

Minute of Meeting Council

Date	Time	Venue
Thursday, 28 September 2017	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 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 John Shaw, Councillor Andy Steel, Councillor Jane Strang

In Attendance

S Black, Chief Executive; P MacLeod, Director of Children's Services; A Morrison, Acting Director of Development & Housing Services; M Crearie, Director of Development & Housing Services; S MacDougall, Director of Environment & Communities; A Russell, Director of Finance & Resources; D Leese, Chief Officer (Renfrewshire Health & Social Care Partnership); D Amos, Head of Policy & Commissioning, L Mahon, Head of Marketing and A Armstrong-Walter, Tackling Poverty & Welfare Reform Manager (both Chief Executive's); F Carlin, Head of Planning & Housing Services (Development & Housing Services); A MacArthur, Head of Finance, J Lynch, Head of Property, M Conaghan, Legal & Democratic Services Manager, L Belshaw, Democratic Services Manager, D Low, Senior Committee Services Officer (LACs) and R Devine, Senior Committee Services Officer (all Finance & Resources).

Chair

Provost Cameron presided.

Prior to the start of the meeting Provost Cameron advised that the microphones in the Council Chamber were faulty and sought the views of elected members as to whether to adjourn the meeting, to enable action to be taken to resolve the issue, or to proceed with the meeting. The consensus was that the meeting should proceed.

Apologies

Councillors Kerr and Sharkey.

Declarations of Interest

Councillor Audrey Doig declared a financial interest in respect of item 3 of the agenda – Best Value Assurance Report, item 4 of the agenda – Paisley's Bid for UK City of Culture 2021 and item 14 (Notice of Motion 4) as she was an employee of Renfrewshire Leisure Limited. She indicated that it was her intention to leave the meeting during consideration of these items and not to take part in any discussion or voting thereon.

Councillor Andy Doig declared a financial interest in respect of item 3 of the agenda – Best Value Assurance Report, item 4 of the agenda - Paisley's Bid for UK City of Culture 2021 and item 14 (Notice of Motion 4) as he was the husband of an employee of Renfrewshire Leisure Limited. He indicated that it was his intention to leave the meeting during consideration of these items and not to take part in any discussion or voting thereon.

Councillor Hughes declared a non-financial interest in respect of item 3 of the agenda – Best Value Assurance Report, item 4 of the agenda - Paisley's Bid for UK City of Culture 2021 and item 14 (Notice of Motion 4) as she was Chair of the Board of Renfrewshire Leisure Limited. Councillor Hughes indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matters it was her intention to remain in the meeting during consideration of these items.

Councillor McCartin declared a non-financial interest in respect of item 3 of the agenda – Best Value Assurance Report, item 4 of the agenda - Paisley's Bid for UK City of Culture 2021 and item 14 (Notice of Motion 4) as she was a member of the Board of Renfrewshire Leisure Limited. Councillor McCartin indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matters it was her intention to remain in the meeting during consideration of these items.

Councillor Graham declared a non-financial interest in respect of item 7 of the agenda – Annual Report by the Chief Social Work Officer - as he was a volunteer with Barnardos.

Councillor McNaughtan declared a non-financial interest in respect of item 12 of the agenda – Notice of Motion 2 - as he was a member of the 1820 Society.

Additional Items

Provost Cameron intimated that there was an additional report in relation to the Paisley Museum Project which had not been included in the notice calling the meeting. Provost Cameron, being of the opinion that the report, which was dealt with at item 4 below, should be considered as a matter of urgency, to enable the offer of grant to be accepted and the project to be progressed as part of the Council's capital investment programme, authorised its consideration.

Councillor Devine intimated that he wished to table an emergency motion which had not been included in the notice calling the meeting and he requested that this be taken as an additional item of business. Provost Cameron intimated that the Leader of the Council had indicated that the matter would be dealt with at the Leadership Board.

Councillor Mack intimated that he wished to table an emergency motion which had not

been included in the notice calling the meeting and he requested that this be taken as an additional item of business. Provost Cameron ruled, in terms of Standing Order 14, that as there were no special circumstances which required the matter to be considered at the meeting as a matter of urgency, the motion would not be taken as an additional item of business.

Order of Business

In terms of Standing Order 16, the Provost indicated that she intended to alter the order of business to facilitate the conduct of the meeting by considering the additional report in relation to the Paisley Museum Project after item 3 of the agenda and Notices of Motion 2 and 17 together, with the Notice of Motion 17 being considered as an amendment to Notice of Motion 2.

Declarations of Interest

Councillor Audrey Doig then declared a financial interest in respect of the additional report to be considered, entitled Paisley Museum Project, as she was an employee of Renfrewshire Leisure Limited. She indicated that it was her intention to leave the meeting during consideration of the item and not to take part in any discussion or voting thereon.

Councillor Andy Doig then declared a financial interest in respect of the additional report to be considered, entitled Paisley Museum Project, as the husband of an employee of Renfrewshire Leisure Limited. He indicated that it was his intention to leave the meeting during consideration of the item and not to take part in any discussion or voting thereon.

Councillor Hughes then declared a non-financial interest in respect of the additional report to be considered, entitled Paisley Museum Project, as she was Chair of the Board of Renfrewshire Leisure Limited. Councillor Hughes indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matters it was her intention to remain in the meeting during consideration of the item.

Councillor McCartin then declared a non-financial interest in respect of the additional report to be considered, entitled Paisley Museum Project, as she was a member of the Board of Renfrewshire Leisure Limited. Councillor McCartin indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matters it was her intention to remain in the meeting during consideration of the item.

1 Minutes 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, 29 June 2017
 Placing Requests and Exclusions Appeals Panel, 30 June 2017
 Paisley North Local Area Committee 17 August 2017
 Cross Party Sounding Board, 22 August 2017
 Renfrew and Gallowhill Local Area Committee, 22 August 2017
 Regulatory Functions Board, 23 August 2017
 Education and Children's Services Policy Board, 24 August 2017
 Johnstone and the Villages Local Area Committee, 24 August 2017
 Audit, Risk and Scrutiny Board, 28 August 2017
 Communities, Housing and Planning Policy Board, 29 August 2017
 Paisley South Local Area Committee, 29 August 2017
 Infrastructure, Land and Environment Policy Board, 30 August 2017
 Finance, Resources and Customer Services Policy Board, 30 August 2017
 Petitions Board, 30 August 2017
 Council, 30 August 2017
 Houston, Crosslee, Linwood, Riverside and Erskine Local Area Committee, 30 August 2017
 Regulatory Functions Board, 7 September 2017
 Leadership Board, 19 September 2017
 Regulatory Functions Board, 20 September 2017
 Audit, Risk and Scrutiny Board, 26 September 2017

DECIDED: That the Minutes be approved.

2 Report on Audit of Accounts 2016/17

There was submitted a report by the Director of Finance & Resources relative to the audit of the Council's 2016/17 annual accounts, which had been undertaken by the Council's appointed external auditors, Audit Scotland.

The report highlighted that the audit process had been completed and that an audit opinion, free from qualification, had been provided. In terms of the Local Authority Accounts (Scotland) Regulations 2014, the Council required to consider and approve the Annual Accounts for signature no later than 30 September each year. The Assistant Director of Audit (Local Government) had previously provided a report detailing all matters arising over the course of the 2016/17 audit to the meeting of the Council's Audit, Risk and Scrutiny Board, held on 26 September 2017, for consideration. In addition the report intimated that the accounts of the charities controlled by the Council had also been audited by Audit Scotland and separate audit opinions on these accounts had been provided in accordance with the charities regulations and best practice promoted by the Office of the Scottish Charities Regulator (OSCR). Copies of the accounts for Renfrew, Paisley and Johnstone Common Good Funds and Renfrewshire Council Trust Funds were provided as appendices to the report for approval.

DECIDED:

(a) That the Council's Annual Accounts 2016/17 be approved for signature, in accordance with the Local Authority Accounts (Scotland) Regulations 2014;

(b) That the 2016/17 accounts of the Renfrew, Paisley and Johnstone Common Good Funds and Renfrewshire Council Trust Funds be approved and authority be delegated to the Director of Finance & Resources to submit these accounts to OSCR in accordance with the relevant regulations; and

(c) That the annual audit report be noted.

Declarations of Interest

Councillors Audrey Doig and Andy Doig having previously declared an interest in items 3, 4 and 5(a) and (b) below, left the meeting.

Councillors Hughes and McCartin having previously declared an interest in items 3, 4 and 5(a) and (b) below, remained in the meeting.

3 Best Value Assurance Report - Renfrewshire Council

There was submitted a report by the Chief Executive relative to the findings of the Accounts Commission in respect of the Council's compliance with its Best Value duty, as well as the scope and process of the best value audit. The Accounts Commission Best Value Assurance Report (BVAR) on Renfrewshire Council, which had been considered by the Accounts Commission at its meeting on 10 August 2017, was attached as Appendix 1 to the report.

The report provided an assessment of the Council and its performance, since the previous audit in 2006. Overall the report was positive, providing independent assurance to local residents and businesses on the extent to which the Council was achieving best value. The report also confirmed Audit Scotland's view that the Council had a clear and ambitious vision for the area which was shared with partners, was working well with partners to address the challenges facing the organisation and the Renfrewshire area, and managed the Council's finances effectively. In publishing the report, the Accounts Commission noted that "Renfrewshire Council continued to improve and was making encouraging progress in the performance of its services". Audit Scotland had also provided direction on the key areas on which the Council should focus its improvement activities going forward. The report included recommendations relating to cross-party working, community engagement, partnership working, workforce planning, member training and development and governance arrangements. An action plan had been developed to progress these recommendations and was attached as Appendix 2 to the report. It was highlighted that the actions contained therein would be embedded within the Council Plan and Community Plans and be driven, at service level, through Service Improvement Plans. An annual update on progress against the action plan, and on continuing best value audit activity relating to the Council, would be reported to the Leadership Board.

DECIDED:

- (a) That the report and the Council's Best Value Assurance report, attached as Appendix 1 to the report, be noted;
- (b) That the action plan, provided as Appendix 2 to the report, be approved; and
- (c) That it be noted that progress in terms of implementing the action plan would be reported to the Leadership Board on an annual basis, along with an update on ongoing best value audit activity.

4 Paisley Museum Project

There was submitted a report by the Acting Director of Development & Housing Services relative to the outcome of the funding application, submitted to the Heritage Lottery Fund, in respect of the Paisley Museum project.

The report referred to the decision taken at the meeting of the Leadership Board held on 20 June 2017 to approve the submission of a funding application to the Heritage Lottery Fund (HLF) for £4.9 million towards the total project costs of £42 million for the Paisley Museum project, advised that confirmation had been received from HLF that the application had been successful and provided an update in connection with proposed action for delivery of the project in line with the Council's cultural regeneration strategy. The report detailed the planned outcomes for the project and sought authority to accept the grant from HLF, to progress the project at the currently scoped level of £42 million and outlined the position in terms of the balance of the funding package to be secured. It was noted that, as outlined previously, the Paisley Museum Project was expected to be delivered within the approved timescale of 2017/22.

DECIDED:

- (a) That it be noted that the application to the Heritage Lottery Fund, approved at the meeting of the Leadership Board held on 20 June 2017, for £4.9 million towards the Paisley Museum Project, had been successful;
- (b) That the Chief Executive be authorised to accept the offer of Heritage Lottery Fund grant and the associated terms and conditions on behalf of the Council; and
- (c) That it be agreed that the project, as outlined at the meeting of the Leadership Board on 20 June 2017, be progressed as part of the Council's overall capital investment programme.

5(a) Paisley's Bid for UK City of Culture 2021 - Investment in 2021 Venues and Town Centre Infrastructure

There was submitted a joint report by the Chief Executive and Director of Finance & Resources relative to Paisley's Bid for UK City of Culture 2021 and, in particular, the package of investment proposals and recommendations for venues and infrastructure to support the bid.

