at a meeting he had attended at the facility, concerns had been raised in relation to the canteen; the fridge freezer currently being used; the lack of cooking facilities; the toilets and showers being unfit for use; and the general dilapidated condition of the building.

He further advised that concerns had been raised regarding working practices in relation to the number of bins to be taken out per lorry. He indicated that instructions had been received from management to this effect to save time on routes.

Concerns had also been raised in relation to the perceived lack of protective clothing and alleged discrimination between the two shift patterns where one shift was allocated additional staff.

The Amenity Services Manager – Waste advised that regular meetings had taken place at the facility and that progress was being made in relation to the concerns raised. She advised that work was being undertaken to address the various issues.

Councillor Williams proposed that members visit the facility and this was agreed unanimously.

### **DECIDED:**

(a) That a site visit be arranged to the Underwood Road facility for members interested in visiting the facility; and

(b) That the information be otherwise noted.

## 7 COMMUNITY RESOURCES - FACILITIES REVIEW

M Ferguson advised the Board of three areas of concern with regard to the review of Community Resources facilities and the lack of consultation thereon. He also highlighted concerns over the lack of written detailed proposals with regard to the review.

He expressed concern in relation to issues with care home staff where shift patterns had been introduced resulting in staff requiring to work two weekends in three; confusion among care home staff following meetings with management representatives; budget cuts; the overall deletion of posts throughout the establishment; and the continued use of agency workers when posts were being deleted.

M Ferguson also expressed concern with regard to the review of Roads Services indicating that additional posts had been funded through a reduction in overtime, which had resulted in a substantial reduction in pay for staff. He indicated that there might also be a contractual element to any discussions.

He advised that the Director of Community Resources had indicated that she would continue with the current process however no appointments would be made. M Ferguson advised that a failure to agree notice had been lodged.

M Ferguson expressed concern with regard to school cleaning where staff members had had their hours reduced. There were also issues with regard to uniforms and lack of consultation with the Unions.

**DECIDED:** That it be agreed that Union representatives meet with the Heads of the relevant Departments to discuss the concerns raised.

8 **DATE OF NEXT MEETING**

It was noted that the next meeting of the JCB Non-Teaching would be held at 3 pm on Wednesday 26 October 2016.



## Minute of Meeting

### Personnel Appeals and Applied Conditions of Service Appeals Panel

Date	Time	Venue
Thursday, 10 November 2016	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors B Brown, Cameron, Hood, Paterson and J Sharkey.

#### IN ATTENDANCE

L Mullin Principal HR and OD Adviser, and P Shiach Committee Services Officer (both Finance & Resources).

#### APOLOGY

An apology for absence from the meeting was submitted on behalf of Councillor Mullin.

#### DECLARATIONS OF INTEREST

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

## **APPOINTMENT OF CHAIRPERSON**

The Clerk invited nominations for Chairperson of the Panel. It was unanimously agreed that Councillor J Sharkey chair the meeting.

**DECIDED:** That Councillor J Sharkey chair the meeting.

## **EXCLUSION OF PRESS AND PUBLIC**

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

## **1 COMMUNITY RESOURCES**

Consideration was given to an appeal against dismissal submitted by a former Community Resources employee.

The appellant appeared, together with J O'Connell and S McAllister, both Unite, in relation to his appeal.

D Gillies, Head of Facilities Management (Community Resources) and K Clark, Principal HR Adviser (Finance & Resources) represented management.

Both sides requested to present additional information in respect of their cases which was accepted by the Panel.

## **ADJOURNMENT**

The meeting adjourned at 9.40 am and reconvened at 9.50 am.

On resuming the meeting both parties presented their cases to the panel. C Dalrymple, Regulatory and Enforcement Manager (Community Resources) appeared as a witness for management.

Both sides summed up their position withdrew to allow the Panel to consider the matter and reach a decision.

Both parties were then recalled and advised by the Convener that the Appeals Panel had agreed that the grounds of the appeal had been substantiated in part and that the appeal was upheld to the extent that the disciplinary action be reduced to a final written warning and that the appellant be redeployed to an appropriate post within the Council which did not involve driving duties.

**DECIDED:** That the grounds of the appeal had been substantiated in part and that the appeal was upheld to the extent that the disciplinary action be reduced to a final written warning with redeployment to a suitable alternate post within the Council which did not involve driving duties.

## Minute of Meeting

### Paisley North Local Area Committee

Date	Time	Venue
Thursday, 10 November 2016	18:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors Lawson, K MacLaren, M MacLaren, Mylet, J Sharkey and M Sharkey.

#### CHAIR

Councillor J Sharkey, Convener, presided.

#### COMMUNITY REPRESENTATIVES

J Theodore, Hawkhead & Lochfield Community Council; M Dymond, Maxwellton Court Tenants' Association; D Williams, Oakshaw Residents' Association; J Bunton, Paisley North Community Council; K McNellie-Welsh, Paisley West Tenants' & Residents' Association; M Fernie, Ralston Community Council; and W Colquhoun, West End Seniors Forum.

#### COMMUNITY PLANNING PARTNERS

M Sandilands, Renfrewshire Health and Social Care Partnership and Sergeant O'Hare, Police Scotland.

#### IN ATTENDANCE

D McAllion, Data Analytics & Research Manager (Chief Executive's); D Hawthorn, Head of Child Care and Criminal Justice, J Trainer, Head of Early Years and Inclusion and L Moore, Co-ordinator, Women and Children First (all Children's Services); C Dalrymple, Regulatory and Enforcement Manager (Community Resources); S Jones, Assistant Manager (Regeneration) and S Thomson, Creative Producer, Paisley 2021 Bid Team (both Development & Housing Services); and J Lynch, Head of Property Services (Lead Officer), D Low, Senior Committee Services Officer (LACs) and E Currie, Senior Committee Services Officer (all Finance & Resources).

## **APOLOGIES**

Councillor Williams; J McQuade, Renfrewshire Visually Impaired Forum and M Dillon, Paisley North Community Council.

## **DECLARATIONS OF INTEREST**

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

## **ADDITIONAL ITEM**

The Convener intimated that there was one additional item in relation to an application for grant funding from Paisley West Tenants' & Residents' Association 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 12 of this Minute, was urgent, in order to consider the application timeously, authorised its consideration.

### **1 RENFREWSHIRE HEALTH AND SOCIAL CARE PARTNERSHIP UPDATE**

There was submitted a report by the Chief Officer, Renfrewshire Health and Social Care Partnership (HSCP) relative to the formation of the HSCP in terms of the Public Bodies (Joint Working) (Scotland) Act 2014; the development of a performance framework for the HSCP; and the development of new projects in the community to improve health.

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

### **2 COMMUNITY SAFETY AND PUBLIC PROTECTION UPDATE**

There was submitted a report by the Director of Community Resources providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Paisley North Local Area Committee (LAC) area during the period 1 April to 30 September 2016.

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

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

### **3 OPEN SESSION/KEY LOCAL ISSUES**

The Senior Committee Services Officer (LACs) intimated that an application for membership of the LAC had been received from Paisley West Tenants' & Residents' Association. The Association's nominated representative was Mr Kevin McNellie-Welsh and its nominated substitute, Mr Alexander McNellie-Welsh.

**DECIDED:** That Paisley West Tenants' & Residents' Association application for membership of the Paisley North LAC be agreed.



#### 4 **PRESENTATION: DOMESTIC VIOLENCE**

D Hawthorn, Head of Child Care and Criminal Justice, gave a presentation on gender-based violence including details of what gender-based violence was, the number of people affected by it, Renfrewshire's multi-agency response to the issue and ongoing and specific actions being undertaken to tackle gender-based violence.

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

#### 5 **THOMAS COATS MEMORIAL CHURCH UPDATE**

There was submitted a report by the Director of Development & Housing Services relative to the award of a grant by this LAC at its meeting held on 12 May 2016 as a contribution to the cost of a replacement boiler at the Coats Memorial Church, Paisley.

The report intimated that the estimated cost of replacing the boiler exceeded greatly the estimates previously submitted and that as a result of the new projected costs Community Resources was investigating opportunities to undertake a temporary fix to the boiler system to enable the building to remain heated and open for use. In the event that a temporary fix was not possible, the funding would be returned to the LAC.

Councillor J Sharkey, seconded by Councillor M Sharkey, moved that the committee approves the retention by the Trustees of the awarded grant of £13,000 for temporary repairs to the boiler and heating system to enable the building to remain in active use.

Councillor K MacLaren, seconded by Councillor M MacLaren, moved as an amendment that recommendation 2.1 be replaced with the following:

"2.1 It is recommended that the committee only transfers the awarded grant to the new community trust which we were informed about in the Paisley North LAC meeting of 12th May 2016, which was meant to be taking over the ownership of the building.

2.2 If the new community trust is not established the grant should be re-allocated to any suitable community groups seeking funding.

2.3 The committee will refer this issue to the next full council meeting on Thursday 15th December 2016 with a proposal that a full investigation is carried out on this application including the progress towards establishing a new community trust to own the building and options for funding the boiler replacement or repair, in part or in full, from other council budgets such as the £1.85 million underspend from last year's council budget."

On the roll being called, the following members voted for the amendment: Councillors Lawson, K MacLaren, M MacLaren and Mylet.

The following members voted for the motion: Councillors J Sharkey and M Sharkey.

4 members having voted for the amendment and 2 members having voted for the motion, the amendment was accordingly declared carried.

**DECIDED:**

(a) That the committee only transfers the awarded grant to the new community trust which we were informed about in the Paisley North LAC meeting of 12th May 2016, which was meant to be taking over the ownership of the building;

(b) That if the new community trust was not established the grant should be re-allocated to any suitable community groups seeking funding; and

(c) That this issue be referred to the next full Council meeting on Thursday 15th December 2016 with a proposal that a full investigation is carried out on this application including the progress towards establishing a new community trust to own the building and options for funding the boiler replacement or repair, in part or in full, from other Council budgets such as the £1.85 million underspend from last year's Council budget.

**6 FORMER ROYAL ALEXANDRA INFIRMARY BUILDING**

There was submitted a report by the Director of Community Resources relative to the former Royal Alexandra Infirmary (RAI) building.

The report intimated that the former RAI building had become an attraction for anti-social behaviour since it fell into dereliction following its closure in 2005. Despite daily visits from the Community Safety Wardens, Police Scotland and Scottish Fire & Rescue incidents/complaints were still being raised. A formal Residents Group (Residents Action Initiative) had been set up to liaise with relevant bodies and attempt to promote development of the building or bring it back into use.

The report detailed the actions that had been taken by Renfrewshire Council to date and advised that officers from Renfrewshire Council and other partners continued to visit daily to assess the issues with the former RAI building and the surrounding environment.

**DECIDED:**

(a) That the report and the work undertaken by Renfrewshire Council and other partners to alleviate issues related to anti-social behaviour and securing of the site be noted;

(b) That the limitation of powers and legislation when it came to privately-owned land and this type of building be noted; and

(c) That the on-going work to try and ensure the site remained secured to prevent access be noted.

**7 PRESENTATION: SCOTTISH INDEX OF MULTIPLE DEPRIVATION 2016**

D McAllion, Data Analytics and Research Manager, gave a presentation on the publication of SIMD 16 which compared overall deprivation of small areas; compared the seven domains of deprivation; compared the proportion of small areas in a council that were very deprived; found areas where many people experienced multiple deprivation; and found areas of greater need for support and intervention.

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

**8 FAMILIES FIRST EARLY YEARS STRATEGY IMPACT EVALUATION REPORT MAY 2016**

There was submitted a report by the Director of Children's Services relative to the May 2016 early years strategy impact evaluation report which was the third in a series of formative self-evaluations of the impact of Renfrewshire's "Families First" Early Years strategy. The evaluation commenced in December 2015 and was completed in April 2016.

The early years implementation plan had produced 57 actions and these were detailed in the appendix section of the evaluation report. Telephone interviews were conducted with the lead officers responsible for the 57 actions and this helped to inform the impact which the strategy was having on parenting skills and wellbeing; attachment and child wellbeing; and professional skills, structures and services.

**DECIDED:** That the contents and conclusions on the May 2016 Impact Evaluation Report be noted.

**9 PRESENTATION: PAISLEY 2021 UPDATE**

S Thompson, Creative Producer, Paisley 2021 Bid Team, gave a presentation on progress made on the Paisley 2021 City of Culture bid project.

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

**10 GRANT AWARD FEEDBACK**

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.

