

## Minute of Meeting Council

Date	Time	Venue
Thursday, 28 February 2019	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### Present

Councillor Jennifer Marion Adam-McGregor, Councillor Tom Begg, Councillor Derek Bibby, Councillor Bill Binks, Councillor Bill Brown, Councillor Stephen Burns, Councillor Jacqueline Cameron, Provost Lorraine Cameron, Councillor Michelle Campbell, Councillor Carolann Davidson, Councillor Eddie Devine, Councillor Andy Doig, Councillor Audrey Doig, Councillor Natalie Don, Councillor Alison Jean Dowling, Councillor Edward Grady, Councillor Neill Graham, Councillor Jim Harte, Councillor John Hood, Councillor Lisa-Marie Hughes, Councillor Karen Kennedy, Councillor Scott Kerr, Councillor Paul Mack, Councillor Alistair Mackay, Councillor James MacLaren, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Eileen McCartin, Councillor Colin McCulloch, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor John McIntyre, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Will Mylet, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor Jim Sharkey, Councillor John Shaw, Councillor James Sheridan, Councillor Andy Steel, Councillor Jane Strang

### Chair

Provost Cameron presided.

### In Attendance

S Black, Chief Executive; S Quinn, Acting Director of Children's Services; M Crearie, Director of Communities, Housing & Planning Services; G McNeil, Director of Environment & Infrastructure; A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning and L Mahon, Head of Marketing and Communications(both Chief Executive's); J Trainer, Head of Child Care and Criminal Justice (Children's Services); K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, J Lynch, Head of Property Services, M Conaghan, Legal & Democratic Services Manager and L Belshaw and D Low, Democratic Services Managers (all Finance & Resources); D Leese, Chief Officer (Renfrewshire Health & Social Care Partnership); and V Hollows, Chief Executive (Renfrewshire Leisure Limited).

## **Also in Attendance**

Mr Jonathan Best, Chief Operating Officer, Acute Services, NHS Greater Glasgow & Clyde for items 1 and 2 only.

## **Declarations of Interest**

Councillor Kennedy declared a non-financial interest in item 13 of the agenda - Notice of Motion 4 - as her child was a pupil at a local school. She intimated that she would remain in the meeting and take part in any discussion or voting thereon.

Councillor Campbell declared a non-financial interest in item 2 of the agenda as she was an employee with NHS Greater Glasgow & Clyde but not within the Council area. However, she intimated that as her interest was insignificant in terms of the Councillors' Code of Conduct she would remain in the meeting and take part in any discussion or voting thereon.

Councillor Hughes declared a non-financial interest in item 14 of the agenda - Notice of Motion 5 - as she was the Council's representative on the board of PACE Theatre Company. However, she intimated that as her interest was insignificant in terms of the Councillors' Code of Conduct she would remain in the meeting and take part in any discussion or voting thereon.

## **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, 13 December 2018  
 Communities, Housing and Planning Policy Board, 15 January 2019  
 Regulatory Functions Board, 16 January 2018  
 Education and Children's Services Policy Board  
 Audit, Risk and Scrutiny Board, 21 January 2019  
 Infrastructure, Land and Environment Policy Board, 23 January 2019  
 Finance, Resources and Customer Services Policy Board, 30 January 2019  
 Regulatory Functions Board, 31 January 2019  
 Leadership Board, 20 February 2019.

**DECIDED:** That the Minutes be approved.

## Declaration of Interest

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

## 2 Moving Forward Together - Council and NHS

Under reference to item 13 of the Minute of the meeting of the Council held on 28 June 2018 in relation to funding for RAH and Paisley Maternity Hospital repairs when it had been agreed that a representative of NHS GGC be invited to a meeting of the the Council relative to their recently-approved strategy for health and social care, Jonathan Best, Chief Operating Officer, Acute Services, NHS Greater Glasgow & Clyde gave a presentation on Moving Forward Together, an initiative aimed at transforming health and social care services across the NHS Greater Glasgow and Clyde area by maximising available resources and making best use of innovation and technology.

The Provost thanked Mr Best for his presentation.

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

Prior to consideration of the following item the Provost drew Members' attention to the provisions of Section 112 of the Local Government Finance Act 1992 which restricted the voting rights of Members on certain issues if they were in arrears with Council Tax payments.

## Declaration of Interest

Councillor Montgomery declared a financial interest in the following item of business as he was an employee of Renfrewshire Citizens Advice Bureau which was referred to in the amendment to the motion and intimated that he would leave the meeting and not take part in the discussion or voting thereon.

## Sederunt

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

## 3 Revenue Budget and Council Tax 2019/20

There was submitted a report by the Director of Finance & Resources relative to the Revenue Budget and Council Tax for 2019/20, together with appendices detailing revenue estimates for 2019/20; estimates of expenditure and income for the year ended 31 March 2020; and the General Fund probable outturn for 2018/19.

The report provided Councillors with an overview of the Council's projected financial position on the General Fund revenue budget and detailed the information required for the Council to set its budget and Council Tax for 2019/20. The report also recommended that Councillors considered the medium-term financial context for the Council and the

ongoing financial pressures and challenges facing the public sector more generally, as detailed within the report.

The report intimated that the Scottish Government had not provided any material details of spending plans beyond 2019/20 but had published its first Medium-term Financial Strategy (MTFS) and had committed to providing three-year local government settlements from 2020/21 onwards. The MTFS set out the detail of the Government's financial assessment of the funding required to deliver on its key policy priorities over the course of this parliamentary period covering for example its policy commitments to spending on Health, Police and Education as well as the commitment to the expansion of free Early Learning and Childcare provision across Scotland. A report on the MTFS was presented to the meeting of the Council held on 26 June 2018, which outlined the clear commitment the Scottish Government had made to the delivery of each of these policy priorities and also confirmed that all other areas of the public sector, which would include the core local government budget, would require to be accommodated within the overall envelope of resources remaining each year after meeting the funding commitments to the stated policy priorities.

The Scottish Government had allocated £315.487 million grant funding to Renfrewshire Council for 2019/20 subject to compliance with a number of associated conditions. This included maintaining, at a national level, the overall pupil teacher ratio of 13.7 and providing places for all probationers who required one; the continued prioritisation of financial support for social care including the use of £160 million funding provided nationally to support cost and demand pressures, the ongoing implementation of the Carers Act, school mental health services and care for the under-65s; and the continuation of the Council Tax cap of 4.79%. The Scottish Government had indicated that should the conditions not be met, the funding allocation would be reduced, however the scale of any reduction had not been confirmed.

Councillor Shaw, seconded by Councillor Nicolson, moved:

1. That this Administration's second budget will continue to deliver on its commitments set out in its manifesto to the citizens of Renfrewshire to invest in inclusive economic growth, the environment, local communities and support the most vulnerable in Renfrewshire.
2. That as recommended by the Director, these budget proposals take a holistic view of resources available and include the use of the £4.200 million of available capital resources outlined in Agenda item 4.
3. Further and in line with the recommendations of the Director, that unallocated General Fund balances are budgeted to be maintained at £7.094 million moving into 2019/20 and that on the closure of the 2018/19 accounts, any unallocated balances in excess of this amount be transferred to the Investment Programme Capital Fund to provide additional capacity in future years to the debt smoothing strategy.
4. Ring fence the additional 1.79% Council Tax flexibility made available by the Scottish Government as covered in point 26 below, to provide £1.300 million to support prudential borrowing which unlocks the following strategic investment commitment across Renfrewshire:-
  - £40.289 million medium term investment programme in Renfrewshire's road, cycling and pathway network, as summarised in the table below. This investment programme, which will see over £37 million invested in the network in just 4 years, represents the biggest ever sustained investment programme in the network and will be

focused on delivering a stepped change in the condition of those key routes that keep the Renfrewshire economy moving. This investment is in addition to the strategic transport infrastructure investment that will be delivered as part of the City Deal projects across Renfrewshire. The annual charges arising from the £12.000 million of new prudential borrowing will be funded by £0.4 million of revenue resources funded by Council tax income with the balance funded by consequential revenue efficiencies that will be achievable due directly to the improved network condition delivered by the investment programme.

		2019/20	2020/21	2021/22	2022/23	2023/24	TOTAL
		£M	£M	£M	£M	£M	£M
Existing Prudential Borrowing	Annual	0.400	0.400	0.400	0.400	0.400	2.00
Capital Commitment**	Grant	5.600	5.600	5.600	5.600	2.600	25.000
New Borrowing	Prudential	1.800	2.000	4.000	4.200		12.000
CWSS Grant**	Specific	0.289	0.250	0.250	0.250	0.250	1.289
<b>TOTAL</b>		<b>8.089</b>	<b>8.250</b>	<b>10.250</b>	<b>10.450</b>	<b>3.250</b>	<b>40.289</b>

\*\* This programme commits £3 million of the unallocated capital resources referred to in Item 4 and forward commits £5.6 million of available general capital grant each year beyond 2019/20 and up to and including 2022/23 and assumes a continuation of the CWSS specific grant at similar levels in future years.

- £27m Schools Investment Fund to support the priorities that emerge from the ongoing review of the School Estate Management Plan and to provide match funding capacity against opportunities for Renfrewshire to secure funding from the Scottish Government's £1bn schools investment fund, ensuring the overall investment in our School Estate has the ability to grow beyond this initial commitment. This £27m fund will be delivered through £20.650m of predominantly prudential borrowing capacity serviced by £0.9m of Council Tax resources, in addition to a £6.350m revenue contribution in 2019/20. Should the funding subsequently announced to support increases in Teacher Pension costs be more or less than the assumed £3.3 million outlined in the Directors report, that this £6.350 million revenue contribution to the schools investment fund be adjusted either up or down by a corresponding amount to maintain a balanced budget position in 2019/20.

5. Redirect £2 million from the £7.5 million regeneration resources referred to in paragraph 3.3 of the Director's report at agenda item 4 to support investment in Paisley Grammar, St Anthony's, Kirklandneuk and Bishopton primary schools. The detailed programme will be the subject of a report to a subsequent Education and Children's Service Policy Board. This leaves £5.5 million of approved capital resources which will be directed to support regeneration in the area to the south of the Glasgow Airport Investment Area. This will be targeted at providing development proposals which will both complement the high quality AMIDS / NMIS development being delivered as part of the GAIA project and providing greater economic connectivity between these key growth areas and Paisley Town Centre.

6. Commit a further £1.330 million, being £1.050 million of capital resources and £0.280 million of revenue resources to augment the existing £1 million investment in community halls. This investment programme will be subject to a future detailed report to the Leadership Board but in the first instance will be directed to support full refurbishment projects for the McKillop Institute, Elderslie Village Hall and South End Action Centre and in addition provide initial investment in the Steeple Hall Kilbarchan.

7. Commit £0.500 million of revenue resources to be directed flexibly over the period 2019/20 - 2022/23 to provide funding support to the programme of music participation and tuition across Renfrewshire School pupils. In line with the investment made by this Administration last year, a report on the ongoing delivery of this programme will be presented to a future meeting of the Education and Children's Services Policy Board.

8. Invest £0.360 million of revenue resources to deliver the following interventions as part of this Administration's commitment towards inclusive economic growth across Renfrewshire:

- £0.150 million revenue resources to improve priority markings across Renfrewshire's road network, including specifically markings in and around our schools.
- £0.100 million revenue resources to augment the existing Retail Improvement Fund directed to support local businesses improve shop fronts.
- £0.110 million of recurring revenue resources to enhance warden provision across Paisley Town Centre as part of supporting its ongoing economic development and vibrant heritage led activity programme.

9. Invest £0.150 million of revenue resources to support a programme of tree works across Renfrewshire's key urban conurbations.

10. Commit £0.010 million of revenue resources to install Defibrillators across Renfrewshire's secondary schools.

11. Commit £0.100 million of capital resources to support improvements to Barshaw Park pond.

12. Commit £0.115 million of recurring revenue resources to support increasing Foster Carer and Kinship Carer fees and maintenance allowance by 3%, recognising the invaluable contribution these individuals make to ensuring some of the most vulnerable children across Renfrewshire are safely cared for and looked after.

13. Commit £0.050 million of recurring revenue resources to support Renfrewshire Leisure to develop and deliver a library outreach service ensuring those less able to access mainstream services have the opportunity to enjoy access to books and other library materials.

14. Commit £0.030 million of revenue resources to establish a Provost's School Exchange Fund that will be targeted at supporting our schools and pupils to develop their relationships with peers across the international spectrum.

15. Commit £0.030 million of revenue resources and £0.050 million of capital resources to support the re-provision of existing dog fouling bins with multi-purpose litter and dog fouling bins.

16. Invest £0.010 million of revenue resources to provide staff training in the provision of support to victims of domestic abuse.

17. Commit £0.050 million of revenue resources to support the development of proposals for the delivery of an inclusive adventure playpark for children of families with disabilities within Renfrewshire aimed at ensuring the opportunity to play within a safe, inclusive and high quality adventure playground facility is made available to all children across Renfrewshire.

18. Invest £0.100 million of recurring revenue resources to support the development and implementation of a safety initiative team aimed at tackling irresponsible parking and making our roads safer in and around our schools.

19. To protect services to the most vulnerable in Renfrewshire, and in line with the conditions set out in the 2019/20 financial settlement, agree to the recommendation outlined in the Director's report to make available £1.424 million of additional recurring resources to manage the net impact of new service and cost pressures within Adult Social Care Services, and continue the implementation of the Carers Act. These additional resources will be made available under delegation to the Renfrewshire Health and Social Care Partnership (RHSCP) from 1 April 2019. In addition, as part of this delegation process, agree to continue to work in pro-active partnership with the RHSCP and social care providers to secure payment of the living wage to all care staff providing services to Renfrewshire residents in addition to those directly employed by the Council. Further, agree that any required draw from flexibility/risk resources earmarked to support adult social care be managed as per the process outlined in paragraph 4.7 of the Director's report.

20. To agree the base budget assessment for all services for 2019/20 as recommended by the Director of Finance and Resources, and subject to agreement of item 19 above, agree a 2019/20 base budget of £395.740 million.

21. To agree to make provision of £7.231 million in 2019/20 for pay inflation as detailed in section 5.1 of the Directors report and make no provision for general non-pay inflation, as recommended by the Director of Finance and Resources.

22. To agree to a general 2% inflationary increase in charges for services, subject to the note at paragraph 25 below and in addition to agree the proposals outlined at paragraph 5.3 of the report to adjust the current rates in relation to cemetery charges by 5% in addition to the general inflationary uplift.

23. To agree that for the term of this administration, the Council commits to: -

- Not introduce any form of new charging for the collection of household waste, outwith existing special uplift arrangements, and
- Not introduce a workforce parking levy in Renfrewshire should the Scottish Government successfully introduce legislation to provide local authorities with the discretionary power to do so.

24. To agree the resource allocations for 2019/20 for all services, as amended by these proposals.

25. To agree the detailed Revenue Estimates for all services be amended to reflect these proposals and the necessary allocation of central support costs, central repairs

costs, capital charges, specific grants and loan charges provision with Directors authorised to take any action necessary to implement these decisions.

26. Subject to agreement of the above, to agree that the council tax for 2019/20 be set at £1,257.09 for Band D subjects, representing a 4.79% increase on the 2018/19 level, and for all bandings to be set at:

<b>BAND</b>	<b>2018/19</b>	<b>CORE</b>	<b>INVESTMENT</b>	<b>2019/20</b>
		<b>INCREASE</b>	<b>INCREASE</b>	
		<b>3%</b>	<b>1.79%</b>	
A	799.75	23.99	14.32	<b>838.06</b>
B	933.05	27.99	16.70	<b>977.74</b>
C	1,066.34	31.99	19.09	<b>1,117.42</b>
D	1,199.63	35.99	21.47	<b>1,257.09</b>
E	1,576.18	47.29	28.21	<b>1,651.68</b>
F	1,949.40	58.48	34.88	<b>2,042.77</b>
G	2,349.28	70.48	42.05	<b>2,461.81</b>
H	2,939.09	88.17	52.62	<b>3,079.88</b>

Note that of the above increase, the resources linked to the use of the additional flexibility of 1.79% provided by the Scottish Government has been directed to unlock the strategic investment proposals outlined at point 4 above.

27. Subject to agreement of the points above, agree that the Council's budget is underpinned by appropriate decisions and makes appropriate provision to meet the specified commitments in the package of conditions linked to the Council's grant settlement.

28. To agree to increase other charges for services by 2% (as detailed in paragraph 22 above) or where appropriate by the rate set in national legislation or guidance, or where charges are based on full cost recovery by the appropriate increase to maintain this position, subject to Directors being authorised

(a) to round the charge up or down to a figure deemed by them appropriate, and

(b) not to impose any increase, if having reviewed the implications of the increase, he or she determines it would be inappropriate to do so, having regard to any material factor applicable to the goods or services to which the charge relates.

To note the requirement of financial code 13 that Directors review the amounts their departments charge for goods or services and if they think any charge needs to be increase they will recommend this to the appropriate Board. The Council therefore agrees that when a Director carries out such a review and believes a charge for goods or services should be levied which reflects an increase greater than the increase of 2% or the rate set in national legislation or guidance, he or she will be entitled to recommend the same to the appropriate Board for approval.



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

1. That as recommended by the Director, these budget proposals take a holistic view of resources available and include the use of the £4.200 million of available capital resources outlined in Agenda item 4.

2. Further and in line with the recommendations of the Director, that unallocated General Fund balances are budgeted to be maintained at £7.094 million moving into 2019/20 and that on the closure of the 2018/19 accounts, any unallocated balances in excess of this amount be transferred to the Investment Programme Capital Fund to provide additional capacity in future years to the debt smoothing strategy.

3. To invest £2.350 million, being £1.750 million of capital resources and £0.600 million of revenue resources, to lift the investment in roads and footpath network to £5.639 million in 2019/20.

4. To invest £2.625 million, being £2.250 million of capital resources and £0.375 million of revenue resources to support investment in parks and recreational green space across Renfrewshire, prioritising Erskine and the villages, recognising the important and positive role such spaces make to the healthy and active lives of our communities.

5. Invest £0.200 million of capital resources to provide a high quality refurbishment of Gryffe High School football pitch, providing a 3G surface to be enjoyed by the pupils and community alike.

6. To support investment in our school communities and closing the attainment gap commit £2.610 million of revenue resources to the following investment priorities:

£1.560 million to provide over a three year period additional teacher capacity across our secondary school establishments to support the provision of a wider curriculum choice for our S5 and S6 pupils.

£0.600 million to provide mental health support to our Primary Schools over the next three years and for a future report to be provided by the Director to the Children and Education Policy Board to outline in detail the plans for the delivery of this service.

£0.300 million to provide £0.100 million per annum support to increase the provision of Breakfast Clubs across Renfrewshire's schools, in recognition of the positive impact such clubs have had to supporting our young people in some of the most deprived areas be ready and prepared to learn each day in school.

£0.100 million to ensure that over the next three years every primary 5 to 7 pupil in Renfrewshire schools has access to a credit union account with a £10 starter balance.

£0.050 million to provide a one off contribution to Paisley Grammar School for gym equipment

7. In recognition of the highly positive impact tackling poverty and inequality has made in Renfrewshire, commit additional revenue resources of £2.242 million to invest in the following key priorities: -

Invest £ 0.300 million to provide a £ 0.100 million per annum top up over three years to the Scottish Welfare Fund in recognition of the ongoing pressure that this fund experiences and the increased requirement that will emerge as Universal Credit is rolled

out across Renfrewshire.

Invest £ 0.450 million to provide a £ 0.150 million per annum top up over three years to the Discretionary Housing Payment fund, again in recognition of the increased pressure that will be experienced from hardship applications arising from citizens impacted by their transition to Universal Credit.

Invest £ 0.150 million to provide £ 0.050 million per annum over three years to provide home starter packs for new tenants in Renfrewshire, providing much needed support for key items for citizens setting up their new council home.

Invest £ 0.300 million to provide a £0.100 million per annum programme over three years to provide vocational support to unemployed parents across Renfrewshire.

Invest £0.200 million to provide support over 4 years to Citizens Advice Bureau for the provision of their helpline.

Invest £ 0.200 million to provide £0.050 million per annum for the provision of a new Advice Service presence at Renfrewshire Foodbank, with the hours tailored to match the operating hours of the Foodbank ensuring that all users get access to much needed advice and support.

Invest £0.210 million to employ, over three years, two Health and Homelessness Coordinators, providing a much needed service to some of our most vulnerable citizens in Renfrewshire.

Earmark £0.300 million to provide a £0.100 million per annum boost over three years to the highly successful Street Stuff initiative.