The role that culture and heritage played in supporting economic and community vibrancy, which had been reflected in the long-term priority the Council had placed on investment in cultural, heritage and community assets across Renfrewshire over

the last decade, was highlighted. Within this strategic context, the Council had progressed for a number of years the implementation of a culture-led economic regeneration programme within Paisley town centre. To date the implementation of this strategy had included a range of targeted investment in strategically-important assets within the town centre including the museum, the new museum store, the new learning and community hub and the redevelopment of the Arnotts site and Russell Institute. The perceived benefits if Paisley were to win the UK City of Culture title were highlighted.

The report detailed the next phase of investment in key assets to progress the delivery of the long-term strategic regeneration agenda for the town centre, including short, medium and long term investment proposals and recommendations relating to Paisley Town Hall, Paisley Arts Centre, St James Playing Fields, Town Centre Public Realm sites, flexible Outdoor Space, Travel and Accessibility Improvements and the property at 56-58 Back Sneddon Street, Paisley. The requirement for the proposals to be progressed in order for a sufficiently detailed and prioritised programme of proposals to be further developed was highlighted. In addition it was noted that a report on the overall proposed programme of works would be submitted to a future meeting of the relevant Board in advance of works commencing. The report stated that the proposed package of investment outlined in the report would meet the Council's obligations to protect, maintain and future-proof its buildings and infrastructure and improve services to the Renfrewshire communities.

Reference was made within the report to the key role of the investment proposals in the success of the Stage 1 bid for UK City of Culture 2021, to the achievement in reaching the shortlisting stage of the competition, the work undertaken in response to the Stage 2 submission requirements and the resources already committed by the Council to the plans, in the setting of its 2017/18 budget. It was noted that a critical element of the Stage 2 bid was demonstrating that progress had been made, since submission of the Stage 1 bid, in terms of funding and planning for the delivery of key elements of the infrastructure required to deliver a successful year of culture. Full details of the specific projects proposed, the early enabling works required and the estimated financial costs were provided.

DECIDED:

- (i) That the report and the importance that the full package of investment proposals outlined in the report had in directly supporting the 2021 bid, as well as delivering the long-term regeneration objectives for Paisley Town Centre and the wider Renfrewshire area be noted;
- (ii) That the Council make provision in its medium to longer-term debt smoothing strategy and financial planning arrangements, to supplement the resources, already committed by the Council in its 2017/18 budget, to support the prudential borrowing required to allow the full suite of investment outlined in the report to be progressed for delivery by 2021;
- (iii) That it be agreed that the early enabling works outlined at Section 5.3 of the report be approved for progression and that a report on the overall proposed programme of works be submitted to a future meeting of the relevant Policy Board in advance of works commencing; and
- (iv) That it be noted that regular reporting arrangements to the appropriate Board

would be provided during the development and delivery phase of the investment programme.

5(b) Paisley's Bid for City of Culture 2021 - Paisley's Final Stage Bid for UK City of Culture 2021

There was submitted a report by the Chief Executive relative to the Paisley Bid for UK City of Culture 2021.

The report indicated that the UK City of Culture title was a competition developed by the UK Government's Department for Culture, Media and Sport (DCMS) in consultation with the devolved administrations of Scotland, Wales and Northern Ireland. The competition was managed by the UK Government. Reference was made to the decision taken at the meeting of the Council held on 25 June 2015 to authorise the Chief Executive to put in place the necessary arrangements and resources to take forward a bid for Paisley to compete in the UK City of Culture 2021 competition. Subsequently Paisley 2021 Partnership Board had been established to put in place a whole town partnership to drive forward the development of the bid. The first-stage bid had been submitted and had been successful in being shortlisted. Thereafter positive feedback had been received about the strengths of the Paisley Bid, together with a revised set of guidance for the final-stage Bid which specified the additional information required. It was highlighted that the final-stage Bid required a succinct summary of elements of the Bid, with more specific and detailed information on the delivery of the Bid, including management and governance arrangements, how legacy would be delivered and sustained, information on budgets and funding commitments and the status of agreements reached with cultural and business partners and sponsors, along with a detailed mobilisation plan to demonstrate capability for maintaining momentum and delivery, immediately if announced as the winner.

In view of the competitive nature of the bidding process, the need to maintain confidentiality in terms of the content of the Bid document and the importance of members having the opportunity to access the Bid before considering it for approval, the Bid document had been made available to elected members in advance of the Council meeting. In addition a briefing had been held on 27 September 2017, which had provided an opportunity for elected members to hear a presentation on the Bid and for their questions to be answered.

The Bid document summarised the vision and themes of the Bid, the step changes which it was planned to achieve, examples of the types of cultural events to be hosted, and the economic, social and tourism impacts that winning the competition would deliver for Paisley and the wider area, together with the more detailed information required in terms of the final Bid. It was noted that at the meeting of the Partnership Board held on 18 September 2017 the content of the final stage Bid had been endorsed. The report sought approval of the Council, as lead partner, to submit the final Bid on behalf of Paisley. A summary of the remainder of the competition timetable was provided including the visit of the judges' delegation to Paisley, the presentation of the Bid, in Hull, to the full judging panel and the anticipated timeline for announcement of the winning submission.

DECIDED:

- (i) That the submission of the final stage Bid on behalf of the partnership for Paisley to become UK City of Culture 2021 be approved;

- (ii) That the competitive nature of the bidding process and the requirement to maintain the confidentiality of the content of Paisley's Bid, even after submission, be noted;
- (iii) That it be noted that the final outcome of the Bid would be announced in December 2017 in Hull;
- (iv) That the overwhelming level of support that had been received from across the community, local and national partners and the business community during the bidding process be noted and welcomed;
- (v) That the Chief Executive be authorised to take forward all necessary arrangements to prepare for the judges' visit to Paisley and the final presentation of the town's Bid to the judging panel; and
- (vi) That it be agreed that if Paisley was successful in winning the competition the Chief Executive be authorised to take forward all necessary arrangements to activate and implement the mobilisation plan contained within the Stage 2 Bid submission.

Sederunt

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

6 Council Plan 2017-22

There was submitted a report by the Chief Executive relative to the Council Plan 2017/22.

The report stated that the Council Plan (the Plan) was a key strategic document, which detailed for Council employees, local people, businesses, partner organisations and voluntary organisations, what the Council aimed to achieve over a period of time. Along with Renfrewshire's Community Plan, the Plan provided a "golden thread", to ensure that the key strategic priorities of the Council translated into specific actions within service improvement plans, in order that there was clarity on the role that all Council services played in terms of delivering on these objectives.

Reference was made to the period of change, challenge and uncertainty which the Council faced and, in particular, to the significant financial challenges to be managed by the Council in light of reduced funding levels and factors such as Brexit, while also addressing the impact of demographic change and the changing needs of local people, communities and businesses. The report indicated that there was a need for the Council to embrace the opportunities which these challenges could unlock, particularly in relation to cultural and economic regeneration, community empowerment and digitisation of services. Accordingly the Council Plan 2017/22 required to be an ambitious yet flexible strategic plan which supported the organisation to remain agile and to address new challenges and opportunities over the period as required.

The Council Plan 2017/22, a copy of which had been appended to the report, had been developed in tandem with the Renfrewshire Community Plan 2017/27.

Combining development of the Plans had provided the opportunity for the Council to agree outcomes with key community planning partners, which partners could then focus on achieving. The Council Plan and Community Plan had been developed through an extensive programme of work which made use of information the Council and its partners had about local people, businesses, communities and services, to identify potential challenges and opportunities for Renfrewshire, involved consultation and engagement with communities through a series of public events, local area committee meetings and online surveys of local people, and identified key themes and priorities through discussions with strategic partners, community planning governance structures and elected members. It was noted that a key element of the development process had been the consideration of the Council Plan and Community Plan at meetings of the Cross Party Sounding Board during which members of the Board had engaged in a discussion on the priorities emerging from the consultation and engagement process and provided direction on the focus of both Plans.

The Plan set out the vision of “Working together for a thriving and connected Renfrewshire, creating opportunities for all”. The Plan was high level in nature and detailed how the Council would work with partners, communities and businesses to progress five key outcomes namely: Reshaping our place, our economy and our future; Building strong, safe and resilient communities; Tackling inequality, ensuring opportunities for all; Creating a sustainable Renfrewshire for all to enjoy; and Working together to improve outcomes. Detailed actions and performance measures relating to each of these outcomes would be driven forward through Service Improvement Plans and a performance framework for the Plan would be developed and submitted for consideration to the meeting of the Leadership Board to be held on 12 December 2017.

DECIDED:

- (a) That the Council Plan 2017/22, attached as Appendix 1 to the report, be approved;
- (b) That it be noted that the Council Plan had been considered at the meeting of the Cross Party Sounding Board held on 22 August, 2017;
- (c) That it be noted that that a performance scorecard for the Council Plan would be developed and submitted for consideration to the meeting of the Leadership Board to be held on 12 December, 2017; and
- (d) That progress be reported to the Leadership Board on a six-monthly basis.

7 Community Plan "Our Renfrewshire 2017-2027"

There was submitted a report by the Chief Executive relative to the Community Plan, “Our Renfrewshire 2017/27”.

The report stated that the Community Plan set out the key priorities for Renfrewshire which would be targeted by community planning partners with local communities over the ten-year period of the Plan. The Community Empowerment Act 2015 had introduced a statutory requirement for community planning partners to publish a new ten-year Local Outcome Improvement Plan (Community Plan) by 1 October 2017. The development of a Community Plan was a shared responsibility between the

statutory Community Planning Partners across Renfrewshire. The 2017/27 Plan had been developed in partnership and in tandem with the new Council Plan and would be delivered through the Community Planning governance arrangements which had been reviewed and refreshed during 2016. The Plan had also been considered at the meeting of the Cross Party Sounding Board held on 22 August, 2017.

DECIDED:

- (a) That it be noted that the Council shared statutory responsibility for the Community Plan with the other Community Planning Partners in Renfrewshire;
- (b) That it be noted that the Community Plan had been considered at the meeting of the Cross Party Sounding Board held on 22 August 2017;
- (c) That the Council's role in the delivery of the Community Plan be endorsed; and
- (d) That it be noted that the Community Planning Partnership Oversight Group would provide oversight of the Council's contribution to the Community Plan, and would receive progress reports on a six-monthly basis.

Declaration of Interest

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

8 Annual Report by the Chief Social Work Officer

There was submitted a report by the Director of Children's Services relative to the 2016/17 annual report by the Chief Social Work Officer (CSWO). In Renfrewshire this role was held by the Director of Children's Services.

The report provided an overview of the role of the CSWO, referred to the key areas of activity of the CSWO locally, outlined the issues and challenges encountered during 2016/17, local arrangements for the discharge of the functions of the post and provided an overview of activities undertaken by social work services together with the key priorities for 2017/18. A copy of the annual report by Chief Social Work Officer was appended to the report.

The report intimated that the scope of the CSWO role covered all social work and social care services, whether provided directly by the local authority, or in partnership with others. Where these services were purchased or commissioned from external providers, the CSWO had responsibility to advise on the specification, quality and standards of services commissioned. Revised guidance notes had been issued noting the role of the CSWO in providing professional advice and guidance to the Integration Joint Board (IJB) on social work matters which had been delegated to the IJB and the changed environment in which social work services were now delivered.

DECIDED:

- (a) That the key activities outlined within the report be noted;
- (b) That it be noted that the report would be submitted to the Office of the Chief

Social Work Officer at the Scottish Government; and

(c) That it be agreed that the next update be submitted to the meeting of the Council to be held in Autumn 2018.

9 Collaboration to Deliver Excellence and Equity in Education

There was submitted a report by the Director of Children's Services relative to the Scottish Government's response to the consultation undertaken in respect of educational governance and the publication launched thereafter outlining plans for reform.