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

**11 BUDGET MONITORING**

There was submitted a report by the Director of Finance & Resources relative to the Paisley North LAC budget for 2016/17

**DECIDED:** That the report be noted

**12 APPLICATION FOR LOCAL AREA COMMITTEE GRANT FUNDING**

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

Paisley West Tenants' & Residents' Association – purchase of laptop, printer and other office equipment and purchase of mobile disco

Councillor J Sharkey, seconded by Councillor M Sharkey, moved that the element of the application relating to the purchase of a laptop, printer and other office equipment be underwritten by the LAC pending an application by the group to Development & Housing Services and that the element of the application relating to the purchase of the mobile disco be refused.

Councillor K MacLaren, seconded by Councillor Lawson, moved as an amendment that the element of the application relating to the purchase of a laptop, printer and other office equipment be underwritten by the LAC pending an application by the group to Development & Housing Services and that the element of the application relating to the purchase of the mobile disco be awarded.

On the roll being called, the following members voted for the amendment: Councillors Lawson, K MacLaren, M MacLaren and Mylet.

The following members voted for the motion: Councillors J Sharkey and M Sharkey.

4 members having voted for the amendment and 2 members having voted for the motion, the amendment was accordingly declared carried

**DECIDED:** That the element of the application relating to the purchase of a laptop, printer and other office equipment be underwritten by the LAC pending an application by the group to Development & Housing Services and that the element of the application relating to the purchase of the mobile disco be awarded.

### 13 **DATE OF NEXT MEETING**

**DECIDED:** It was noted that the next meeting of this LAC would be held at 6.00 pm on 9 February 2017 in the Council Chambers, Renfrewshire House.

## Minute of Meeting

### Paisley South Local Area Committee

Date	Time	Venue
Tuesday, 15 November 2016	18:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors E Devine, Mack, Henry and M Macmillan.

#### CHAIR

Councillor Henry, Depute Convener, presided.

#### COMMUNITY REPRESENTATIVES

J Creighton, Glenburn Tenants' & Residents' Association; S McLean, Glenburn Community Forum; J McPhail, Renfrewshire Environment and Restoration Group; E McWaters, Hawkhead & Lochfield Community Council; H Muir, Foxbar Resource Centre; and D Polson, Greater Foxbar Community Building.

#### COMMUNITY PLANNING PARTNERS

Dr C Johnstone, Renfrewshire Community Health and Social Care Partnership and Inspector T Harkins, Police Scotland.

#### IN ATTENDANCE

J Trainer, Head of Early Years and Inclusion (Lead Officer), C Cunning, Social Work Manager and L Moore, Co-ordinator, Women and Children First (all Children's Services); D McAllion, Data Analytics & Research Manager (Chief Executive's); C Dalrymple, Regulatory Enforcement Manager and C Robertson, Warden Services Manager (both Community Resources); A Morrison, Head of Regeneration and J Cameron, Project Director, Paisley 2021 UK City of Culture Bid (both Development & Housing Services); and D Low, Senior Committee Services Officer (LACs) and K Brown, Committee Services Officer (both Finance & Resources).

## **APOLOGIES**

Councillors Glen and McCartin; and J McQuade, Renfrewshire Visually Impaired Forum.

## **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, the Convener intimated that she proposed to alter the order of business to facilitate the conduct of the meeting by considering item 2 of the agenda prior to item 1 of the agenda and that after item 7 of the agenda the remaining items would be taken in the following order: items 10,11,8,9,and 12.

### **1 COMMUNITY SAFETY AND PUBLIC PROTECTION UPDATE**

There was submitted a report by the Director of Community Resources providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Paisley South Local Area Committee (LAC) area during the period 1 April to 30 September 2016.

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

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

### **2 RENFREWSHIRE HEALTH AND SOCIAL CARE PARTNERSHIP UPDATE**

There was submitted a report by the Chief Officer, Renfrewshire Health and Social Care Partnership (HSCP) relative to the formation of the HSCP in terms of the Public Bodies (Joint Working) (Scotland) Act 2014; the development of a performance framework for the HSCP; and the development of new projects in the community to improve health.

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

### **3 OPEN SESSION/ KEY LOCAL ISSUES**

The Senior Committee Services Officer (LACs) intimated that representatives from the Residents Action Initiative were in attendance at the meeting and had requested to submit questions to the LAC in relation to item 6 of the agenda – Former Royal Alexandra Infirmary (RAI) Building. It was agreed that the representatives from the Residents Action Initiative would be afforded the opportunity to submit questions to the LAC during item 6 of the agenda.

**DECIDED:** That it be agreed that the representatives from the Residents Action Initiative be afforded the opportunity to submit questions to the LAC during item 6 of the agenda.

#### 4 **PRESENTATION: DOMESTIC VIOLENCE**

C Cunning, Social Work Manager gave a presentation on gender based-violence including details of what gender-based violence was, the number of people affected by it, Renfrewshire's multi-agency response to the issue and ongoing and specific actions being undertaken to tackle gender-based violence.

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

#### 5 **THOMAS COATS MEMORIAL CHURCH UPDATE**

There was submitted a report by the Director of Development & Housing Services relative to the award of a grant by this LAC at its meeting held on 17 May 2016 as a contribution to the cost of a replacement boiler at the Coats Memorial Church, Paisley.

The report intimated that the estimated cost of replacing the boiler exceeded greatly the estimates previously submitted and that as a result of the new projected costs Community Resources was investigating opportunities to undertake a temporary fix to the boiler system to enable the building to remain heated and open for use. In the event that a temporary fix was not possible, the funding would be returned to the LAC.

**DECIDED:** That the retention by the Trustees of the awarded grant of £15,000 for temporary repairs to the boiler and heating system to enable the building to remain in active use be approved.

#### 6 **FORMER ROYAL ALEXANDRA INFIRMARY BUILDING**

There was submitted a report by the Director of Community Resources relative to the former RAI building.

The report intimated that the former RAI building had become an attraction for anti-social behaviour since it fell into dereliction following its closure in 2005. Despite daily visits from the Community Safety Wardens, Police Scotland and Scottish Fire and Rescue incidents and complaints were still being raised on a regular basis. A formal Residents Group, Residents Action Initiative, had been set up to liaise with relevant bodies and attempt to promote development of the building or bring it back into use.

The report detailed the actions that had been taken by Renfrewshire Council to date and advised that officers from Renfrewshire Council and other partners continued to visit on a daily basis to assess the issues at the former RAI building and its environs.

Representatives from the Residents Action Initiative submitted a number of questions to the LAC relating to the issues currently being experienced by the local residents including health, safety and security concerns; the listing review being undertaken by Historic Environment Scotland; a meeting which had been held with Historic Environment Scotland, the Residents Action Initiative and George Adam MSP in relation to this matter; the urgent need for planning input into the process; and an action plan for future progress on the site.



Councillor M Macmillan, seconded by Councillor Mack, moved that, in addition to the report's recommendations, the Local Area Committee write to Renfrewshire Council's Chief Executive and Head of Planning & Housing Services seeking an urgent meeting with representatives from the planning section, Historic Environment Scotland, Police Scotland, the owner of the RAI site and the Residents Action Initiative in relation to this matter. This was agreed.

**DECIDED:**

(a) That the report and the work undertaken by Renfrewshire Council and other partners to alleviate issues related to anti-social behaviour and securing of the site be noted;

(b) That the limitation of powers and legislation when it came to privately owned land and this type of building be noted;

(c) That the on-going work to try and ensure the site remained secured to prevent access be noted; and

(d) That it be agreed that the Local Area Committee write to Renfrewshire Council's Chief Executive and the Head of Planning & Housing Services seeking an urgent meeting with representatives from the planning department, Historic Environment Scotland, Police Scotland, the owner and the Residents Action Initiative in relation to this matter.

**SEDERUNT**

Councillor M Macmillan left the meeting prior to consideration of the following item.

**7 PRESENTATION: SCOTTISH INDEX OF MULTIPLE DEPRIVATION 2016**

D McAllion, Data Analytics and Research Manager, gave a presentation on the publication of SIMD 16 which compared overall deprivation of small areas; compared the seven domains of deprivation; compared the proportion of small areas in a council that were very deprived; found areas where many people experienced multiple deprivation; and found areas of greater need for support and intervention.

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

**8 GRANT AWARD FEEDBACK**

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.

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

**9 BUDGET MONITORING**

There was submitted a report by the Director of Finance & Resources relative to the Paisley South LAC budget for 2016/17.



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

10 **FAMILIES FIRST EARLY YEARS STRATEGY IMPACT EVALUATION REPORT MAY 2016**

There was submitted a report by the Director of Children's Services relative to the May 2016 early years strategy impact evaluation report which was the third in a series of formative self-evaluations of the impact of Renfrewshire's "Families First" Early Years strategy. The evaluation commenced in December 2015 and was completed in April 2016.

The early years implementation plan had produced 57 actions and these were detailed in the appendix section of the evaluation report. Telephone interviews were conducted with the lead officers responsible for the 57 actions and this helped to inform the impact which the strategy was having on parenting skills and wellbeing; attachment and child wellbeing; and professional skills, structures and services.

**DECIDED:** That the contents and conclusions on the May 2016 Impact Evaluation Report be noted.

**SEDERUNT**

Councillor Mack left the meeting at this point.

**QUORUM**

At this point the meeting fell below the level required for a quorum and the meeting concluded.



## Minute of Meeting

### Economy & Jobs Policy Board

Date	Time	Venue
Wednesday, 16 November 2016	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors Caldwell, Andy Doig, Provost Hall and Councillors Harte, Holmes, Hood, K MacLaren, Mullin, Nicolson, Paterson and J Sharkey.

#### CHAIR

Councillor Hood, Depute Convener, presided.

#### IN ATTENDANCE

M Crearie, Director of Development & Housing Services; A Morrison, Head of Regeneration and R Cooper, Economic Development Manager (both Development & Housing Services); and V Howie, Finance Business Partner and D Low, Senior Committee Services Officer (both Finance & Resources).

#### APOLOGIES

Councillors Cameron, Glen and McCartin.

#### DECLARATION OF INTEREST

Councillor Andy Doig declared a financial interest in item 6 of the agenda as his wife was an employee of Renfrewshire Leisure Limited and indicated his intention not to leave the meeting during consideration of the item but that he would not to take part in any discussion or voting thereon.

## **ADDITIONAL ITEM**

Councillor Hood intimated that there was an emergency motion by Councillors A Doig and Paterson, in relation to the decision by Pernod Ricard/Chivas to close their operation in Paisley, which had not been included in the notice calling the meeting. Councillor Hood, being of the opinion that the subject matter of the motion, which was dealt with at item 1 below, should be considered by the Policy Board as a matter of urgency, authorised its consideration.

### **1 EMERGENCY MOTION**

There was submitted an emergency motion by Councillors Andy Doig and Paterson in the following terms:

“This Board notes with regret the decision by Pernod Ricard/Chivas to close their operation in Paisley after such a close association with the town, and the significant contribution which Renfrewshire workers have made to the development of the Chivas brand over decades, and in turn which the company has made to the Renfrewshire economy.

Renfrewshire Council agrees to support the Chivas workforce in every way possible, and welcomes the commitment by the Scottish Government to work with Pernod Ricard/Chivas, the trades unions, and local partners to minimise the local economic impact of closure, and to explore the formation of a multi-agency task force.”

Councillor Hood, seconded by Councillor Mullin, moved as an amendment that the words ‘Renfrewshire Council and’ be inserted before ‘the Scottish Government’ in paragraph 2 of the motion.

In terms of Standing Order 27, the terms of the amendment were accepted as an addition to the motion by the mover and seconder of the motion. The motion as amended was then agreed unanimously.

**DECIDED:** That this Board notes with regret the decision by Pernod Ricard/Chivas to close their operation in Paisley after such a close association with the town, and the significant contribution which Renfrewshire workers have made to the development of the Chivas brand over decades, and in turn which the company has made to the Renfrewshire economy.

Renfrewshire Council agrees to support the Chivas workforce in every way possible, and welcomes the commitment by Renfrewshire Council and the Scottish Government to work with Pernod Ricard/Chivas, the trades unions, and local partners to minimise the local economic impact of closure, and to explore the formation of a multi-agency task force.

### **2 REVENUE BUDGET MONITORING REPORT**

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources and Development & Housing Services for the period 1 April to 16 September 2016.

**DECIDED:**

- (a) That the report be noted; and
- (b) That it be noted that there had be no budget movements since the last report.