Invest £0.132 million to more than double the availability of funding for the Missing Share Tenement Scheme to support owners meet the cost of common repair bills.

8. To protect services to the most vulnerable in Renfrewshire, and in line with the conditions set out in the 2019/20 financial settlement, agree to the recommendation outlined in the Director's report to make available £1.424 million of additional recurring resources to manage the net impact of new service and cost pressures within Adult Social Care Services, and continue the implementation of the Carers Act. These additional resources will be made available under delegation to the Renfrewshire Health and Social Care Partnership (RHSCP) from 1 April 2019. In addition, as part of this delegation process, agree to continue to work in pro-active partnership with the RHSCP and social care providers to secure payment of the living wage to all care staff providing services to Renfrewshire residents in addition to those directly employed by the Council. Further, agree that any required draw from flexibility/risk resources earmarked to support adult social care be managed as per the process outlined in paragraph 4.7 of the Director's report.

9. To agree the base budget assessment for all services for 2019/20 as recommended by the Director of Finance and Resources, and subject to agreement of item 8 above, agree a 2019/20 base budget of £395.740 million.

10. To agree to make provision of £7.231 million in 2019/20 for pay inflation as detailed in section 5.1 of the Directors report and make no provision for general non-pay inflation, as recommended by the Director of Finance and Resources.

11. To agree to a general 2% inflationary increase in charges for services, with the exception of Community Halls charges which will be frozen, subject to the note at paragraph 15 below and in addition to agree the proposals outlined at paragraph 5.3 of the report to adjust the current rates in relation to cemetery charges by 5% in addition to the general inflationary uplift.

12. To agree the resource allocations for 2019/20 for all services, as amended by these proposals.

13. To agree the detailed Revenue Estimates for all services be amended to reflect these proposals and the necessary allocation of central support costs, central repairs costs, capital charges, specific grants and loan charges provision with Directors authorised to take any action necessary to implement these decisions.

14. Subject to agreement of the above, to agree that the council tax for 2019/20 be frozen at 2018/19 levels and therefore set Band D subjects at £1,199.63 and for all bandings to be set at:

**BAND    2019/20 (£S)**

A	799.75
B	933.05
C	1,066.34
D	1,199.63
E	1,576.18
F	1,949.40
G	2,349.28
H	2,939.09

15. Subject to agreement of the points above, agree that the Council's budget is underpinned by appropriate decisions and makes appropriate provision to meet the specified commitments in the package of conditions linked to the Council's grant settlement.

16. To agree to increase other charges for services by 2% (as detailed in paragraph 11 above) or where appropriate by the rate set in national legislation or guidance, or where charges are based on full cost recovery by the appropriate increase to maintain this position, subject to Directors being authorised

(a) to round the charge up or down to a figure deemed by them appropriate, and

(b) not to impose any increase, if having reviewed the implications of the increase, he or she determines it would be inappropriate to do so, having regard to any material factor applicable to the goods or services to which the charge relates.

(c) to note the requirement of financial code 13 that Directors review the amounts their departments charge for goods or services and if they think any charge needs to be increase they will recommend this to the appropriate Board. The Council therefore agrees that when a Director carries out such a review and believes a charge for goods or services should be levied which reflects an increase greater than the increase of 2%

or the rate set in national legislation or guidance, he or she will be entitled to recommend the same to the appropriate Board for approval.

## **ADJOURNMENT**

The meeting then adjourned at 9.55 am to allow members to consider the motion. The meeting reconvened at 10.15 am.

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

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

The following member abstained: Councillor Mack.

19 members having voted for the amendment, 21 having voted for the motion and 1 member having abstained, the motion was accordingly declared carried.

## **DECIDED:**

(a) That this Administration's second budget would continue to deliver on its commitments set out in its manifesto to the citizens of Renfrewshire to invest in inclusive economic growth, the environment, local communities and support the most vulnerable in Renfrewshire;

(b) That as recommended by the Director, these budget proposals would take a holistic view of resources available and include the use of the £4.200 million of available capital resources outlined in Agenda item 4;

(c) That further and in line with the recommendations of the Director, that unallocated General Fund balances were budgeted to be maintained at £7.094 million moving into 2019/20 and that on the closure of the 2018/19 accounts, any unallocated balances in excess of this amount be transferred to the Investment Programme Capital Fund to provide additional capacity in future years to the debt smoothing strategy;

(d) That the additional 1.79% Council Tax flexibility made available by the Scottish Government as covered in point 26 below, be ring fenced to provide £1.300 million to support prudential borrowing which unlocked the following strategic investment commitment across Renfrewshire: -

£40.289 million medium term investment programme in Renfrewshire's road, cycling and pathway network, as summarised in the table below. This investment programme, which would see over £37 million invested in the network in just 4 years, represented the biggest ever sustained investment programme in the network and would be focused on delivering a stepped change in the condition of those key routes that kept the Renfrewshire economy moving. This investment was in addition to the strategic transport infrastructure investment that would be delivered as part of the City Deal projects across Renfrewshire. The annual charges arising from the £12.000 million of new prudential borrowing would be funded by £0.4 million of revenue resources funded by Council tax income with the balance funded by consequential revenue efficiencies

that would be achievable due directly to the improved network condition delivered by the investment programme.

	2019/20	2020/21	2021/22	2022/23	2023/24	TOTAL
	£M	£M	£M	£M	£M	£M
Existing Annual Prudential Borrowing	0.400	0.400	0.400	0.400	0.400	2.000
Capital Grant Commitment**	5.600	5.600	5.600	5.600	2.600	25.000
New Prudential Borrowing	1.800	2.000	4.000	4.200		12.00
CWSS Specific Grant**	0.289	0.250	0.250	0.250	0.250	1.289
<b>TOTAL</b>	<b>8.089</b>	<b>8.250</b>	<b>10.250</b>	<b>10.450</b>	<b>3.250</b>	<b>40.289</b>

\*\* This programme committed £3 million of the unallocated capital resources referred to in Item 4 and forward committed £5.6 million of available general capital grant each year beyond 2019/20 and up to and included 2022/23 and assumed a continuation of the CWSS specific grant at similar levels in future years.

£27 million Schools Investment Fund to support the priorities that emerged from the ongoing review of the School Estate Management Plan and to provide match funding capacity against opportunities for Renfrewshire to secure funding from the Scottish Government's £1 billion schools investment fund, ensuring the overall investment in our School Estate had the ability to grow beyond this initial commitment. This £27 million fund would be delivered through £20.650 million of predominantly prudential borrowing capacity serviced by £0.9 million of Council Tax resources, in addition to a £6.350 million revenue contribution in 2019/20. Should the funding subsequently announced to support increases in Teacher Pension costs be more or less than the assumed £3.3 million outlined in the Directors report, that this £6.350 million revenue contribution to the schools investment fund be adjusted either up or down by a corresponding amount to maintain a balanced budget position in 2019/20;

(e) That £2 million be redirected from the £7.5 million regeneration resources referred to in paragraph 3.3 of the Director's report at agenda item 4 to support investment in Paisley Grammar, St Anthony's, Kirklandneuk and Bishopton primary schools. The detailed programme would be the subject of a report to a subsequent Education and Children's Service Policy Board. This left £5.5 million of approved capital resources which would be directed to support regeneration in the area to the south of the Glasgow Airport Investment Area. This would be targeted at providing development proposals which would both complement the high quality AMIDS / NMIS development being delivered as part of the GAIA project and providing greater economic connectivity between these key growth areas and Paisley Town Centre;

(f) That a further £1.330 million be committed, being £1.050 million of capital resources and £0.280 million of revenue resources to augment the existing £1 million investment in community halls. This investment programme would be subject to a future detailed report to the Leadership Board but in the first instance would be directed to support full refurbishment projects for the McKillop Institute, Elderslie Village Hall and South End Action Centre and in addition provide initial investment in the Steeple Hall Kilbarchan;

(g) That £0.500 million of revenue resources be committed to be directed flexibly over the period 2019/20 - 2022/23 to provide funding support to the programme of music participation and tuition across Renfrewshire School pupils. In line with the investment

made by this Administration last year, a report on the ongoing delivery of this programme will be presented to a future meeting of the Education and Children's Services Policy Board;

(h) That £0.360 million of revenue resources be invested to deliver the following interventions as part of the Administration's commitment towards inclusive economic growth across Renfrewshire:

£0.150 million revenue resources to improve priority markings across Renfrewshire's road network, including specifically markings in and around our schools.

£0.100 million revenue resources to augment the existing Retail Improvement Fund directed to support local businesses improve shop fronts.

£0.110 million of recurring revenue resources to enhance warden provision across Paisley Town Centre as part of supporting its ongoing economic development and vibrant heritage led activity programme;

(i) That £0.150 million of revenue resources be invested to support a programme of tree works across Renfrewshire's key urban conurbations;

(j) That £0.010 million of revenue resources be committed to install defibrillators across Renfrewshire's secondary schools;

(k) That £0.100 million of capital resources be committed to support improvements to Barshaw Park pond;

(l) That £0.115 million of recurring revenue resources be committed to support increasing Foster Carer and Kinship Carer fees and maintenance allowance by 3%, recognising the invaluable contribution these individuals make to ensuring some of the most vulnerable children across Renfrewshire are safely cared for and looked after;

(m) That £0.050 million of recurring revenue resources be committed to support Renfrewshire Leisure to develop and deliver a library outreach service ensuring those less able to access mainstream services have the opportunity to enjoy access to books and other library materials;

(n) That £0.030 million of revenue resources be committed to establish a Provost's School Exchange Fund that would be targeted at supporting our schools and pupils to develop their relationships with peers across the international spectrum;

(o) That £0.030 million of revenue resources and £0.050 million of capital resources be committed to support the re-provision of existing dog fouling bins with multi-purpose litter and dog fouling bins;

(p) That £0.010 million of revenue resources be invested to provide staff training in the provision of support to victims of domestic abuse;

(q) That £0.050 million of revenue resources be committed to support the development of proposals for the delivery of an inclusive adventure playpark for children of families with disabilities within Renfrewshire aimed at ensuring the opportunity to play within a safe, inclusive and high quality adventure playground facility was made available to all children across Renfrewshire;

(r) That £0.100 million of recurring revenue resources be invested to support the development and implementation of a safety initiative team aimed at tackling irresponsible parking and making our roads safer in and around our schools;

(s) That to protect services to the most vulnerable in Renfrewshire, and in line with the conditions set out in the 2019/20 financial settlement, the recommendation outlined in the Director's report be agreed to make available £1.424 million of additional recurring resources to manage the net impact of new service and cost pressures within Adult Social Care Services, and continue the implementation of the Carers Act. These additional resources would be made available under delegation to the Renfrewshire Health and Social Care Partnership (RHSCP) from 1 April 2019. In addition, as part of this delegation process, it be agreed to continue to work in pro-active partnership with the RHSCP and social care providers to secure payment of the living wage to all care staff providing services to Renfrewshire residents in addition to those directly employed by the Council. That it be further agreed that any required draw from flexibility/risk resources earmarked to support adult social care be managed as per the process outlined in paragraph 4.7 of the Director's report;

(t) That the base budget assessment for all services for 2019/20 be agreed as recommended by the Director of Finance and Resources and a 2019/20 base budget of £395.740 million be agreed;

(u) That provision of £7.231 million in 2019/20 be made for pay inflation as detailed in section 5.1 of the Directors report and no provision be made for general non-pay inflation, as recommended by the Director of Finance and Resources;

(v) That a general 2% inflationary increase in charges for services be agreed, subject to the decision detailed at (w) below and in addition to agree the proposals outlined at paragraph 5.3 of the report that the current rates in relation to cemetery charges be adjusted by 5% in addition to the general inflationary uplift;

(w) That it be agreed that for the term of this administration, the Council committed to:-

Not introduce any form of new charging for the collection of household waste, outwith existing special uplift arrangements, and

Not introduce a workforce parking levy in Renfrewshire should the Scottish Government successfully introduce legislation to provide local authorities with the discretionary power to do so;

(x) That the resource allocations for 2019/20 for all services be agreed, as amended by the proposals;

(y) That it be agreed that the detailed Revenue Estimates for all services be amended to reflect the proposals and the necessary allocation of central support costs, central repairs costs, capital charges, specific grants and loan charges provision with Directors authorised to take any action necessary to implement these decisions;

(z) That it be agreed that the council tax for 2019/20 be set at £1,257.09 for Band D subjects, representing a 4.79% increase on the 2018/19 level, and for all bandings to be set at:

<b>BAND</b>	<b>2018/19</b>	<b>CORE INVESTMENT</b>		<b>2019/20</b>
		<b>@ 3%</b>	<b>@3%</b>	
A	799.75	23.99	14.32	<b>836.06</b>
B	933.05	27.99	16.70	<b>977.74</b>
C	1,066.34	31.99	19.09	<b>1,117.42</b>
D	1,199.63	35.99	21.47	<b>1,257.09</b>
E	1,576.18	47.29	28.21	<b>1,651.68</b>
F	1,949.40	58.48	34.88	<b>2,042.77</b>
G	2,349.28	70.48	42.05	<b>2,461.81</b>
H	2,939.09	88.17	52.62	<b>3,079.88</b>

That it be noted that of the above increase, the resources linked to the use of the additional flexibility of 1.79% provided by the Scottish Government has been directed to unlock the strategic investment proposals outlined at point 4 above;

(aa) That it be agreed that the Council's budget is underpinned by appropriate decisions and makes appropriate provision to meet the specified commitments in the package of conditions linked to the Council's grant settlement;

(bb) That it be agreed that other charges for services be increased by 2% (as detailed in paragraph 22 of the report) or where appropriate by the rate set in national legislation or guidance, or where charges were based on full cost recovery by the appropriate increase to maintain this position, subject to Directors being authorised

(i) to round the charge up or down to a figure deemed by them appropriate, and

(ii) not to impose any increase, if having reviewed the implications of the increase, he or she determined it would be inappropriate to do so, having regard to any material factor applicable to the goods or services to which the charge related; and

(cc) That the requirement of financial code 13 that Directors review the amounts their departments charge for goods or services and if they thought any charge needed to be increased they would recommend this to the appropriate Board be noted. That it be agreed that when a Director carried out such a review and believed a charge for goods or services should be levied which reflected an increase greater than the increase of 2% or the rate set in national legislation or guidance, he or she would be entitled to recommend the same to the appropriate Board for approval.

## **Adjournment**

The meeting then adjourned at 11.35 am and reconvened at 11.45 am.



## Sederunt

Councillors Mackay and Montgomery returned to the meeting. Councillor Dowling was not in attendance when the meeting reconvened.

### 4 Non-housing Capital Investment Programme 2019/20-21/22

There was submitted a report by the Director of Finance & Resources relative to the Council's Capital Plan for non-housing services for the period 2019/22 in respect of education, social work, leisure, community resources, planning, roads and a range of corporate projects. The report advised that the resources available to support investment included prudential borrowing and capital grants as well as contributions from revenue, partners and external funding bodies.

The report indicated that the Scottish Government had published its draft budget for 2019/20 on 12 December 2018, with the provisional local government finance settlement being published on 17 December 2018. The proposed total capital grant for Renfrewshire Council in 2019/20 was £15.341 million, of which £0.240 million was specific grant relating to cycling and walking safer streets. In addition, £3.231 million deferred from the 2016/17 settlement which had already been included within previous years' Capital Plans had been confirmed as due to be distributed in 2019/20. Further to the £18.752 million of capital above, £5.100 million of specific capital grant had been allocated to support the expansion of Early Years Education and Childcare provision. Associated investment proposals would be subject to appropriate reporting as the expansion planning and funding distribution for Early Years progressed in consultation with the Scottish Government.

The UK government Autumn Budget Statement announced on 29 October 2018 outlined further improvement to the capital settlement for the devolved administrations. The capital departmental expenditure limit for Scotland would be £3.9 billion in 2019/20, rising to £4.9 billion in 2020/21. Should the Scottish Government choose to reflect this growth outlook in the local government capital grant settlement then it was possible that the level of capital grant outlined in the report would be maintained or improve moving beyond 2019/20. This position was subject to uncertainty and would ultimately be determined as part the Scottish Government's consideration and development of future year budgets.

The Cabinet Secretary for Finance, Economy and Fair Work in proposing an amendment to the Draft Budget position outlined at Stage 1 of the Budget process announced an intention for there to be multi-year funding settlements for local government from 2020/21 which would assist future capital investment planning. The capital plan outlined in the report extended beyond 2019/20, reflecting approved programmes already in place which were funded by other arrangements such as prudential borrowing or specific funding related to the City Deal. This approach did not preclude the Council taking further investment decisions as part of the budget process where separate funding arrangements were established.

Councillor Shaw, seconded by Councillor Nicolson, moved:

1. To agree the investment programme totalling £256.658 million covering the period up to 2021/22, including the recommendations contained in the report for the allocation of resources to support the delivery of lifecycle maintenance programmes over the period.

2. To endorse the decisions taken by Council in consideration of item 3, to

a. Invest £40.289 million in a medium term investment programme in Renfrewshire's road, cycling and pathway network, as summarised in the table below. This investment programme, which will see over £37 million invested in the network in just 4 years, represents the biggest ever sustained investment programme in the network and will be focused on delivering a stepped change in the condition of those key routes that keep the Renfrewshire economy moving. This investment is in addition to the strategic transport infrastructure investment that will be delivered as part of the City Deal projects across Renfrewshire.

	2019/20	2020/21	2021/22	2022/23	2023/24	TOTAL
	£M	£M	£M	£M	£M	£M
Existing Annual Prudential Borrowing	0.400	0.400	0.400	0.400	0.400	2.000
Capital Grant Commitment**	5.600	5.600	5.600	5.600	2.600	25.000
New Prudential Borrowing	1.800	2.000	4.000	4.200		12.000
CWSS Specific Grant**	0.289	0.250	0.250	0.250	0.250	1.289
<b>TOTAL</b>	<b>8.089</b>	<b>8.250</b>	<b>10.250</b>	<b>10.450</b>	<b>3.250</b>	<b>40.289</b>

\*\* This programme commits £3 million of the unallocated capital resources referred to in Item 4 and forward commits £5.6 million of available general capital grant each year beyond 2019/20 and up to and including 2022/23 and assumes a continuation of the CWSS specific grant at similar levels in future years.

b. Invest in a £27m Schools Investment Fund to support the priorities that emerge from the ongoing review of the School Estate Management Plan and to provide match funding capacity against opportunities for Renfrewshire to secure funding from the Scottish Government's £1bn schools investment fund, ensuring the overall investment in our School Estate has the ability to grow beyond this initial commitment. This £27m fund will be delivered through £20.650m of predominantly prudential borrowing capacity serviced by £0.9m of Council Tax resources, in addition to a £6.350m revenue contribution in 2019/20.

c. Redirect £2 million from the £7.5 million regeneration resources referred to in paragraph 3.3 of the Director's report to support investment in Paisley Grammar, St Anthony's, Kirklandneuk and Bishopton primary schools. The detailed programme will be the subject of a report to a subsequent Education and Children's Service Policy Board. This leaves £5.5 million of approved capital resources which will be directed to support regeneration in the area to the south of the Glasgow Airport Investment Area. This will be targeted at providing development proposals which will both complement the high quality AMIDS / NMIS development being delivered as part of the GAIA project and providing greater economic connectivity between these key growth areas and Paisley Town Centre.

d. Commit a further £1.330 million, being £1.050 million of capital resources and £0.280 million of revenue resources to augment the existing £1 million investment in community halls. This investment programme will be subject to a future detailed report to the Leadership Board but in the first instance will be directed to support full refurbishment projects for the McKillop Institute, Elderslie Village Hall and South End Action Centre

and in addition provide initial investment in the Steeple Hall Kilbarchan.

e. Commit £0.100 million of capital resources to support improvements to Barshaw Park pond.

f. Commit £0.030 million of revenue resources and £0.050 million of capital resources to support the re-provision of existing dog fouling bins with multi-purpose litter and dog fouling bins.

3. To delegate to the Head of Property Services and Head of Amenity Services, in consultation with the Director of Finance and Resources, authority to adjust where appropriate resources across individual components of the lifecycle maintenance and roads and structures programmes respectively.

4. Agree to the suite of prudential indicators, treasury management indicators, treasury and capital strategies as set out in Appendix 6 and 7 of the report, subject to required adjustments arising from decisions outlined in points 1 – 3 above and in relation to any other decisions taken by members at this Council meeting.

This was agreed unanimously.