The report advised that the proposals outlined in the publication would result potentially in significant changes to the way in which education services were organised in Scotland and that it was anticipated that these changes would have wide-ranging consequences for the role of local authorities in the delivery of education to children and young people in their communities. The Scottish Government's commitment to these changes had been reiterated in the First Minister's statement to Parliament on 4 September 2017 in relation to the programme for government over the next year.

The report advised that the main principle of the review was to seek to devolve power from a national level to a regional level and from a local government level to a school level. The stated aim was to empower schools and teachers to drive improvement at a local level with others in the system sharing responsibility for collaborating to support the improvement. Reference was made to the report, considered at the meeting of the Council held on 29 June 2017, on the planned changes. It was highlighted that legislation would be required in order to enact many of the proposals and that it was anticipated that a new education bill would be placed before parliament during June 2018, imposing revised duties on local authorities, head teachers and the newly-formed regional improvement collaboratives. In addition many areas of the proposals would require further clarification and it was anticipated that this would emerge over the coming months as the Scottish Government engaged with local authorities and professional organisations through further consultation exercises. The Council's response to each of these consultations would be reported to the appropriate Policy Board, in due course, for consideration, the first of which relating to the funding of schools, had been considered and agreed at the meeting of the Education and Children's Services Policy Board held on 24 August 2017.

The Council was one of the partners in the Glasgow City Region, a group of eight local authorities working together to deliver a shared vision of "a strong, inclusive, competitive and outward-looking economy, sustaining growth and prosperity with every person and business reaching their full potential". One of the objectives for the group was to create a skills and employment system that met the current and future needs of Glasgow City Region businesses and supported residents to access jobs and progression opportunities. The Glasgow City Region Cabinet had recently considered a proposal to create a 'Glasgow City Region Education Improvement Collaborative' and to appoint a 'Regional Lead Officer' to lead the work of the collaborative. The Group proposed that new governance arrangements, involving the conveners of Education and Children's Services from the eight constituent local authorities be established to oversee the work of the collaborative. It was highlighted that Renfrewshire Council's involvement in the Glasgow City Region Education

Improvement Collaborative, if agreed, was subject to approvals being in place in respect of the participation of the other constituent authorities in the City Region.

Councillor Paterson, seconded by Councillor Nicolson moved:-

- (a) That the Scottish Government's renewed commitment to support a regional improvement collaborative model be noted;
- (b) That the report be noted and that it also be noted that responses to consultation documents related to it would be submitted to elected members for consideration and approval;
- (c) That Renfrewshire Council's membership of a Glasgow City Region Education Improvement Collaborative, be approved, in principle;
- (d) That the formation of a Glasgow City Region Education Joint Committee of conveners of education (or equivalent) with authority to oversee the work of the Regional Improvement Collaborative be approved;
- (e) That the appointment of the Convener of the Education and Children's Services Policy Board to the oversight group be approved;
- (f) That it be noted that it was the intention of any regional collaborative to appoint a 'Regional Lead Officer'; and
- (g) That it be noted that further reports would be submitted to future meetings of the Council providing updates on the progress of the establishment of the committee.

Councillor McCartin, seconded by Councillor Andy Doig, moved as an amendment that this Council rejects moves by the Scottish Government to remove local and democratic control of education from councils. We further reject any suggestion of the development of "City Region" education governance, on the basis that governance of Renfrewshire's schools should not be, effectively, handed to Glasgow City Council. We demand that John Swinney retracts all notion of this scheme, and uses the funding for this re-organisation to enhance education funding in all local councils.

On the roll being called the following members voted for the amendment: Councillors Andy Doig, Graham, Mack, J MacLaren, McCartin, McIntyre and Strang.

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

Councillor Mackay abstained.

Seven members having voted for the amendment, 32 members having voted for the motion, and one member having abstained, the motion was accordingly declared carried.

DECIDED:

- (a) That the Scottish Government's renewed commitment to support a regional improvement collaborative model be noted;
- (b) That the report be noted and that it also be noted that responses to consultation documents related to it would be submitted to elected members for consideration and approval;
- (c) That Renfrewshire Council's membership of a Glasgow City Region Education Improvement Collaborative, be approved, in principle;
- (d) That the formation of a Glasgow City Region Education Joint Committee of conveners of education (or equivalent) with authority to oversee the work of the Regional Improvement Collaborative be approved;
- (e) That the appointment of the Convener of the Education and Children's Services Policy Board to the oversight group be approved;
- (f) That it be noted that it was the intention of any regional collaborative to appoint a 'Regional Lead Officer'; and
- (g) That it be noted that further reports would be submitted to future meetings of the Council providing updates on the progress of the establishment of the committee.

10 Appointments to Boards and Outside Organisations

There was submitted a report by the Director of Finance & Resources relative to the appointment of members to various vacant positions on Council Boards and outside organisations.

The report advised that, in accordance with the decision taken at the meeting of the Council held on 18 May 2017, the Police and Fire & Rescue Scrutiny Sub-committee had been established, comprising five members drawn from the membership of the Communities, Housing and Planning Policy Board. The political groups had subsequently advised that the membership of the Sub-committee would be Councillors McGurk, McNaughtan, M MacLaren, Montgomery and Strang, with Councillors McGurk and McNaughton appointed Convener and Depute Convener respectively.

In terms of section 124 of the Local Government (Scotland) Act, 1973 the Council had also agreed, at the Council meeting held on 18 May, 2017, to appoint the Church of Scotland and Roman Catholic Church's nominees to the Education & Children's Services Policy Board. The Council agreed that the third church representative would be the nominee from Paisley Action of Churches Together (PACT), Reverend Graham Currie. Reverend Currie had now intimated that PACT had closed and as a consequence he would no longer be their representative on the Education & Children's Services Policy Board. Accordingly arrangements would be made to secure a replacement nominee and, in the first instance, it was proposed that the Renfrewshire Evangelical Alliance of Churches be approached to submit a nomination.

When considering appointments to outside organisations, the Council agreed at the

above meeting (i) that the Administration would appoint the member and substitute member to Strathclyde Concessionary Travel Scheme Joint Committee and Councillor McEwan was appointed as the substantive member. Confirmation had now been received that Councillor Steel was to be the substitute representative; and (ii) that the Administration would appoint five representatives and their substitutes to the Renfrewshire Valuation Joint Board, the other three representatives and their substitutes being from the opposition parties. The substantive Administration members appointed were Councillors J Cameron, Audrey Doig, K MacLaren, M MacLaren and Steel. Confirmation had now been received that their substitutes were Councillors Paterson, Campbell, Hughes, McNaughtan and Adam-McGregor respectively.

At the meeting of the Council held on 29 June 2017, it was agreed to appoint members to the Children's Champions Board. The political parties represented on the Council had been consulted and had advised that their representatives would be Councillors Bibby, J Cameron, Graham, McCartin, Nicolson and Paterson.

The report advised that correspondence had been received from (i) CoSLA seeking nominations to its four Policy Boards; and (ii) Glasgow Airport FlightPath Committee relative to the appointment of two Council representatives. The Administration had indicated that Renfrewshire Council's nominees for the COSLA Policy Boards would be: Health and Social Care Board – Councillor J Cameron; Community Wellbeing Board – Councillor McGurk; Children and Young People Board – Councillor Paterson; and Environment and Economy Board – Councillor McNaughtan. It was noted that members of the FlightPath Committee usually lived under or near the take off/landing areas and that the Committee had advised that Councillor Nicolson, who had been a member of the Committee since 2010, and Councillor Binks, who had also previously been a member of the Committee, had been invited to be the Council representatives.

DECIDED:

(a) That it be noted that the membership of the Police and Fire & Rescue Scrutiny Sub-committee was Councillors McGurk, McNaughtan, M MacLaren, Montgomery and Strang;

(b) That it be noted that PACT had closed, that Reverend Graham Clark had resigned from the Education & Children's Services Policy Board and that, in the first instance, a replacement nominee would be sought from Renfrewshire Evangelical Alliance of Churches;

(c) That Councillor Steel be appointed as substitute representative to the Strathclyde Concessionary Travel Scheme Joint Committee;

(d) That Councillors Paterson, Campbell, Hughes, McNaughtan and Adam-McGregor be appointed as substitute representatives respectively for Councillors J Cameron, Audrey Doig, K MacLaren, M MacLaren and Steel on the Renfrewshire Valuation Joint Board;

(e) That the appointment of Councillors Bibby, J Cameron, Graham, Nicolson, and Paterson to the Children's Champion Board be noted;

(f) That the Council's nominees to each of CoSLA's four Policy Boards be as follows: Health and Social Care Board, Councillor J Cameron; Community Wellbeing

Board, Councillor McGurk; Children and Young People Board, Councillor Paterson; and Environment and Economy Board, Councillor McNaughtan; and

(g) That it be noted that Councillors Nicolson and Binks had been invited to be the Council's representatives on the FlightPath Committee.

11 Timetable of Meetings

There was submitted a report by the Director of Finance & Resources relative to a proposed timetable of meetings of the Council and its Boards covering the period January 2018 to June 2019 a copy of which was appended to the report.

The timetable was based on the current governance arrangements and incorporated recess periods at summer, October, Christmas/New Year and spring. Whilst meetings of the Appeals Board and Local Review Body had been included in the timetable the report intimated that there could be occasions when these meetings were not required and would be cancelled in consultation with the respective Convener. It was highlighted that an additional meeting of the Audit, Risk and Scrutiny Board had been incorporated into the timetable on 25 September 2018 to allow the Board to consider the Council's Audited Annual Accounts.

DECIDED:

(a) That the timetable of meetings of the Council and its Boards to June 2019, including the dates during which there were to be recesses, as detailed in the appendix to the report be agreed; and

(b) That it be agreed that meetings of the Appeals Board and Local Review Body, although timetabled, be cancelled in consultation with the respective Convener, if there was no substantive business.

Declaration of Interest

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

12 Notice of Motion 1

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

"1820 Radicals' War

Council agrees to host events to commemorate the bi-centennial of the 1820 Radicals' War and to liaise with the 1820 Society to maximise their involvement in the commemoration."

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

Councillor Andy Doig, seconded by Councillor Mack, moved as an amendment that in addition Council further agrees in promoting such commemorative events that there should be a positive focus to illuminate the strong links which Paisley and

Renfrewshire has with both the events of 1820, and the wider Scottish Radical tradition.

In terms of Standing Order 27, Councillors Brown and Devine, being the mover and seconder of the motion, agreed to accept the amendment and the motion, as amended, was approved unanimously.

DECIDED: Council agreed to host events to commemorate the bi-centennial of the 1820 Radicals' War and to liaise with the 1820 Society to maximise their involvement in the commemoration.

Council further agreed in promoting such commemorative events that there should be a positive focus to illuminate the strong links which Paisley and Renfrewshire had with both the events of 1820, and the wider Scottish Radical tradition.

13 Notice of Motion 2

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

"Tackling Period Poverty

Council notes that female hygiene products are a necessity, not a choice.

Council commends the recent North Ayrshire Council initiative to provide free sanitary products in all of their Secondary schools in a bid to stamp out period poverty. Council further notes the campaign led by Monica Lennon, MSP to introduce a Members Bill which aims to change the law in Scotland, by putting a duty on schools, colleges and universities to provide free sanitary products in their toilets.

Council accepts the need to help women and school girls who cannot currently access or afford sanitary products and will therefore take necessary action to provide free sanitary products in all Renfrewshire Primary and Secondary schools, as a first practical step to make period poverty and stigma a thing of the past;"

and Notice of Motion 17 by Councillors Don and McEwan in the following terms:

"Council welcomes Scottish Government Announcement to Provide Free Sanitary Products in Educational Establishments

Renfrewshire Council welcomes the announcement by the Scottish Government that will see the provision of free sanitary products in schools, colleges and universities.

Council recognises that female hygiene products are a necessity, not a choice and notes that many young women may be unable to buy vital feminine hygiene products due to the cost.

Council notes that whilst free products are currently available in high schools and food banks, this announcement may help to stop the shame and embarrassment caused by having to request these.