**3 CAPITAL BUDGET MONITORING REPORT**

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the period 1 April to 16 September 2016.

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

**4 SERVICE IMPROVEMENT PLAN MONITORING PLAN**

There was submitted a report by the Director of Development & Housing Services relative to the Service Improvement Plan 2016/17 for Development & Housing Services insofar as it related to this Policy Board.

The report detailed key achievements over the period 1 April to 30 September 2016; provided an update on the delivery of the Service Improvement Plan action plan as detailed in Appendix 1 to the report; and assessed service performance in the scorecard of core performance indicators as detailed in Appendix 2 to the report.

**DECIDED:**

- (a) That the progress made on service performance insofar as it related to this Policy Board be noted;
- (b) That the progress made on actions and performance in the action plan be noted; and
- (c) That it be noted that an out-turn report would be provided to this Policy Board in spring 2017.

**5 COMMUNITY ECONOMIC DEVELOPMENT TEAM - UPDATE**

There was submitted a report by the Director of Development & Housing Services relative to the progress of the Community Economic Development (CED) Team and the development of a CED Team Action Plan and related targets.

The report outlined the support the CED Team had given to local organisations and set out the Team's four key objectives as: to support local areas to identify community needs in order to secure new investment, services and funding; to help community organisations to engage with and benefit from key Council initiatives, developments and funding opportunities; to grow the social enterprise sector; and to support Council services and initiatives to access funding and link with communities.

The CED Team had established related activities and targets for its first year of operation and this would support the key objectives through community engagement and establishing needs; securing funding and investment for new services; advising and assisting Council departments with external funding opportunities; and growing the social enterprise sector.

**DECIDED:**

(a) That the development and implementation of a CED Team Action Plan be noted; and

(b) That it be agreed that further reports be submitted to this Policy Board to update on progress.

**6 EUROPEAN STRUCTURAL FUNDS 2014/20 UPDATE**

There was submitted a report by the Director of Development & Housing Services providing an update of the current European Union (EU) funding to Renfrewshire Council from the 2014/20 EU Structural Funds Programme.

The report highlighted that an application had been made by the Council for additional ERDF resources for Renfrewshire for the further development of business growth services to businesses now that business gateway services had been brought in-house and were not part of a contractual arrangement. The report also advised of concerns that the LEADER programme's future funding was uncertain. Renfrewshire's future LEADER funding was deemed to be an indicative allocation which was now under pressure of either being reduced or not sufficiently confirmed to be covered under the UK government's commitment. Further reports on EU structural funding would be submitted to future meetings of this Policy Board.

**DECIDED:**

(a) That the Council's intention to bid for additional ERDF resources for Renfrewshire now that the business gateway contract had moved to an in-house delivery model be approved;

(b) That the concerns, and the action taken, in terms of providing more scrutiny around the EU LEADER programme be noted; and

(c) That the additional security provided through

**7 REGENERATION CAPITAL GRANT FUND - STAGE 2 APPLICATIONS**

There was submitted a report by the Director of Development & Housing Services relative to the shortlisting of two of Renfrewshire Council's projects by the Scottish Government's Regeneration Capital Grant Fund.

The report intimated that the Mossedge Village Project and the Paisley Learning and Cultural Hub had been successful in reaching stage 2 of the Scottish Government's Regeneration Capital Grant Fund process and that stage 2 applications were required to be submitted by 28 November 2016.

**DECIDED:** That the submission of the two applications outlined in the report to Stage 2 of the Scottish Government's Regeneration Capital Grant Fund for 2017/18 be approved.

## 8 **LABOUR MARKET UPDATE**

There was submitted an update report by the Director of Development & Housing Services relative to labour market statistics for Renfrewshire as at 30 September 2016, providing comparisons, where data was available, with Scottish and UK markets and detailing the changes to the Claimant Count which was the measure of the number of people with live claims for the principal reason of being unemployed.

The Renfrewshire Economic Development Newsletter: October 2016 was appended to the report. Renfrewshire's employment rate continued to be above both the Scottish and UK average with Renfrewshire ranked 17 out of 32 local authorities for employment. The Claimant Count in Renfrewshire stood at 2.5% in September 2016 with an unchanged number of people claiming JSA. The youth unemployment Claimant Count was 4.2% for September 2016 whilst adult unemployment had decreased marginally to 2.7% and the rates for those aged 50+ had remained static.

### **DECIDED:**

(a) That the employment and claimant count figures for September 2016 be noted; and

(b) That the change in reporting to new experimental statistics incorporating the Universal Credit figures be noted.

## **EXCLUSION OF PRESS AND PUBLIC**

The Board resolved that the press and public be excluded from the meeting during consideration of the following items of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present, there would be disclosure to them of exempt information as defined in paragraphs 4 and 6 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

## 9 **MAKLAB UPDATE**

There was submitted a report by the Director of Development & Housing Services relative to the proposed development with MAKLAB to create a new enterprise hub and makers space in the centre of Paisley.

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





## Minute of Meeting

### Regulatory Functions Board

Date	Time	Venue
Thursday, 17 November 2016	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors B Brown, E Devine, Provost Hall, Councillors Hood, McEwan and McQuade.

#### CHAIR

Councillor Hood, Convener, presided.

#### IN ATTENDANCE

D Campbell, Assistant Managing Solicitor (Licensing), P Shiach, Committee Services Officer and K Whiteside, Licensing Officer (Paralegal) (all Finance & Resources).

#### APOLOGIES

Councillors M Brown, M Devine and Mullin.

#### DECLARATIONS OF INTEREST

Councillor E Devine declared a non-financial interest in relation to item 7 of the agenda as he had knowledge of the background of the application and indicated his intention to leave the meeting during consideration of the item and not to take part in any discussion or voting thereon. Provost Hall declared a non-financial interest in relation to item 7 of the agenda as the applicant was known to her and indicated her intention to leave the meeting during consideration of the item and not to take part in any discussion or voting thereon.

## ORDER OF BUSINESS

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering items 6 and 7 of the agenda after item 3 of the agenda.

## 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.

### 1 GRANT OF LANDLORD REGISTRATIONS - PERSONAL APPEARANCES

Under reference to item 6(b) of the Minute of the meeting of this Board held on 1 September 2016 consideration was resumed of application (a) and there were submitted applications (b), (c) and (d) for the grant of Landlord Registration. Applicant (a) had been asked to appear personally for the third time, and applicants (b), (c) and (d) had been asked to appear personally for the first time together with Police Scotland who had submitted representations in relation to applications (c) and (d):-

(a) Fiona Siddall, Quick Save Supermarket, Box 63, Partida Murtar, Bajo 02/2, Pedreguer, 03750, Spain

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

(b) James Kyle, Flat 1, 4 Cross Road, Paisley

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

(c) George Mathieson, 41 Edgam Drive, Glasgow

Mr Walker, representing the applicant was invited into the meeting together with Sergeant Curran and Constable Whitelaw on behalf of the Chief Constable who had submitted a representation in respect of the application.

Sergeant Curran advised the Board that the Chief Constable had subsequently withdrawn the representation.

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

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

(d) Christopher Tiffoney, 102 Arden Craig Road, Glasgow.

There was no appearance by or on behalf of Mr Tiffoney. Sergeant Curran and Constable Whitelaw on behalf of the Chief Constable who had submitted a representation in respect of the application were invited into the meeting.

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

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

## 2 **RENEWAL OF LANDLORD REGISTRATION - PERSONAL APPEARANCE**

Under reference to item 4(b) of the Minute of the meeting of this Board held on 17 August 2016 consideration was resumed of the undernoted application for renewal of Landlord Registration. The applicants had been asked to appear personally for the second time.

(a) Mohammed Younis, 34 Carmichael Place, Glasgow

(b) Mohamed Razaq, 12 May Terrace, Glasgow

(c) Mohamed Ishfaq, 12 May Terrace, Glasgow

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

After consideration of all matters before the Board the Convener proposed that consideration of the application be continued and that the applicants be invited to a future meeting of the Board. This was agreed unanimously.

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

## **SEDERUNT**

Councillor McEwan entered the meeting prior to the following item of business.

## 3 **HEARINGS INTO POSSIBLE REMOVAL FROM THE REGISTER OF LANDLORDS - PERSONAL APPEARANCE**

The Board considered the possible removal of the undernoted landlords from the Register of Private Landlords. The landlords had been asked to appear personally for the first time together with Police Scotland who had submitted a representation in respect of application (b): -

(a) Ian Tennie, 63 Victoria Road, Paisley

Miss A Tennie and Mr W Carlin representing the applicant were invited into the meeting.

After consideration of all matters before the Board, the Convener proposed that consideration of the possible removal from the register of Private Landlords be continued and that the landlord be invited to a future meeting of the Board. This was agreed unanimously.

**DECIDED:** That consideration of the possible removal from the Register of Private Landlords be continued and that the applicant be invited to a future meeting of the Board.

(b) Ryan Love, Flat 1/2, 2 Rutland Court, Glasgow

There was no appearance by or on behalf of Mr Love. Sergeant Curran and Constable Whitelaw on behalf of the Chief Constable who had submitted a representation in respect of the application were invited into the meeting.

The Convener proposed that consideration of the possible removal from the register of Private Landlords be continued and that the landlord be invited to a future meeting of the Board. This was agreed unanimously.

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

(c) Joy Saunderson and Robert Saunderson, 117 Church Road, Ballymena

There was no appearance by Mr and Mrs Saunderson. Ms McClelland, acting as their agent was invited into the meeting.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the possible removal of the landlord from the register of Private Landlords. The meeting was reconvened and the Convener proposed that no action be taken in relation to the possible removal of the Landlords from the Register of Private Landlords. This was agreed unanimously.

**DECIDED:** That no action be taken in relation to the possible removal of the landlords from the Register of Private Landlords.

(d) Mark McCafferty, 54a Levern Bridge Road, Glasgow and Gordon Cooley and Denise Cooley, 96 Greenwood Road, Clarkston, Glasgow.

There was no appearance by Mr McCafferty. Mr and Mrs Cooley were invited into the meeting.

After consideration of all matters before the Board, the Convener proposed that consideration of this matter be continued for further information from the Private Rented Housing Panel. This was agreed unanimously.

**DECIDED:** That consideration of this matter be continued for further information from the Private Rented Housing Panel.

## ADJOURNMENT

The meeting adjourned at 11.50 am and reconvened at 1.30 pm.

### 4 GRANT OF LATE HOURS CATERING LICENCE

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

Applicant: Motor Fuel Limited, Building 2, Abbey View, Everard Close, St Albans  
Premises: Glasgow Airport Service Station, Whitecart Road, Abbotsinch, Paisley  
Authorised Goods: Petrol Filling Station  
Operating Hours: 7 days per week – 11.00pm – 5.00am.

The Convener proposed that the applicant be allowed to be an exception to the Board's policy on trading hours and that the application be granted for a period of one year. This was agreed unanimously.

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

## DECLARATION OF INTEREST

Councillor E Devine and Provost Hall having declared an interest in the following item of business left the meeting and did not take part in any discussion or voting thereon.

### 5 RENEWAL OF STREET TRADERS' LICENCES

There were submitted the undernoted applications for the renewal of Street Traders' Licences: -

(a) Applicant: Janice Fanning, 30 Almond Avenue, Deanpark, Renfrew  
Authorised Goods: hot and cold food, tea and coffee and ice cream. The menu will comprise of healthy food only representing an extension of the school meal service  
Trading From: Renfrewshire Council area excluding Hawkhead and Lochfield  
Operating Hours: Monday to Friday – 7.00 am to 10.00 pm and Saturday and Sunday – 10.00 am to 6.00 pm  
Licence No.: ST094

The Convener proposed that the application be granted for a period of two years and that an exception to the 500 metre policy on the vicinity to schools be made in relation to the application. This was agreed unanimously.

**DECIDED:** That the application be granted for a period of two years and that an exception to the 500 metre policy on the vicinity to schools be made in relation to the application.

(b) Applicant: Janice Fanning, 30 Almond Avenue, Deanpark, Renfrew  
Authorised Goods: hot and cold food, tea and coffee and ice cream. The menu will comprise of healthy food only representing an extension of the school meal service  
Trading From: Renfrewshire Council area excluding Hawkhead and Lochfield  
Operating Hours: Monday to Friday – 7.00 am to 10.00 pm and Saturday and Sunday – 10.00 am to 6.00 pm  
Licence No.: ST 095

The Convener proposed that the application be granted for a period of two years and that an exception to the 500 metre policy on the vicinity to schools be made in relation to the application. This was agreed unanimously.