### **DECIDED:**

(a) That the investment programme totalling £256.658 million covering the period up to 2021/22, including the recommendations contained in the report for the allocation of resources to support the delivery of lifecycle maintenance programmes over the period be agreed;

(b) That the decisions taken by Council in consideration of item 3 be endorsed, to

(i) Invest £40.289 million in a medium term investment programme in Renfrewshire's road, cycling and pathway network, as summarised in the table below. This investment programme, which would see over £37 million invested in the network in just 4 years, represented the biggest ever sustained investment programme in the network and would be focused on delivering a stepped change in the condition of those key routes that kept the Renfrewshire economy moving. This investment was in addition to the strategic transport infrastructure investment that would be delivered as part of the City Deal projects across Renfrewshire;

	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>TOTAL</b>
	<b>£M</b>	<b>£M</b>	<b>£M</b>	<b>£M</b>	<b>£M</b>	<b>£M</b>
Existing Annual Prudential Borrowing	0.400	0.400	0.400	0.400	0.400	2.000
Capital Grant Commitment**	5.600	5.600	5.600	5.600	2.600	25.000
New Prudential Borrowing	1.800	2.000	4.000	4.200		12.000
CWSS Specific Grant**	0.289	0.250	0.250	0.250	0.250	1.289
<b>TOTAL</b>	<b>8.089</b>	<b>8.250</b>	<b>10.250</b>	<b>10.450</b>	<b>3.250</b>	<b>40.289</b>

\*\* This programme committed £3 million of the unallocated capital resources referred to in Item 4 and forward committed £5.6 million of available general capital grant each

year beyond 2019/20 and up to and including 2022/23 and assumed a continuation of the CWSS specific grant at similar levels in future years.

(ii) Invest in a £27 million Schools Investment Fund to support the priorities that emerge from the ongoing review of the School Estate Management Plan and to provide match funding capacity against opportunities for Renfrewshire to secure funding from the Scottish Government's £1bn schools investment fund, ensuring the overall investment in our School Estate has the ability to grow beyond this initial commitment. This £27 million fund will be delivered through £20.650 million of predominantly prudential borrowing capacity serviced by £0.9 million of Council Tax resources, in addition to a £6.350 million revenue contribution in 2019/20;

(iii) Redirect £2 million from the £7.5 million regeneration resources referred to in paragraph 3.3 of the Director's report to support investment in Paisley Grammar, St Anthony's, Kirklandneuk and Bishopton primary schools. The detailed programme would be the subject of a report to a subsequent Education and Children's Service Policy Board. This left £5.5 million of approved capital resources which would be directed to support regeneration in the area to the south of the Glasgow Airport Investment Area. This would be targeted at providing development proposals which would both complement the high quality AMIDS / NMIS development being delivered as part of the GAIA project and providing greater economic connectivity between these key growth areas and Paisley Town Centre;

(iv) Commit a further £1.330 million, being £1.050 million of capital resources and £0.280 million of revenue resources to augment the existing £1 million investment in community halls. This investment programme would be subject to a future detailed report to the Leadership Board but in the first instance would be directed to support full refurbishment projects for the McKillop Institute, Elderslie Village Hall and South End Action Centre and in addition provide initial investment in the Steeple Hall Kilbarchan;

(v) Commit £0.100 million of capital resources to support improvements to Barshaw Park pond;

(vi) Commit £0.030 million of revenue resources and £0.050 million of capital resources to support the re-provision of existing dog fouling bins with multi-purpose litter and dog fouling bins;

(c) That authority be delegated to the Head of Property Services and Head of Amenity Services, in consultation with the Director of Finance and Resources, to adjust where appropriate resources across individual components of the lifecycle maintenance and roads and structures programmes respectively; and

(d) That the suite of prudential indicators, treasury management indicators, treasury and capital strategies as set out in Appendix 6 and 7 of the report be agreed, subject to required adjustments arising from decisions outlined in points (a) - (c) above and in relation to any other decisions taken by members at this Council meeting.

## **5 Housing Revenue Account Budget and Rent Levels 2019/20 and Housing Capital Investment Plan 2019/20 to 2021/22**

There was submitted a joint report by the Director of Finance & Resources and the Director of Communities, Housing & Planning Services relative to the Housing Revenue

Account (HRA) budget for financial year 2019/20 and the Housing Capital Investment Plan 2019/20 to 2021/22. Appendices to the report detailed anticipated expenditure and income for the year ending 31 March 2020.

The report provided an update on consultation with tenants on the annual rent setting process and highlighted that the HRA continued to operate in a period of uncertainty as a result of the UK Government's Welfare Reform policy changes, which had placed additional financial stress on families, pressure on Council services and presented a significant financial risk to the HRA, particularly relating to the roll out of Universal Credit. The report recommended an average weekly rent increase of 2% in 2019/20 and provided copies of the HRA Budget 2019/20 and Housing Capital Investment Plan 2019/20 - 2021/22.

### **DECIDED:**

- (a) That an average weekly rent increase of 2% for 2019/20 be agreed;
- (b) That the outcome of the tenant consultation process, as detailed in section 5 of the report, be noted;
- (c) That the Housing Revenue Account Budget for financial year 2019/20 as proposed in the report and detailed in Appendix 2 be approved;
- (d) That the Housing Capital Investment Plan 2019/20 to 2021/22 as detailed in Appendix 3 of the report be approved; and
- (e) That the continuing requirement to achieve best value and an optimum workflow over the 3 years of the investment plan be noted and that the Director of Communities, Housing & Planning Services be authorised to work in conjunction with the Director of Finance & Resources to re-profile the capital programme and available resources, as necessary, in line with the appropriate limits established under the Council's capital prudential framework arrangements.

## **6 International Fair Trade Charter**

Under reference to item 9 of the Minute of the meeting of the Council held on 13 December 2018 there was submitted a report by the Chief Executive relative to the adoption by Renfrewshire Council of the International Fair Trade Charter.

The report intimated that the International Fair Trade Charter, a copy of which was attached to the report, was a comprehensive document that set out the purpose and aims of Fair Trade, as agreed by the World Fair Trade Organisation and Fairtrade International, two of the biggest global Fair Trade organisations. The goals of Fair Trade were consistent with the United Nation's Sustainable Development Goals and aimed to support their achievement through working towards a Fair Trade economy. The Charter set out the approach, achievements and impacts Fair Trade had in the past, whilst explaining why Fair Trade remained relevant in today's economy.

The Charter raised awareness with consumers, connected the specific missions of Fair Trade Organisations with the movement's common philosophy and enabled those who worked with fair trade organisations to recognise the values and approaches that united the global movement. The main goal was to achieve justice, equity and sustainable development at the heart of global trade, whilst prioritising people and planet over profit.

**DECIDED:**

- (a) That the International Fair Trade Charter be formally adopted by Renfrewshire Council;
- (b) That officers make the necessary arrangements required to adopt the Charter; and
- (c) That engagement by the Council with elected members, partners and communities through the Renfrewshire Fair Trade Steering Group on the Charter's promotion across Renfrewshire be continued.

**7 Governance Arrangements - Membership of Boards and other Organisations**

There was submitted a report by the Director of Finance & Resources relative to the appointment of a member to a vacant position on the Finance, Resources & Customer Services Policy Board and a replacement substitute member on the Integration Joint Board.

The report intimated that Councillor Dowling had resigned her membership of the Finance, Resources & Customer Services Policy Board and that Councillor Sheridan had been proposed as her replacement. Councillor J MacLaren had also indicated that Councillor Binks should replace Councillor Strang as the substitute member for Councillor Kerr on the Renfrewshire Health & Social Care Integration Joint Board.

**DECIDED:**

- (a) That Councillor Sheridan be appointed as a member of the Finance, Resources & Customer Services Policy Board; and
- (b) Councillor Binks be appointed as substitute member for Councillor Kerr on the Renfrewshire Health & Social Care Integration Joint Board.

**8 Statutory Review of Polling Places and Polling Districts**

There was submitted a report by the Director of Finance & Resources relative to the process for conducting the next statutory review of polling places and polling districts which required to be concluded by January 2020.

The report intimated that the Representation of the People Act 1983, as amended by the Electoral Registration and Administration Act 2013, introduced a duty for all polling districts and polling places to be reviewed by the end of January 2015 and at least five yearly thereafter.

In Renfrewshire the current polling arrangements were approved by Council on 27 February 2014, for use in all elections thereafter in the period to the next review. However, the Boundary Commission's Fifth Electoral Review resulted in the creation of an additional Council Ward. That in turn meant that a number of the existing polling districts were dissected by the new ward boundaries. A revised Polling Plan was therefore adopted by the Council on 15 December 2016, a copy of which was attached as Appendix 1 to the report.

In accordance with the timetable, public notice would be given on 1 March 2019 of the Council's intention to undertake the review and inviting preliminary comments on the existing polling arrangements. A report would be submitted to the meeting of Council to be held on 27 June 2019 setting out the comments received during the initial period of consultation. Recommendations would be made for the content of a draft Polling Plan for further consultation as set in the review timetable. A copy of the current number of electors in each existing polling district as at 1 January 2019 was attached at Appendix 2 to the report.

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

## **9 Review of Newly-introduced Speed Limit in Brookfield (A761)**

Under reference to item 7 of the Minute of the Meeting of the Audit, Risk & Scrutiny Board held on 21 January 2019, there was submitted a report by the Lead Officer relative to the review of the newly-introduced speed limit in Brookfield (A761).

The report stated that the Audit, Risk & Scrutiny Board at its meeting held on 28 August 2017 as part of the annual programme of activity for 2017/18 had agreed to undertake a review into the newly-introduced speed limit in Brookfield (A761). At the meeting of the Audit, Risk & Scrutiny Board held on 21 January 2019, the Board had considered the final report which summarised the evidence, findings and recommendations of the review and agreed that it be submitted to a future meeting of the Council for consideration.

**DECIDED:** That the findings of the final report on the review the newly-introduced speed limit in Brookfield (A761), approved at the meeting of the Audit, Scrutiny and Petitions Board held on 21 January 2019, be noted and that the recommendations contained therein be approved.

## **10 Notice of Motion 1 by Councillors McGurk and Paterson**

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

"Care Experienced Bursary

Council welcomes the commitment of the Scottish Government to increase The Care Experienced FE and HE Bursary to £8,100, taking effect from financial year 2018/19.

As corporate parents, Renfrewshire Council recognises that care experienced people deserve a lifetime of equality, respect and love; one of the key foundations of that is receiving the full support to which they are rightly entitled.

Council resolves to take the necessary steps to ensure that no care experienced student should be made worse off as a direct result of the increased bursary."

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

**DECIDED:** That the commitment of the Scottish Government to increase The Care Experienced FE and HE Bursary to £8,100, taking effect from financial year 2018/19 be welcomed.

As corporate parents, Renfrewshire Council recognised that care experienced people deserved a lifetime of equality, respect and love; one of the key foundations of that was receiving the full support to which they were rightly entitled.

Council resolved to take the necessary steps to ensure that no care experienced student should be made worse off as a direct result of the increased bursary.

## 11 Notice of Motion 2 by Councillors McCartin and Andy Doig

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

"CPR

Council notes the good work that is being done in a number of Renfrewshire's secondary schools to train senior pupils in CPR (Cardio Pulmonary Resuscitation) techniques.

Council also notes the comments made by Dr Andrew Lockey, Honorary Secretary of the UK Resuscitation Council who has warned against a postcode lottery of survival following Out of Hospital Cardiac Arrests.

Council recognises evidence of real health benefits in other countries:

"In Denmark, where CPR training in schools has been mandatory since 2005, the chances of recovery from an out-of-hospital cardiac arrest are triple those in the UK. In Norway, where CPR is also a mandatory part of the curriculum, survival rates from bystander CPR are an astounding 70%, compared to less than 10% in the UK" (Resuscitation Council UK).

Council are asked to support the roll-out and extension of this training to all secondary schools in Renfrewshire."

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

In addition it was proposed that, if possible, consideration be given to the provision of first aid training in schools. This was agreed.

### **DECIDED:**

(a) That the good work that was being done in a number of Renfrewshire's secondary schools to train senior pupils in CPR (Cardio Pulmonary Resuscitation) techniques be noted.

That the comments made by Dr Andrew Lockey, Honorary Secretary of the UK Resuscitation Council who had warned against a postcode lottery of survival following Out of Hospital Cardiac Arrests be also noted.

That the evidence of real health benefits in other countries be recognised:

"In Denmark, where CPR training in schools has been mandatory since 2005, the chances of recovery from an out-of-hospital cardiac arrest are triple those in the UK. In Norway, where CPR is also a mandatory part of the curriculum, survival rates from bystander CPR are an astounding 70%, compared to less than 10% in the UK"



(Resuscitation Council UK).”

That the roll-out and extension of this training to all secondary schools in Renfrewshire be supported; and

(b) That, if possible, consideration be given to the provision of first aid training in schools.

## **Sederunt**

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

## **12 Notice of Motion 3 by Councillors Mack and Andy Doig**

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

"Case No. LA/R/1800, (2016)

This Council upholds the ratio decidendi in Case No. LA/R/1800, (2016) Commission for Ethical Standards in Public Life in Scotland (aka Frankfurtergate). Commands Marks & Spencer to cease and desist from any further reference to their 'Love Sausage' and withdraw all offending sweetmeats from their outlets within the precincts of Renfrewshire County.

In parenthesis with reference to the case cited above M & S can only be considered 'wilfully disrespectful' to the good Burghers of Hunterhill, and surrounding areas, and this injunction should be made with immediate effect."

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

Councillor Nicolson, seconded by Councillor Paterson, moved as an amendment that the Council at its meeting meeting of 15 December 2016 noted the decision regarding the Standards Commission case number LA/R/1800.

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

## **Declaration of Interest**

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

## **Sederunt**

Councillor J MacLaren returned to the meeting and Councillors Davidson and Mack left the meeting during consideration of the following item of business.

### **13 Notice of Motion 4 by Councillors Grady and Kennedy**

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

"St Andrew's Academy - Transfer to Secondary School 2019

Council is dismayed at the handling of this year's intake arrangements at St Andrew's Academy as the lack of foresight and the failure to consult with parents and elected members has caused concern and therefore Council calls on the Administration to review the policy before there is a repeat of this situation."

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

Councillor Paterson, seconded by Councillor McNaughtan, moved as an amendment that Council recognises that this year's intake at St Andrew's Academy has been over-subscribed and regrets that parents have been concerned and frustrated with the application of the catchment policy approved in 2004.

Council agrees that a review of the catchment policy be undertaken immediately and brought to the Education and Children's Services Policy Board for consideration by elected members.

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

**DECIDED:** That it be recognised that this year's intake at St Andrew's Academy had been over-subscribed and that it be regretted that parents had been concerned and frustrated with the application of the catchment policy approved in 2004.

That a review of the catchment policy be undertaken immediately and brought to the Education and Children's Services Policy Board for consideration by elected members.

### **Declaration of Interest**

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

### **Sederunt**

Councillors Harte, Montgomery and Shaw left the meeting prior to consideration of the following item of business.

## 14 Notice of Motion 5 by Councillors Steel and Brown

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

"Motion of Congratulation

Council is delighted to recognise the success of Richard Madden in being awarded a Golden Globe for Best Performance by an Actor in a Television Series for his performance in the BBC TV drama Bodyguard.

Council congratulates Richard, who hails from Elderslie and who carries on the proud Renfrewshire tradition of success among PACE theatre alumni such as Paolo Nutini, Scott Reid, James McAvoy and David Tennant."

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

**DECIDED:** That the success of Richard Madden in being awarded a Golden Globe for Best Performance by an Actor in a Television Series for his performance in the BBC TV drama Bodyguard be recognised.

That Richard, who hailed from Elderslie and who carried on the proud Renfrewshire tradition of success among PACE theatre alumni such as Paolo Nutini, Scott Reid, James McAvoy and David Tennant be congratulated.

## Sederunt

Councillors Harte, Montgomery and Shaw returned to the meeting prior to consideration of the following item of business.

## 15 Notice of Motion 6 by Councillors McIntyre and Kerr

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

"International Holocaust Remembrance Alliance (IHRA)

As part of Renfrewshire Council's ongoing equalities work we resolve to join with the UK and Scottish Governments and the major political parties in the UK in signing up to the internationally recognised International Holocaust Remembrance Alliance (IHRA) guidelines on antisemitism which defines antisemitism thus:

"Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, towards Jewish Community Institutions and religious facilities."

The guidelines highlight manifestations as including:

1. Calling for, aiding, or justifying the killing or harming of Jews in the name of a radical ideology or an extreme view of religion.

2. Making mendacious, dehumanising, demonizing or stereotypical allegations about Jews as such or the power of Jews as collective such as, especially but not exclusively, the myth about a world Jewish conspiracy or of Jews controlling the media, economy, government or other social institutions.
3. Accusing Jews as a people of being responsible for real or imagined wrongdoing committed by a single Jewish person or group, or even for acts committed by non-Jews.
4. Denying the fact, scope, mechanisms (e.g. gas chambers) or intentionality of the genocide of the Jewish people at the hands of National Socialist Germany and its supporters and accomplices during World War II (the Holocaust).
5. Accusing the Jews as a people, or Israel as a state, of inventing or exaggerating the Holocaust. Accusing Jewish citizens as being more loyal to Israel, or to the alleged priorities of Jews worldwide, than to the interests of their own nations.
6. Denying the Jewish people their right to self determination, e.g. by claiming that the existence of the State of Israel is a racist endeavour.
7. Applying double standards by requiring of it behaviour not expected or demanded of any other democratic nation.
8. Using the symbols and images associated with classic antisemitism (e.g. claims of Jews killing Jesus or blood libel) to characterise Israel or Israelis.
9. Drawing comparisons of contemporary Israeli policy to that of the Nazis.
10. Holding Jews collectively responsible for the actions of the state of Israel.

Council resolves to:

Restate its condemnation of all forms of racism in all its manifestations and adopts the IHRA definition of antisemitism as the working model for challenging and confronting incidents of this form of racism."

Councillor McIntyre, seconded by Councillor Kerr, then moved the motion which was approved unanimously.

**DECIDED:**

(a) That as part of Renfrewshire Council's ongoing equalities work, it be resolved to join with the UK and Scottish Governments and the major political parties in the UK in signing up to the internationally recognised International Holocaust Remembrance Alliance (IHRA) guidelines on antisemitism which defined antisemitism thus:

"Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, towards Jewish Community Institutions and religious facilities."

The guidelines highlight manifestations as including:

1. Calling for, aiding, or justifying the killing or harming of Jews in the name of a

radical ideology or an extreme view of religion.

2. Making mendacious, dehumanising, demonizing or stereotypical allegations about Jews as such or the power of Jews as collective such as, especially but not exclusively, the myth about a world Jewish conspiracy or of Jews controlling the media, economy, government or other social institutions.
3. Accusing Jews as a people of being responsible for real or imagined wrongdoing committed by a single Jewish person or group, or even for acts committed by non-Jews.
4. Denying the fact, scope, mechanisms (e.g. gas chambers) or intentionality of the genocide of the Jewish people at the hands of National Socialist Germany and its supporters and accomplices during World War II (the Holocaust).
5. Accusing the Jews as a people, or Israel as a state, of inventing or exaggerating the Holocaust. Accusing Jewish citizens as being more loyal to Israel, or to the alleged priorities of Jews worldwide, than to the interests of their own nations.
6. Denying the Jewish people their right to self determination, e.g. by claiming that the existence of the State of Israel is a racist endeavour.
7. Applying double standards by requiring of it behaviour not expected or demanded of any other democratic nation.
8. Using the symbols and images associated with classic antisemitism (e.g. claims of Jews killing Jesus or blood libel) to characterise Israel or Israelis.
9. Drawing comparisons of contemporary Israeli policy to that of the Nazis.
10. Holding Jews collectively responsible for the actions of the state of Israel; and

(b) That it be resolved that the Council's condemnation of all forms of racism in all its manifestations be restated and that the IHRA definition of antisemitism be adopted as the working model for challenging and confronting incidents of this form of racism.

## **Sederunt**

Councillor Mack returned to the meeting during consideration of the following item of business but left prior to the vote being taken and Councillor Steel left the meeting prior to the vote being taken.

## **16 Notice of Motion 7 by Councillors Harte and Brown**

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

"Re-regulation of buses

Given the latest debacle from McGill's buses and the ongoing uncertainty over services and prices, it is time that this Council calls on the Scottish Government to re-regulate the buses and to introduce municipal ownership."

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

Councillor Mackay, seconded by Councillor McIntyre, moved as an amendment that Council should wait and see the outcome of the Transport Scotland Bill currently working through Scottish Parliament.

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

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

Eight members having voted for the amendment and 31 members having voted for the motion, the amendment was accordingly declared carried.