Council recognises that this is a huge step forward in eradicating period poverty."

Councillors Kennedy and Dowling and Councillors Don and McEwan, being the movers and seconders of Notices of Motion 2 and 17 respectively, agreed in terms of Standing Order 27 that both motions be combined and that, in addition, Council agrees that free sanitary products be provided in all Renfrewshire Council schools. The initial cost of installation of this service is approximately £160K per annum. This will be a first practical step to making 'period poverty' a thing of the past.

The motions as combined, together with the addition, were approved unanimously.

DECIDED: Council noted that female hygiene products were a necessity, not a choice.

Council commended the recent North Ayrshire Council initiative to provide free sanitary products in all of their Secondary schools in a bid to stamp out period poverty. Council further noted the campaign led by Monica Lennon, MSP to introduce a Members Bill which aimed to change the law in Scotland, by putting a duty on schools, colleges and universities to provide free sanitary products in their toilets.

Council accepted the need to help women and school girls who could not currently access or afford sanitary products and would therefore take necessary action to provide free sanitary products in all Renfrewshire Primary and Secondary schools, as a first practical step to make period poverty and stigma a thing of the past.

Council welcomed the Scottish Government announcement to provide free sanitary products in educational establishments.

Renfrewshire Council welcomed the announcement by the Scottish Government that would see the provision of free sanitary products in schools, colleges and universities.

Council recognised that female hygiene products were a necessity, not a choice and noted that many young women may be unable to buy vital feminine hygiene products due to the cost.

Council noted that whilst free products were currently available in high schools and food banks, this announcement may help to stop the shame and embarrassment caused by having to request these.

Council recognised that this is a huge step forward in eradicating period poverty.

Council agreed that free sanitary products be provided in all Renfrewshire Council schools. The initial cost of installation of this service was approximately £160K per annum. This would be a first practical step to making 'period poverty' a thing of the past.

14 Notice of Motion 3

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

"Scottish Local Government Debt Amnesty

This council notes that work done by Unite Scotland, following information obtained through Freedom of Information requests, suggests that Scottish local government, since Scottish devolution, has paid a minimum of £3.3 billion to HM Treasury in interest payments on pre-devolution debt liabilities.

This council also notes that a further £2.5 billion of pre-devolution debts are owed by Scottish local government HM Treasury's Public Works Loans Board (PWLB) at high interest rates of around 8%, at a time when interest on post-devolution debts are around 4%. For Renfrewshire, the total PWLB borrowing taken out before devolution on 1 July 1999 which is still outstanding is £107,909,451 - the average rate on this debt is 5.783%.

This council believes that the requirement for councils in Scotland, post devolution, to pay such large debts to HM Treasury at high interest rates, is unfair and recognises that the writing off of such debts would significantly reduce pressure on council budgets, potentially saving services and thousands of jobs.

This council therefore resolves to press HM Treasury to write off pre-devolution debts owed by councils in Scotland and to seek the support of the Scottish Government for this debt amnesty."

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

Councillor J MacLaren, seconded by Councillor Binks, moved as an amendment that Council realises that asking HM Treasury to write-off all pre-devolution debts is totally unrealistic. This Council therefore resolves to press HM Treasury to seek to renegotiate pre-devolution debts to reduce the interest rate charged down to 4% and to seek support from the Scottish Government in this approach.

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

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

Councillor Mackay abstained.

Six members having voted for the amendment, 33 members having voted for the motion and one member having abstained, the motion was accordingly declared carried.

DECIDED: Scottish Local Government Debt Amnesty

Council noted that work done by Unite Scotland, following information obtained through Freedom of Information requests, suggested that Scottish local government, since Scottish devolution, had paid a minimum of £3.3 billion to HM Treasury in interest payments on pre-devolution debt liabilities.

Council also noted that a further £2.5 billion of pre-devolution debts were owed by

Scottish local government HM Treasury's Public Works Loans Board (PWLB) at high interest rates of around 8%, at a time when interest on post-devolution debts was around 4%. For Renfrewshire, the total PWLB borrowing taken out before devolution on 1 July 1999 which was still outstanding was £107,909,451 - the average rate on this debt was 5.783%.

Council believed that the requirement for councils in Scotland, post devolution, to pay such large debts to HM Treasury at high interest rates, was unfair and recognised that the writing off of such debts would significantly reduce pressure on council budgets, potentially saving services and thousands of jobs.

Council therefore resolved to press HM Treasury to write off pre-devolution debts owed by councils in Scotland and to seek the support of the Scottish Government for this debt amnesty.

Declarations of Interest

Councillors Audrey Doig and Andy Doig having previously declared an interest in the following item of business left the meeting.

Councillors Hughes and McCartin having previously declared an interest in the following item of business, remained in the meeting.

15 Notice of Motion 4

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

"Renfrewshire Council notes the recommendations of the Barclay Review of Non-Domestic Rates.

This council further urges the Scottish Government to reject Recommendation 24 of the review, that charity relief should be reformed/restricted for a small number of recipients, as it relates to ALEOs.

Council notes that the cost of implementing this recommendation would have a detrimental effect on the Council's finances, estimated to be £1.6m."

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

Councillor Nicolson, seconded by Councillor Paterson, moved as an amendment that the second paragraph of the motion be deleted and replaced with "Council notes that the Cabinet Secretary for Finance has agreed to consult further with stakeholders. Council agrees to write to the Cabinet Secretary for Finance regarding the potential impact of Recommendation 24 on the services that ALEOs provide to local communities. Council will also seek to gain assurances that options to offset any loss of charitable relief if implemented will be part of the consultation process and deliberations".

In terms of Standing Order 27, Councillors Harte and Dowling, being the mover and seconder of the motion, agreed to accept the amendment and the motion as amended was approved unanimously.

DECIDED: Renfrewshire Council noted the recommendations of the Barclay Review of Non-Domestic Rates.

Council noted that the Cabinet Secretary for Finance had agreed to consult further with stakeholders. Council agreed to write to the Cabinet Secretary for Finance regarding the potential impact of Recommendation 24 on the services that ALEOs provided to local communities. Council would also seek to gain assurances that options to offset any loss of charitable relief if implemented would be part of the consultation process and deliberations.

Council noted that the cost of implementing this recommendation would have a detrimental effect on the Council's finances, estimated to be £1.6m.

Sederunt

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

16 Notice of Motion 5

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

"Renfrewshire Council notes with concern, the lack of transparency and democratic accountability when procuring contracts through West Hub Scotland or any other HubCos. The lack of democratic control over procurement, community benefits, our construction charter, paying the living wage and blacklisting means that elected members cannot exercise their duty of scrutiny for the lifetime of a project.

Council therefore instructs officers to bring back regular update reports to the Finance, Resources and Customer Services Policy Board, and to produce a report for Council on the advantages and disadvantages of using HubCos and comparisons made with our own procurement process."

Councillor Harte, seconded by Councillor Devine, then moved the motion which was approved unanimously.

DECIDED: Council noted with concern, the lack of transparency and democratic accountability when procuring contracts through West Hub Scotland or any other HubCos. The lack of democratic control over procurement, community benefits, our construction charter, paying the living wage and blacklisting means that elected members cannot exercise their duty of scrutiny for the lifetime of a project.

Council therefore instructed officers to submit regular update reports to the Finance, Resources and Customer Services Policy Board, and to prepare and submit a report for consideration by the Council on the advantages and disadvantages of using HubCos and comparisons made with our own procurement process.

17 Notice of Motion 6

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

"Council notes the success of the web casting of full meetings of Renfrewshire Council

In the interests of further transparency and public engagement Council agrees to introduce web casting of the following Boards and Committees:-

Infrastructure Land and Environment Policy Board
 Finance and Resources & Customer Service Policy Board
 Communities Housing and Planning Policy Board
 Education and Children's Services Policy Board
 Leadership Board
 Petitions Board
 Integrated Joint Board Health and Social Care
 Audit Scrutiny and Risk"

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

Councillor Campbell, seconded by Councillor Audrey Doig, moved as an amendment that Council notes that the current cost of web casting the full Council is £16k per annum. Council also notes that the average number of views over the last 8 meetings has been 249 at a cost of £65 per viewer.

Council agrees that webcasting the full Council is of interest to the public and that it continues at its present level and agrees a review of the future of webcasting Council meetings and methods.

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

The following members voted for the motion: Councillors Bibby, Brown, Davidson, Devine, Dowling, Grady, Harte, Hood, Kennedy, McCulloch and Montgomery.

29 members having voted for the amendment and 11 members having voted for the motion, the amendment was accordingly declared carried.

DECIDED: Council noted that the current cost of web casting the full council was £16k per annum. Council also noted that the average number of views over the last 8 meetings had been 249, at a cost of £65 per viewer.

Council agreed that web casting the full Council was of interest to the public and that it continue at its present level and agreed to undertake a review of the future of webcasting Council meetings and methods.

18 Notice of Motion 7

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

"Review the Standards Commission for Scotland

Renfrewshire Council records that it places the highest value on integrity in public life concerning the behaviour of both its elected members and employees, but notes that across all thirty-two Scottish local authorities the Standards Commission for Scotland is losing its core vision and is mired in trivia to the point of losing its credibility.

Council notes that much of this trivia currently considered actionable by the Standards Commission for Scotland is an attack on the principle of satire, which in other jurisdictions such as in the USA is classified as protected speech under the First Amendment of the US constitution.

Council highlights in particular that legal protection against libel, slander, and hate crime, exists in Scots law, and therefore calls on the Scottish Government to review the operation and remit of the Standards Commission for Scotland."

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

Councillor Nicolson, seconded by Councillor Devine, moved as an amendment that the motion be not approved.

On the roll being called the following members voted for the amendment: Councillors Adam-McGregor, Bibby, Binks, Brown, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Davidson, Devine, Audrey Doig, Don, Dowling, Grady, Graham, Harte, Hood, Hughes, Kennedy, Mackay, J MacLaren, K MacLaren, M MacLaren, McEwan, McCulloch, McGurk, McIntyre, McNaughtan, Montgomery, Mylet, Nicolson, Paterson, Rodden, Shaw, Steel and Strang.

The following members voted for the motion: Councillors Begg, Andy Doig and Mack.

Councillor McCartin abstained.

36 members having voted for the amendment, three members having voted for the motion and one member having abstained, the amendment was accordingly declared carried.

DECIDED: That the motion be not approved.

Adjournment

The meeting adjourned at 11.40 a.m. and reconvened at 11.55 a.m.

19 Notice of Motion 8

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

"Urgent Repairs to the Fabric of St Charles Primary School

St Charles Primary School, Rowan Street, Paisley, requires urgent repairs to the fabric of the building, but more importantly it's surrounding environs haven't seen a scintilla of garden maintenance since it's opening in 1968 - please remedy this inexcusable dereliction of duty forthwith."

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

Councillor Paterson, seconded by Councillor McGurk, moved as an amendment that Council recognises that priorities for a revised School Estate Management Plan (SEMP) are currently under development and will be brought to elected members at the appropriate policy board. Council notes the current condition of St Charles' Primary School is rated 'B' and was refurbished in 2008 at the cost of £3m.

On the roll being called the following members voted for the amendment: Councillors Adam-McGregor, Begg, Bibby, Binks, Brown, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Davidson, Devine, Audrey Doig, Don, Dowling, Grady, Graham, Harte, Hood, Hughes, Kennedy, Mackay, J MacLaren, K MacLaren, M MacLaren, McCartin, McCulloch, McEwan, McGurk, McIntyre, McNaughtan, Montgomery, Mylet, Nicolson, Paterson, Rodden, Shaw, Steel and Strang.

The following members voted for the motion: Councillors Andy Doig and Mack.

38 members having voted for the amendment and two members having voted for the motion the amendment was accordingly declared carried.

DECIDED: Council recognised that priorities for a revised School Estate Management Plan (SEMP) were currently under development and would be submitted for consideration by elected members at the appropriate policy board. Council noted the current condition of St Charles' Primary School was rated 'B' and had been refurbished in 2008 at the cost of £3m.