**DECIDED:** That the application be granted for a period of two years and that an exception to the 500 metre policy on the vicinity to schools be made in relation to the application.

(c) Applicant: Janice Fanning, 30 Almond Avenue, Deanpark, Renfrew  
 Authorised Goods: hot and cold food, tea and coffee and ice cream. The menu will comprise of healthy food only representing an extension of the school meal service  
 Trading From: Renfrewshire Council area excluding Hawkhead and Lochfield  
 Operating Hours: Monday to Friday – 7.00 am to 10.00 pm and Saturday and Sunday – 10.00 am to 6.00 pm  
 Licence No.: ST093

The Convener proposed that the application be granted for a period of two years and that an exception to the 500 metre policy on the vicinity to schools be made in relation to the application. This was agreed unanimously.

**DECIDED:** That the application be granted for a period of two years and that an exception to the 500 metre policy on the vicinity to schools be made in relation to the application.

## **SEDERUNT**

Councillor E Devine and Provost Hall re-entered the meeting.

### **6 REQUEST FOR EXEMPTION FROM ASSISTING WHEELCHAIR PASSENGERS - PERSONAL APPEARANCE**

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

Michael Skinnider, 43 Raeburn Avenue, Paisley

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

### **7 RENEWAL OF PRIVATE HIRE CAR DRIVERS' LICENCES - PERSONAL APPEARANCES**

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

(a) Peter Kerr, 12A Calside Court, Paisley

Mr Kerr, the applicant was invited into the meeting. Mr Kerr gave undertakings in relation to the renewal of his DVLA licence.

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 aforementioned undertakings. This was agreed unanimously.

**DECIDED:** That the application be granted for a period of two years subject to undertakings given in relation to Mr Kerr's DVLA licence.

(b) Edmund Sloan, 85 Braeside Drive, Barrhead.

Mr Sloan, the applicant was invited into the meeting. Mr Sloan gave undertakings in relation to the renewal of his DVLA licence.

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 aforementioned undertakings. This was agreed unanimously.

**DECIDED:** That the application be granted for a period of two years subject to undertakings given in relation to Mr Sloan's DVLA licence.





## Minute of Meeting

### Johnstone and the Villages Local Area Committee

Date	Time	Venue
Thursday, 17 November 2016	18:00	Johnstone Town Hall, Ludovic Square, Johnstone, PA5 8EG

#### PRESENT

Councillors Bibby, Andy Doig, Gilmour, Hood and I McMillan.

#### CHAIR

Councillor Gilmour, Convener, presided.

#### COMMUNITY REPRESENTATIVES

D Wadsworth, Elderslie Community Council; J Anderson, Howwood Sports & Hobbies Group; M Brown, Johnstone Business Consortium; W Dean, Johnstone Community Council; A McBain, Johnstone Seniors Forum; D Fowles, Lochwinnoch Community Council; M Lavery, Quarrelton Tenants' & Residents' Association; N McBride, Renfrewshire Early Years Forum; and J Black, Sandyflats Tenants' & Residents' Association.

#### COMMUNITY PLANNING PARTNERS

Inspector C Grant, Community Policing (Police Scotland) and M Ferguson, Head of Health & Social Care, Renfrewshire Community Health & Social Care Partnership.

#### IN ATTENDANCE

S Allan, Head of Amenity Services (Lead Officer); D McAllion, Data Analytics & Research Manager (Chief Executive's); D Gillies, Head of Facilities Management and C Robertson, Warden Services Manager (both Community Resources); J Graham, Project Manager (Early Year's Strategy), E Gordon, Community Learning Officer and J Douglas, Domestic Abuse Groupwork Co-ordinator (all Children's Services); M Scott, Paisley 2021 Bid Development Manager (Development & Housing Services); and D Low, Senior Committee Services Officer (Local Area Committees) and A McNaughton, Senior Committee Services Officer (both Finance & Resources).

## **APOLOGIES**

Councillors Caldwell and McGee.

## **DECLARATIONS OF INTEREST**

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

### **1 MEMBERSHIP**

The Senior Committee Services Officer (Local Area Committees) advised that, in terms of paragraph 2.2 of Renfrewshire Council's Scheme of Decentralisation, Lochwinnoch Community Council had intimated the appointment of David Fowles as their representative.

**DECIDED:** That the intimation from Lochwinnoch Community Council be noted

### **2 RENFREWSHIRE HEALTH & SOCIAL CARE PARTNERSHIP UPDATE**

There was submitted a report by the Chief Officer, Renfrewshire Health and Social Care Partnership (RHSCP) relative to the formation of the HSCP in terms of the Public Bodies (Joint Working) (Scotland) Act 2014; the development of a performance framework for the HSCP; and the development of new projects in the community to improve health.

It was proposed that a report be submitted to the next meeting relative to the provision of health and social care services for older people and the funding available to deliver these services. This was agreed.

**DECIDED:**

(a) That the report be noted; and

(b) That a report be submitted to the next meeting relative to the provision of health and social care services for older people and the funding available to deliver these services.

## **SEDERUNT**

Councillor Andy Doig left the meeting prior to consideration of the following item.

### **3 COMMUNITY SAFETY & PUBLIC PROTECTION UPDATE**

There was submitted a report by the Director of Community Resources providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Johnstone & The Villages Local Area Committee (LAC) area during the period 1 April to 30 September 2016.

The report provided information pertinent to this LAC area on community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; and a spotlight on adult protection.

It was proposed that the next Community Safety & Public Protection update report include information relative to recent incidences of youth disorder that had caused damage to public parks and play equipment. This was agreed.

**DECIDED:**

(a) That the report be noted; and

(b) That the next Community Safety & Public Protection update report include information relative to recent incidences of youth disorder that had caused damage to public parks and play equipment.

**4 OPEN SESSION/KEY LOCAL ISSUES**

In response to a question submitted by J Anderson, Howwood Sports and Hobbies Club, the Head of Amenity Services provided an update in relation to the re-instatement of services at rural civic amenity sites.

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

**5 PRESENTATION: DOMESTIC VIOLENCE**

The Convener intimated that the presenter had been taken ill and proposed that this presentation be postponed to the next meeting. This was agreed.

**DECIDED:** That the presentation be postponed to the next meeting.

**6 ROAD SAFETY CONCERNS - A737 TRUNK ROAD**

There was submitted a report by the Director of Community Resources relative to progress to address road safety concerns pertaining to the A737 trunk road at Howwood and Lochwinnoch.

The report advised that a meeting had taken place between Transport Scotland and representatives of this LAC on 27 September 2016 at which Transport Scotland agreed to investigate the possibility of installing temporary CCTV at the Howwood junction to monitor traffic conditions. Police Scotland would be asked to carry out speed monitoring and Renfrewshire Council would conduct an analysis of accidents on the stretch of A737 between St James Interchange and Lochwinnoch. A further meeting would be arranged once all information was available.

**DECISION:** That progress to address road safety concerns pertaining to the A737 trunk road be noted.

**7 PRESENTATION: SCOTTISH INDEX OF MULTIPLE DEPRIVATION**

D McAllion, Data Analytics & Research Manager, gave a presentation on the publication of SIMD 16 which compared overall deprivation of small areas; compared the seven domains of deprivation; compared the proportion of small areas in a council that were very deprived; found areas where many people experienced multiple deprivation; and found areas of greater need for support and intervention.

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

## 8 **FAMILIES FIRST EARLY YEARS STRATEGY IMPACT EVALUATION REPORT**

There was submitted a report by the Director of Children's Services relative to the May 2016 early years strategy impact evaluation report which was the third in a series of formative self-evaluations of the impact of Renfrewshire's "Families First" Early Years strategy. The evaluation commenced in December 2015 and was completed in April 2016.

The early years implementation plan had produced 57 actions and these were detailed in the appendix section of the evaluation report. Telephone interviews were conducted with the lead officers responsible for the 57 actions and this helped to inform the impact which the strategy was having on parenting skills and wellbeing; attachment and child wellbeing; and professional skills, structures and services.

It was proposed that regular reports, including statistics on the success of the project, be submitted to this LAC. This was agreed.

**DECIDED:**

(a) That the contents and conclusions on the May 2016 Impact Evaluation Report be noted; and

(b) That regular reports, including statistics on the success of the project, be submitted to this LAC.

## 9 **PRESENTATION: PAISLEY 2021 UPDATE**

M Scott, Paisley 2021 Bid Development Manager, gave a presentation on progress made on the Paisley 2021 City of Culture bid project.

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

## 10 **GRANT AWARD FEEDBACK**

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.

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

## 11 **BUDGET MONITORING**

There was submitted a report by the Director of Finance & Resources relative to the Johnstone & The Villages LAC budget for 2016/17.

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

## 12 **APPLICATIONS FOR LOCAL AREA COMMITTEE GRANT FUNDING**

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

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

Johnstone Business Consortium – Xmas market and events – awarded £2,500

Lochwinnoch Art Group – engaging three tutors and holding art exhibitions – awarded £499

13 **DATE OF NEXT MEETING**

It was noted that the next meeting of this LAC would be held in Johnstone Town Hall at 6.00 pm on 16 February 2017.

**VALEDICTORY**

The Convener intimated that Scott Allan was leaving the Council's service to take a promoted post with Inverclyde Council. On behalf of the LAC, he extended his thanks to Scott for the significant contribution he had made to Johnstone & the Villages LAC and for the advice and assistance he had provided as Lead Officer. The Convener also introduced Diane Gillies, Head of Facilities Management, who would replace Scott as Lead Officer at the next meeting.



## Minute of Meeting

### Houston, Crosslee, Linwood, Riverside and Erskine Local Area Committee

Date	Time	Venue
Wednesday, 23 November 2016	18:00	Linwood High School, Stirling Drive, Linwood ,

#### PRESENT

Councillors Audrey Doig, Provost Hall and Councillors Mullin and Noon.

#### CHAIR

Councillor Mullin, Depute Convener, presided.

#### COMMUNITY REPRESENTATIVES

M Dundas, Brookfield Community Council; D Dunlop, Houston Community Council; N Barrington, Langbank Community Council; J Taggart, Erskine; N McBride, Renfrewshire Early Years Forum for the Voluntary Sector; and E Harkness, MSYP.

#### COMMUNITY PLANNING PARTNER

Inspector C Glass, Police Scotland.

#### IN ATTENDANCE

S Graham, Partnerships Manager (Chief Executive's); D Hawthorn, Head of Child Care and Criminal Justice and J Graham, Project Manager (Early Years Strategy) (both Children's Services); M Hendry, Renfrewshire Community Safety Partnership - Hub Manager and A McNab, Transportation Manager (both Community Resources); J Cameron, Project Director, Paisley 2021 UK City of Culture Bid (Development & Housing Services); and K Graham (Head of Corporate Governance) (Lead Officer) and D Low, Senior Committee Services Officer (LACs) (both Finance & Resources).

## **APOLOGIES**

Councillors M Brown and Holmes; and S Clark, Bridge of Weir Community Council, I Cameron, Houston and Killellan Kirk and C Hendry, Linwood Community Childcare.

## **DECLARATIONS OF INTEREST**

There were no declarations of interest intimated prior to commencement of the meeting. Councillor Audrey Doig subsequently declared an interest in item 6 of the agenda.

### **1 RENFREWSHIRE HEALTH AND SOCIAL CARE PARTNERSHIP UPDATE**

There was submitted a report by the Chief Officer, Renfrewshire Health and Social Care Partnership (RHSCP) relative to the formation of the HSCP in terms of the Public Bodies (Joint Working) (Scotland) Act 2014; the development of a performance framework for the HSCP; and the development of new projects in the community to improve health.

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

### **2 COMMUNITY SAFETY AND PUBLIC PROTECTION UPDATE**

There was submitted a report by the Director of Community Resources 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 April to 30 September 2016.

The report provided information pertinent to this LAC area on community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; and a spotlight on adult protection.

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

### **3 OPEN SESSION/ KEY LOCAL ISSUES**

The Senior Committee Services Officer (Local Area Committees) advised that, in terms of paragraph 2.2 of Renfrewshire Council's Scheme of Decentralisation, Houston Community Council had intimated the appointment of David Dunlop as their representative and Bridge of Weir Tenants' & Residents Association had intimated the appointment of Meg Millar as their representative.

**DECIDED:** That the intimations from Lochwinnoch Community Council and Bridge of Weir Tenants' & Residents Association be noted.