**DECIDED:** That given the latest debacle from McGill's buses and the ongoing uncertainty over services and prices, it was time that this Council called on the Scottish Government to re-regulate the buses and to introduce municipal ownership.

## **17 Notice of Motion 8 by Councillors Sheridan and Hood**

There was submitted a Notice of Motion by Councillors Sheridan and Hood which was withdrawn in terms of Standing Order 27.

### **Sederunt**

Councillor Steel returned to the meeting during consideration of the following item of business. Councillor Mack returned to the meeting during consideration of the following item of business but left prior to the vote being taken.

## **18 Notice of Motion 9 by Councillors J MacLaren and Binks**

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

"Road condition

Council agrees that maintaining our roads is costly but recognises the need to keep them safe. Council agrees that all adopted roads in Renfrewshire be checked for safety at least once per year and that it be council policy to ensure all road markings are in place and in good condition and to arrange renewal where they are missing or worn away."

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

Councillor McEwan, seconded by Councillor Don, moved as an amendment that Council notes that Renfrewshire Council has a duty to manage and maintain our

adopted roads network, and this is detailed in Section 1 of the Roads (Scotland) Act 1984. There is a requirement in this Act to carry out inspections of the roads network, to comply with this duty.

In Renfrewshire the inspection frequency of carriageway is related to the classification of roads. This ranges from monthly to annually, dependant on classification. Renfrewshire undertakes an annual programme of renewing road markings through both its revenue and capital programmes.

The existing code of practice dates back to 1983, and in August 2018, a report submitted to the ILE Policy Board detailed that a new code of practice is being introduced, that will give local authorities greater flexibility to tailor the inspection frequency to the needs of the road, local priorities and circumstances. With this new guidance, Renfrewshire's road network will continue to be inspected annually as a minimum frequency of inspection. An updated report will be provided to the May cycle of the ILE Policy Board.

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

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

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

**DECIDED:** That it be noted that Renfrewshire Council had a duty to manage and maintain our adopted roads network, and this was detailed in Section 1 of the Roads (Scotland) Act 1984. There was a requirement in this Act to carry out inspections of the roads network, to comply with this duty.

That in Renfrewshire the inspection frequency of carriageway was related to the classification of roads. This ranged from monthly to annually, dependant on classification. Renfrewshire undertook an annual programme of renewing road markings through both its revenue and capital programmes.

That the existing code of practice dated back to 1983, and in August 2018, a report submitted to the ILE Policy Board detailed that a new code of practice was being introduced, that would give local authorities greater flexibility to tailor the inspection frequency to the needs of the road, local priorities and circumstances. With this new guidance, Renfrewshire's road network would continue to be inspected annually as a minimum frequency of inspection. An updated report would be provided to the May cycle of the ILE Policy Board.





## Minute of Special Meeting Council

Date	Time	Venue
Thursday, 28 February 2019	11:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Jennifer Marion Adam-McGregor, Councillor Tom Begg, Councillor Derek Bibby, Councillor Bill Binks, Councillor Bill Brown, Councillor Stephen Burns, Councillor Jacqueline Cameron, Provost Lorraine Cameron, Councillor Michelle Campbell, Councillor Eddie Devine, Councillor Andy Doig, Councillor Audrey Doig, Councillor Natalie Don, Councillor Edward Grady, Councillor Neill Graham, Councillor Jim Harte, Councillor John Hood, Councillor Lisa-Marie Hughes, Councillor Karen Kennedy, Councillor Scott Kerr, Councillor Paul Mack, Councillor Alistair Mackay, Councillor James MacLaren, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Eileen McCartin, Councillor Colin McCulloch, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor John McIntyre, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Will Mylet, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor Jim Sharkey, Councillor John Shaw, Councillor James Sheridan, Councillor Andy Steel, Councillor Jane Strang

### Chair

Provost Cameron, Convener, presided

### In attendance

S Black, Chief Executive; S Quinn, Acting Director of Children's Services; M Crearie, Director of Communities, Housing & Planning Services; G McNeil, Director of Environment & Infrastructure; A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning and L Mahon, Head of Marketing and Communications (both Chief Executive's); J Trainer, Head of Child Care and Criminal Justice (Children's Services); K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, J Lynch, Head of Property Services, M Conaghan, Legal & Democratic Services Manager and L Belshaw and D Low, both Democratic Services Managers (all Finance & Resources); D Leese, Chief Officer (Renfrewshire Health & Social Care Partnership); and V Hollows, Chief Executive (Renfrewshire Leisure Limited).

## **Declarations of Interest**

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

## **Apology**

Councillor Dowling

### **1 Review of the Scheme of Establishment for Community Councils**

Under reference to item 1 of the Minute of the meeting of the Council held on 27 September 2018 there was submitted a report by the Director of Finance & Resources relative to amendments to the Draft Scheme for the Establishment of Community Councils. An amended Draft Scheme reflecting the proposed revisions was appended to the report.

The report set out the Council's proposals to revise the Scheme to take account of representations received following statutory public consultation on the content and provisions of the Draft Scheme and to include self-nomination for membership of community councils. Once approved, in terms of the Local Government (Scotland) Act 1973, a second and final phase of statutory public consultation on the revisions now proposed would be undertaken. At the conclusion of the second and final phase of statutory public consultation, a report would be submitted to a special meeting of the Council called for that purpose, to consider the adoption of a duly revised Scheme for the Establishment of Community Councils (2019).

#### **DECIDED:**

(a) That the revisions to the Draft Scheme, as set out in the amended Draft Scheme appended to this report, be approved;

(b) That it be noted that a second and final phase of statutory public consultation would be carried out on the content and provisions of the amended Draft Scheme; and

(c) That it be noted that at the end of the second and final phase of public consultation a report would be submitted to a special meeting of the Council called for that purpose, to consider the adoption of a duly revised Scheme for the Establishment of Community Councils (2019).

## Minute of Meeting

### Communities, Housing & Planning Policy Board

Date	Time	Venue
Tuesday, 12 March 2019	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### Present

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

#### In Attendance

M Crearie, Director of Communities, Housing & Planning Services; L McIntyre, Head of Policy & Commissioning and A Armstrong-Walter, Strategic Partnerships and Inequalities Manager (Chief Executive's); J Trainer, Head of Child Care & Criminal Justice (Children's Services); F Carlin, Head of Planning & Housing Services, O Reid, Head of Communities and Public Protection, S Marklow, Strategy & Place Manager and L Muirhead, Planning & Housing Manager (all Communities, Housing & Planning Services); and K Graham, Head of Corporate Governance, A McLaughlin, Senior Solicitor Litigation & Regulatory Services, R Devine, Senior Committee Services Officer and N O'Brien, Assistant Committee Services Officer (all Finance & Resources).

#### Apologies

Councillor Andy Doig.

#### Declarations of Interest

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

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

There was submitted the Minute of the meeting of the Police and Fire & Rescue Scrutiny Sub-Committee held on 15 January 2019, which forms the Appendix to this Minute.

**DECIDED:** That the Minute be approved.

## 2 Revenue Budget Monitoring Report

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources, Communities, Housing & Planning Services and Children's Services for the period 1 April 2018 to 4 January 2019.

The report advised that following the revenue budget monitoring report submitted to the meeting of this Policy Board held on 15 January 2019 the net budget had increased by £32,000 as budgets had been realigned between Services to reflect the Council restructure implemented during September 2018.

It was proposed that a report be prepared and submitted to a future meeting of this Policy Board providing additional information in respect of the continuing pressures impacting on the maintenance of housing stock and, in particular, void repairs which had resulted in an overspend in property maintenance costs. This was agreed

**DECIDED:**

(a) That a report be prepared and submitted to a future meeting of this Policy Board providing additional information in respect of the continuing pressures impacting on the maintenance of housing stock and, in particular, void repairs which had resulted in an overspend in property maintenance costs; and

(b) That the budget position be otherwise noted.

## 3 Capital Budget Monitoring Report

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the period 1 April 2018 to 4 January 2019.

The report advised that following the revenue budget monitoring report submitted to the meeting of this Policy Board held on 15 January 2019 the 2018/19 Housing Revenue Account budget had been reprofiled for 2019/20 in respect of Council House New Build to reflect updated cash flows received.

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

## 4 Community Empowerment Fund

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

The report outlined the key objectives and aims of the Community Empowerment Fund. The Appendix to the report provided details of three applications received for funding, totalling £44,020 and made recommendations in respect of each application. It was highlighted that the deadline for the submission of applications for the next round of funding was 27 March 2019.

**DECIDED:** That the recommendations made in relation to the three applications received in the current funding period, and detailed in Section 4 of the report and the Appendix, be approved.

## **5 Greenspaces, Park and Play Areas and Villages Investment Fund**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the development of projects to be funded by the Greenspaces, Parks and Play Areas and Villages Investment Fund.

The report outlined the key objectives of the Fund and the application review and assessment process. Details of projects being developed within communities across Renfrewshire were provided. It was noted that there was currently one application by Linwood Development Trust summarised in the Appendix to the report, which met the criteria for funding and that the Director of Communities, Housing & Planning Services had approved funding of £4,500 in terms of the agreed Scheme of Delegation.

### **DECIDED:**

(a) That the work currently being undertaken to support communities as they developed projects for funding from the Greenspaces, Parks & Play Areas and Villages Investment Fund be noted; and

(b) That the award, in terms of the Council's Scheme of Delegated Functions, of a grant of £4,500 to Linwood Community Development Trust, as detailed in the Appendix to the report, be noted

## **6 Communities, Housing & Planning 2019/22**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Service Improvement Plan 2019/22 for Communities, Housing & Planning Services, which was appended to the report.

The Service Improvement Plan set out a comprehensive statement of the service aims and objectives for the next three-year period, based on the resources likely to be available, and took account of the themes, actions, outcomes and targets contained within the Council Plan, Single Outcome Agreement and Community Plan. The report highlighted that at the core of the Service Improvement Plan process was an action plan which detailed the priorities, the key tasks to be implemented, the implementation timetable and the outcomes against which progress would be measured. It was noted that progress to deliver the Service Improvement Plan 2019/22 for Communities, Housing & Planning Services would be monitored and reported to this Policy Board on a six-monthly basis.

**DECIDED:**

(a) That the Service Improvement Plan 2019/22 for Communities, Housing & Planning Services, which was appended to the report, be approved in terms of those areas of activity delegated to this Policy Board;

(b) That it be agreed that mid-year progress in respect of those areas of activity delegated to this Policy Board be reported to the meeting of this Policy Board scheduled to be held 29 October 2019; and

(c) That it be noted that the Service Improvement Plan 2019/22 for Communities, Housing & Planning Services would also be submitted to the meeting of the Infrastructure, Land and Environment Policy Board to be held on 20 March 2019 to approve those elements of activity within the remit of that Policy Board.

**7 Children's Services 2019/22**

There was submitted a report by the Acting Director of Children's Services relative to the Service Improvement Plan 2019/22 for Children's Services, a copy of which was appended to the report.

The Service Improvement Plan set out a comprehensive statement of the service aims and objectives for the next three-year period, based on the resources likely to be available, and took account of the themes, actions, outcomes and targets contained within the Council Plan, Single Outcome Agreement and Community Plan. The report highlighted that at the core of the Service Improvement Plan process was an action plan which detailed the priorities, the key tasks to be implemented, the implementation timetable and the outcomes against which progress would be measured. It was noted that progress to deliver the Service Improvement Plan 2019/22 for Children's Services would be monitored and reported to this Policy Board on a six-monthly basis.

**DECIDED:**

(a) That the Service Improvement Plan 2019/22 for Children's Services, a copy of which was appended to the report, be approved in terms of those areas of activity delegated to this Policy Board;

(b) That it be agreed that mid-year progress in respect of those areas of activity delegated to this Policy Board be reported to the meeting of this Policy Board scheduled to be held during October 2019; and

(c) That it be noted that the Service Improvement Plan 2019/22 for Children's Services would also be submitted to the meeting of the Education and Children's Services Policy Board to be held on 14 March 2019 to approve those elements of activity within the remit of that Policy Board.

**8 Private Sector Housing Grant Investment Programme 2019/20**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Private Sector Housing Grant (PSHG) Investment Programme requirements for 2019/20, which was appended to the report.

The report referred to the decision taken at the meeting of the Council held on 28 February 2019 to approve the report entitled 'Non-Housing Capital Investment Programme 2019/20 - 2021/22' which had included funding provision for Capital and Revenue PSHG expenditure during 2019/20. Based on the Council budget approval and taking account of the most up to date expenditure projections, the report updated the programme requirements for the period 2019/20 to support owner participation in a range of programmes. The requirement to manage PSHG capital and revenue resource in a flexible manner in terms of the drawdown of funds, to reflect the timing of the settlement of final accounts associated with owners in the Housing Investment Programme was highlighted. In addition, it was noted that funds were held in reserve to support owners involved in the Orchard Street Housing Renewal Area tenement refurbishment project, as previously noted at the meeting of this Board held on 13 March 2018, and for any increased programme requirements that might be identified in the future.

**DECIDED:** That the Private Sector Housing Grant Investment Programme 2019/20, as appended to the report, be approved.

## **9 Housing Energy Efficiency and Carbon Reduction Programmes 2019/20**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Home Energy Efficiency and Carbon Reduction Programmes 2019/20.

The report advised that the Scottish Government's Home Energy Efficiency Programme for Scotland: Area Based Schemes (HEEPS: ABS), introduced during 2013/14, was an initiative targeted at private-sector home owners to assist their participation in projects to improve energy efficiency. Local authorities acted as coordinating agents. The key objectives of the HEEP: ABS were detailed within the report and it was highlighted that the benefits of the scheme complemented and supported a wide range of social housing initiatives. It was noted that Renfrewshire had secured £14m of funding for local HEEPS: ABS projects undertaken during the previous five-year period, which had enabled a range of external wall insulation projects to be carried out in multi-tenure blocks to support the Council's housing investment programme, as well as external and internal wall insulation programmes led by local Housing Associations. The report stated that the announcement of the actual amount of funding available for HEEPS: ABS for 2019/20 was expected from Scottish Government before the end of March 2019, with local authorities expected to be required to submit schemes for consideration for their allocation by the end of April 2019. A table within the report detailed proposed schemes for inclusion within Renfrewshire's submission and it was highlighted that the bid would be tailored to suit the value of the allocation. It was noted that confirmation of the allocation and the bid made would be submitted to a future meeting of this Policy Board.

### **DECIDED:**

(a) That it be noted that Renfrewshire Council would be notified shortly of the 2019/20 allocation for qualifying projects as part of the Scottish Government's HEEPS: ABS programme;

(b) That the Director of Communities, Housing & Planning Services be authorised to bid for projects as detailed in Section 3 of the report;

(c) That the Director of Communities, Housing & Planning Services be authorised to oversee delivery and operational management of the programme; and

(d) That it be noted that a report would be submitted to a future meeting of this Policy Board confirming the outcome of the HEEPS: ABS application.

## **10 Common Housing Allocation Policy - Council Targets for 2019/20**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Common Housing Allocation Policy and, in particular, the Council targets set for 2019/20 in respect of the proportion of lets to each of the five groups in which applicants were placed according to their circumstances.

The report advised that the Renfrewshire Common Housing Allocation Policy would be implemented with effect from Spring 2019 by the Council and its housing association partners and that allocation targets would be set and reviewed annually by each landlord. The proposed Council allocation targets were detailed in section 4 of the report.

It was proposed that the number of applicants on the housing waiting lists be monitored and variances from the current position reported to future meetings of this Policy Board. This was agreed.

### **DECIDED:**

(a) That the Council's allocation targets for 2019/20, detailed in section 4 of the report, be approved;

(b) That it be noted that the allocation targets would be reviewed and reported annually to this Policy Board; and

(c) That the number of applicants on the housing waiting lists be monitored and variances from the current position reported to future meetings of this Policy Board.

## **11 Council Laundrettes**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the current provision of laundrette services in Renfrewshire, the scope of the review currently being undertaken and the proposed consultation arrangements.

The report advised that the Council owned and managed 60 laundrette blocks across 14 areas in Renfrewshire outwith multi-storey blocks, provided information on the current service and outlined the need to modernise arrangements for the Council, tenants and residents. Proposals for each laundrette site would be developed taking account of views expressed by tenants and owners. It was noted that the review would initially focus on the laundrettes at Montgomery Avenue and Montgomery Road, Paisley and pilot proposals developed and tested. A report would be prepared and submitted to a future meeting of the Policy Board providing feedback from the consultation with tenants and owners, an update on the pilot initiative in the Gallowhill area of Paisley and presenting proposals for changes to the laundrette service in Renfrewshire.



**DECIDED:**

(a) That the current arrangements for the provision of laundrette services, detailed in section 3 of the report be noted; and

(b) That it be agreed that the Director of Communities, Housing & Planning Services, following review of the service and consultation with Council tenants and private tenants, prepare proposals for each of the laundrette sites for consideration at a future meeting of this Policy Board.

## **12 Calls for Views - Social Security Committee**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to a call for views from the Scottish Parliament's Social Security Committee into Social Security Support for Housing

The report stated that the Scottish Parliament's Social Security Committee had launched an inquiry into Social Security Support for Housing which would explore how social security support for housing costs was impacted by welfare reform, with a particular focus on the local housing allowance and Universal Credit housing costs. The Committee sought views on specific questions detailed in the report from organisations and individuals. It was noted that the deadline for submissions was 18 March 2019. A copy of the draft response, prepared on behalf of the Council, was appended to the report.

**DECIDED:** That the draft response, a copy of which was appended to the report, be agreed.

## **13 Review of Communities and Public Protection**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to progress in establishing an integrated and effective Communities and Public Protection Service.

Following the review of senior management arrangements in the Council during 2018 the Public Protection Service had combined with Community Learning and Development forming the Communities and Public Protection Service within Communities, Housing and Planning Services. To maximise efficiencies and ensure that outcomes were delivered appropriately, a review of Communities and Public Protection, which incorporated a review of management and reporting structures and role and work patterns was being undertaken. The report provided a summary of current service provision and outlined the scope of the service review.

**DECIDED:** That the on-going review of the Communities and Public Protection Service and the scope of the review, as detailed in section 4 of the report, be noted.

## **14 Scottish Government Consultation on Improving Multi-agency Risk Assessment and Interventions for Victims of Domestic Abuse**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Scottish Government Consultation on Improving Multi-agency Risk Assessment and Interventions for Victims of Domestic Abuse.

The report advised that during November 2018 the Scottish Government had announced the appointment of an independent review, led by Christina McKelvie, Minister for Older People and Equalities, seeking views on strengthening multi-agency risk assessment conferences (MARAC) and interventions for victims at high risk of domestic abuse in Scotland. It was noted that the deadline for responses had been 2 March 2019. Locally the Council's Communities and Public Protection Service administered and co-ordinated the Renfrewshire MARAC, which met monthly, and led the development of integrated and effective partnership approaches to raise awareness and respond to the highest risk cases of domestic abuse.

The report stated that the consultation paper had been discussed at the meeting of the Renfrewshire Gender Based Violence Strategy Group held during January 2019 to agree a collective response incorporating the views of all relevant partners. A copy of the multi-agency response submitted by the Strategy Group to the Scottish Government was appended to the report.

### **DECIDED:**

(a) That the approach to tackling domestic abuse in Renfrewshire and the development of best practice approaches, that had received national and international recognition, be noted; and

(b) That the multi-agency response, by the Renfrewshire Gender Based Violence Strategy Group, to the Scottish Government consultation be noted.

## **15 Voluntary Sector Grants 2019/20**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to applications received for grant support during 2019/20 from voluntary and independent organisations.

Recommendations for grant support allocations to specific voluntary sector organisations totalling £60,510 were detailed in the appendices to the report. It was noted that a review of the administrative process for progressing voluntary sector grants would be undertaken and a report detailing the findings submitted to a future meeting of this Policy Board.

### **DECIDED:**

(a) That the recommendations for grant support to voluntary organisations, as detailed in the appendices to the report, be agreed; and

(b) That it be noted that all grants would be subject to the Council's conditions of grant.

## 16 Planning Performance Framework Feedback 2017/18

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Renfrewshire Planning Performance Framework 2017/18.

The report advised that a system of performance management for planning had been established by local authorities and the Scottish Government. All planning authorities were required to produce an annual Planning Performance Framework based on that developed by the Heads of Planning Scotland to capture and highlight a balanced measurement of planning performance relative to: speed of decision making; provision of certainty through timescales, process and advice; delivering good quality development; project management; communication and engagement; and an overall 'open for business' attitude. It was noted that the Framework was not a policy document but provided planning authorities with an opportunity to demonstrate continuous improvement, achievements and successes. The Feedback report received from the Minister for Local Government and Housing in respect of the Renfrewshire Framework, a copy of which was appended to the report, was generally positive. Progress had been assessed using a red, amber and green traffic light system and, of the 15 performance indicators, nine were green, four were amber and none were red. Two performance indicators were not applicable to Renfrewshire.