20 Notice of Motion 9

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

"Sprinkler Systems Within High Rise Flats

Sprinkler Systems must be installed with immediate effect in all high rise flats within Renfrewshire Council."

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

Councillor McGurk, seconded by Councillor Nicolson, moved as an amendment that Council agrees that the installation of fire suppression systems in 'high rise' domestic buildings could provide an additional level of fire safety and assurances for occupiers.

Council notes that there is an ongoing Scottish Government task force which is

reviewing all aspects of building and fire safety regulations following the Grenfell disaster.

Council therefore agrees to work with the task force and the Scottish Government to ensure proposals regarding the installation of any fire suppression systems will meet the needs of occupiers, the fire service and building regulations as amended.

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.

DECIDED: Council agreed that the installation of fire suppression systems in 'high rise' domestic buildings could provide an additional level of fire safety and assurances for occupiers.

Council noted that there was an ongoing Scottish Government task force which was reviewing all aspects of building and fire safety regulations following the Grenfell disaster.

Council therefore agreed to work with the task force and the Scottish Government to ensure proposals regarding the installation of any fire suppression systems would meet the needs of occupiers, the fire service and building regulations as amended.

21 Notice of Motion 10

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

"Council calls on the Scottish Government to change the Licensing (Scotland) Act 2005 to give Licensing Boards the power to make conditions with regard to the treatment of a licensed premise's staff so that they are safely transported home during the hours of darkness and early morning."

Councillor Devine, seconded by Councillor Bibby, then moved the motion which was approved unanimously.

DECIDED: Council called on the Scottish Government to change the Licensing (Scotland) Act 2005 to give Licensing Boards the power to make conditions with regard to the treatment of a licensed premises staff so that they were safely transported home during the hours of darkness and early morning.

22 Notice of Motion 11

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

"Scottish Planning Policy states 'The system should be genuinely plan-led, with succinct development plans setting out ambitious, long-term visions for their area. They must be kept up to date, and provide a practical framework within which decisions on planning applications can be made with a degree of certainty and efficiency.'

Council agrees that changes to the planning system has generated a culture of persistent and coordinated attempts by developers to ignore the Local Development Plan and to cherry pick prime green belt land which runs counter to the will of local democracy. This has the potential to erode confidence and belief in the Local plan as a means to manage development in a consistent and open way.

Council notes that the Scottish Government is to produce a white paper on planning following the independent review of planning. Council therefore agrees to write to the Cabinet Secretary and call on her to return power back to local Council's to determine individual sites that they consider suitable for release or not and that appeals should be heard by local review bodies not unelected Scottish Government officers."

Councillor J MacLaren, seconded by Councillor Begg, then moved the motion which was approved unanimously.

DECIDED: Council noted that Scottish Planning Policy stated 'The system should be genuinely plan-led, with succinct development plans setting out ambitious, long-term visions for their area. They must be kept up to date, and provide a practical framework within which decisions on planning applications can be made with a degree of certainty and efficiency.'

Council agreed that changes to the planning system had generated a culture of persistent and coordinated attempts by developers to ignore the Local Development Plan and to cherry pick prime green belt land which ran counter to the will of local democracy. This had the potential to erode confidence and belief in the Local plan as a means to manage development in a consistent and open way.

Council noted that the Scottish Government was to produce a white paper on planning following the independent review of planning. Council therefore agreed to write to the Cabinet Secretary and call on her to return power back to local Councils to determine individual sites that they considered suitable for release or not and that appeals should be heard by local review bodies not unelected Scottish Government officers.

23 Notice of Motion 12

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

"Warning sound devices are deemed necessary by some government regulators because vehicles operating in all-electric mode produce less noise than traditional combustion engine vehicles and can make it more difficult for pedestrians, the blind, cyclists, and others, to be aware of their presence.

This council calls on the Secretary of State for Transport and the Scottish Government Minister for Transport and the Islands to introduce legislation that requires all electric and hybrid vehicles to be fitted with an Acoustic Vehicle Alerting System as approved by the European Parliament."

Councillor J MacLaren, seconded by Councillor Binks, then moved the motion which was approved unanimously.

DECIDED: Council noted that warning sound devices were deemed necessary by some government regulators because vehicles operating in all-electric mode produced less noise than traditional combustion engine vehicles and could make it more difficult for pedestrians, the blind, cyclists, and others to be aware of their presence.

Council called on the Secretary of State for Transport and the Scottish Government Minister for Transport and the Islands to introduce legislation that required all electric and hybrid vehicles to be fitted with an Acoustic Vehicle Alerting System as approved by the European Parliament.

24 Notice of Motion 13

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

"Council welcomes the Scottish Government pledge to fund research into the feasibility of a Citizen's Basic Income Scheme and agrees to take necessary steps to access funding provided to help develop and establish suitable testing within Renfrewshire."

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

DECIDED: Council welcomed the Scottish Government pledge to fund research into the feasibility of a Citizen's Basic Income Scheme and agreed to take necessary steps to access funding provided to help develop and establish suitable testing within Renfrewshire.

25 Notice of Motion 14

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

"High Hedge Notice Fee

Each Local Authority is required to set a fee for dealing with a High Hedge application. There is no upper limit on the fees to be charged but the fees should represent the reasonable costs the Local Authority incurs in processing the application. Council agrees to reduce the fee from its present level to £200 and maintains the concessionary rate at 25%. This will bring our fees in line with other local authorities regarding charging a reasonable fee and reducing the barriers for individuals who seek redress for an issue that is affordable."

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

DECIDED: Council noted that each Local Authority was required to set a fee for dealing with a High Hedge application. There was no upper limit on the fees to be charged but the fees should represent the reasonable costs the Local Authority incurred in processing the application. Council agreed to reduce the fee from its present level to £200 and to maintain the concessionary rate at 25%. This would

bring fees in line with other local authorities regarding charging a reasonable fee and reducing the barriers for individuals who sought redress for an issue that was affordable.

26 Notice of Motion 15

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

"Council calls upon the relevant council officers to bring forward a review of the Scheme of Delegations to the December meeting of the Council. The review is to consider amending the Scheme with regard to the Planning function and delegation and specifically but not exclusively the following:

Applications to be considered by the full Board.

Any application subject of objection by a Community Council where those objections are relevant material considerations.

Any application which raises significant objections

Any application which if approved would be contrary to the development plan

The report to full Council should also consider the following change in process and it's implications.

The weekly planning list shall contain a schedule with the Planning Officer's recommendation on an application. At the end of a seven day period the recommendation will become the decision of the Planning Authority unless the Head of Planning & Housing receives from a Councillor a written objection to the recommendation outlining relevant planning reasons and requesting that the application is referred to the Communities, Housing and Planning Policy Board for determination. Such requests must reach the Head of Planning & Housing before the deadline shown in the weekly planning list/schedule."

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

DECIDED: Council called upon the relevant council officers to prepare and submit a report to the December meeting of the Council in respect of a review of the Scheme of Delegations. The review is to consider amending the Scheme with regard to the Planning function and delegation and specifically but not exclusively the following:

Applications to be considered by the full board.

Any application subject to objection by a Community Council where those objections were relevant material considerations.

Any application which raised significant objections

Any application which if approved would be contrary to the development plan

The report to full Council should also consider the following change in process and the implications.

The weekly planning list shall contain a schedule with the Planning Officer's

recommendation on an application. At the end of a seven day period the recommendation will become the decision of the Planning Authority unless the Head of Housing & Development receives from a Councillor a written objection to the recommendation outlining relevant planning reasons and requesting that the application is referred to the Communities, Housing and Planning Policy Board for determination. Such requests must reach the Head of Housing & Development before the deadline shown in the weekly planning list/schedule.

27 Notice of Motion 16

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

"Electric Taxis & Private Hire Cars

Council notes that the current policy on vehicle licensing conditions precludes the use of electric vehicles as private hire cars as these vehicles would not meet the requirement for engines of 1600cc minimum size.

Council agrees to instruct officers to bring forward a comprehensive review of taxi and private hire car licensing conditions to the Regulatory Functions Board reflecting developments in electric vehicle technology; and

Council agrees, as an interim measure to encourage the licensing of electric and hybrid private hire cars, to remove the requirement for 1600cc engine size for private hire cars with immediate effect."

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

DECIDED: Council noted that the current policy on vehicle licensing conditions precluded the use of electric vehicles as private hire cars as these vehicles would not meet the requirement for engines of 1600cc minimum size.

Council agreed to instruct officers to submit a comprehensive review of taxi and private hire car licensing conditions to the Regulatory Functions Board reflecting developments in electric vehicle technology; and

Council agreed, as an interim measure, to encourage the licensing of electric and hybrid private hire cars, to remove the requirement for 1600cc engine size for private hire cars with immediate effect.

Minute of Special Meeting

Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Thursday, 28 September 2017	12:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Tom Begg, Councillor Bill Brown, Provost Lorraine Cameron, Councillor Audrey Doig, Councillor Alison Jean Dowling, Councillor Jim Harte, Councillor Kenny MacLaren, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw, Councillor Andy Steel, Councillor Jane Strang

Chair

Councillor John Shaw, Convener, presided.

In Attendance

S MacDougall, Director of Environment & Communities; A Russell, Director of Finance & Resources; D Amos, Head of Policy & Commissioning and B Lambert, Strategic Commercial Category Manager (both Chief Executive's); and J Lynch, Head of Property, M Conaghan, Legal & Democratic Services Manager and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

Apology

Councillor Sharkey.

Declarations of Interest

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

1 Contract Authorisation Report: Framework Agreement for the Provision of Trades Contractors

There was submitted a joint report by the Chief Executive and the Directors of Environment & Communities and Development & Housing Services relative to a framework agreement for the provision of Trades Contractors to assist the Council to maintain its portfolio of properties in an efficient and effective manner. Appendices 1 and 2 to the report detailed the ranking and scores for valid tenders received under each of 11 Lots covered by this framework agreement.

DECIDED:

(a) That the Head of Corporate Governance be authorised to enter into a framework agreement for the provision of Trades Contractors RC/FA/124/17 with the suppliers listed in Appendix 1 to the report;

(b) That it be noted that the framework agreement would be in place for a maximum term of four years;

(c) That a ceiling value of £23,200,000.00 excluding VAT be authorised for this framework; and

(d) That it be noted that the framework would expire either when the four-year term had lapsed or the ceiling value of £23,200,000.00 excluding VAT was reached, whichever occurred first.

2 Contract Authorisation Report: Managed Print Service

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the procurement process and the award of a contract for a managed print service.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for supply and delivery of a managed print service (RC-RC-282-17) to Xerox (UK) Limited, following a mini-competition under the Scottish Government National Framework for Office Equipment;

(b) That it be noted that the contract was for four years with the option at the Council's discretion to extend for up to 12 months on two separate occasions;

(c) That it be noted that the anticipated start date would be 1 January 2018; and

(d) That it be noted that, for the initial four-year term the contract value would be £2,018,737.76 excluding VAT, or where both extensions options were utilised the contract value would be £2,636,367.60 excluding VAT.

3 Framework Agreement for HR Services

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to a single source framework agreement for HR services to be entered into on behalf of the Council and Associated Bodies.

DECIDED:

- (a) That the Head of Corporate Governance be authorised to conclude the award of a single source framework agreement for HR services to McAdam King Business Psychology Limited;
- (b) That it be noted that the framework agreement was for three years with the option to extend for a further 12 months; and
- (c) That it be noted that the ceiling value of all assignments made under this framework agreement would be £1,200.000.00

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 05 October 2017	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 John McNaughtan, Councillor Kevin Montgomery, Councillor Andy Steel, Councillor Jane Strang

Apologies

Provost Lorraine Cameron, Councillor Cathy McEwan and Councillor Emma Rodden.