### **4 PRESENTATION: DOMESTIC VIOLENCE**

D Hawthorn gave a presentation on gender-based violence including details of what gender-based violence was, the number of people affected by it, Renfrewshire's multi-agency response to the issue and ongoing and specific actions being undertaken to tackle gender-based violence.



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

**5 PRESENTATION: SCOTTISH INDEX OF MULTIPLE DEPRIVATION 2016**

S Graham, Partnerships Manager, gave a presentation on the publication of SIMD 16 which compared overall deprivation of small areas; compared the seven domains of deprivation; compared the proportion of small areas in a council that were very deprived; found areas where many people experienced multiple deprivation; and found areas of greater need for support and intervention.

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

**DECLARATION OF INTEREST**

Councillor Audrey Doig declared a financial interest in respect of the following item as she was an employee of Renfrewshire Leisure Limited which helped to operate the Families First Clubs referred to in the report. However, in view of the nature of the item, she considered the interest to be insignificant in terms of the Councillors' Code of Conduct, and did not consider it necessary to leave the meeting.

**6 FAMILIES FIRST EARLY YEARS STRATEGY IMPACT EVALUATION REPORT MAY 2016**

There was submitted a report by the Director of Children's Services relative to the May 2016 early years strategy impact evaluation report which was the third in a series of formative self-evaluations of the impact of Renfrewshire's "Families First" Early Years strategy. The evaluation commenced in December 2015 and was completed in April 2016.

The early years implementation plan had produced 57 actions and these were detailed in the appendix section of the evaluation report. Telephone interviews were conducted with the lead officers responsible for the 57 actions and this helped to inform the impact which the strategy was having on parenting skills and wellbeing; attachment and child wellbeing; and professional skills, structures and services.

It was proposed that regular reports, including statistics on the success of the project, be submitted to this LAC. This was agreed.

**DECIDED:**

(a) That the contents and conclusions on the May 2016 Impact Evaluation Report be noted; and

(b) That regular reports, including statistics on the success of the project, be submitted to this LAC.

**7 PRESENTATION: PAISLEY 2021 UPDATE**

J Cameron, Project Director, Paisley 2021 UK City of Culture Bid, gave a presentation on progress made on the Paisley 2021 City of Culture bid project.

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

8 **GRANT AWARD FEEDBACK**

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.

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

9 **BUDGET MONITORING**

There was submitted a report by the Director of Finance & Resources relative to the Houston, Crosslee, Linwood, Riverside & Erskine LAC budget for 2016/17.

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

10 **DATE OF NEXT MEETING**

It was noted that the next meeting of this LAC would be held at 6.00 pm on 22 February 2017.

## Minute of Meeting

### Audit, Scrutiny and Petitions Board

Date	Time	Venue
Monday, 28 November 2016	10:00	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors Bibby, M Brown, Caldwell, M Devine, McEwan, Provost Hall, Councillors J MacLaren, Perrie and J Sharkey.

#### CHAIR

Councillor J Sharkey, Convener, presided.

#### IN ATTENDANCE

P MacLeod, Director of Children's Services; L McIntyre, Strategic Planning & Policy Development Manager and N Irvine-Brown, Assistant Planning & Policy Development Manager (both Chief Executive's); C Grainger, Service Planning & Policy Development Manager, lead officer, and D McNab, Transportation Manager (both Community Resources); and K Graham, Head of Corporate Governance, G Allison, Graduate Intern, L Belshaw, Democratic Services Manager, F Lannie, Information Governance Development Officer, K Locke, Risk Manager, and A McMahon, Chief Auditor (all Finance & Resources).

#### ALSO ATTENDING

M Ferris and T Reid, both Audit Scotland.

#### DECLARATIONS OF INTEREST

Councillor M Devine declared an interest in relation to item 10 of the agenda. She indicated that it was her intention to remain in the meeting and to participate in discussion of the item.

# **1 SUMMARY OF INTERNAL AUDIT FINDINGS - 1 JULY TO 30 SEPTEMBER 2016**

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 must communicate the results of each engagement to the Board. To comply with this requirement, Internal Audit submitted regular reports on the findings and conclusions of audit engagements. The appendix to the report provided a summary of findings in relation to final reports issued for those engagements completed during the period 1 July to 30 September 2016.

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

# **2 INTERNAL AUDIT AND COUNTER FRAUD PERFORMANCE - 1 JULY TO 30 SEPTEMBER 2016**

There was submitted a report by the Chief Auditor relative to progress against local and national initiatives involving Internal Audit and the Counter Fraud team from 1 April to 30 September 2016. The report intimated that normally, Internal Audit measured the progress and performance of the team on a regular basis using a range of performance indicators (PIs) and reported these to the Board as part of this report. However, as Internal Audit were transferring over to a revised audit management system and the PIs had to be calculated manually, only the percentage of Audit Plan completion PI was available for the period 1 April to 30 September 2016.

In terms of Counter Fraud, the report intimated that the current focus in this area was establishing priorities for the new team and it had been agreed with the Director of Finance & Resources that no performance targets would be established for 2016/17.

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

# **3 'RISK MATTERS' COMBINED RISK MANAGEMENT POLICY AND STRATEGY**

There was submitted a report by the Director of Finance & Resources relative to 'Risk Matters' the Council's combined risk management policy and strategy.

The report intimated that Risk Matters was formally reviewed every two years and an interim review was conducted by the Corporate Risk Management Group on behalf of the Corporate Management Team. The report highlighted that risk management arrangements were well established and robust. Risk Matters continued to reflect good practice, was aligned to recognised standards and took account of learning through benchmarking with other public sector organisations. The report proposed that as risk management practice was well embedded what had traditionally been the Corporate Risk Register be separated into two distinct risks - a Strategic Risk Register which would contain details of the externally-focussed risks and a Corporate Risk Register which would contain details of the internally focussed risks. This arrangement would fit well with the Council Plan as the Strategic Risk Register would align with the Better Future priorities of the Plan and the Corporate Risk Register would align with the Better Council priorities. Once approved, these arrangements would take effect from 1 April 2017.

**DECIDED:** That Risk Matters, version 12.0, be approved.

#### 4 **AUDIT SCOTLAND REPORT 'SOCIAL WORK IN SCOTLAND'**

There was submitted a report by the Director of Children's Services relative to Audit Scotland's report 'Social Work in Scotland' which highlighted the risks to high quality sustainable social work services within the context of continuing financial constraint, demographic challenges and changes to structures and governance within social care and social work. The report stated that the social work profession was at a watershed and made key recommendations in relation to social work strategy and service planning; governance and scrutiny arrangements; workforce and service efficiency and effectiveness.

The report intimated that Audit Scotland planned subsequent audits on health and social care integration, particularly after the first full year of integration and thereafter on the longer-term impact integration, which would expect to see a shift of resources towards community-based services and preventative interventions which would improve the outcomes for people who used services.

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

#### 5 **SENIOR OFFICERS' REGISTER OF INTERESTS**

There was submitted a report by the Director of Finance & Resources relative to the register of senior officers' interests. The report intimated that the 2015/16 annual audit report to members and the Controller of Audit issued by Audit Scotland included a recommendation that information relating to senior officers' interests should be published on the Council website and the Council should consider extending the scope of the register to other staff by 30 June 2017. The report confirmed that information from the register of senior officers' interests had been published from 28 October 2016 on the Council's website. Renfrewshire was the only Council in Scotland that had published information on the interests of its senior officers. The report noted that a review would be undertaken of these arrangements ahead of the 30 June 2017 deadline to determine whether the requirement to register interests should be extended to other officers and whether further information should be included in the information published on the website.

**DECIDED:** That it be noted that the action in the annual audit report from Audit Scotland regarding publication of information relating to senior officers interests had been implemented.

#### 6 **SCOTTISH INFORMATION COMMISSIONER ANNUAL REPORT 2015/16**

There was submitted a report by the Director of Finance & Resources relative to the annual report by the Scottish Information Commissioner. The report intimated that the Freedom of Information (Scotland) Act 2002 (FOISA) created a general right to obtain information from any designated Scottish public authority subject to limited exemptions. The Commissioner's 2015/16 annual report explored the performance of the Office of the Scottish Information Commissioner across the year and how FOISA could 'add demonstrable value to public services' within Scotland. It was noted that there had been a total of 540 appeals to the Commissioner in 2015/16. Renfrewshire Council had three appeals submitted to the Commissioner, two of which were from the same requester and which were subsequently withdrawn. The third fully upheld the Council's decision to refuse to release material as it was already publicly available on the Council's website and no further release of information was required.

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

**7 COMMISSIONER FOR ETHICAL STANDARDS IN PUBLIC LIFE IN SCOTLAND ANNUAL REPORT 2015/16**

There was submitted a report by the Director of Finance & Resources relative to the annual report by the Commissioner for Ethical Standards in Public Life in Scotland. The report provided details of the investigation of complaints about the conduct of councillors, members of devolved public bodies and MSPs and scrutiny of Scotland's Ministerial public appointments process. The report also related to the last year of the Commissioner's 2012/16 strategic plan, looked forward to the first period of the 2016/20 plan and provided an overview of the 2015/16 budget. The report advised that the volume and complexity of conduct complaints remained high with a 19% increase over the previous year. Whilst the number of complaints relating to failure to register or declare an interest appeared to be on a downward trend, there had been a significant increase in the number of complaints alleging failure to show respect to councillors, to officials or to members of the public. The report also referred to the increasing number of complaints about comments made on social media. Nationally during 2015/16 the Commissioner received 202 complaints about councillors and the subject matter of the complaints was detailed in the report. No specific figures for Renfrewshire Council were included in the report. However, information had been received separately from the Commissioner that, during the period covered by the report 6 complaints had been received against Renfrewshire councillors compared with 10 in 2014/15. During the period covered by the report there were no hearings involving Renfrewshire councillors.

The report noted that, as part of the elected members' training and development programme, briefings on code of conduct matters were provided to members and a new programme of briefings was in preparation for 2017.

**DECIDED:** That the report and the actions taken in Renfrewshire in relation to the Code of Conduct and members' training and development be noted.

**8 SCOTTISH PUBLIC SERVICES OMBUDSMAN (SPSO) ANNUAL REPORT 2015/16**

There was submitted a report by the Director of Finance & Resources relative to the Scottish Public Services Ombudsman's (SPSO) annual report. The report intimated that the SPSO was the final stage for complaints about councils, the National Health Service, housing associations, colleges, and universities, prisons, most water providers, the Scottish Government and its agencies and departments and most Scottish authorities. Local government remained the sector about which the SPSO received most complaints at 37.45% with the NHS again receiving the second highest number 32.88%. No complaint details for specific organisations were included in the report. However, information was received separately from the SPSO which indicated that the number of complaints received relative to Renfrewshire was 56 compared with 63 in 2014/15. During the period of the report the SPSO determined 52 complaints against the Council. Received and determined numbers did not tally as complaints determined included cases carried forward from previous years. Of the 52 complaints determined during the period, none were fully investigated, only one was partly upheld and none were the subject of a report to the Scottish Parliament. The SPSO would not generally consider a complaint unless the complainer had gone through the Council's complaints procedure fully. In 2015/16 the Council received 6860 complaints.

The SPSO indicated that a low uphold rate suggests a robustness in an authority's handling of complaints.

**DECIDED:**

- (a) That the report be noted; and
- (b) That it be noted of the 52 complaints against Renfrewshire Council determined by the SPSO in 2015/16, none were fully investigated, only one was partly upheld, and none were the subject of a report to the Scottish Parliament.

**9 REVIEW OF WARD 15 (CHILDREN'S WARD) ROYAL ALEXANDRA HOSPITAL (LEAD OFFICER COLIN GRAINGER)**

Under reference to item 10 of the Minute of the meeting of the Board held on 19 September 2016 there was submitted a report by the Lead Officer attaching the Board's findings and recommendations relative to its review, the purpose of which had been to provide an evidence-based analysis of the current provision at Ward 15 and to inform the Council's position on any NHS Greater Glasgow and Clyde consultation on the future of the Ward.

The report set out the background and scope of the review together with information gathered via local testimonials, including on-line consultation and from engagement with NHS Greater Glasgow and Clyde. It was noted that NHS Greater Glasgow and Clyde would commence a formal consultation process in November 2016 which would conclude in February 2017.

**DECIDED:**

- (a) That the findings of the review be approved;
- (b) That the evidence gathered which was now publically available and able to inform local people and members in relation to the current, and any future, consultation relating to Ward 15 (Children's Ward) Royal Alexandra Hospital, be noted; and
- (c) That the report be submitted for approval to the next meeting of the Council to be held on 15 December 2016.