**DECIDED:** That the Feedback Report for Renfrewshire Planning Performance Framework 2017/18 be noted.

## 17 Renfrewshire Local Development Plan - Proposed Plan 2019

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Renfrewshire Local Development Plan – Proposed Plan 2019, the associated supporting documentation and seeking approval to consult stakeholders to obtain their views on the Proposed Plan which was appended to the report.

It was highlighted that, following approval, the Proposed Plan would be the settled view of the Council on land use priorities and associated policies that would guide planning decisions locally for the next five years. The Plan would also be a material planning consideration in the assessment of planning applications. The report outlined the aims of the Proposed Plan and detailed five key themes, together with relevant policies and strategies. It was noted that the New Development Supplementary Guidance and Action/Delivery Programme had also been updated. The report summarised actions to be undertaken in terms of consultation prior to adoption of the Plan and it was noted that arrangements were in place to consider the content of the Renfrewshire Local Development Plan further during the Councillor Development sessions to be held in April 2019.

The Convener advised that Councillor Mack, who was not a member of the Communities, Housing and Planning Policy Board had asked to be allowed to address the Board and that she had agreed to the request.

Councillor Mack outlined his views on barriers to public engagement in the consultation process, the desirability of safeguarding the preservation of grassed areas in the Dykebar area of Paisley and the failure, in Renfrewshire, of developers previously to deliver on assurances provided when planning permission had been granted. Members of the Board referred to the terminology used in terms of the transition areas, highlighted

the desirability of protecting public access to the area's riverfront and the significant change in emphasis within the Plan on communities.

**DECIDED:**

(a) That the Renfrewshire Local Development Plan – Proposed Plan, supplementary guidance and action/delivery programme be approved for publication for a 12-week public consultation exercise; and

(b) That the publication of the updated environmental reports, habitat regulations appraisal and other background papers in support of the Local Development Proposed Plan be approved.

## **18 Local Place Plans - "How to Guide"**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to Local Place Plans and, in particular, advising that "How to" guides had been prepared to assist in their preparation.

The report stated that a key element of the Planning (Scotland) Bill was strengthening the role of planning in empowering local communities. In this context the Bill proposed the introduction of Local Plans, which considered land use planning, community planning and community action, supporting local people to become more involved in shaping their locality. Local Plans encouraged communities to actively participate and lead the design, enhancement and/or changes in their local area. The Council and its partners were keen to support communities in preparing Local Place Plans to shape their neighbourhoods. Renfrewshire's Place Plans sought to present local areas spatially, prioritising areas of vacant and derelict land for new or alternative uses. The report advised that a "How to" guide had been prepared, based on the experience gained during the preparation of the Local Place Plan for the Foxbar neighbourhood, which provided a framework for communities to consider when preparing Local Place Plans.

**DECIDED:** That the "How to" Guide for Local Place Plans, which supported communities across Renfrewshire to become more involved in shaping their places, be approved.

## **19 Planning Applications**

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

**(A) 18/0638/PP – WARD 4: ERECTION OF MIXED USE DEVELOPMENT COMPRISING RESIDENTIAL (CLASS 9), HOTELS (CLASS 7), PUB/RESTAURANT (SUI GENERIS/CLASS 3), BUSINESS (CLASS 4), GENERAL INDUSTRIAL (CLASS 5), STORAGE AND DISTRIBUTION (CLASS 6) AND LONG STAY CAR PARKING WITH ASSOCIATED ACCESS, INFRASTRUCTURE, LANDSCAPING AND MISCELLANEOUS WORKS (IN PRINCIPLE) AT LAND TO THE SOUTH OF ST JAMES INTERCHANGE, BURNSIDE ROAD, PAISLEY BY J29 (SCOTLAND) LIMITED C/O AS HOMES SCOTLAND LIMITED**

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

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

**(b) 18/0897/PP – WARD 4: ERECTION OF HOTEL AND ANCILLARY WORKS AT SITE ON NORTH WESTERN BOUNDARY OF NO 1 MARCHBURN DRIVE, GLASGOW AIRPORT, PAISLEY BY GA COFFEE LIMITED**

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

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

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

It was proposed that consideration of the application be continued for a site visit. This was agreed.

**DECIDED:** That consideration of the application be continued for a site visit.

**(d) 17/0494/PP – WARD 11: RESIDENTIAL DEVELOPMENT (IN PRINCIPLE) AT RESIDENTIAL SCHOOL ACCOMMODATION, THE GOOD SHEPHERD CENTRE, GREENOCK ROAD, BISHOPTON PA7 5PF BY THE GOOD SHEPHERD CENTRE**

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

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

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

It was proposed that consideration of the application be continued for a site visit. This was agreed.

**DECIDED:** That consideration of the application be continued for a site visit.

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

It was proposed that consideration of the application be continued for a site visit. This was agreed.

**DECIDED:** That consideration of the application be continued for a site visit.

**(g) 18/0570/LB – WARD 6: DEMOLITION OF FORMER HOSPITAL BUILDING (CATEGORY B LISTED) AT HAZELWOOD, DYKEBAR HOSPITAL, GRAHAMSTON ROAD, PAISLEY PA2 7DE BY NHS GREATER GLASGOW AND CLYDE**

It was proposed that consideration of the application be continued for a site visit. This was agreed.

**DECIDED:** That consideration of the application be continued for a site visit.

## Minute of Meeting

### Police and Fire & Rescue Scrutiny Sub-Committee

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

#### Present

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

#### Chair

Councillor McGurk, Convener, presided.

#### In Attendance

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

#### Also in Attendance

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

#### Declarations of Interest

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

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

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

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

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

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

### **DECIDED:**

- (a) That the consultation on the HMICS Scrutiny Plan 2019/20 be noted; and
- (b) That the action by the Director of Communities, Housing & Planning Services in submitting the Council's consultation response, as detailed in Appendix 1 to the report, be homologated.

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

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

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



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

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

**DECIDED:**

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

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

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

### **3 Spotlight - Police Scotland Group 2 Crimes/Trends**

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

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

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

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

**DECIDED:** That the information provided be noted.

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

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

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

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

**DECIDED:** That the information provided be noted.

## 5 Local Issues Update

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

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

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

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

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

## Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Wednesday, 13 March 2019	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### Present

Councillor Eddie Devine, Councillor Lisa-Marie Hughes, Councillor Alistair Mackay, Councillor Cathy McEwan, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Emma Rodden, Councillor Andy Steel, Councillor Jane Strang

### Chair

Councillor McNaughtan, Convener, presided.

### In Attendance

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

### Apology

Councillor Audrey Doig.

### Declarations of Interest

Councillor Montgomery declared a non-financial interest in item 4 of the agenda as he had prior knowledge of the applicant and indicated his intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

## 1 Grant of House in Multiple Occupation Licence - Personal Appearance

There was submitted the undernoted application for the grant of a house in multiple occupation licence. The applicant had been asked to appear personally for the first time together with Kai Fischer, who had submitted an objection to the application.

Applicant: Robert Bain  
Property: Flat 0/1, 12 McKerral Street, Paisley

Mr Bain was invited into the meeting together with Mrs Bain and E McCartin. There was no appearance or on behalf of Mr Fischer.

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

## 2 Grant of Private Hire Car Operators' Licences - Personal Appearances

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

(a) Rajeev Kumar

Mr Kumar was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

(b) Herbert Anyiam

There was no appearance by or on behalf of Mr Anyiam. The Convener proposed that the application be considered in Mr Anyiam'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) Tinto Radio Cars Limited – 2 applications

Mr McCormack, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the applications be granted for a period of one year. This was agreed unanimously.

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

(d) Lesley Kerins

There was no appearance by or on behalf of Ms Kerins. The Senior Solicitor (Litigation and Regulatory Services) advised the Board that Ms Kerins had indicated that she was unable to attend the meeting and requested that the application be considered in her absence. This was agreed unanimously

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

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

## **EXCLUSION OF PRESS AND PUBLIC**

The Board may resolve to exclude the press and public from the meeting during consideration of the following items of business as it is 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 Renewal of Window Cleaner's Licence - Personal Appearance**

Under reference to item 13 of the Minute of the meeting of this Board held on 31 January 2019, the Board resumed consideration of the undernoted application for renewal of a Window Cleaner'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: -

Gordon Michie – W141

Mr Michie, the applicant, was invited into the meeting together with Sergeant Brooks and Ms Stevenson, 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 the application. The meeting reconvened, and 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.

## **Declaration of Interest**

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

Councillor McNaughtan declared a non-financial interest in the following item as the objector was known to him. He vacated the chair, left the meeting prior to its consideration and took no part in any discussion or voting thereon.

## Chair

Councillor Rodden, Depute Convener, took the chair for the following item of business.

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

Under reference to item 2 of the Minute of the meeting of this Board held on 31 January 2019, the Board resumed consideration of the possible removal of the undernoted landlord from the Register of Private Landlords. The landlord had been asked to appear personally for the second time together with Kwai Leung and the Director of Communities, Housing and Planning Services, Renfrewshire Council: -

Anu Sharma – 261965/350/12171

Mrs Sharma, the applicant and Mr Hunter, solicitor, were invited into the meeting together with Mrs Leung who had submitted a complaint in relation to the landlord, and Ms Gray and Mr Hunter on behalf of the Director of Communities, Housing and Planning Services who had submitted a representation in relation to the possible removal of the landlord from the Register of Private Landlords.

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. The meeting reconvened, and the Convener proposed that the landlord be removed from the Register of Private Landlords. This was agreed unanimously.

**DECIDED:** That Mrs Sharma be removed from the Register of Private Landlords.

## Chair

Councillor McNaughtan resumed the chair.

## Sederunt

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

## Adjournment

The meeting adjourned at 1.00pm and reconvened at 1.20pm.

## 5 Exemption from Drivers' Duties under Section 165 of the Equality Act 2010 - Personal Appearances

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

(a) Peter White – T2507

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

**DECIDED:** That the application be granted the duration of the applicant's Taxi Driver's licence.

(b) William Guthrie – T0018

There was no appearance by or on behalf of Mr Guthrie. The convener proposed that the application be considered in the applicant's absence. This was agreed unanimously.

After consideration of all matters before the Board, the Convener proposed that the application be granted for the duration of the applicant's Taxi Driver's licence. This was agreed unanimously.

**DECIDED:** That the application be granted the duration of the applicant's Taxi Driver's licence.

(c) Kenneth Barnes – T1907

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

**DECIDED:** That the application be granted the duration of the applicant's Taxi Driver's licence.

(d) Lyndsey Hynd – T042

There was no appearance by or on behalf of Ms Hynd. The convener proposed that the application be considered in the applicant's absence. This was agreed unanimously.

After consideration of all matters before the Board, the Convener proposed that the application be granted for the duration of the applicant's Taxi Driver's licence. This was agreed unanimously.

**DECIDED:** That the application be granted the duration of the applicant's Taxi Driver's licence.

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

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

Andrew Graham – T1976

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

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

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

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

(a) Martin Bukulu

Mr Bukulu, the applicant, was invited into the meeting together with Sergeant Brooks and Ms Stevenson, on behalf of the Chief Constable who had submitted a representation to the application.

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

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

(b) Khalid Ali

Mr Ali, the applicant, was invited into the meeting together with Sergeant Brooks and Ms Stevenson, 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 the application. The meeting reconvened, and the Convener proposed that the application be refused. This was agreed unanimously.

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

### **SEDERUNT**

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

(c) Steven Conway



There was no appearance by or on behalf of Mr Conway. Sergeant McEwan and Ms Stevenson, on behalf of the Chief Constable who had an objection and further letter of objection received outwith the statutory timescale to application were invited into the meeting. The convener proposed that the application be considered in the applicant's absence. This was agreed unanimously.

On hearing the reasons for the lateness of the objection it was decided that the objection would 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 refused. This was agreed unanimously.

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

## **8 Renewal of Private Hire Car Drivers' Licences - Personal Appearances**

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

### **SEDERUNT**

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

(a) John Nicolson – P2613

Mr Nicolson, the applicant, was invited into the meeting together with Mr Banks, solicitor and Sergeant McEwan and Ms Stevenson, on behalf of the Chief Constable who had an objection to the application.

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

### **SEDERUNT**

Councillor Devine re-entered the meeting.

(b) Daniel McCargo – P3054

Mr McCargo, 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.

(c) Mohammed Younis – P2532

Mr Younis, 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.

## **9 Grant of Landlord Registrations - Personal Appearances**

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

(a) Deborah Stewart – REN-0411073-18

There was no appearance by or on behalf of Ms Stewart. The Senior Solicitor (Licensing and Regulatory Services) advised the Board that following the receipt of additional information the application had been granted under delegated authority for a period of three years.

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

(b) Hendry Robertson – REN-0414926-18

There was no appearance by or on behalf of Mr Robertson. The Convener proposed that the application be considered in Mr Robertson'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 Renewal of Landlord Registration**

There was submitted the undernoted application for renewal of Landlord Registration: -

Jonah Ditton – REN-0377242-18

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.

## **11 Surrender and Re-issue of Taxi Operator's Licence**

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

Operator: Kenneth Barnes  
Proposed Operator: Alexander Russell  
Licence No.: TX016

The Convener proposed that the application be granted.

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



## Minute of Meeting

### Education and Children's Services Policy Board

Date	Time	Venue
Thursday, 14 March 2019	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### Present

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

#### Chair

Councillor Paterson, Convener, presided.

#### In Attendance

S Quinn, Acting Director of Children's Services; G McKinlay, Head of Schools, L McAllister, Acting Head of Early Years and Broad General Education and L Fingland, Service Planning and Policy Development Manager (all Education & Children's Services); and G McLachlan, Senior Finance Manager and D Low, Democratic Services Manager (both Finance & Resources).

#### Apologies

Councillors Graham and Kerr.

## Declarations of Interest

Councillor Davidson declared a non-financial interest in Item 6 of the agenda - School Holiday Arrangements School Session 2020/21 - as she was a parent member of Glenniffer High School Parent Council. However as she had not participated in the consultation on school holidays she intimated that she would remain in the meeting and take part in any discussion or voting thereon.

Councillor Paterson declared an interest in Item 7 of the agenda – Distribution of Funding to Support Services for Children and Families – Funding Allocation for 2019/20 as his child attended one of the support services recommended for funding in the report. He intimated that he would remain in the meeting and would take part in any discussion or voting thereon.

Mr Keith declared an interest in Item 7 of the agenda – Distribution of Funding to Support Services for Children and Families – Funding Allocation for 2019/20 as he had an involvement with nursery provision in Kilbarchan. He intimated that he would remain in the meeting and would take part in any discussion or voting thereon.

### 1 Revenue Budget Monitoring Report

There was submitted a joint revenue budget monitoring report by the Director of Finance & Resources and the Acting Director of Children's Services for the service to 4 January 2019.

This report advised that since the last report there had been a small number of interdepartmental transfers resulting in an increased budget of £5,000.

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

### 2 Capital Budget Monitoring Report

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the service to 9 November 2019.

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

### 3 Inspection of Paisley Grammar

There was submitted a report by the Acting Director of Children's Services relative to the inspection of Paisley Grammar by Education Scotland.

The report intimated that the purpose of the inspection was to evaluate the quality of education, with the short model of assessment focussing on two quality indicators: learning, teaching and assessment; and raising attainment and achievement.

The letter to parents, appended to the report, identified three key strengths and three

areas for further improvement. Children's Services would continue to monitor the improvement in the school and the inspection report would be used by the school and service to support and develop the quality of educational provision.

**DECIDED:** That the key strengths and the areas for improvement in the Education Scotland report on Paisley Grammar be noted.

#### **4 Inspection of St Catherine's Primary School and Nursery Class, Paisley**

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

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

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

**DECIDED:** That the key strengths and the areas for improvement in the Education Scotland report on Paisley Grammar be noted.

#### **5 Children's Services (Education) Inspection Report: How Well is Renfrewshire Council improving learning, raising attainment and closing the poverty related gap?**

There was submitted a report by the Acting Director of Children's Services relative to the inspection by Education Scotland of Renfrewshire Council, as one of the nine challenge authorities who had been supported through Attainment Challenge funding as part of their national inspection framework.

The inspection report, which was appended to the report, focused on how well Renfrewshire Council was improving learning, raising attainment and closing the poverty-related gap. The framework for this inspection used three quality indicators to enable Education Scotland to evaluate leadership of improvement and change, self-evaluation to secure improvement, and improvements in performance. Education Scotland gathered evidence to answer two overarching questions: how effective was the education service's use of data to target, select and evaluate the impact of initiatives; and how effective was the education service's leadership, governance and management of resources to improve learning, raise attainment and narrow the poverty-related attainment gap?

The inspection report concluded that Education Scotland was confident that Renfrewshire Council was making excellent progress in improving learning, raising attainment and closing the poverty-related attainment gap. Education Scotland highlighted five key strengths in the inspection report and recommended that the Council, as planned, build on the successes achieved to date in addressing the poverty-related attainment gap and

continue with plans to develop the sustainability of initiatives beyond the Scottish Attainment Challenge.

**DECIDED:**

(a) That the exceptionally positive outcomes of the Attainment Challenge Inspection be noted; and

(b) That it be noted that Renfrewshire was the first local authority to be graded as making excellent progress as part of the Scottish Attainment Challenge.

## **Declaration of Interest**

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

## **6 School Holiday Arrangements School Session 2020/21**

There was submitted a report by the Acting Director of Children's Services relative to the proposed local school holiday arrangements for the school session commencing in August, 2020.

The report intimated that in line with the normal consultation arrangements, three potential options had been circulated to staff, parent councils, pupil councils, teaching and other trade unions for consideration. These proposals were detailed in appendices to the report. The school holiday proposal preferred by the majority of those who had submitted responses to the consultation was detailed in Appendix 1 to the report with Appendices 2, 3 and 4 providing an analysis of the responses.

**DECIDED:** That the Acting Director of Children's Services be authorised to set local school holiday arrangements for academic year 2020/21 as detailed in Appendix 1 to the report.

## **Declarations of Interest**

Councillor Paterson and Mr Keith having previously declared an interest in the following item of business remained in the meeting.

## **7 Distribution of Funding to Support Services for Children and Families - Funding Allocation for 2019/20**

There was submitted a report by the Acting Director of Children's Services relative to the distribution of funding to a range of private and voluntary sector organisations which delivered services for families and young children.

Appendix 1 to the report provided an overview of the proposed allocations for payments to support the delivery of services for children and young people for 2018/19; Appendix 2 to the report detailed allocations to out-of-school care groups for 2018/19 on the basis of the criteria and related points applied to each group; and Appendix 3 to the report



detailed the allocation to pre-five voluntary sector playgroups and toddler groups.

**DECIDED:**

- (a) That the resource allocation of £296,994 to support the delivery of services for children and young people, as detailed in Appendix 1 to the report, be approved;
- (b) That the proposals for the allocation of grant funding for out-of-school care and pre-five voluntary sector, as detailed in Appendices 2 and 3 to the report, be approved; and
- (c) That a points value of £100 for awarding grant assistance to out-of-school care providers be agreed.

## **8 Children's Services Service Improvement Plan 2019/22**

There was submitted a report by the Acting Director of Children's Services relative to the Children's Services Service Improvement Plan (SIP) 2019/22 which outlined what Children's Services intended to achieve over the next three years based on available financial and employee resources. The plan set out the priorities being addressed, the key tasks to be implemented and the implementation timetable together with measures of success. A mid-year progress update on the SIP would be submitted to the Education & Children's Services Policy Board in November 2019. A copy of the Plan was appended to the report.

It was proposed that a report be submitted to a future meeting of this Policy Board relative to the services provided to the Council by the Place2Be counselling service. This was agreed unanimously.

**DECIDED:**

- (a) That the elements of the Service Improvement Plan which fell within the remit of this Board be approved;
- (b) That it be agreed that mid-year progress with the Service Improvement Plan be reported to this Board in November 2019;
- (c) That it be noted that this Service Improvement Plan would also be submitted to the Communities, Housing and Planning Policy Board for approval of the elements covered by that Board's remit;
- (d) That a report be submitted to a future meeting of this Policy Board relative to the services provided to the Council by the Place2Be counselling service.



## Minute of Meeting Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 18 March 2019	10:00	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### Present

Councillor Bill Binks, Councillor Stephen Burns, Councillor Michelle Campbell, Councillor Neill Graham, Councillor Emma Rodden, Councillor Jim Sharkey

### Chair

Councillor Bill Binks, Convener, presided.