In Attendance

D Campbell, Assistant Managing Solicitor (Licensing), E Clements, Senior Solicitor, E Currie, Senior Committee Services Officer, K Whiteside, Licensing Officer (Paralegal) and G McIntosh, Civic Government Enforcement Officer (for items 1 to 4 only) (all Finance & Resources).

Declarations of Interest

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

1 Public Procession - Personal Appearance

There was submitted the undernoted notice of intention to hold a Public Procession. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted a report on the notice of intention and the Head of Marketing and Events, Renfrewshire Council who had submitted an objection to the notice of intention:-

Applicant: Daniel Lang, 14A George Street, Paisley

Organisation: Loyal Orange Institution of Scotland Paisley District No. 6

Public procession route: assemble in Argyle Street, Castle Street, Broomlands Street, Wellmeadow Street, High Street, St Mirren Street, Causeyside Street, George Street (against one way system), Castle Street and disband in Castle Street

Date, time and reason for public procession: 28 October 2017 at 3.45 pm to commemorate 500th anniversary of reformation

The Assistant Managing Solicitor (Licensing) advised that the notice of intention had been withdrawn.

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

2 Variation of Taxi Operator's Licence - Personal Appearance

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

Applicant: Paul McCarthy, Flat 0/2, 27 Kilnside Road, Paisley

Licence No.: TX216

Variation: to carry eight passengers

The Assistant Managing Solicitor (Licensing) advised that Mr McCarthy had intimated that he would be unable to attend the meeting and that he had submitted a written representation for the Board to consider. 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. This was agreed unanimously.

DECIDED: That the application be granted.

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

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

(a) Present Operator: Skyedale Limited, 16 Redhurst Crescent, Paisley

Proposed Operator: John Gilchrist, 59 Grampian Avenue, Paisley

Licence No.: TX018

Mr Allan, on behalf of Skyedale Limited, and Mr Gilchrist, the applicants, were invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted. This was agreed unanimously.

DECIDED: That the application be granted.

(b) Present Operator: Raymond Stanley, 47 Woodvale Avenue, Bearsden, Glasgow
 Proposed Operator: Douglas Goodwin, Green Shadows, Buchanan Castle Estate, Drymen
 Licence No.: TX137

The Convener proposed that the application be granted.

DECIDED: That the application be granted.

4 Renewal of Booking Office Licence

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

Applicant: Uber Scot Limited, 93 George Street, Edinburgh
 Premises: Airlink Business Centre, 1 MacDowall Street, Paisley
 Licence No.: BO020

The Convener proposed that the application be granted for a period of two years.

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

EXCLUSION OF PRESS AND PUBLIC

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

5 Hearing into Possible Suspension or Revocation of Taxi Driver's Licence - Personal Appearance

The Board considered the possible suspension or revocation of the undernoted Taxi Driver's Licence. The licence holder had been asked to appear personally for the first time together with Police Scotland:-

Jim Corbett, 29 Stoney Brae, Paisley

Mr Corbett, the licence holder and Mr Allan, his representative, were invited into the meeting together with Inspector Kirkwood and Sergeant Curran, on behalf of the Chief Constable.

After consideration of all matters before the Board, the Convener asked Mr Corbett if he wished to address the Board on any penalty the Board might impose prior to any motions being made in relation to his Taxi Driver's Licence. Mr Corbett then addressed the Board.

Following consideration of Mr Corbett's submission, the meeting adjourned to allow members to consider the matter. The meeting was reconvened.

The Convener proposed that Mr Corbett's Taxi Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect. This was agreed unanimously.

DECIDED: That Mr Corbett's Taxi Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect.

6 Grant of Private Hire Car Driver's Licence - Personal Appearance

Under reference to item 3(c) of the Minute of the meeting of this Board held on 7 September 2017 consideration was resumed of the undernoted application for the grant of a Private Hire Car Driver's Licence. The applicant had been asked to appear personally for the second time together with Police Scotland who had submitted a representation and a supplementary letter to the application and an objection received outwith the statutory timescale to the application:-

David Smith, 28 Whitehills, Erskine

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

7 Grant of Landlord Registration - Personal Appearance

Under reference to item 4(b) of the Minute of the meeting of this Board held on 7 September 2017 consideration was resumed of the undernoted application for the grant of Landlord Registration. The applicant had been asked to appear personally for the second time together with Police Scotland:-

Christopher Scott, 5 Bridle Road, Claygate, Esher

The Assistant Managing Solicitor (Licensing) advised that Mr Scott had withdrawn his application.

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

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:-

(a) William Brownhill, 12 Bay Willow Court, Cambuslang

Mr Brownhill, the landlord, and Mrs Brownhill, were invited into the meeting. Mr Brownhill advised that he wished to withdraw the property from his registration.

DECIDED: That it be noted that Mr Brownhill had withdrawn the property from his registration.

(b) Asghar Ali, 28 Leven Street, Pollokshields, Glasgow

Mr Ali, the landlord, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that consideration of the matter be continued and that the landlord be invited to a future meeting of the Board. This was agreed unanimously.

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

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

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

(a) William Calvey, Passinglinn Cottage, Kibblestone Road, Kilbarchan

The Assistant Managing Solicitor (Licensing) advised that Mr Calvey had intimated that he would be unable to attend the Board and had requested that consideration of his application be continued.

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

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

(b) Anthony Barlow, 64 Dunvegan Avenue, Elderslie

There was no appearance by or on behalf of Mr Barlow. 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.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Wednesday, 01 November 2017	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Provost Lorraine Cameron, Councillor Eddie Devine, 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): P Shiach, Committee Services Officer; A Easdon, Licensing Officer (Paralegal): G McIntosh, Civic Government Enforcement Officer (for items 1 to 6 only): and N Barr, Administrative Assistant (all Finance & Resources).

Apology

Councillor McEwan.

Declarations of Interest

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

1 Taxi Licensing: Unmet Demand

There was submitted a report by the Director of Finance & Resources relative to recent observations by the Civic Government Officer in relation to the demand for taxis.

The report advised that the Council had a policy of limiting the number of taxis within Renfrewshire and kept the demand for taxis under review. Section 10 (3) of the Civic Government (Scotland) Act 1982 (“the Act”) empowered the Council as licensing authority to refuse to grant new taxi licences in its area in order to limit the number of taxis in the area provided it was satisfied that there was no significant demand for taxi services in its area which was unmet.

The report indicated that in May 2016, the Board had considered a detailed report, carried out externally by Vector Transport Consultancy, in relation to demand for taxi services in Renfrewshire. The Board had agreed at that time to increase the limit in relation to the number of taxis in Renfrewshire to 235. The Board also agreed that the number of taxis in Renfrewshire be reviewed in January 2017.

The report intimated that as at January 2017, officers were aware that the new licences allocated by the Board were not operating. A number of the new licences had not been granted until late 2016 and were issued subject to a condition that a suitable taxi be acquired by 1 December 2016. The Council also received intimation at that time that drivers were being sought to drive newly licenced vehicles, who would require to apply for taxi driver’s licences. Officers thereafter arranged to carry out observations in April 2017.

The report stated that in April and August 2017, the Civic Government Enforcement Officer carried out rank inspections at Gilmour Street, Paisley and at Glasgow Airport to assess whether there was any significant unmet demand. A copy of the Civic Government Enforcement Officer’s findings was appended to the report.

The report advised that officers would continue to carry out observations at the taxi ranks and that further reports would be submitted to the Board.

DECIDED:

- (a) That the report be noted; and
- (b) That it be approved that the limit on the number of taxis continue to be kept under review.

2 Consultation for Civic Government Licences near Control of Major Hazards (COMAH) Establishments

There was submitted a report by the Director of Finance and Resources relative to consultation for Civic Government licences near Control of Major Hazards (COMAH) establishments.

The report advised that the Health and Safety Executive had requested that Renfrewshire Council reviews its procedures under the Civic Government (Scotland) Act 1982 to prevent the licensing of certain activities that could pose a risk to members of the public should they take place within the vicinity of a COMAH establishment. There were currently five sites such sites in Renfrewshire, details of which were contained in Appendix 2 to the report.

The report indicated that the Control of Major Hazards Regulations 2015 provided that a site would constitute a COMAH establishment if it housed dangerous substances above the thresholds provided in the Regulations. The Regulations were enforced by the COMAH Competent Authority which was a partnership of different bodies including the Health and Safety Executive, the Office for Nuclear Regulation and the Scottish Environment Protection Agency. When applicable, Planning Authorities were notified of consultation distances for COMAH establishments which allowed the relevant bodies of the COMAH Competent Authority to be consulted when planning applications were received within the consultation distances. Within the consultation distance there was an inner zone and an outer zone. An example of a consultation distance was contained in Appendix 3 to the report. There was no equivalent consultation requirement under the Civic Government (Scotland) Act 1982.

The report indicated that certain activities licensed under the civic government licensing regime may attract a large crowd public gathering in one location. Should this location be within the vicinity of a COMAH establishment then there was a potential risk to the members of the public should a major accident occur. Accordingly, the Health and Safety Executive had requested that Renfrewshire Council reviews its procedures to ensure that appropriate bodies were consulted when an application has been made for Market Operators' Licences and Public Entertainment Licences which took place in the vicinity of a COMAH establishment.

The proposed COMAH Policy provided that the Council's Health and Safety Section and Civil Contingency Service must be consulted should an application for a Market Operators Licence or a Public Entertainment Licence be submitted for activities on premises within the middle zone or inner zone of a COMAH Establishment. The officers of these departments had the experience and knowledge to liaise with appropriate external bodies and then make representations or objections as would be necessary. The policy would also create a rebuttable presumption that any application for these activities within an inner zone of a COMAH establishment would be refused and therefore the applications would be submitted to the Regulatory Functions Board for consideration. This rebuttable presumption would not apply to applications where the COMAH Competent Authority had already been consulted on the intended activities as part of the consultation for planning permission and the COMAH Competent Authority had not made any adverse comments. The draft Regulatory Functions Board COMAH Policy was contained in Appendix 1 to the report.

The report intimated that the draft policy had been approved by the Health and Safety Executive. Comments were also sought from Diageo, the operator of the upper tier COMAH site in Renfrewshire, but no comments had been received.

DECIDED:

(a) That the Regulatory Functions Board COMAH Policy, as set out in Appendix 1 to the report be approved; and

(b) That officers be instructed to make any necessary changes to the civic government licensing applications procedures and practices as required to implement the COMAH Policy.

3 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:-

Present Operator: Francis Leggett Palmer, 8 Fisher Avenue, Paisley
Proposed Operator: Arshad Mahmood, 10 Langhaul Court, Glasgow
Licence No: TX146

The Convener proposed that the application be granted and this was agreed unanimously.

DECIDED: That the application be granted.

EXCLUSION OF PRESS AND PUBLIC

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

4 Hearing into Possible Suspension or Revocation of Taxi Driver's Licence – T1213 Personal Appearance

The Board considered the possible suspension or revocation of the undernoted Taxi Driver's Licence. The licence holder had been asked to appear personally for the first time together with Police Scotland:-

William Boyle, 1 Lancaster Way, Renfrewshire

Mr Boyle, the licence holder, and Mr Gardiner, solicitor were invited into the meeting together with Inspector Harking and Sergeant Curran on behalf of the Chief Constable.

After consideration of all matters before the Board, the Convener asked Mr Boyle if he wished to address the Board on any penalty the Board might impose prior to any motions being made in relation to his Taxi Driver's Licence. Mr Boyle then addressed the Board.

Following consideration of Mr Boyle's submission, the meeting adjourned to allow members to consider the matter. The meeting was reconvened.

The Convener proposed that Mr Boyle's Taxi Driver's Licence be not suspended. This was agreed unanimously.

DECIDED: That Mr Boyle's Taxi Driver's Licence be not suspended.