Prior to consideration of the following item, the Convener welcomed Mr Hunter to the meeting.

**SEDERUNT**

Councillors McEwan and Perrie left the meeting prior to consideration of the following item.

**DECLARATION OF INTEREST**

Councillor M Devine, having previously declared an interest in the following item, remained in the meeting.

# 10 **PETITION: PARKING BAYS, RENFREW ROAD, PAISLEY**

Under reference to item 6 of the Minute of the meeting of the Board held on 21 March 2016 there was submitted a report by the Director of Finance & Resources relative to the petition by Mr Hunter in the following terms:

"I would like Renfrew District Council to remove the safety hazard caused by the position of parking bays outside my house 86a Renfrew Road. I would like a Health and Safety assessment of the risk and I would like the pavement to be re-instated and metal bollards on the pavement to prevent on pavement parking."

The report intimated that the petition had been considered previously at meetings of the Board held on 25 January and 21 March 2016. At the meeting of the Board held on 21 March 2016 the petition had been continued in order that the Board could be provided with all information in relation to this matter. The report outlined the Head of Amenity Services' advice to Mr Hunter in relation to the matter.

The Board then heard from Mr Hunter in relation to his petition and from the Transportation Manager.

The Convener proposed that the Board recommend to the Director of Community Resources that bollards be erected on the pavement outside Mr Hunter's property. This was agreed.

**DECIDED:** That it be recommended to the Director of Community Resources that bollards be erected on the pavement outside Mr Hunter's property.

Prior to consideration of the following matter, the Convener welcomed Ms Dryburgh to the meeting.

# 11 **PETITION: CORSEBAR ROAD, PAISLEY**

Under reference to item 12 of the Minute of the meeting of the Board held on 19 September 2016 there was submitted a report by the Director of Finance & Resources relative to the petition by Ms Dryburgh, in the following terms:

"As I have become visually impaired and can no longer drive I have to access buses and also have to frequently attend clinics at the RAH. Trying to cross Corsebar Road is very difficult and dangerous, even for people who are elderly or disabled. I think there is an urgent need for a pedestrian crossing or even just a central island near the entrance to the RAH driveway."

The report intimated that the petition had been considered by the Board previously at meetings held on 30 November 2015 and 15 February 2016 and set out the Head of Amenity Services' comments in relation to this matter.

The Board heard from Ms Dryburgh and from the Transportation Manager.

The Convener proposed that the petition be continued to a future meeting of the Board and that the Transportation Manager liaise with the Royal Alexandra Hospital in relation to their views on a pedestrian crossing on Corsebar Road in the vicinity of the entrance to the hospital. It was also proposed that with reference to the Head of Amenity Services' comment that the site's injury record did not justify an intervention, the Board be provided with details of the injury record and what would justify an intervention. This was agreed.



**DECIDED:**

(a) That the petition be continued to a future meeting of the Board and that the Transportation Manager liaise with the Royal Alexandra Hospital in relation to their views on a pedestrian crossing on Corsebar Road in the vicinity of the entrance to the hospital; and

(b) That with reference to the Head of Amenity Services' comment that the site's injury record did not justify an intervention, the Board be provided with details of the injury record and what would justify an intervention.

Prior to consideration of the following item, the Convener welcomed Mr and Mrs Lang to the meeting.

**12 PETITION: NEWMAINS ROAD, RENFREW**

Under reference to item 15 of the Minute of the meeting of the Board held on 19 September 2016 there was submitted a report by the Director of Finance & Resources relative to the petition by Mrs Lang in the following terms:

"To address traffic concerns, in particular 'speeding' on Newmains Road, Renfrew."

The report intimated that the Head of Amenity Services had advised that he was aware of speeding complaints on Newmains Road, Renfrew, which was a wide road with parking on both sides and links with Paisley Road and Sandy Road.

The Board heard from Mr and Mrs Lang and from the Transportation Manager.

The Convener proposed that the matter be referred to Police Scotland to conduct monitoring at appropriate times, including the use of speed traps, and that the petitioner and Police Scotland be invited to a future meeting of the Board at which time the petition would be considered further. This was agreed.

**DECIDED:** That the matter be referred to Police Scotland to conduct monitoring at appropriate times and that the petitioner and Police Scotland be invited to a future meeting of the Board at which time the petition would be considered further.

Prior to consideration of the following item, the Convener welcomed Ms McEwan to the meeting.

**13 PETITION: BUS STOP AND SHELTER, BARRHEAD ROAD, PAISLEY**

There was submitted a report by the Director of Finance & Resources relative to a petition which had been received from Ms McEwan in the following terms:

"To reinstate the bus stop and shelter on Barrhead Road, adjacent to Barscube Terrace - because of concerns and issues of access for those disabled and elderly passengers."

The report intimated that the Head of Amenity Services had advised that the bus shelter had been assessed for safety reasons by Strathclyde Partnership for Transport (SPT) and Renfrewshire Council. Access from the footpath to the shelter was by four steps which was not Disability Discrimination Act (DDA) compliant, in addition access to the shelter was restricted to less than one metre and as a result had been decommissioned on safety grounds. SPT had removed the bus stop flag

and had advised bus operators that they should no longer use the stop. However, the shelter would have to remain in place as it formed part of the bus shelter advertising contract and was subject to planning permission. The nearest stop and shelter was approximately 90 metres southeast of the decommissioned stop.

The Board heard from Ms McEwan and the Transportation Manager.

The Convener proposed that the Transportation Manager investigate what measures would be required to make the shelter DDA compliant and that the petitioner be invited to a future meeting of the Board at which the petition would be considered further. This was agreed.

**DECIDED:** That the Transportation Manager investigate what measures would be required to make the shelter DDA compliant and that the petitioner be invited to a future meeting of the Board at which the petition would be considered further

Prior to consideration of the following item, the Convener welcomed Mr Jackson and Mr Anderson to the meeting.

#### 14 **PETITION: SPEED BUMPS, THE WICKETS, PAISLEY**

There was submitted a report by the Director of Finance & Resources relative to a petition which had been received from Mr Jackson, on behalf of the Wickets Residents Association, in the following terms:

"The Wickets Residents Association

Speeding by some drivers through the Wickets estate is persistent. The Association committee over the last 4 years has striven to address the issues, but to little effect.

The committee wish Renfrewshire Council to approve 3 sets of speed bumps within the estate."

The report intimated that the Head of Amenity Services had advised that there were no injury accidents recorded on this length of road over the last three-year period. However, the Council was aware that there had been reports of speeding in this area but there had been no evidence to support this.

The Board heard from Mr Jackson, Mr Anderson and from the Transportation Manager.

The Convener proposed that the Transportation Manager undertake further discussions with the petitioners and that a site visit be arranged with Police Scotland; that the Transportation Manager and representatives of the Residents Association; and that the petitioner, together with Police Scotland be invited to a future meeting of the Board at which the petition would be considered further. This was agreed.

**DECIDED:** That the Transportation Manager undertake further discussions with the petitioners and that a site visit be arranged with Police Scotland the Transportation Manager and representatives of the Residents Association; and that the petitioner, together with Police Scotland be invited to a future meeting of the Board at which the petition would be considered further.

## Minute of Meeting

### Personnel Appeals and Applied Conditions of Service Appeals Panel

Date	Time	Venue
Tuesday, 29 November 2016	10:00	CMR 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors Henry, Lawson, I McMillan and Murrin.

#### CONVENER

Councillor Henry, presided.

#### IN ATTENDANCE

L Mullin, Principal HR and OD Adviser, E Simpson, Senior HR Adviser (Observer) and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

#### APOLOGY

Councillor Perrie.

#### DECLARATIONS OF INTEREST

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

## **EXCLUSION OF PRESS AND PUBLIC**

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

### **1 CHILDREN'S SERVICES**

Consideration was given to a Stage 3 Grievance Appeal submitted by a member of Children's Services staff.

The appellant appeared together with her representative, K Fella, EIS.

D Nicholls, Head Teacher, Gleniffer High School (Children's Services) and E Chisholm, HR Adviser (Finance & Resources) represented management.

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

The management side presented its case and S Wilson, Depute Head Teacher, Linwood High School (formerly, Principal Teacher, Gryffe High School) and AM Skillen, Depute Head Teacher, Gryffe High School, were called at witnesses. The appellant's side and members of the Panel were afforded the opportunity to question the management representative and witnesses.

## **ADJOURNMENT**

The Convener adjourned the meeting at 12.10 pm until 1.00 pm.

On recommencement of the meeting, C Johnston, Head Teacher, Gryffe High School, was called as a witness for the management side. The appellant's side and members of the Panel were afforded the opportunity to question the management representative and witness.

Thereafter, both sides summed up their position and, having been advised that they would be informed of the decision in writing, withdrew to allow the Panel to consider the matter and reach a decision.

**DECIDED:** That the grievance be not upheld.

## Minute of Meeting

### Leadership Board

Date	Time	Venue
Wednesday, 30 November 2016	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors B Brown, Cameron, Andy Doig, Glen, Harte, Henry, Holmes, Lawson, K MacLaren, M MacLaren, McCartin, I McMillan, M Macmillan and Williams.

#### CHAIR

Councillor M Macmillan, Convener, presided.

#### IN ATTENDANCE

S Black, Chief Executive; P Macleod, Director of Children's Services; S MacDougall, Director of Community Resources; M Crearie, Director of Development & Housing Services and A Russell, Director of Finance & Resources; D Amos, Head of Policy & Commissioning, A Armstrong-Walter, Strategic Lead Officer (Tackling Poverty & Welfare Reform), B Lambert, acting Strategic Commercial & Procurement Manager and L Mahon, Head of Marketing (all Chief Executive's); J Graham, Project Manager (Early Years Strategy) and K McGarvey, Co-ordinator Families First Johnstone Team (both Children's Services for item 1 only); A Morrison, Head of Regeneration, S McFadden, Project Director City Deal and B Walker, Depute Project Director City Deal (all Development & Housing Services); K Graham, Head of Corporate Governance, R McGrath, Head of Customer & Business Services, A MacArthur, Head of Finance, C Donnelly, Head of HR, OD & Workforce Strategy and L Belshaw, Democratic Services Manager (all Finance & Resources).

#### ALSO ATTENDING

D Leese, Chief Officer, Renfrewshire Health & Social Care Partnership, J McKellar, Chief Executive, Renfrewshire Leisure Limited and G Vincent, Senior Project Manager (Airport Access Project), Glasgow City Council.

## **APOLOGIES**

Councillor E Devine.

## **DECLARATIONS OF INTEREST**

Councillor Andy Doig declared a financial interest in relation to items 7 and 13 of the agenda as he was a relative of an employee of Renfrewshire Leisure Limited and indicated his intention to leave the meeting during consideration of the items and not to take part in any discussion or voting thereon.

Councillor Harte declared an interest in item 13 of the agenda as he was the chair of the Board of Renfrewshire Leisure Limited and indicated that it his intention to take part in the discussion as he had a general dispensation from the Standards Commission which allowed him to take part and to vote in relation to such matters.

## **1 TACKLING POVERTY PROGRAMME - PROGRESS UPDATE**

There was submitted a report by the Chief Executive relative to progress against the Tackling Poverty Action Plan as approved by the Council on 25 June 2015. The report outlined highlights against the six priority areas of: increasing the number of households who could access employment that provided an acceptable standard of living; preventing financial crisis and supporting low income families to make the most of their money; closing the educational gap between children from low income families and their better off peers; creating neighbourhoods where people wanted to live and could afford to live and narrowing inequalities by working in a way which was inclusive, effective and evidence-based. The report also recommended grant funding towards Johnstone, White Cart and Gleniffer Credit Unions, Engage Renfrewshire and Renfrewshire Foodbank.

The Project Manager (Early Years Strategy) and the Co-ordinator of the Families First Johnstone Team gave a presentation on the Families First core teams in Foxbar, Gallowhill and Johnstone and on the 'Walking with Families' approach; detailing the numbers of referrals from each locality and income generated; and a case study 'Lucy's Story' was highlighted.

There followed a question and answer session at the conclusion of which the Convener thanked Ms Graham and Ms McGarvey for their presentation.

It was agreed that members be provided with a breakdown of total income generated since the inception of the Tackling Poverty Programme.