### In Attendance

S Quinn, Acting Director of Children's Services; O Reid, Head of Public Protection (Communities, Housing & Planning Services); G Hutton, Head of Operations & Infrastructure and C Grainger, Planning & Performance Manager (both Environment & Infrastructure); L McIntyre, Head of Policy & Commissioning; N Irvine-Brown, Assistant Strategic Planning & Policy Development Manager; F Hughes, Asset Manager; G Wilson, Planning & Policy Development Officer (all Chief Executive's Service); L Neary, Head of Transformation & Organisational Development; A McMahon, Chief Auditor and C MacDonald, Senior Committee Services Officer (all Finance & Resources).

### Declarations of Interest

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

### Order of Business

The Chair intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering items 5 and 6 of the agenda before item 1.

## 1 Annual Complaints Report 2017/18

There was submitted a report by the Chief Executive relative to the annual complaints report 2016/17.

The report intimated that the Council's complaint-handling procedure ensured that the Council knew how well it was delivering its services and showed its commitment to using the issues raised in complaints to improve services. The complaints process followed that set out in guidance from the SPSO. All complaints were recorded and monitored.

It was noted that 6,098 complaints were received in 2017/18, which was a reduction from 6,364 in 2016/17; the number of complaints received in relation to the size of the local population had decreased since 2016/17 from 6.75 to 6.5 per 1000 population; 95% of the complaints were handled at the frontline stage; 75.8% of frontline complaints were closed within target timescales; 94.8% of investigation complaints were completed within target timescales; 44% of complaints received at the investigation stage were upheld compared to 36% in 2016/17; in 2017/18 48 complaints were received by the SPSO in relation to Renfrewshire out of a total of 5,029 nationally and of the 48 cases, four were investigated with three being partially upheld and one not upheld. The SPSO indicated that a low uphold rate suggested a robustness in an authority's handling of complaints.

The report also set out the stages of the complaints process and the appendix to the report detailed Renfrewshire Council's complaints performance for 2017/18 against the key SPSO performance indicators.

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

## 2 Local Government Benchmarking Framework Indicator Profile 2017/18

There was submitted a report by the Chief Executive relative to the Local Government Benchmarking Framework (LGBF) indicator profile 2017/18.

The report indicated that in Scotland, local authorities had a statutory duty to achieve Best Value, the key to which was ensuring sound governance, good management, public reporting on performance and a focus on improvement.

The Council had a robust performance management framework in place, which ensured that performance was monitored rigorously by corporate and service level management teams and scrutinised by elected members through appropriate governance mechanisms. Public performance reporting was also undertaken to ensure local citizens, businesses and partner organisations were able to track Council performance levels over time.

The report provided analysis of the Council's LGBF data for 2017/18; compared the Council's performance to other councils; highlighted improvements in performance data and identified areas for further improvement. Of the 70 national indicators where current data was available, 41 of those indicators had improved since last year, 10 remained the same and 19 indicators had declined in performance. It was noted that the Council was in the top quartile for 22 of the 70 indicators with consistent performance relating to trading standards indicators and in relation to the percentage of unemployed people

assisted into work from Council-operated/funded employability programmes. The Council was also performing at a level above the national trend for several customer satisfaction levels with increases in customer satisfaction with libraries, museums and street cleansing compared to reductions in satisfaction across Scotland. The report advised that there were nine indicators where Renfrewshire was ranked in the bottom quartile however, it was noted that the Corporate Management Team and services would continue to monitor and review performance of indicators to ensure that there continued to be a high-level focus on improving performance.

Detailed information relating to the performance of similar councils which had been placed into a 'family group' with Renfrewshire Council and further context on performance across the broad service areas was contained in the appendix to the report.

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

### **3 Training for Audit, Risk & Scrutiny Board Members**

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

The report intimated that at the meeting of the Board held on 28 August 2018 it was agreed that a programme of briefings for members would be provided and would continue to form part of the agenda at every alternate meeting. A copy of the programme of briefings which concluded at the meeting was attached as an appendix to the report. The Chief Auditor advised that a suitable programme for future briefings would be developed and submitted to a future meeting for approval.

A McMahon, Chief Auditor gave a briefing to Members on the role of Internal Audit.

**DECIDED:**

- (a) That the timetable of briefing sessions be agreed;
- (b) That it be noted that the Chief Auditor would develop a programme of briefings for consideration by the Board; and
- (c) That the briefing provided be noted.

### **4 Annual Internal Audit Plan 2019/20**

There was submitted a report by the Chief Auditor relative to the 2019/20 risk-based Annual Internal Audit Plan which had been developed in line with the requirements of the Public Sector Internal Audit Standards.

The Plan took account of the outcomes of the internal corporate and service risk identification and evaluation processes and the current business environment. In addition to undertaking work which would provide assurance on the robustness of key internal controls, the Plan sought to reflect the key priorities and challenges for the Council.

The report set out the methods that had been employed to facilitate production of the Plan, the influencing factors that had been considered in the assessment of the current business environment, and the priority areas of audit.

**DECIDED:**

- (a) That the content of the risk-based audit plan for 2019/20 be approved; and
- (b) That it be noted that the progress of the 2019/20 annual audit plan and summaries of the findings from each audit assignment would be reported to the Board on a quarterly basis.

## **5 Compliance with the Code of Corporate Governance**

There was submitted a report by the Chief Auditor relative to the Council's Code of Corporate Governance.

It was noted that, in compliance with the code, the Director of Finance & Resources reported annually any changes to the Code that might be necessary to maintain it and ensure its effectiveness in practice. In addition, the Chief Auditor had responsibility to review independently and report to the Board annually to provide assurance on the adequacy and effectiveness of the Code and the extent of the Council's compliance.

The report intimated that Internal Audit had reviewed the effectiveness of the revised Code which operated during 2018/19 and confirmed that the Council complied with its requirements. The Director of Finance & Resources had endorsed the Chief Auditor's recommendation that the local Code should continue to be subject to annual review to ensure that it continued to reflect developments and best practice in governance.

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

## **6 Audit Scotland Report - Council's Use of Arms Length Organisations**

There was submitted a report by the Chief Executive relative to the Audit Scotland Report on Councils' use of arms-length external organisations (ALEOs) in Scotland.

The report advised that Audit Scotland's report was intended to build on a previous report published in 2011 by the Accounts Commission which considered the reasons for using ALEOs, how councils oversaw and governed ALEOs, and what ALEOs had achieved. A copy of the report was attached as an appendix.

The governance arrangements in relation to the Council's relationship with Renfrewshire Leisure had been highlighted within the Best Value Assurance Report for Renfrewshire Council which was produced by Audit Scotland and published by the Accounts Commission in August 2017 and a recommendation had been made that the Council ensure that the relationship was clear, independent and more easily understood by the public.

The report provided a number of points for consideration by the Council as part of the ongoing review of its relationship with Renfrewshire Leisure. It was noted that this would inform work being carried out by the Head of Policy & Commissioning to enhance the level and nature of performance information which was publicly available in relation to Renfrewshire Leisure.

It was proposed that where reports for consideration by this Board introduced reports published by Audit Scotland, that Audit Scotland be invited to attend the meeting. This was agreed.

**DECIDED:**

- (a) that the key messages contained in Audit Scotland's "Councils' use of arms-length organisations" report which was attached as an appendix be noted;
- (b) That the Council's position in relation to the key messages and recommendations set out in the Audit Scotland report and as detailed within the report be noted; and
- (c) That it be agreed that where reports for consideration by this Board introduced reports published by Audit Scotland, that Audit Scotland be invited to attend the meeting.

## **7 Audit, Risk & Scrutiny Annual Programme 2018/19**

There was submitted a report by the Director of Finance & Resources relative to the Audit, Risk & Scrutiny Annual Programme 2018/19.

The report advised that lead officers had now been allocated to the four remaining reviews namely: bus deregulation and its effect on transport services; maintenance of multi-occupancy accommodation; the effectiveness of fair trade; and conversion of grassed areas to parking.

The report intimated that the reviews would now proceed with their investigations. However, it was noted that the review in relation to conversion of grassed areas to parking would not commence until August 2019.

**DECIDED:**

- (a) That it be agreed that the reviews of: maintenance of multi-occupancy accommodation; the effectiveness of fair trade; and the conversion of grassed areas to parking commence; and
- (b) That it be noted that the review in relation to conversion of grassed areas to parking commence in August 2019.





## Minute of Meeting Infrastructure, Land and Environment Policy Board

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

### Present

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

### Chair

Councillor McEwan, Convener, presided.

### In Attendance

G McNeil, Director of Environment & Infrastructure; A Morrison, Head of Regeneration (Chief Executive's Service); O Reid, Head of Communities & Public Protection and C Dalrymple, Regulatory and Enforcement Manager (Communities, Housing & Planning Services); G Hutton, Head of Operations & Infrastructure, K Anderson, Amenity Services Manager - Waste, G Hannah, Strategic Change Manager (all Environment & Infrastructure); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, D Farrell, Finance & Business Partner and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

### Declarations of Interest

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

## 1 Revenue Budget Monitoring Report

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources and Environment & Infrastructure for the period 1 April 2018 to 4 January 2019 in respect of services reporting to this Policy Board.

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

## 2 Capital Budget Monitoring Report

There was submitted a joint capital budget monitoring report by the Directors of Finance & Resources, Environment & Infrastructure and Communities, Housing & Planning Services for the period 1 April 2018 to 4 January 2019 in respect of services reporting to this Policy Board.

The report advised that since the last meeting budget changes totalling £900,000 had arisen in respect of the investment in Cemetery Estate; the re-allocation of underspent budget from street lighting to the Depots improvement programme; and re-profiling of the budget for the vehicle replacement programme to reflect revised delivery dates.

**DECIDED:**

(a) That the report be noted; and

(b) That the budget changes totalling £900,000, as set out within the report, be approved.

## 3 Environment & Infrastructure 2019/22

There was submitted a report by the Director of Environment & Infrastructure relative to the Environment & Infrastructure Service Improvement Plan 2019/22 (the Plan), a copy of which was appended to the report.

The Plan set out a comprehensive statement of the service aims and objectives for the next three-year period, based on the resources likely to be available, and took account of the themes, actions, outcomes and targets contained within the Council Plan, Single Outcome Agreement and Community Plan. The report highlighted that at the core of the Service Improvement Plan process was an action plan which detailed the priorities, the key tasks to be implemented, the implementation timetable and the outcomes against which progress would be measured.

It was noted that the Plan would also be submitted to the Finance, Resources & Customer Services Policy Board to approve elements of activity within the remit of that Board.

It was further noted that progress to deliver the Plan would be monitored and reported to this Policy Board in November 2019.

**DECIDED:**

(a) That the Environment & Infrastructure Service Improvement Plan 2019/22, a copy of which was appended to the report, be approved in terms of those areas of activity delegated to this Policy Board;

(b) That it be agreed that progress, in respect of those areas of activity delegated to this Policy Board, be reported to this Policy Board in November 2019; and

(c) That it be noted that the Environment & Infrastructure Service Improvement Plan 2019/22 would also be submitted to the Finance, Resources and Customer Services Policy Board to approve those elements of activity within the remit of that Policy Board.

**4 Communities, Housing & Planning Services 2019/22**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Communities, Housing & Planning Service Improvement Plan 2019/22 (the Plan), a copy of which was appended to the report.

The Plan set out a comprehensive statement of the service aims and objectives for the next three years, based on the resources likely to be available, and took account of the themes, actions, outcomes and targets contained within the Council Plan, Single Outcome Agreement and Community Plan. The report highlighted that at the core of the Service Improvement Plan process was an action plan which detailed the priorities, the key tasks to be implemented, the implementation timetable and the outcomes against which progress would be measured.

It was noted that the Plan would also be submitted to the Communities, Housing & Planning Policy Board to approve those elements of activity within the remit of that Board.

It was further noted that progress to deliver the Plan would be monitored and reported to this Policy Board in November 2019.

**DECIDED:**

(a) That the Communities, Housing & Planning Service Improvement Plan 2019/22, as appended to the report, be approved in terms of those areas of activity delegated to this Policy Board,

(b) That it be agreed that progress in respect of those areas of activity delegated to this Policy Board be reported to this Policy Board in November 2019; and

(c) That it be noted that the Communities, Housing & Planning Service Improvement Plan 2019/22 had also been submitted to the Communities, Housing & Planning Policy Board on 12 March 2019 to approve those elements of activity within the remit of that Policy Board.

## 5 Operational Performance

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

The report highlighted main projects and activities delivered by Environment & Infrastructure since January 2019, for areas of activity delegated to this Policy Board, and detailed performance under a range of key indicators.

**DECIDED**: That the operational performance updates, detailed within the report, be approved

## 6 Renfrewshire's Air Quality Action Plan

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Renfrewshire Air Quality Action Plan (the Plan), a copy of which was appended to the report.

The report advised that all local authorities must review and assess air quality within their area, provide an overview of air quality in accordance with standards set out in technical guidance, and submit their findings to the Scottish Government.

Where levels of local air quality exceeded statutory air quality objective levels, an Air Quality Management Area required to be declared and an Air Quality Action Plan prepared containing measures to improve air quality in the area. Currently there were three Air Quality Management Areas in Renfrewshire: Paisley Town Centre (declared in 2009); and Johnstone High Street and Renfrew Town Centre (declared in 2016). The report highlighted that air quality in these three areas was consistent with that in many town centres in the UK.

Following declaration of the Johnstone and Renfrew Town Centre Air Quality Management Areas, a draft Renfrewshire-wide Air Quality Action Plan had been prepared incorporating all three Air Quality Management Areas. The draft Plan had been subject to public consultation and representations received during consultation had now been considered and, where appropriate, included within the Plan.

**DECIDED**: That the Renfrewshire Air Quality Action Plan, dated March 2019, as appended to the report, be approved.

## 7 Consultation - Amendments to the Animal Health and Welfare (Scotland) Act 2006

There was submitted a report by the Director of Communities, Housing & Planning Services relative to a Scottish Government consultation on possible amendments to the Animal Health and Welfare (Scotland) Act 2006. The appendix to the report detailed the proposed response to be submitted by 26 April 2019.

The report advised that the Act had been introduced to ensure that all animals enjoyed the highest standards of welfare. The consultation sought views on possible amendments to the Act to strengthen its effectiveness, particularly in relation to the penalties for the most severe animal cruelty offences.

**DECIDED:**

(a) That the consultation on possible amendments to the Animal Health and Welfare (Scotland) Act 2006 be noted; and

(b) That the response, as detailed in the Appendix to the report, be approved for submission to the Scottish Government by 26 April 2019.

## **8 Diet and Obesity: Proposals to Improve Out of Home Food Environment in Scotland**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to consultation by Food Standards Scotland (FSS) on the Out-of-Home Food Environment in Scotland. Responses were required by 28 February 2019 and the Appendix to the report detailed the response submitted by the Director of Communities, Housing & Planning Services to meet that timescale.

The report explained that the development of an out-of-home food strategy for Scotland was part of the Scottish Government's Diet and Healthy Weight Delivery Plan (the Plan) published in July 2018.

The consultation sought views on proposals to improve the out-of-home food environment in Scotland and covered all food and drink eaten outside the home. The measures now proposed were designed to complement and contribute to the actions within the Plan. Responses to the proposed measures would inform FSS recommendations to Scottish Ministers on the development of an Out-of-Home Food Strategy for Scotland.

**DECIDED:**

(a) That the consultation undertaken by Food Standards Scotland to influence the future shape of the diet, nutrition and health landscape in Scotland be noted; and

(b) That the action taken by the Director of Communities, Housing & Planning Services on behalf of the Council, to submit the response detailed in the Appendix to the report by 28 February 2019, be homologated.

## **9 Consultation - Amending allergen information provisions contained within domestic food information legislation for food pre-packed for direct sale**

There was submitted a report by the Director of Communities, Housing and Planning Services relative to consultation by the Department for Environment, Food and Rural Affairs (DEFRA) and Food Standards Scotland (FSS) on food labelling laws focussing on overhauling the labelling of pre-prepared foods such as sandwiches and salads which were made, packaged and sold in the same stores. The Appendix to the report detailed the proposed response to be submitted by 29 March 2019.

The report referred to recent concerns linked to allergic reactions which had prompted a review of existing legislative requirements and advised that the consultation proposed options ranging from promoting best practice to full mandatory labelling. In addition,

the consultation sought views on mandatory reporting of allergy “near misses” to local authorities to facilitate investigation and minimise further risk.

**DECIDED:**

- (a) That the Department for Environment, Food and Rural Affairs and Food Standards Scotland consultation on amending allergen information provisions contained within domestic food information legislation relating to food pre-packed for direct sale be noted; and
- (b) That the Council’s response, as detailed in the Appendix to the report, be approved.

## **10 Environment & Place Funding - Progress and Future Activities**

There was submitted a joint report by the Directors of Environment & Infrastructure and Communities, Housing & Planning Services relative to delivery of the 2018/19 Environment & Place programme to enhance environmental cleaning across Renfrewshire and setting out priorities for delivery of the programme during 2019/20. It was noted that revenue funding of £2.5 million had been set aside to deliver the programme over the next five years.

Regular updates on progress to deliver this programme would be included in future operational performance reports submitted to this Policy Board with an annual update provided at the end of each financial year.

**DECIDED:**

- (a) That the achievements delivered through the Environment and Place programme during 2018/19 be noted; and
- (b) That the Environment and Place programme priorities for 2019/20, as detailed in the report, be approved.

## **11 Lease of Allotments and Growing Ground Sites**

There was submitted a report by the Director of Finance & Resources relative to a consistent concessionary approach to letting of Allotment/Growing Grounds sites in Renfrewshire.

The report detailed the variety of rents charged currently to community groups/allotment associations and the lease-periods for various Council-owned sites. The report set out proposed terms and conditions to be applied to all leases to provide a consistent approach to concessions.

It was noted that guidance on the implementation of the Community Empowerment (Scotland) Act 2015 as it related to the management of allotments and growing grounds was awaited from the Scottish Government.

**DECIDED:** That the terms and conditions to apply to leases to community groups/allotment associations at a consistent concessionary level throughout Renfrewshire be approved.

## 12 Lease - Viewfield Park, Kildale Road, Lochwinnoch

There was submitted a report by the Director of Finance & Resources relative to the lease of Viewfield Park, Kildale Road, Lochwinnoch.

The report advised that Viewfield Park and Pavilion, Kildale Road, Lochwinnoch, as identified on plan E2868 appended to the report, was leased to Viewfield Rovers until 31 May 2019 at an annual rental of £1,252.84.

The report explained that there were competing interests from two parties, Viewfield Rovers and Lochwinnoch Community Trust. Following analysis of both offers and taking cognizance of the terms of lease arrangements to Erskine Youth Football Club and Houston United at a charge of £1, if asked, it was proposed that a new five-year lease be granted to Viewfield Rovers for the land at Viewfield Park, Kildale Road, Lochwinnoch at a charge of £1, if asked, and on the terms and conditions set out in the report. It was further proposed that the community asset transfer request received from Lochwinnoch Community Trust be declined.

### **DECIDED:**

(a) That a five-year lease be granted to Viewfield Rovers in respect of Viewfield Park, Kildale Road, Lochwinnoch on the terms and conditions detailed within the report;

(b) That the request received from the Lochwinnoch Community Trust for an asset transfer of Viewfield Park be declined; and

(c) That the Head of Property Services and the Head of Corporate Governance be authorised to conclude the lease with Viewfield Rovers, on the Council's standard full repairing and insuring lease and on such other terms as required to protect the Council's interest.

## 13 Lease - Kirklandneuk Playing Fields and Pavilion

There was submitted a report by the Director of Finance & Resources relative to the lease of Kirklandneuk Playing Fields and Pavilion.

The report advised that Kirklandneuk Playing Fields and Pavilion, identified on plan E2867 appended to the report, was currently leased to Renfrew Victoria Boys Club until 31 March 2019 at an annual rent of £1545.73. It was proposed, after taking cognizance of the terms of other lease arrangements to local clubs at a charge of £1, if asked, that a 25-year lease be granted to Renfrew Victoria Boys Club on the terms and conditions set out in the report and at a charge of £1, if asked.

### **DECIDED:**

(a) That a 25-year lease of Kirklandneuk Playing Fields and Pavilion, Ness Road, Renfrew to Renfrew Victoria Boys Club on the terms and conditions detailed within the report be approved; and

(b) That the Head of Property Services and the Head of Corporate Governance be authorised to conclude the lease with Renfrew Victoria Boys Club, on the Council's

standard full repairing and insuring lease and on such other terms as required to protect the Council's interest.