5 Immediate Suspension and Hearing into Possible Suspension or Revocation of Taxi Driver's Licence T2510 – Personal Appearance

The Board considered the possible suspension or revocation of the undernoted Taxi Driver's Licence. The licence holder had been asked to appear personally for the first time together with Police Scotland:-

William McNeill, 16B Ryefield Avenue, Johnstone

Mr McNeill, the licence holder was invited into the meeting together with Inspector Harkins and Sergeant Curran, on behalf of the Chief Constable.

After consideration of all matters before the Board, the Convener asked Mr McNeill if he wished to address the Board on any penalty the Board might impose prior to any motions being made in relation to his Taxi Driver's Licence. Mr McNeill then addressed the Board.

Following consideration of Mr McNeill's submission, the meeting adjourned to allow members to consider the matter. The meeting was reconvened.

The Convener proposed that Mr McNeill's Taxi Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect. This was agreed unanimously.

DECIDED: That Mr McNeill's Taxi Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect.

6 Renewal of a Second Hand Dealer's Licence – SHD-100 – Personal Appearance

There was submitted the undernoted application for renewal of a Second Hand Dealer'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: -

Jim Brown trading as Thornbrae Car Sales, 27 Thornbrae, Johnstone

Mr Brown, the applicant was invited into the meeting together with Inspector Harkins and Sergeant Curran, representing the Chief Constable who had submitted a representation to the application.

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

Adjournment

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

Sederunt

Councillor Steel entered the meeting prior to consideration of the following item of business.

7 Grant of Landlord Registration – Personal Appearances

Under reference to item 7 of the Minute of the meeting of this Board held on 20 September 2017 the Board resumed consideration of the undernoted application (a) for the grant of Landlord Registration. There was also submitted the undernoted application (b) for the grant of Landlord Registration: -

(a) Mohammed Younis, 34 Carmichael Place, Glasgow

There was no appearance by Mr Younis. Mr Bashir, his agent 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 three years. This was agreed unanimously.

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

(b) Andrea Brownhill, 12 Bay Willow Court, Cambuslang

Mrs Brownhill, the applicant, was invited into the meeting together with her husband, Mr Brownhill. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of three years. This was agreed unanimously.

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

8 Hearing into Possible Removal from the Register of Private Landlords - Personal Appearances

Under reference to item 8 of the Minute of the meeting of this Board held on 7 September 2017, the Board resumed consideration of the possible removal of the undernoted landlords from the register of private landlords. The landlords had been asked to appear personally for the third time: -

(a) Jenny Wong, Flat 9/1, 15 Kirkton Avenue, Glasgow

There was no appearance by or on behalf of Dr Wong. The Assistant Managing Solicitor (Licensing) advised that the Landlord had requested a further continuation to allow the required repairs to be completed.

The Convener proposed that consideration of the possible removal of the landlord from the Register of Private Landlords be continued and that the landlord be invited to a future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of the possible removal of the landlord from the Register of Private Landlords be continued and that the landlord be invited to a future meeting of the Board.

(b) Kai Chi Loi, 416 Rua Cidade de Coimbra, Edf Brilhanismo, 3 Andar y Nape, Macao

There was no appearance by or on behalf of Mr Loi. The Convener proposed that consideration of the possible removal of the landlord from the Register of Private Landlords be continued and that the landlord be invited to a future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of the possible removal of the landlord from the Register of Private Landlords be continued and that the landlord be invited to a future meeting of the Board.

9 Grant of Private Hire Car Drivers' Licences - Personal Appearances

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

(a) Joseph Kurt Griffin, 23 Birch Way, Renfrewshire Council

Mr Griffin, 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 one year. This was agreed unanimously.

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

DECLARATION OF INTEREST

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

(b) Wesley O'Hare, 4 McCracken Avenue, Renfrew

Mr O'Hare, 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 one year. This was agreed unanimously.

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

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

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

(a) William Calvey, Passinglinn Cottage, Kibblestone Road, Kilbarchan

There was no appearance by or on behalf of Mr Calvey. The Assistant Managing Solicitor (Licensing) advised that the applicant had requested a continuation as he would be out of the country until 26 November, 2017.

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

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

(b) Anthony Barlow, 64 Dunvegan Avenue, Elderslie

There was no appearance by or on behalf of Mr Barlow. The Assistant Managing Solicitor (Licensing) advised that the applicant had withdrawn the application.

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

Minute of Meeting

Education and Children's Services Policy Board

Date	Time	Venue
Thursday, 02 November 2017	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Derek Bibby, Councillor Bill Binks, Councillor Carolann Davidson, Councillor Natalie Don, Councillor Edward Grady, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Karen Kennedy, Councillor Scott Kerr, Councillor John McNaughtan, Mr Jack Nellaney, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor John Shaw

Chair

Councillor Paterson, Convener, presided.

Apologies

Provost Cameron, Councillor Mylet and Mr Keith.

In Attendance

P MacLeod, Director of Children's Services, S Quinn, Assistant Director – Schools, D Hawthorn, Head of Childcare and Criminal Justice, G McKinlay, Head of Schools, J Trainer, Head of Early Years and Inclusion, A Conboy, Education Manager (Policy and Planning), L Fingland, Service Planning & Development Manager, L McAllister, Education Manager (Curriculum and Early Years), T McEwan, Education Manager (Planning and Performance), M Gill and S Hughes, both Early Years Education and Childcare Development Officers and K McDonagh, Education Officer (all Children's Services); and G McLachlan, Senior Finance Manager and D Low, Senior Committee Services Officer (both Finance & Resources).

Declarations of Interest

Councillor Graham declared a non-financial interest in respect of item 5 of the agenda – Renfrewshire Attainment Challenge Mid-year Report - as he was a volunteer with Barnardos. However as he considered the interest to be insignificant in terms of the Councillors' Code of Conduct, he did not consider it necessary to leave the meeting during consideration of that item.

1 Revenue Budget Monitoring Report

There was submitted a joint report by the Directors of Finance & Resources and Children's Services for the service for the period 1 April 2017 to 5 September 2017.

DECIDED:

(a) That the report be noted; and

(b) That it be noted that since the budget was approved, there had been a number of budget adjustments resulting in a increase of £971,000. This was in the main due the transfer of budget relating to the pay award (£668,000), rates realignment (£471,000), tackling poverty (£206,000) being offset by an energy budget realignment (£293,000) in addition to other miscellaneous budget transfers (£81,000).

2 Capital Budget Monitoring Report

There was submitted a report by the Director of Finance & Resources for the service for the period 1 April 2016 to 5 September 2017.

DECIDED: That the report be noted.

3 Children's Services Service Improvement Plan 2017/18: Mid-year Monitoring Report

There was submitted a report by the Director of Children's Services relative to the Children's Services Service Improvement Plan highlighting performance over the period 1 April to 30 September 2017. The report outlined the key achievements of the Service and Appendices 1 and 2 to the report provided an update on progress to implement the action plan together with an assessment of performance against key indicators.

DECIDED:

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

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

(c) That it be noted that an out-turn report would be provided to this Board in spring 2018.

4 Examination Results 2017

There was submitted a report by the Director of Children's Services relative to Renfrewshire schools' attainment in the Scottish Qualifications Authority (SQA) examinations in 2017.

The report intimated that since 2014 schools had been engaging with a performance evaluation tool known as Insight which was provided to schools and education authorities by the Scottish Government as a way of benchmarking performance in relation to four key measures: literacy and numeracy; improving attainment for the lowest achieving 20%, middle 60% and top 20% of achievers; attainment versus deprivation; and leavers' destinations. The report provided detailed data on the first three of these four measures for years S4, S5 and S6 for the last three years and set this data against Renfrewshire's comparator authorities. Leavers' destinations would become available in February 2018 and would form part of the report to this Board in spring 2018.

The Education Manager (Planning and Performance) gave a presentation which provided context to the data contained in the report.

DECIDED:

- (a) That the content of the report and presentation be noted;
- (b) That the efforts of pupils and the school communities in bringing about the results be noted; and
- (c) That it be agreed that a further report be brought to this policy board in spring 2018.

Declaration of Interest

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

5 Renfrewshire Attainment Challenge - Mid-year Report

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

The report provided information on the Council's progress in relation to the four main work-stream areas of data analysis; learning and teaching; families and communities; and leadership. The report highlighted a number of projects within each work-stream which aimed to achieve the Attainment Scotland Fund's three long-term outcomes of improving attainment in literacy and numeracy, improving health and wellbeing and closing the attainment gap between pupils from the most and least deprived areas. As part of the Fund's requirements, the Council was required to report quarterly to the Scottish Government on progress towards local and national outcomes and a copy of the mid-year return was appended to the report.

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

6 Carers (Scotland) Act 2016 - Implementation of Young Carer Requirements

There was submitted a report by the Director of Children's Services relative to the implementation of young carer requirements in terms of the Carers (Scotland) Act 2016.

The report intimated that the Carers (Scotland) Act 2016 recognised the role of young carers and it highlighted a number of duties the Act placed on local authorities and health boards to support them. A Young Carers Working Group had been established and was preparing for implementation of the Act in Renfrewshire. An evaluation of the Council's readiness in terms of the main provisions of the Act demonstrated that the Council was already compliant with most of the new requirements. A comprehensive implementation plan was in place to ensure readiness for the Act's commencement.

DECIDED:

- (a) That the implications of the new Act for Renfrewshire's Children's Services be noted; and
- (b) That an implementation plan be put in place to ensure compliance with the Act and the delivery of supports for local young carers.

7 Early Learning and Childcare Entitlement - 1140 Expansion Plan

There was submitted a report by the Director of Children's Services relative to the submission to the Scottish Government of Renfrewshire's plan on how the increased entitlement for free early learning and childcare would be delivered.

The report intimated that the Renfrewshire draft implementation plan, which was appended to the report, had been submitted to the Scottish Government on 29 September 2017 with a caveat that the draft plan had to be considered at this meeting of the Board. The draft plan set out the various actions that the Council required to undertake to achieve the increase in the entitlement of free early learning and childcare to 1140 hours per annum for children aged three and four, and for eligible two year olds.

Councillor Grady, seconded by Councillor Bibby, moved that the Education and Children's Services Policy Board notes the contents of the draft implementation plan for the delivery of expanded early learning and child care and acknowledges the work of officers in producing the report.

Specifically the Board notes that the delivery of the expanded scheme is dependent on Renfrewshire Council receiving sufficient funding from the Scottish Government.

In view of the uncertain and fragile economic outlook and potential cuts to Council budgets the Board instructs its Convener to write to the Scottish Government seeking a guarantee that the proposals and any changes that arise from these proposals will be fully funded by the Scottish Government and that the Council will not shoulder the burden for any financial deficit from measures contained within the proposals.

The Convener will update Board members on the response from the Scottish Government at future Board meetings.

This was agreed unanimously.

DECIDED:

- (a) That the contents of the draft implementation plan for the delivery of expanded early learning and child care and acknowledges the work of officers in producing the report be noted;
- (b) That specifically it be noted that the delivery of the expanded scheme was dependent on Renfrewshire Council receiving sufficient funding from the Scottish Government;
- (c) That in view of the uncertain and fragile economic outlook and potential cuts to Council budgets the Convener be instructed to write to the Scottish Government seeking a guarantee that the proposals and any changes that arose from these proposals would be fully funded by the Scottish Government and that the Council would not shoulder the burden for any financial deficit from measures contained within the proposals; and
- (d) That it be agreed that the Convener update Board members on the response from the Scottish Government at future Board meetings.

8 Partnership with the Glasgow School of Art

There was submitted a report by the Director of Children's Services relative to work being undertaken in partnership with Glasgow School of Art to develop a specialist school of creative education that would become a centre of excellence based in Renfrewshire.

The report intimated that Castlehead High School, Paisley, had been identified as a suitable location for this partnership with the Glasgow School of Art. The development and implementation of this partnership to enable Castlehead High School to become a centre of excellence would be agreed in a Memorandum of Understanding (MOU), a copy of which was appended to the report.