### **DECIDED:**

- (a) That progress on the delivery of the Tackling Poverty Action Plan be noted;
- (b) That £75,260 of grant funding from the Credit Union Development Fund for Johnstone Credit Union, White Cart Credit Union, Gleniffer Credit Union and Engage Renfrewshire, as detailed in the report, be approved.
- (c) That £14,500 of additional grant funding to Renfrewshire Foodbank to support clients with public transport costs, as detailed in the report, be approved; and

(d) That members be provided with a breakdown of total income generated since the inception of the Tackling Poverty Programme.

## 2 REVENUE BUDGET MONITORING REPORT

There was submitted a joint revenue budget report by the Director of Finance & Resources, Director of Children's Services and the Chief Finance Officer, Renfrewshire HSCP for the period to 16 September 2016 providing oversight of Renfrewshire Leisure Limited, Renfrewshire Health & Social Care Partnership and the Glasgow & Clyde Valley City Deal.

### **DECIDED:**

(a) That the budget position be noted; and

(b) That it be noted that since the last report there had been a number of budget adjustments resulting in a net decrease of £526,388 primarily relating to the transfer of SportScotland grant income budget from Children's Services to Leisure Services and the transfer of the housing adaptations budget from Adult Services to other housing. These decreases were partially offset by rates realignments and additional Sensory Impairment funding.

## 3 CAPITAL BUDGET MONITORING REPORT

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the period to 16 September 2016 relative to Leisure Services, Adult Social Care and the Glasgow & Clyde Valley City Deal.

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

## 4 CITY DEAL - OUTLINE BUSINESS CASES AND OVERALL PROGRESS REPORT

There was submitted a report by the Director of Development & Housing Services relative to progress of the Renfrewshire Council City Deal projects being delivered as part of the Overall Glasgow City Region City Deal and seeking authority to submit the Outline Business Cases (OBCs) for the two Renfrewshire projects - Renfrew Riverside and Clyde Waterfront and Glasgow Airport Investment Area and the Outline Business Case for the Airport Access Project, being delivered jointly with Glasgow City Council, to the Glasgow City Region Cabinet (the Cabinet) for approval. In addition, the report sought approval to authorise the Director of Development & Housing Services to make such minor changes to the OBCs that may be requested by the City Deal Programme Management Office (PMO) prior to submission to the Cabinet.

The Project Director City Deal gave a presentation on both the Clyde Waterfront & Renfrew Riverside and the Glasgow Airport Investment Area OBCs, detailing the land use study/masterplanning approach, public and stakeholder consultation, traffic modelling, infrastructure enhancements, high level benefits, options appraisal, costs and project milestones.

The Joint Project Director gave a presentation on the Glasgow Airport Access OBC detailing the key findings of the strategic business case, the purpose of the project, the preferred options, costs, economics, capacity, route and programme milestones.

There followed a question and answer session at the conclusion of which the Convener thanked Mr McFadden and Mr Vincent for their presentations.

It was agreed that members be provided with information in relation to the difference in passenger numbers between personalised rapid transport (PRT) and tram train.

Councillor M Macmillan, seconded by Councillor Holmes, moved that the progress to date on delivering the Renfrewshire City Deal projects to date on delivering the City Deal projects be noted; that the Outline Business Cases for the Clyde Waterfront and Renfrew Riverside; Glasgow Airport Investment Area; and Airport Access Projects be approved for submission to the Glasgow City Region Cabinet for approval; and that the Director of Development & Housing Services be authorised to make such minor changes to the OBCs that may be requested by the City Deal Programme Management Office prior to submission to the Cabinet.

Councillor K MacLaren, seconded by Councillor Andy Doig, moved as an amendment that recommendations 2.1(ii) and 2.1(iii) be deleted and replaced with:

"2.1(ii) Bring full details of the Outline Business Cases to the next full council meeting including the full financial implications for Renfrewshire Council. The Board notes the limited information within the outline business cases on the potential running costs of the Tram Train Link with within the Airport Access Project and notes with concern that Renfrewshire Council, along with Glasgow City Council, will be liable for all overspends on the Airport Access Project."; and

add new recommendation 2.1 (v) "This Council, in the light of monies for Holyrood announced in the recent Autumn Statement from the Westminster Government, calls on the Council Leader to lobby for an emergency meeting of the Glasgow City Deal Region Cabinet to include as a City Deal project the upgrade of the A737."

On the roll being called the following members voted for the amendment: Councillors Cameron, Andy Doig, Lawson, K MacLaren and M MacLaren.

The following members voted for the motion: Councillors B Brown, Glen, Harte, Henry, Holmes, M Macmillan, I McMillan and Williams.

The following member abstained: Councillor McCartin.

5 members having voted for the amendment, 8 members having voted for the motion and 1 member having abstained, the motion was declared carried.

### **DECIDED:**

(a) That the progress to date on delivering the Renfrewshire City Deal projects to date on delivering the City Deal projects be noted;

(b) That the Outline Business Cases for the Clyde Waterfront and Renfrew Riverside; Glasgow Airport Investment Area; and Airport Access Projects be approved for submission to the Glasgow City Region Cabinet for approval;



(c) That the Director of Development & Housing Services be authorised to make such minor changes to the OBCs that may be requested by the City Deal Programme Management Office prior to submission to the Cabinet; and

(d) That members be provided with information in relation to the difference in passenger numbers between personalised rapid transport (PRT) and tram train.

## **5 UPDATE ON IMPLEMENTATION OF THE GLASGOW CITY REGION CITY DEAL**

There was submitted an update report by the Director of Development & Housing Services relative to implementation of the Glasgow City Region City Deal and on progress with partnership working across the City Region.

The report intimated that the Glasgow City Region City Deal, which was the first and largest City Deal in Scotland, and second largest in the UK, was formally signed with the UK and Scottish Governments in August 2014. Thereafter in January 2015, the Joint Committee Agreement was signed by all eight member authorities and the Glasgow City Region Cabinet was established with the purpose of delivering the strategic economic development priorities of the City Region, including the City Deal. The report provided details in relation to the eight portfolios which had been established - land use and sustainability; infrastructure and assets (including utilities, telecoms and digital); inward investment and growth; tourism and marketing; enterprise; transport and connectivity; skills and employment and housing and equalities. Each portfolio was determining priority areas and actions to maximise collaboration and impact across the City Region that would complement the Regional Economic Strategy and the review of Enterprise as detailed in the report. These priorities would be incorporated into the Action Plan for Regional Economic Growth which would be submitted to the Glasgow City Region Cabinet for approval in February 2017. The report also provided an update in relation to overall programme progress.

### **DECIDED:**

(a) That the report be noted; and

(b) That the progress made in both the development of the programme and governance of the City Deal at a Glasgow City Region level be welcomed.

## **6 CORPORATE PROCUREMENT STRATEGY**

There was submitted a report by the Chief Executive relative to the requirement in terms of Section 15 of the Procurement Reform (Scotland) Act 2014 that the Council prepare and publish a Corporate Procurement Strategy by 31 December 2016. The Corporate Procurement Strategy set out the strategic context within which the Council was operating and the need for procurement services and processes within the Council to continue to develop to meet expected future demands. It highlighted the key priorities for developing procurement capacity and processes in light of these demands. The report intimated that Renfrewshire Council had a sector-leading approach to public procurement which was based on mature, and well-developed local processes and service-level strategies. The Corporate Procurement Strategy highlighted the intention to enhance the Council's approach to procurement by embedding strategic commissioning in the planning, development and delivery of services and to maximise community benefit opportunities which might arise through the Council's procurement activities.

**DECIDED:**

- (a) That the Corporate Procurement Strategy for 2016/17-2017/18 be approved; and
- (b) That it be agreed that six-monthly updates on the implementation of the strategy would be submitted to the Procurement Sub-committee.

**DECLARATION OF INTEREST**

Councillor Andy Doig having previously declared an interest in the following item left the meeting.

## 7 **THE REGENERATION OF PAISLEY TOWN CENTRE - PAISLEY MUSEUM PROJECT**

There was submitted a report by the Director of Development & Housing Services relative to the regeneration of Paisley Town Centre - Paisley Museum Project. The report intimated that the redevelopment of Paisley Museum and Art Gallery was the signature project of the Paisley Heritage and Asset Strategy, approved in January 2014. It was noted that the Council had applied to the Heritage Lottery Fund (HLF) in November 2015 for a £15 million grant as part of a £56.7 million museum redevelopment project and the report provided an update on work undertaken to revise project proposals following this unsuccessful bid and following feedback from HLF on that application. The feedback confirmed that the project was of high quality and met the criteria for funding. However there was a fundraising challenge which made the project higher risk than the others considered. Work had been undertaken in responding to HLF feedback to reduce the overall cost of the project and to develop a funding strategy which ensured the project was deliverable for all funding partners and in relation to vision and outcomes; redevelopment of architectural solutions; third party peer review; and phasing. Details of the funding strategy were provided including an increase to £26 million in the resources committed from the Council towards the project. The Museum redevelopment project sat within a context of development including City Deal projects; the Town Centre 2016/16 Action Plan, the Museum store; Learning and Cultural Hub and the bid for UK 2021 City of Culture.

It was noted that reference to £81 million and 46 jobs in paragraph 3.5.1 of the report should be £71 million and 42 jobs.

**DECIDED:**

- (a) That the revised project proposal being submitted to the HLF to address the issues outlined in HLF feedback provided in May 2016 be noted;
- (b) That the Directors of Development & Housing Services and Finance & Resources be authorised to submit an application to HLF for funding of £10m to support delivery of the revised Paisley Museum Project;
- (c) That the revised funding package proposals be noted and that it be agreed that the earmarked Council resources be adjusted in line with the proposals outlined in the report; and

(d) That it be noted that the Council would continue to work to develop the project, with resources as approved by the Leadership Board at its meeting held on 8 June 2016, in order to maintain momentum of the project to the point where HLF permission to start was received, assuming HLF approval in May 2017.

## **SEDERUNT**

Councillor Andy Doig returned to the meeting prior to consideration of the following item.

### **8 BID TO HOST ROYAL NATIONAL MÒD IN 2021**

There was submitted a report by the Director of Children's Services relative to the Council's bid to host the Royal National Mòd in 2021. The report intimated that Paisley had successfully hosted its first Mòd in 2013 and an independent evaluation of that event found that there had been a significant positive impact on the local economy. The bid to stage the 2021 event had cross-party support. It was highlighted that hosting the Mòd would be a key platform for Gaelic cultural activity as part of a year of culture in 2021 and would contribute to the promotion of Paisley as a vibrant and connected location for hosting events and festivals; make a significant contribution to the local economy and contribute to the delivery of the Council's Gaelic language plan. The report detailed the bid process, costs, and outlined the benefits of hosting the Mòd.

It was agreed that members be advised of how they could become involved in the bid process.

#### **DECIDED:**

(a) That the progress to date with the plan to bid to host the Royal National Mòd in Paisley 2021 be noted;

(b) That there be a budget commitment of £300,000 should Paisley's bid be successful; and

(c) That a total budget of £12,500 per annum to be available from financial year 2017/18 up until 2021 to stage and support a number of Gaelic events, activities and projects in preparation for hosting the Royal National Mòd.

### **9 UK CITY OF CULTURE 2021 UPDATE**

There was submitted an update report by the Director of Development & Housing Services relative to progress with the development of the Bid for UK City of Culture 2021. The report intimated that significant progress had been made to build a basis for the content of the Bid through a range of consultation and engagement programmes as well as research and development work to inform why Paisley should become UK City of Culture and the benefits this would bring. Details of the media opportunities to see or hear about Paisley were provided and it was noted that in relation to social media the Paisley 2021 campaign had the highest following of all competing cities.

It was noted that the competition to be UK City of Culture was run by the Department for Culture, Media and Sport (DCMS). Changes to the DCMS structure were outlined and it was noted that a White Paper on Culture had been published. It was therefore anticipated that the competition guidance for the 2021 UK City of Culture would change from previous competitions. Initial guidance from DCMS was that the timeframe for publication of this guidance had now slipped from the end of 2016 into 2017. Details of Bid development were provided together with the next steps.

It was agreed that members be provided with details of the spend on the Bid.

**DECIDED:**

- (a) That the progress on the development of the Bid for UK City of Culture 2021 be noted; and
- (b) That members be provided with details of the spend on the Bid.

**10 BETTER COUNCIL CHANGE PROGRAMME UPDATE**

There was submitted an update report by the Chief Executive relative to the Better Council Change programme providing details of progress with the delivery of the programme and development options for the next phase beyond 2017/18 required to address the forecast budget savings requirement.