## **14 Lease of Property - 36 Glenburn Road, Paisley**

There was submitted a report by the Director of Finance & Resources relative to the lease of the shop property at 36 Glenburn Road, Paisley.

The report advised that Mrs Karina Tung had leased the shop property at 36 Glenburn Road, Paisley, as shown on the plan appended to the report, since August 2016 at a cost of £7,000 per year and had now requested security of tenure. It was proposed that the property be leased to Mrs Tung for 10 years on the terms and conditions detailed in the report.

**DECIDED:** That the Head of Property Services and the Head of Corporate Governance be authorised to conclude a new lease of the shop property at 36 Glenburn Road, Paisley to Mrs Tung on the terms and conditions detailed in the report.

## **EXCLUSION OF PRESS AND PUBLIC**

The Board resolved that the press and public be excluded from the meeting during consideration of the following item of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present, there would be disclosure to them of exempt information as defined in paragraphs 6 and 9 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

## **15 Proposed Purchase of Development Site**

There was submitted a report by the Director of Finance & Resources relative to the proposed purchase of a site for future development as identified on the plan attached to the report.

The report provided background information and outlined the rationale for the purchase of the site by the Council.

Councillor Shaw, seconded by Councillor Audrey Doig, moved that the acquisition of the development site, identified on the plan attached to the report, be agreed and that the Director of Finance & Resources be authorised to progress negotiations with the owner of the site to finalise appropriate terms and conditions deemed necessary to protect the Council's interest.

Councillor Hood, seconded by Councillor Devine, moved that the report be not approved, and the matter considered at the next scheduled meeting of the Council.

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

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



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

**DECIDED:**

(a) That the acquisition of the development site, identified on the plan attached to the report, be agreed; and

(b) That the Director of Finance & Resources be authorised to progress negotiations with the owner of the site to finalise appropriate terms and conditions deemed necessary to protect the Council's interest.



## Minute of Meeting Petitions Board

Date	Time	Venue
Monday, 25 March 2019	14:00	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### Present

Councillor Jennifer Marion Adam-McGregor, Councillor Bill Brown, Councillor Stephen Burns, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Jim Sharkey, Councillor Andy Steel

### Chair

Councillor Adam-McGregor, Convener, presided.

### In Attendance

M Higginbotham, Development Manager (Environment and Infrastructure); and P Shiach Committee Services Officer (Finance & Resources).

### Apology

Councillor Campbell.

### Declarations of Interest

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

## 1 Annual Report 2017/18

There was submitted a report by the Director of Finance & Resources relative to petitions considered by the Petitions Board during the period September 2017 to September 2018.

The report indicated that four petitions were considered by the Petitions Board during the period covered by the report, one of which was continued from the previous reporting period. Details of the petitions received, and their outcomes were set out in the appendix to the report.

**DECIDED:** That the Annual Report on petitions received and their outcomes, be noted.

Prior to consideration of the following item, the Convener welcomed Ms Watt, Paisley East and Whitehaugh Community Council.

## 2 Petition - Measures to improve safety and mitigate the perception of danger at the junction between Kelburne Oval and Glasgow Road, Paisley

There was submitted a report by the Director of Finance & Resources relative to the petition by Paisley East and Whitehaugh Community Council which had been submitted in the undernoted terms:

“For some time, our Community Council has been concerned about the risks facing pedestrians crossing Kelburne Oval in close proximity to its junction at Glasgow Road, Paisley.

Environment and Infrastructure has in the past had a Driver Feedback Sign in place to monitor the speed of vehicles approaching/leaving the crossing.

A survey had also been carried out with a view to assessing the need for a formal crossing at the junction, but it was deemed that the data collected did not justify that.

However, we remain concerned as the locus is on a route to the three local schools and is also in a busy shopping area which is frequented by many of our elderly residents.

We would request Council officers investigate if measures can be taken to improve safety and mitigate the perception of danger at this particular junction”

The report intimated that the Development Manager, Environment & Infrastructure had advised that a survey of pedestrians crossing Kelburn Oval had been undertaken within the last two years. The results had been assessed and not found to justify the installation of a pedestrian crossing. He further advised that there had been no injury accidents recorded at the location in the last five years. He further indicated that he considered that the Council had implemented all reasonable measures to aid pedestrians crossing Kelburn Oval at this junction. However, he advised that officers would investigate if measures could be taken to improve safety and mitigate the perception of danger at the junction, with no guarantees that any could be found.

The Board then heard from Ms Watt representing Paisley East and Whitehaugh Community Council in support of the petition and from the Development Manager, Environment & Infrastructure.

Councillor Adam-McGregor, seconded by Councillor Hughes proposed that the action requested by the petition that Council officers investigate if measures could be taken to improve safety and mitigate the perception of danger at this particular junction be approved and that the matter be referred to the Infrastructure, Land and Environment Policy Board. This was agreed.

**DECIDED:** That the action requested by the petition that Council Officers investigate if measures could be taken to improve safety and mitigate the perception of danger at this particular junction be approved and that the matter be referred to the Infrastructure, Land and Environment Policy Board.



## Minute of Special Meeting Personnel Appeals and Applied Conditions of Service Appeals Panel.

Date	Time	Venue
Tuesday, 26 March 2019	10:30	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Bill Binks, Councillor Edward Grady, Councillor Lisa-Marie Hughes, Councillor Karen Kennedy, Councillor Iain Nicolson, Councillor Jim Paterson

### In Attendance

L Mullin, Principal HR & OD Adviser and E Currie, Senior Committee Services Officer (both Finance & Resources).

### Declarations of Interest

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

### Appointment of Chair

**DECIDED:** That Councillor Paterson chair this meeting of the Personnel Appeals and Applied Conditions of Service Appeals Panel.

### 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 an appeal submitted by an employee of Children's Services against the outcome of a grievance.

The appellant appeared together with K Fella (EIS) in relation to the appeal. J Trainer, Head of Childcare and Criminal Justice (Children's Services) and L Stewart, Senior HR & OD Adviser (Finance and Resources) represented management.

K Fella presented the appellant's case. Thereafter, the management side and members of the Panel had an opportunity to question the appellant's side and evidence presented.

J Trainer presented the management case and called M McCargo as a witness. Thereafter, the appellant's side and members of the panel had an opportunity to question the witness and evidence presented.

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.

Following discussion, the grounds of the appeal were not substantiated, and the appeal was not upheld.

**DECIDED:** That the grounds of the appeal were not substantiated, and the appeal was not upheld.



## Minute of Meeting Local Review Body.

Date	Time	Venue
Tuesday, 26 March 2019	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### Present

Councillor Bill Binks, Councillor Marie McGurk, Councillor John McNaughtan, and Councillor Iain Nicolson.

### Chair

Councillor McGurk, Convener, presided.

### In Attendance

K Dalrymple, Development Plans & Housing Strategy Team Leader (Planning Adviser to the Local Review Body); A McLaughlin, Senior Solicitor (Legal Adviser to the Local Review Body); and P Shiach, Committee Services Officer (Clerk to the Local Review Body).

### Apology

Councillor Hood

### Declarations of Interest

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

## 1 Procedure Note

The Convener summarised the procedure to be followed at the meeting of the Local Review Body (LRB), a copy of which had been circulated to members prior to the meeting.

## 2 Notice of Review - 18/0609/PP

Consideration was given to a Notice of Review in respect of the refusal to grant planning permission for the erection of a dwellinghouse in principle at Wayside, Main Road, Langbank (18/0609/PP)

The following materials were before members in relation to the Notice of Review:

- (i) Planning Application (18/0609/PP) together with accompanying documents.
- (ii) Planning Authority's Submissions which included the report of handling, accompanying documents and decision notice.
- (iii) Representations received.
- (iv) The Notice of Review, together with supporting statement and productions submitted by the applicant's agent

The Convener confirmed that the LRB required to decide whether it had enough information before it to make a decision on this matter or whether further procedure was required to allow the LRB to determine Planning Application 18/0609/PP. It was agreed that the LRB had sufficient information before it to reach a decision.

The Convener then advised that the LRB must determine the application in accordance with the provisions of the development plan, including any supplementary guidance, unless material considerations indicated otherwise.

There then followed a general discussion in relation to the Notice of Review. It was proposed that the application should be refused for the reasons detailed in the report of handling. This was agreed unanimously.

**DECIDED:** That Planning Application 18/0609/PP be refused for the following reason:

1. The proposed dwellinghouse is considered to be inappropriate in terms of scale and positioning and would introduce an incongruous and discordant element contrary to the established pattern of development within the residential area. The proposal is therefore considered to be contrary to Policy P1 of the adopted Renfrewshire Local Development Plan and the New Supplementary Guidance.

2. The proposal is considered to comprise overdevelopment of the site and would give rise to an adverse impact on the amenity of the neighbouring properties in particular and the surrounding area in general and also result in the loss of the existing amenity space serving the applicants dwelling, therefore is considered to be contrary to Policy P1 of the adopted Local Development Plan and the New Supplementary Guidance.

### 3 Notice of Review - 18/0665/PP

Consideration was given to a Notice of Review in respect of the refusal to grant planning permission for the erection of 18 holiday lodges at a site east of Laigh Hatton Farm, Greenock Road, Bishopton (18/0665/PP)

The following materials were before members in relation to the Notice of Review:

- (i) Planning Application (18/0665/PP) together with accompanying documents.
- (ii) Planning Authority's Submissions which included the report of handling, accompanying documents and decision notice.
- (iii) Representations received.
- (iv) The Notice of Review, together with supporting statement and productions submitted by the applicant's agent

The Convener confirmed that the LRB required to decide whether it had enough information before it to make a decision on this matter or whether further procedure was required to allow the LRB to determine Planning Application 18/0665/PP. It was agreed that the LRB had sufficient information before it to reach a decision.

The Convener then advised that the LRB must determine the application in accordance with the provisions of the development plan, including any supplementary guidance, unless material considerations indicated otherwise.

There then followed a general discussion in relation to the Notice of Review. It was proposed that the application should be refused for the reasons detailed in the report of handling. This was agreed unanimously.

**DECIDED:** That Planning Application 18/0665/PP be refused for the following reason:

The proposal is contrary to the provisions of Policy ENV1 'Green Belt' and E4 'Tourism' and the New Development Supplementary Guidance on Delivering the Environment and Economic Strategies in that the proposed development is likely to have a significant impact on the existing local landscape character of the area given the elevated position of the site from the road and the nature of the development would be out of character in this prominent location within the existing built development within the rural environment.



## Minute of Special Meeting Communities, Housing & Planning Policy Board

Date	Time	Venue
Tuesday, 26 March 2019	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Bill Binks, Councillor Stephen Burns, Councillor Andy Doig, Councillor Natalie Don, Councillor James MacLaren, Councillor Marie McGurk, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jane Strang

### Chair

Councillor McGurk, Convener, presided.

### In Attendance

M Crearie, Director of Communities, Housing & Planning Services; F Carlin, Head of Planning & Housing Services, (Communities, Housing & Planning Services); K Graham, Head of Corporate Governance, A McLaughlin, Senior Solicitor Litigation & Regulatory Services and P Shiach, Committee Services Officer (all Finance & Resources).

### Apologies

Councillors Hood and Councillor Montgomery.

### Declarations of Interest

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

## Planning Applications

Under reference to item 11(G) of the Minute of the meeting of this Board held on 15 January 2019, there was submitted the undernoted report by the Director of Communities, Housing & Planning Services relative to an application for planning permission that required to be determined by the Board.

### **1 18/0482/PP: Application for Planning Permission (in Principle): Netherton Farm, Abbotsinch Road, Renfrew, PA4 9PA**

Planning permission for the erection of a business park development (in principle), to include advanced manufacturing, research and development and aviation services, comprising of primarily Class 4 business, Class 5 general industrial and Class 6 storage and distribution uses; ancillary service, education and training provision; plus associated car parking, access, landscaping, infrastructure works, public realm and open space at Netherton Farm, Abbotsinch Road, Renfrew.

It was noted that the application together with all accompanying information had been sent to the Scottish Ministers on 16 January 2019. On 14 March 2019 the Scottish Ministers advised that it was not their intention to intervene in the application by either issuing a direction restricting the granting of planning permission in principle or by calling in the application for their own determination. Accordingly, the Council was authorised to consider the application in a manner it saw fit.

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

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

## Minute of Meeting

### Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Wednesday, 27 March 2019	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### Present

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

#### Chair

Councillor J Shaw, Convener, presided.

#### In Attendance

A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, S McFadden, Project Director (City Deal), B Walker, Depute Project Director (City Deal), and B Lambert, Strategic Procurement Manager (all Chief Executive's); D Gillies, Head of Facilities Management (Environment & Infrastructure); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, A MacArthur, Head of Finance, R McGrath, Head of Business & Customer Services, P Murray, Head of ICT, G Innes, Customer Services Manager and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

#### Apologies

Councillor Tom Begg and Councillor Kenny MacLaren.

## **Declarations of Interest**

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

### **1 Revenue Budget Monitoring Report to 4 January 2019**

There was submitted a revenue budget monitoring report by the Director of Finance & Resources in respect of Finance & Resources, Corporate Landlord and Miscellaneous expenditure for the period to 4 January 2019.

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

### **2 Revenue Budget Monitoring - Council Overview to 4 January 2019**

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 4 January 2019.

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

### **3 Capital Budget Monitoring Report**

There was submitted a capital budget monitoring report by the Director of Finance & Resources relative to capital expenditure on corporate issues for the period to 4 January 2019.

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

### **4 Capital Budget Monitoring Report - Overview**

There was submitted a capital budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on the Housing and Non-housing Capital Programmes to 4 January 2019.

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

### **5 Customer & Business Services Performance Report**

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

The report detailed performance across key Customer & Business Service functions including revenue collection and benefit administration for the period ending 28 February 2019.



The report also included an update on delivery of the Customer Strategy 2017/22 under the five themes of: Customer; Service Fulfilment; Access to Services; Communication; and Digital Skills.

**DECIDED:**

(a) That the report be noted; and

(b) That progress to deliver the Customer Strategy 2017/22 be noted.

## **6 Operational Performance Report: Integrated Facilities Management**

There was submitted an update report by the Director of Environment & Infrastructure relative to the performance of services delivered by Integrated Facilities Management (Hard & Soft Services) since January 2019.

The report provided performance information on building services; repairs over the last three years; compliance tasks; housing repairs; housing repairs satisfaction levels; street lighting; external works; compliance regime; early years and childcare; cashless catering; attendance at work; and free school meals.

**DECIDED:** That the operational performance update be approved.

## **7 Chief Executive's Service Improvement Plan 2019/22**

There was submitted a report by the Chief Executive relative to the Chief Executive's Service Improvement Plan 2019/22, a copy of which was appended to the report.

The Plan set out a comprehensive statement of the service aims and objectives for the next three years, based on the resources likely to be available, and took account of the themes, actions, outcomes and targets contained within the Council Plan, Single Outcome Agreement and Community Plan. The report highlighted that at the core of the Service Improvement Plan process was an action plan which detailed the priorities, the key tasks to be implemented, the implementation timetable and the outcomes against which progress would be measured.

**DECIDED:**

(a) That the Chief Executive's Service Improvement Plan 2019/22, as appended to the report, be approved; and

(b) That progress to deliver this Service Improvement Plan 2019/22 be reported to this Board in November 2019.

## **8 Environment & Infrastructure Service Improvement Plan 2019/22**

There was submitted a report by the Director of Environment & Infrastructure relative to the Environment & Infrastructure Service Improvement Plan 2019/22 (the Plan), a copy of which was appended to the report.

The Plan set out a comprehensive statement of the service aims and objectives for the next three years, based on the resources likely to be available, and took account of the themes, actions, outcomes and targets contained within the Council Plan, Single Outcome Agreement and Community Plan. The report highlighted that at the core of the Service Improvement Plan process was an action plan which detailed the priorities, the key tasks to be implemented, the implementation timetable and the outcomes against which progress would be measured.

The report advised that although the Plan covered all areas of service activity, only the areas of activity that fell within the scope of this Policy Board's remit should be considered.

### **DECIDED:**

(a) That the Environment & Infrastructure Service Improvement Plan 2019/22, as appended to the report and as specific to the areas of activity within the remit of this Policy Board, be approved;

(b) That, progress in respect of areas of activity within the remit of this Policy Board, be reported to the Board in November 2019; and

(c) That it be noted that this Service Improvement Plan had also been submitted to the Infrastructure, Land and Environment Policy Board for approval of the areas of activity that fell within the remit of that Policy Board.

## **9 Finance & Resources Service Improvement Plan 2019/22**

There was submitted a report by the Director of Finance & Resources relative to the Finance & Resources Service Improvement Plan 2019/22, a copy of which was appended to the report.

The Plan set out a comprehensive statement of the service aims and objectives for the next three years, based on the resources likely to be available, and took account of the themes, actions, outcomes and targets contained within the Council Plan, Single Outcome Agreement and Community Plan. The report highlighted that at the core of the Service Improvement Plan process was an action plan which detailed the priorities, the key tasks to be implemented, the implementation timetable and the outcomes against which progress would be measured.

**DECIDED:**

(a) That the Chief Executive's Service Improvement Plan 2019/22, as appended to the report, be approved; and

(b) That progress to deliver this Service Improvement Plan 2019/22 be reported to this Board in November 2019.

**10 Complaints Handling Policy**

There was submitted a report by the Chief Executive relative to the outcome of a council-wide review of the Complaints Handling Procedure (CHP) as part of a commitment to improve customer service by learning from others, improving satisfaction levels for complaints handling and to align social work complaints with the council-wide procedure.

The report detailed the current CHP and advised that structural changes to service departments, the creation of Children's Services, the establishment of Renfrewshire Health & Social Care Partnership and technological changes to recording and monitoring of complaints had necessitated a review of current practise. The report outlined the findings and recommendations of the review and the appendix to the report set out a revised Complaints Handling Policy.

**DECIDED:**

(a) That the key findings and recommendation from the complaints handling review be noted; and

(b) That the Complaints Handling Policy, as appended to the report, be approved.

**11 Chief Executive's Service - Health & Safety Action Plan 2019/22**

There was submitted a report by the Chief Executive relative to the annual Health & Safety Action Plan 2019/20 for the Chief Executive's Service. A copy of the Action Plan was appended to the report.

The report advised that the action plan identified areas for future and continued action. Progress to deliver the action plan would be monitored every six months and an annual progress report would be submitted to this Policy Board in Spring 2020.

**DECIDED:** That the Chief Executive's Service Health & Safety Action Plan 2019/20, as set out in the Appendix to the report, be approved.

**12 Revised Finance & Resources Health & Safety Policy 2019**

There was submitted a report by the Director of Finance & Resources relative to the implementation of a revised Finance & Resources Health & Safety Policy 2019 (the Policy), a copy of which was appended to the report.

The report explained that the Policy had been revised to reflect service changes in recent years and the current health and safety risk profile for the service. The Policy supported the corporate policy and set out the service arrangements, including roles and responsibilities.

**DECIDED**: That the Finance & Resources Health & Safety Policy 2019, as appended to the report, be approved.

### **13 Town Twinning – 50th Anniversary Visit from Fürth, Germany**

There was submitted a report by the Director of Finance & Resources relative to a proposal to host a four-day visit by a delegation of members and officers from Fürth, Germany, to celebrate the 50th anniversary of the establishment of formal town twinning links with Renfrewshire.

**DECIDED**:

- (a) That it be agreed to host a visit by a delegation from Fürth in April 2019; and
- (b) That the Director of Finance & Resources, in consultation with the Provost, be authorised to make the necessary arrangements.

### **14 Civic Hospitality**

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

The report proposed the type and cost of civic hospitality to be provided in respect of each event and sought authorisation for the Director of Finance & Resources, in consultation with the Provost, to make the necessary arrangements.

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

Recovery Across Mental Health (RAMH) Dinner Dance – £350

Paisley & District Bowling Clubs Ex-Presidents Association - £3,000

Visit by pupils and teachers from Gladsaxe, Denmark - £1,900

Scottish Fire and Rescue Service - £950

Rainbow Flag raising - £400

## CONTRACT AUTHORISATION REPORTS

### 15 Active Multi-asset Investment Manager

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for an Active Multi Asset Investment Manager (RC-CPU-19-197).

Following a procurement exercise conducted in accordance with the Council's procedures, 15 tenders were submitted and after evaluation the tender submitted by Aberdeen Standard Capital Limited was found to be the most economically advantageous.