The report outlined the strategic context, provided an update on phases 1 and 2, together with details of savings achieved against target, the on-line customer access project which had 11,000 citizens signed up for MyAccount and 200 new users joining each week; ERP (Enterprise Resource Planning) which was the core systems replacement project; depots rationalisation, implementation of a new staff development programme and workforce planning arrangements, and development for options for phase 3 of the programme.

**DECIDED:**

- (a) That the report be noted; and
- (b) That it be noted that a further report would be provided in the new year with information on the emerging range of options for the next phase of the Better Council Change programme.

**11 COUNCIL PLAN - 6-MONTHLY PROGRESS REPORT**

There was submitted a report by the Chief Executive relative to progress in relation to implementation of the Council Plan between June and November 2016. The report was structured around three themes of Better Future: Place; Better Future: People and Better Council. The report confirmed that Council services had made significant progress in delivering the key priority actions. Progress had been achieved through close working with key partner organisations, with a focus on working together to achieve the best outcomes for local people, communities and businesses within the resources available. Key priorities included the focus on tackling poverty and mitigating the impact of welfare reform, driving economic and cultural regeneration, addressing the attainment gap, providing care and support to those most vulnerable, and modernising the way the Council does its business, including the way services engaged with service users, citizens and businesses.

The next progress update in relation to the Council Plan would be submitted to the Leadership Board in spring 2017.

**DECIDED:**

- (a) That the significant progress made over the previous six months in terms of implementing the Council Plan be noted;
- (b) That it be agreed that a further progress update on the Council Plan would be submitted to the Leadership Board in spring 2017; and
- (c) That it be noted that a new Council Plan was scheduled for development over summer 2017.

**12 UPDATE REPORT ON ROLLOUT OF UNIVERSAL CREDIT FULL SERVICE**

There was submitted an update report by the Chief Executive relative to the schedule for the rollout of Universal Credit (UC) full service and outlining the preparations for UC to date, including steps taken to understand the potential financial risk to the Council.

The report intimated that UC was a core component of the UK Government's welfare reform programme. UC combined all working-age benefits and tax credit into one single benefit payment and paid it monthly to one person in the household. UC was implemented by the Department for Work & Pensions (DWP) in Renfrewshire in June 2015 and had been limited to new claims for single job seekers. On 16 November 2016 DWP announced the schedule for the rollout of UC full service confirming that Renfrewshire would have UC full service in May 2018. The report set out the potential financial impacts of UC on the Council in terms of homeless and supported accommodation, the housing revenue account, and on citizens of UC and wider welfare reform.

**DECIDED:**

- (a) That the announcement of Universal Credit full service roll out in Renfrewshire in May 2018 be noted; and
- (b) That the progress made in preparing Renfrewshire for Universal Credit full service be noted.

**DECLARATIONS OF INTEREST**

Councillor Andy Doig, having previously declared an interest in the following item, left the meeting.

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

**13 RENFREWSHIRE LEISURE - 6-MONTHLY PERFORMANCE REPORT**

There was submitted a report by the Chief Executive relative to the six-monthly update on progress being made by Renfrewshire Leisure on the implementation of its Business Plan for 2016/17, as part of the new governance arrangements agreed by the Board at its meeting held on 29 March 2016 which comprised of quarterly progress review meetings and the submission of six-monthly and annual reports to

the Board. The report intimated that the quarterly review meetings were now well established. Renfrewshire Leisure submitted a written update report in advance of the review meetings which provided a basis for discussion. The submission and approval of the quarterly service invoice from Renfrewshire Leisure to the Council followed on from each review meeting. The report provided an update relative to library and information services; heritage and arts development; cultural venues; leisure and sport facilities and services; community facilities and support for key Council strategic initiatives.

**DECIDED:**

- (a) That the good progress being made by Renfrewshire Leisure on the implementation of its Business Plan for 2016/17 be noted;
- (b) That it be noted that Renfrewshire Leisure continued to meet the terms of the service agreement it had with the Council; and
- (c) That it be noted that a further report would be produced in six months' time on Renfrewshire Leisure's performance for the annual period 2016/17 and on the content of its new Business Plan for the period 2017/18.

**14 PAISLEY TOWN CENTRE 10-YEAR ACTION PLAN/RENFREWSHIRE STRATEGIC ECONOMIC FRAMEWORK POST-CONSULTATION UPDATE**

There was submitted a report by the Director of Development & Housing Services relative to the Paisley Town Centre - 10-year Action Plan and the Renfrewshire Strategic Economic Framework post consultation update and seeking approval of the final documents.

The report intimated that Paisley was Scotland's largest town with the fourth busiest railway station in Scotland and had one of the highest concentrations of listed buildings and significant built heritage of anywhere in the country. During late 2015 work commenced on developing a new action plan for Paisley Town Centre to reflect the emerging context of the investment through the City Deal projects, particularly the Airport Access Project and the Airport Investment Area as well as the bid for UK City of Culture 2021. The report referred to the Economic Framework which was approved by the Board at its meeting held on 8 June 2016. This proposed 10 key actions for Renfrewshire setting out key overarching actions that were considered to make the biggest different for the people of Renfrewshire and how others perceived the area. Each of the actions was accompanied by a proposed timeframe for implementation. The report detailed the public consultation which had taken place and the next steps. A copy of the Paisley Town Centre Action Plan was appended to the report.

**DECIDED:**

- (a) That the revised Paisley Town Centre Action Plan which was appended to the report be approved; and
- (b) That the Renfrewshire Economic Framework as agreed at the meeting of the Leadership Board held on 8 June 2016 be approved as the basis on which to engage key partners on implementation of the 10 identified priorities over the next two years.



## Minute of Meeting

### Regulatory Functions Board

Date	Time	Venue
Thursday, 01 December 2016	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors B Brown, M Brown, M Devine, Provost Hall, Councillors Hood, McQuade and Mullin.

#### CHAIR

Councillor Hood, Convener, presided.

#### IN ATTENDANCE

E Clements, Senior Solicitor (Litigation and Advice), E Currie, Senior Committee Services Officer and K Whiteside, Licensing Officer (Paralegal) (all Finance & Resources).

#### APOLOGY

Councillor E Devine.

#### DECLARATIONS OF INTEREST

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

## 1 **APPLICATION FOR THE SURRENDER AND RE-ISSUE OF A TAXI OPERATOR LICENCE TX212A - PERSONAL APPEARANCE**

Under reference to item 1 of the Minute of the meeting of this Board held on 2 November 2016 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 second time:-

Present Operator: Janet Barclay, 14 Camps Crescent, Renfrew

Proposed Operator: The Partnership of J & T Taxis, 14 Camps Crescent, Renfrew  
Licence No.: TX212A

There was no appearance by or on behalf of the applicants. The Convener proposed that the application be considered in the applicants' absence and this was agreed unanimously. 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.

## 2 **GRANT OF A LATE HOURS CATERING LICENCE**

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

Applicant: JD Wetherspoons (Scotland) Limited

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

Authorised Goods: Public House

Operating Hours: Monday - Sunday 11.00 pm - 5.00 am

The Senior Solicitor (Litigation and Advice) advised that this application was for renewal of a Late Hours Catering Licence and not a new grant as detailed in the agenda.

The Convener proposed that the application 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 application 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.



### 3 **GRANT OF A LATE HOURS CATERING LICENCE - PERSONAL APPEARANCE**

There was submitted the undernoted application for the 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 received outwith the statutory timescale to the application:-

Applicant: Mohammed Mobeen Bashir, 112 Dixon Avenue, Glasgow  
 Premises: Masterchef, 23 Broomland Street, Paisley  
 Authorised Goods: Catering  
 Operating Hours: Sunday to Thursday 11.00 pm – 12 midnight  
 Friday to Saturday 11.00 pm – 1.00 am

Mr Bashir, the applicant, was invited into the meeting together with Sergeant O'Hare and Constable Whitelaw, on behalf of the Chief Constable who had submitted an objection received outwith the statutory timescale to the application. 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.

After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that consideration of the application be continued and that the applicant, and his brother, Mr Amir Bashir, 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, and his brother, Mr Amir Bashir, be invited to a future meeting of the Board.

### 4 **GRANT OF LANDLORD REGISTRATION - PERSONAL APPEARANCES**

Under reference to item 7(b) of the Minute of the meeting of this Board held on 2 November 2016 and item 1(d) of the Minute of the meeting of this Board held on 17 November 2016 respectively, consideration was resumed of the undernoted applications for the grant of Landlord Registrations. The applicants had been asked to appear personally for the second time together with Police Scotland who had submitted representations to the applications:-

(a) Charles Caldwell, 25 Alloway Grove, Paisley

Mr Caldwell, the applicant, was invited into the meeting together with Sergeant O'Hare and Constable Whitelaw, 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 three years. This was agreed unanimously.

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

(b) Christopher Tiffoney, 102 Arden Craig Road, Glasgow

Mr Tiffoney, the applicant, was invited into the meeting together with Sergeant O'Hare and Constable Whitelaw, on behalf of the Chief Constable who had submitted a representation to the application.

After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be granted for a period of three years. This was agreed unanimously.

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

## 5 **RENEWAL OF LANDLORD REGISTRATION - PERSONAL APPEARANCES**

Under reference to item 2 of the Minute of the meeting of this Board held on 17 November 2016 consideration was resumed of the undernoted application for renewal of Landlord Registration. The applicants had been asked to appear personally for the third time:-

Mohammed Younis, 34 Carmichael Place, Glasgow; Mohamed Razaq, 12 May Terrace Glasgow; and Mohamed Ishfaq, 12 May Terrace, Glasgow

Mr Bashir, the applicants' agent, was invited into the meeting. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

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

## 6 **HEARING INTO POSSIBLE REMOVAL FROM THE REGISTER OF PRIVATE LANDLORDS – PERSONAL APPEARANCE**

Under reference to item 3(b) of the Minute of the meeting of this Board held on 17 November 2016 consideration was resumed of the hearing into the possible removal of the undernoted landlord from the Register of Private Landlords. The landlord had been asked to appear personally for the second time together with Police Scotland:-

Ryan Love, Flat 1/2, 2 Rutland Court, Glasgow

Mr Love, the landlord, was invited into the meeting together with Sergeant O'Hare and Constable Whitelaw, on behalf of the Chief Constable. 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.

## 7 **RENEWAL OF A PRIVATE HIRE CAR OPERATOR'S LICENCE PH0748 – PERSONAL APPEARANCE**

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

Alistair Blair, 15 Balmoral Crescent, Inchinnan PH0748

The Senior Solicitor (Litigation and Advice) advised that Mr Blair had withdrawn his application.

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

**8 GRANT OF A PRIVATE HIRE CAR DRIVER'S LICENCE – PERSONAL APPEARANCE**

Under reference to item 4(b) of the Minute of the meeting of this Board held on 2 November 2016 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 to the application:-

Michael Alexander Kemp, 40 Abbotsford Crescent, Foxbar, Paisley

There was no appearance by or on behalf of Mr Kemp. Sergeant O'Hare and Constable Whitelaw, on behalf of the Chief Constable who had submitted an objection to the application, were invited into the meeting. The Convener proposed that consideration of this application be continued to later in the meeting to allow Mr Kemp to attend. This was agreed unanimously.

**DECIDED:** That consideration of the application be continued until later in the meeting to allow Mr Kemp to attend.

**9 GRANT OF A TAXI DRIVER'S LICENCE – PERSONAL APPEARANCE**

Under reference to item 5 of the Minute of the meeting of this Board held on 2 November 2016 there was submitted the undernoted application for the grant of a Taxi Driver's Licence. The applicant had been asked to appear personally for the second time together with Police Scotland who had submitted an objection to the application:-

Paul McDaid, 11 St Margarets Avenue, Paisley

There was no appearance by or on behalf of Mr McDaid. The Senior Solicitor (Litigation and Advice) advised that Mr McDaid had intimated that he would be unable to attend the meeting. The Convener proposed that the application be considered in Mr McDaid'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.

**10 GRANT OF PRIVATE HIRE CAR DRIVER'S LICENCE - PERSONAL APPEARANCE**

Under reference to item 8 of the Minute of this meeting consideration was resumed of 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 to the application:-

Michael Alexander Kemp, 40 Abbotsford Crescent, Foxbar, Paisley

Mr Kemp, the applicant, was invited into the meeting together with Sergeant O'Hare and Constable Whitelaw, on behalf of the Chief Constable who had submitted an objection to the application. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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