**DECIDED:** That the Head of Corporate Governance be authorised to award a contract for an Active Multi Asset Investment Manager to Aberdeen Standard Capital Limited for a period of three years with an option to extend for up to a further two years at a cost based on a percentage against the investments and up to £466,370.00 excluding VAT for the full five years.

### 16 Construction of the Spateston Pre-five Centre, Johnstone

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a works contract for construction of the Spateston Pre-five Centre, Johnstone (RC-CPU-18-285).

Following a two-stage restricted procurement exercise conducted in accordance with the Council's procedures, six tenders were submitted and after evaluation the tender submitted by Fleming Buildings Limited was found to be the most economically advantageous

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a design and build contract for the construction of the Spateston Pre-five Centre, Johnstone, to Fleming Buildings Limited at a cost of £1,909,793.22 excluding VAT, subject to the provision of a performance bond and collateral warranties as indicated within the tender document; and

(b) That it be noted that the dates of possession and completion of Section 1 and Section 2 of this contract were 3 June 2019 and 26 March 2020 and 27 March and 31 March 2020 respectively, or as confirmed in the letter of acceptance.

### 17 Design & Construction Works for the Glasgow airport Investment Area (GAIA) Project

There was submitted a report by the Chief Executive relative to the award of a contract for design and construction works for the Glasgow Airport Investment Area Project (RC/OC/348/18).

Following a procurement exercise conducted in accordance with the Council's procedures, five tenders were submitted and after evaluation the tender submitted by Wills Bros Civil Engineering Limited was found to be the most economically advantageous.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award the contract for design and construction works for the Glasgow Airport Investment Area Project to Wills Bros Civil Engineering Limited, subject to approval of the Glasgow Area Investment Area Full Business Case by Glasgow City Region Chief Executives Group on 28 March 2019, the provision of a performance bond and the provision of a parent company guarantee, at a cost of £21,024,195.94 excluding VAT, for a period of 84 weeks starting June 2019 and ending December 2020, or on the dates confirmed in the formal contract; and

(b) That a total contract value of up to £26,367.000 including unquantifiable risk and contingency and excluding VAT, be approved.

## **18 Framework Agreement for Catering Services**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the establishment of a framework agreement for the provision of Catering Services (RC-CPU-16-153) to the Council and Renfrewshire Leisure Limited.

Following a procurement exercise conducted in accordance with the Council's procedures, two tenders were submitted and after evaluation It's All Food Group Limited was ranked first and Est Ecosse Limited, trading as Taste Buds Paisley, was ranked second. The report explained that it was anticipated that the first ranked supplier would receive most catering orders. Should the first supplier be unable to deliver, the order would then be offered to the second supplier.

**DECIDED:** That the Head of Corporate Services be authorised to establish a framework agreement for catering services on behalf of the Council and Renfrewshire Leisure Limited with It's All Food Limited (ranked first) and Est Ecosse Limited trading as Taste Buds Paisley (ranked second) at a maximum value of up to £175,000.00 excluding VAT for an initial two-year period commencing 16 April 2019 until 15 April 2021 with an option to extend on two separate occasions for 12 months on each occasion until no later than 15 April 2023 at an additional maximum annual cost of £87,500.00 excluding VAT for each extension period.

## **19 Framework Agreement for Renfrewshire Council Early Learning and Childcare Places**

This item was withdrawn.

## 20 Nursery and Primary School Electrical Upgrades

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of three individual contracts for Nursery and Primary School electrical updates at Houston Primary School (Lot 2), Wallace Primary School (Lot 3) and East Fulton Primary School (Lot 4) (RC-CPU-18-266).

The report explained that the contract had also included St Margaret's Nursery (Lot 1) which had been withdrawn given that more substantial alterations and adaptations were required.

Following a procurement exercise conducted in accordance with the Council's procedures, nine tenders were submitted for Lot 2, eight for Lot 3 and seven for Lot 4 and after evaluation the tenders submitted by Atalian Servest AMK Limited (formerly, Servest Arthur McKay Limited) for Lot 2, Lot 3 and Lot 4 were found to be the most economically advantageous.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award three separate contracts for Nursery and Primary School electrical upgrades in respect of Lot 2 Houston Primary School, Lot 3 Wallace Primary School and Lot 4 East Fulton Primary School, which was also subject to the provision of a performance bond, to Atalian Servest AMK at a cost of £364,799.31 for Lot 2; £303,083.98 for Lot 3 and £588,333.05 for Lot 4, all excluding VAT; and

(b) That the planned sectional completion dates of 9 August and 18 October 2019 for Lot 2, 9 August and 18 October 2019 for Lot 3 and 9 August, 13 September, 11 October, 8 November and 29 November for Lot 4, be noted.

## 21 Provision of Renfrewshire Care at Home Scheduling and Monitoring Service

There was submitted a joint report by the Chief Executive and the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the award of a contract for the provision of a Renfrewshire Care at Home Scheduling and Monitoring service.

The report explained that the Crown Commercial Services G-Cloud 10 Framework Agreement had been used to identify that one supplier, Totalmobile Limited, could meet the Council's requirements via a call off contract.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a call off contract via the Commercial Services G-Cloud 10 Framework Agreement for the provision of a Renfrewshire Care at Home Scheduling and Monitoring service to Totalmobile Limited, subject to the Order Form requirements including insurance being met, at a cost of £396,050.00 excluding VAT for year one and £228,600.00 excluding VAT for each subsequent year, the total cost being £1,081,850.00 excluding VAT; and

(b) That an initial contract period of two years, commencing on the date specified in the letter of acceptance, with an option to extend the contract period for a further 12 months on two separate occasions, be approved.

## **22 Redevelopment of Paisley Town Hall - hub West Scotland New Project Request and Advance Works Contract**

Under reference to paragraph 17(h) of the Minute of the meeting of this Board held on 18 November 2017, there was submitted a joint report by the Chief Executive and the Head of Regeneration relative to the conclusion of Stage 0, Stage 1 and the design development stage of Stage 2 of the Renfrewshire Council - Paisley Town Hall Project Delivery Approach by hub West Scotland and setting out proposals to proceed with the remainder of Stage 2 of the project.

The report advised the elements to be taken forward to complete Stage 2, including further development of the design through the detailed technical design stage and accurate pricing of the project before entering into advance works and main works contracts. Estimated key dates for delivery of the project were also listed.

It was noted that the estimated cost of both the advance and main works, under hub West Scotland's management, was £19,400,661.00, other costs managed by Renfrewshire Council were £2,599,339.00 and the project remained within its £22 million budget.

Councillor Shaw, seconded by Councillor Paterson, moved that hub West Scotland be approved as the preferred procurement route to progress the project; that the issue of a New Project Request to hub West Scotland to commence Stage 2 of the project, including further development of the design through the detailed technical design stage and accurately pricing the project before entering into advance works and main works contracts, be approved; and that it be noted that a further report would be submitted to this Board in June 2019 relative to the award of an advance works contract, and in November 2019 relative to the award of the main works contract.

Councillor Harte, seconded by Councillor Sharkey, moved as an amendment, that this Policy Board agrees that we do not use West Hub Scotland on the town hall project. Instead this Council should be going through our own procurement in order to ensure transparency of the tendering process.

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

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

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

### **DECIDED:**

(a) That hub West Scotland be approved as the preferred procurement route to progress the project;



(b) That the issue of a New Project Request to hub West Scotland to commence Stage 2 of the project, including further development of the design through the detailed technical design stage and accurately pricing the project before entering into advance works and main works contracts, be approved; and

(c) That it be noted that a further report would be submitted to this Board in June 2019 relative to the award of an advance works contract, and in November 2019 relative to the award of the main works contract.

## **23 Reroofing Contract for Lot 2 - Gallowhill Primary School**

There was submitted a report by the Chief Executive and the Director of Finance & Resources relative to the award of a works contract for Lot 2 reroofing at Gallowhill Primary School (RC-CPU-18-159).

The report explained that the contract included Lot 1, St Fillans Primary School for which no tenders had been submitted that met the Council's requirements for an award of contract. Consequently, the contract being awarded was in respect of Lot 2 only.

Following a procurement exercise conducted in accordance with the Council's procedures, four tenders were submitted for Lot 2 and after evaluation the tender submitted by Hugh LS McConnell Limited was found to be the most economically advantageous.

**DECIDED:** That the Head of Corporate Governance be authorised to award a works contract for Lot 2, reroofing at Gallowhill Primary School only, to Hugh LS McConnell Limited at a cost of £579,873.61 excluding VAT and subject to the provision of a performance bond, to commence on the date specified in the letter of acceptance and to complete 25 weeks from the actual date of possession of the site.



## Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 28 March 2019	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### Present

Councillor Eddie Devine, Councillor Audrey Doig, Councillor Lisa-Marie Hughes, Councillor Alistair Mackay, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Emma Rodden, Councillor Andy Steel, Councillor Jane Strang

### Chair

Councillor McNaughtan, Convener, presided.

### In Attendance

D Campbell, Assistant Managing Solicitor (Licensing), E Currie, Senior Committee Services Officer, G McIntosh, Civic Government Enforcement Officer (for item 1 only), E Graham, Administrative Assistant and N Barr, Administrative Assistant (all Finance & Resources).

### Declarations of Interest

Councillors Devine and Montgomery declared non-financial interests in item 3(d) of the agenda as the applicant was known to them and indicated their intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

### 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 7 of the agenda before item 6 of the agenda.

## 1 Taxi and Private Hire Car Drivers' Licences: Consultation on Medical Evidence and Further Procedure

Under reference to item 1 of the Minute of the meeting of this Board held on 29 March 2018, there was submitted a report by the Director of Finance & Resources relative to a review of the Council's current practice requiring certain applicants for, and holders of, taxi and private hire car drivers' licences to produce medical evidence confirming their fitness to drive.

The report intimated that at the meeting held on 29 March 2018, the Board had agreed a proposal for the purposes of consultation as set out in paragraph 3.2 of the report and authorised officers to consult on the proposal with all taxi and private hire car drivers, representatives of the medical profession and the Council's occupational health advisers.

The responses received were detailed in the report and the report requested that the Board agree new policies and practices in relation to the production of medical evidence by taxi and private hire car drivers.

Councillor McNaughtan, seconded by Councillor Steel, moved that it be agreed (i) that the current requirement that drivers of taxis and private hire cars provide a medical certificate at age 65 and annually thereafter be removed; (ii) that taxi and private hire car drivers who declared a medical condition, and who were called upon to produce a medical certificate, be asked to do so in the terms set out in the appendix to the report; (iii) that the following condition be attached to taxi and private hire car drivers' licences "Should your DVLA driving licence fall to be renewed during the period of this licence, you require to exhibit evidence to the Council, within 14 days of expiry of your DVLA licence renewal date, that you have obtained a new driving licence from DVLA to cover the duration of your (taxi/private hire car) driver's licence"; (iv) that condition 21 of the existing conditions of taxi drivers' licences, and condition 19 of the existing private hire car drivers' licence be amended as follows "21. The holder of a taxi driver's licence shall be 21 years of age or older when first licensed. All drivers with a medical condition capable of affecting their ability to drive shall immediately disclose this condition to the Council and may be called upon to produce a medical certificate to confirm whether their doctor is aware of any medical condition which could render them unfit to drive a taxi." "19. You must be at least 21 to get a licence. All drivers with a medical condition capable of affecting their ability to drive shall immediately disclose this condition to the Council and may be called upon to produce a medical certificate to confirm whether their doctor is aware of any medical condition which could render them unfit to drive a private hire car."; (v) that the new conditions be applied to all licence applications falling to be granted or renewed on or after 1 April 2019; and (vi) that otherwise the terms of the report be noted.

Councillor Mackay, seconded by Councillor Devine, moved as an amendment that it be agreed that the current requirement that drivers of taxis and private hire cars provide a medical certificate at age 65 and annually thereafter be maintained.

On a vote being taken, 3 members voted for the amendment and 6 members voted for the motion. The motion was accordingly declared carried.

### **DECIDED:**

(a) That the current requirement that drivers of taxis and private hire cars provide a medical certificate at age 65 and annually thereafter be removed;

(b) That taxi and private hire car drivers who declared a medical condition, and who were called upon to produce a medical certificate, be asked to do so in the terms set out in the appendix to the report;

(c) That the following condition be attached to taxi and private hire car drivers' licences:

"Should your DVLA driving licence fall to be renewed during the period of this licence, you require to exhibit evidence to the Council, within 14 days of expiry of your DVLA licence renewal date, that you have obtained a new driving licence from DVLA to cover the duration of your (taxi/private hire car) driver's licence";

(d) That condition 21 of the existing conditions of taxi drivers' licences, and condition 19 of the existing private hire car drivers' licence be amended as follows:

"21. The holder of a taxi driver's licence shall be 21 years of age or older when first licensed. All drivers with a medical condition capable of affecting their ability to drive shall immediately disclose this condition to the Council and may be called upon to produce a medical certificate to confirm whether their doctor is aware of any medical condition which could render them unfit to drive a taxi."

"19. You must be at least 21 to get a licence. All drivers with a medical condition capable of affecting their ability to drive shall immediately disclose this condition to the Council and may be called upon to produce a medical certificate to confirm whether their doctor is aware of any medical condition which could render them unfit to drive a private hire car."";

(e) That the new conditions be applied to all licence applications falling to be granted or renewed on or after 1 April 2019; and

(f) That otherwise the terms of the report 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 paragraph 3 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

## **2 Exemptions from Drivers' Duties under Section 165 of the Equality Act 2010 - Personal Appearances**

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

(a) Michael Skinnider T1743

Mr Skinnider, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that Mr Skinnider's application be

granted for the duration of his current Taxi Driver's Licence. This was agreed unanimously.

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

(b) Colin Wardrop T1490

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

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

(c) David McDonald T054

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

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

(d) John Sandells – T1796

There was no appearance by or on behalf of Mr Sandells. The Convener proposed that consideration of the application be continued and that Mr Sandells be invited to a future meeting of the Board. This was agreed unanimously.

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

### **3 Grant of Private Hire Car Drivers' Licences - Personal Appearances**

There were submitted the undernoted applications for grant of Private Hire Car Drivers' Licences. The applicants had been asked to appear personally for the first time together with Police Scotland who had submitted objections to applications (a) and (b); an objection received outwith the statutory timescale to application (c); an objection and a further letter to application (d); and a representation to application (e):-

(a) James Hepburn

Mr Hepburn, the applicant, and Mrs Hepburn, his wife, were invited into the meeting together with Sergeant Brooks and Mr McLellan, 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 refused. This was agreed unanimously.

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

(b) Peter Ritchie

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

Councillor McNaughtan, seconded by Councillor Steel, moved that consideration of the application be continued and that the applicant be invited to a future meeting of the Board.

Councillor Devine, seconded by Councillor Mackay, moved as an amendment that the application be considered in Mr Ritchie's absence.

On a vote being taken, 4 members voted for the amendment and 5 members voted for the motion. The motion was accordingly declared carried.

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

(c) Danish Zafar

There was no appearance by or on behalf of Mr Zafar. Sergeant Brooks and Mr McLellan, on behalf of the Chief Constable who had submitted an objection received outwith the statutory timescale to the application were invited into the meeting. The Convener proposed that 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.

## **DECLARATIONS OF INTEREST**

Councillors Devine and Montgomery, having declared non-financial interests in the following item of business, left the meeting and took no part in the discussion or voting thereon.

(d) Barry Purawec

There was no appearance by or on behalf of Mr Purawec. Sergeant Brooks and Mr McLellan, on behalf of the Chief Constable who had submitted an objection and a further letter to 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.

## **SEDERUNT**

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

(e) Mohammad Nazir

There was no appearance by or on behalf of Mr Nazir. Sergeant Brooks and Mr McLellan, on behalf of the Chief Constable who had submitted a representation to the application were invited into the meeting. The Assistant Managing Solicitor (Licensing) advised that Mr Nazir had intimated that he would not be attending the meeting and had requested that his application be considered in his absence.

The Convener proposed that the application be considered in Mr Nazir's absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

#### **4 Renewal of Private Hire Car Operator's Licence - 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 together with Police Scotland who had submitted a representation to the application:-

Grant McStay

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

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

#### **5 Grant of Taxi Driver's Licence - Personal Appearance**

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

Roderick Scott

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

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

#### **6 Grant of Landlord Registration - Personal Appearance**

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



Robert McConnell

There was no appearance by or on behalf of Mr McConnell. Sergeant Brooks and Mr McLellan, on behalf of the Chief Constable were invited into the meeting. The Convener proposed that the application be considered in Mr McConnell's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be refused. This was agreed unanimously.

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

## **7 Grant of Private Hire Car Operator's Licence - Personal Appearance**

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

Rana Sajjad

Mr Sajjad, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that, on receipt of satisfactory insurance documents, authority be delegated to the Head of Corporate Governance to grant Mr Sajjad's application for a period of one year. This was agreed unanimously.

**DECIDED:** That, on receipt of satisfactory insurance documents, authority be delegated to the Head of Corporate Governance to grant Mr Sajjad's application for a period of one year.

## **8 Hearings into Possible Removal from the Register of Private Landlords - Personal Appearances**

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:-

Mohamed Ishfaq, Mohammed Younis and Mohamed Razaq

Mr Younis, one of the landlords, and his representative, Mrs Archer, were invited into the meeting. Mrs Archer advised that she would also represent Mohamed Ishfaq and Mohamed Razaq, joint owners of the property. The Convener proposed that one submission be made but that three separate decisions would be taken in relation to each registration. This was agreed unanimously and also by Mr Younis and Mrs Archer.

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

The Convener proposed that Mr Younis be removed from the Register of Private Landlords. This was agreed unanimously.

The Convener proposed that Mr Ishfaq be removed from the Register of Private Landlords. This was agreed unanimously.

The Convener proposed that Mr Razaq be removed from the Register of Private Landlords. This was agreed unanimously.

**DECIDED:**

- (a) That Mr Younis be removed from the Register of Private Landlords;
- (b) That Mr Ishfaq be removed from the Register of Private Landlords; and
- (c) That Mr Razaq be removed from the Register of Private Landlords.

## Minute of Special Meeting Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Tuesday, 23 April 2019	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Bill Brown, Councillor Jim Harte, Councillor John Hood, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Jim Sharkey, Councillor John Shaw

### Chair

Councillor J Shaw, Convener, presided.

### In Attendance

S Quinn, Acting Director of Children's Services; L McIntyre, Head of Policy & Commissioning and B Lambert, Strategic Procurement Manager (both Chief Executive's); and K Graham, Head of Corporate Governance and C MacDonald, Senior Committee Services Officer (both Finance & Resources).

### Apologies

Councillor Begg, Provost Cameron, Councillors Kenny MacLaren, Sheridan and Strang.

## Declarations of Interest

Councillor Paterson declared a non-financial interest in Item 1 of the agenda, Contract Authorisation Report: Framework Agreement for Renfrewshire Council Early Learning and Childcare Places, as his son had a childcare place in one of the nurseries. Councillor Paterson intimated his intention to remain in the meeting and take part in the discussion and voting thereon.

### 1 **Contract Authorisation Report: Framework Agreement for Renfrewshire Council Early Learning and Childcare Places**

There was submitted a joint report by the Chief Executive and the Director of Children's Services relative to the award of places on the framework agreement for the provision of early learning and childcare places in Renfrewshire (RC-CPU-18-387).

This framework agreement included childminders and phased provisions to cover the expansion and increase of early learning and childcare from 600 to 1140 hours per eligible child in compliance with the Scottish Government Blueprint for 2020: The Expansion of Early Learning and Childcare in Scotland.

A procurement exercise was carried out in accordance with the Council's procedures and 56 tenders were received, as listed within Appendix 1 to the report. Tenders were subject to quality assessment and those able to satisfy either a grade 3 or above in terms of the Care Inspectorate or Education Scotland/HMle (where appropriate), or in terms of the Council Tender Assessment Visit were detailed in Appendix 2 to the report. Appendix 3 to the report detailed the community benefits to be delivered by each tenderer.

The report advised that all tenders were required meet minimum insurance and health and safety provisions and, having given a commitment to do so, all 54 tenderers listed in Appendix 2 were eligible for award of a place on the framework agreement, subject to meeting those requirements.

#### **DECIDED:**

(a) That the Head of Corporate Governance award a place on the framework contract to those tenderers listed in Appendix 2 to the report, subject to the tenderer meeting the Council's tendered requirements for insurance, health and safety, and provision of an Information Sharing Protocol; and

(b) That the framework agreement be awarded for an initial period of 16 months with the option to extend at the discretion of the Council for a further period of up to 12 months. The start date anticipated was 14 May 2019 with funding available for placements made under this framework agreement commencing 15 August 2019 at the start of the Autumn school term 2019.