DECIDED:

- (a) That the report be noted; and
- (b) That it be agreed that Renfrewshire Council continue to develop a partnership with the Glasgow School of Art in line with the MOU appended to the report.

9 School Holiday Arrangements School Session 2018/19

There was submitted a report by the Director of Children's Services relative to the proposed local school holiday arrangements for the school session commencing in August, 2018.

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 3 to the report with appendices 1 and 2 showing the holiday patterns less favoured and appendix 4 providing an analysis of the responses.

DECIDED: That the Director of Children's Services be authorised to set local school holiday arrangements for academic year 2013/14 as detailed in appendix 3 to the report.

Minute of Meeting

Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 06 November 2017	10:00	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Councillor Binks, Convener presided.

In Attendance

A Russell, Director of Finance & Resources; L McIntyre, Strategic Planning & Policy Development Manager and K Owkzarek, Senior Planning & Policy Development Officer (both Chief Executive's); J Trainer, Head of Early Years and Inclusion (Children's Services); F Carlin, Head of Planning & Housing Services (Development & Housing Services); O Reid, Head of Public Protection, C Dalrymple, Regulatory & Enforcement Manager and C Hunter, Environmental Improvements Manager, Lead Officer (all Environment & Communities); R McGrath, Head of Business & Customer Services, and A McMahon, Chief Internal Auditor, K Locke, Risk Manager, Lead Officer, S Fanning, Senior Health & Safety Officer, R Cree, OD & Workforce Planning Manager; P Feeney, Enterprise Architect, C Peters, Cyber Security Architect 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.

1 Training for Audit, Risk & Scrutiny Board Members

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

The report intimated that at the Board held on 28 August 2017, members raised a number of questions in relation to cyber security and it was agreed that further information would be provided. The report indicated that the training briefing on risk management which was due to be given at this meeting would be replaced with a briefing on cyber security risk and control and the briefing on risk management would instead be provided as part of the all-member training programme. A copy of the revised Audit, Risk & Scrutiny training programme was appended to the report.

The Council's Cyber Security Architect gave a presentation on cyber security risk and control. The presentation gave a brief overview of cyber crime in 2016/17; outlined the real threat and exposure; detailed the future of cyber security; highlighted the Scottish Government Strategy; and showed live feed from a cyber attack map.

DECIDED:

- (a) That the amended programme of training briefings be agreed; and
- (b) That the training briefing on cyber security risk and control be noted.

2 Summary of Internal Audit Reports for Period to 30 September 2017

There was submitted a report by the Chief Auditor relative to the requirement in terms of the Public Sector Internal Audit Standards (PSIAS) that Internal Audit communicated the results of each engagement to the Board. The Appendix to the report provided a summary of findings in relation to final reports issued for those engagements completed during the period 1 July to 30 September 2017. The appendix detailed the category of assurance, service, engagement, assurance rating and gave recommended risk ratings for each engagement as either critical, important, good practice and service improvement.

The report intimated that in addition to the reports listed in the Appendix, Internal Audit had an ongoing commitment to arrange corporate and service initiatives, progress information security matters in partnership with ICT and Legal Services, provide regular advice to officers, provide internal audit services to the associated bodies for which Renfrewshire Council was the lead authority and to Renfrewshire Leisure Limited and Renfrewshire Health and Social Care Integration Joint Board, coordination of the Council's Corporate Risk Management activity and management of the counter fraud, risk management and insurance teams.

DECIDED: That the summary of audit findings reported during the period 1 June to 30 September 2017 be noted.

3 Internal Audit and Counter Fraud Progress and Performance to 30 September 2017.

There was submitted a report by the Chief Auditor relative to Internal Audit and Counter Fraud performance from 1 April to 30 September 2017 in terms of the delivery of the Audit Plan for the year and outlining actual performance against targets

set by the Director of Finance & Resources.

The report intimated that Internal Audit monitored their progress and performance on a regular basis using a range of performance indicators and reported these to members as part of this report. It was noted that actual performance was slightly below target due to a higher than average proportion of annual leave being taken by staff over the summer months and also a vacancy within the internal audit team.

No formal performance targets for fraud investigation had been established as a major part of the team's work involved being the single point of contact for the Department for Work and Pensions (DWP) Single Fraud Investigation Service and the Service Level Agreement for this work contained time targets for completion. The remainder of the corporate counter fraud resource was currently being utilised on fraud prevention work and also the investigation of non-benefit referrals received to date in areas such as tenancy, revenues and education.

It was noted that effort over the last year had focused on increasing fraud awareness among employees to prevent fraud from occurring against the Council. The types of fraud referrals received to date were wide-ranging and the team's objective was to concentrate on investigating those referrals considered to contain the greatest fraud risk.

DECIDED: That the report be noted.

4 Strategic and Corporate Risk Registers 2017, Mid-Year Report

There was submitted a report by the Director of Finance & Resources relative to progress as at mid-year to manage the risks recorded in the Strategic and Corporate Risk Registers 2017. A copy of the complete risk registers were appended to the report. The report identified risks, linked actions and detailed progress to deliver the planned actions. The report indicated that the mid-year review had concluded that good progress had been made in the control and management of identified risks. No new risks had emerged that had not been anticipated and the overall strategic and corporate risk profile remained unchanged from that reported to the Board in June.

DECIDED: That the progress made to manage the identified risks be noted.

5 Chief Executive's Service Risk Management Plan Mid-Year Report

There was submitted a report by the Chief Executive relative to progress as at mid-year to manage the risks recorded in the Chief Executive's Service Risk Management Plan 2017, a copy of which was appended to the report. The report identified risks, outlined planned actions to manage those risks and detailed progress to deliver the planned actions. The report indicated that the mid-year review had concluded that good progress had been made in the control and management of the identified risks. No new risks had emerged that were not anticipated and there had been no significant changes in terms of the risk scoring for any of the individual risks that formed the corporate risk register.

DECIDED: That the progress made to manage the identified risks be noted.

6 Children's Services Risk Management Plan 2017/18: Mid-Year Progress Report

There was submitted a report by the Director of Children's Services relative to progress as at mid-year to manage the risks recorded in the Children's Services Risk Management Plan 2017, a copy of which was appended to the report. The report identified risks, outlined planned actions to manage those risks and detailed progress to deliver the planned actions. The report indicated that the mid-year review had concluded that good progress had been made in the control and management of the identified risks. No new risks had emerged that were not anticipated and there had been no significant changes in terms of the risk scoring for any of the individual risks that formed the corporate risk register.

DECIDED: That the progress made to manage the identified risks be noted.

7 Development & Housing Services Risk Management Plan 2017/18: Mid-Year Progress Report

There was submitted a report by the Director of Development & Housing Services relative to progress as at mid-year to manage the risks recorded in the Development & Housing Risk Management Plan 2017, a copy of which was appended to the report. The report identified risks, outlined planned actions to manage those risks and detailed progress to deliver the planned actions. The report indicated that the mid-year review had concluded that good progress had been made in the control and management of the identified risks. No new risks had emerged that were not anticipated and there had been no significant changes in terms of the risk scoring for any of the individual risks that formed the corporate risk register.

DECIDED: That the progress made to manage the identified risks be noted.

8 Environment & Communities Risk Management Plan Mid-Year Report

There was submitted a report by the Director of Environment & Communities relative to progress as at mid-year to manage the risks recorded in the Environment & Communities Risk Management Plan 2017, a copy of which was appended to the report. The report identified risks, outlined planned actions to manage those risks and detailed progress to deliver the planned actions. The report indicated that the mid-year review had concluded that good progress had been made in the control and management of the identified risks. No new risks had emerged that were not anticipated and there had been no significant changes in terms of the risk scoring for any of the individual risks that formed the corporate risk register.

DECIDED: That the progress made to manage the identified risks be noted.

9 Finance & Resources Risk Management Plan 2017, Mid-Year Report

There was submitted a report by the Director of Finance & Resources relative to progress as at mid-year to manage the risks recorded in the Finance & Resources Service Risk Management Plan 2017, a copy of which was appended to the report. The report identified risks, outlined planned actions to manage those risks and detailed progress to deliver the planned actions. The report indicated that the mid-year review had concluded that good progress had been made in the control and

management of the identified risks. No new risks had emerged that were not anticipated and there had been no significant changes in terms of the risk scoring for any of the individual risks that formed the corporate risk register.

DECIDED: That the progress made to manage the identified risks be noted.

10 Absence Statistics - 2017/18 Quarter 2

There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for the period 1 July to 30 September 2017. The report provided information in relation to absence targets and how services and categories of staff had performed against them. An analysis of the reasons for absence for the period was included in the report. Information was also provided on supporting attendance activity levels by service and costs of sick pay and the overall number of days lost for Quarter 2, ending 30 September 2017 and for the equivalent quarters in previous years.

In relation to training for employees on psychological non work related stress and in particular working with NHS Choose Life Team to offer safeTalk and ASIST suicide awareness and prevention, it was proposed that consideration be given to this being added to the members' training programme as this would be particularly useful during their surgeries when dealing with a member of the public who was particularly upset and stressed. This was agreed.

DECIDED:

(a) That the report on absence statistics for the period 1 July to 30 September 2017 be noted; and

(b) That it be agreed that consideration be given to adding safeTALK and ASIST suicide awareness and prevention to the members' training programme.

11 Report by Audit Scotland - Equal Pay in Scottish Councils

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland's published report on Equal Pay in Scottish Councils. The report detailed audit information collected by Audit Scotland from across all Scottish councils focussing on how councils implemented the Single Status Agreement; how much councils had spent on settling equal pay claims; how councils demonstrated that they were dealing effectively with equal pay claims and minimising risks; the effectiveness of the governance and oversight arrangements of the Single Status agreement; and what lessons could be learned for the future.

In relation to the gender pay gap and the setting of targets and timescales to close the gap, it was proposed that a report outlining recommendations would be submitted to a future meeting. This was agreed.

DECIDED:

(a) That the report be noted; and

(b) That it be agreed that a report outlining recommendations relative to the gender pay gap and the setting of targets and timescales would be submitted to a future meeting.

12 The Commissioner for Ethical Standards in Public Life in Scotland Annual Report 2016/17

There was submitted a report by the Director of Finance & Resources relative to the annual report by the Commissioner for Ethical Standards in Public Life in Scotland. The report provided details of the investigation of complaints about the conduct of councillors, members of devolved public bodies and MSPs and scrutiny of Scotland's Ministerial public appointments process. The report also related to the first year of the Commissioner's 2016/20 strategic plan, looked forward to the second period of the 2016/20 plan and provided an overview of the 2016/17 budget.

The report advised that the volume and complexity of conduct complaints had decreased by 20%. However the largest category of complaints related to disrespect and appeared to be increasing as a percentage of the total volume of complaints received. Nationally during 2016/17 the Commissioner received 174 complaints about councillors and the subject matter of the complaints was detailed in the report. No specific figures for Renfrewshire Council were included in the report. However, information had been received separately from the Commissioner that, during the period covered by the report 4 complaints had been received against Renfrewshire councillors compared with 6 in 2015/16. The report also referred to a hearing into a complaint concerning a Renfrewshire councillor which had been reported to the meeting of the Council held on 15 December 2016. The report noted that, as part of the elected members' training and development programme, briefings on code of conduct matters were provided to members; a new programme of briefings was in preparation for 2018 and members had been invited to attend the Standards Commission road show on 15 December 2017.

DECIDED:

(a) That the 2016/17 Annual Report by the Commission for Ethical Standards in Public Life in Scotland be noted; and

(b) That the actions taken in Renfrewshire in relation to the Code of Conduct and members' training and development be noted.

13 Audit, Risk & Scrutiny Annual Programme 2017/18 - Request for Additional Review

There was submitted a report by the Director of Finance & Resources relative to a request from Councillor Sharkey for an additional item to be considered by the Audit, Risk & Scrutiny Board as part of its 2017/18 Annual Programme in relation to the conversion of grass areas to parking.

DECIDED: That it be agreed that the review regarding the conversion of grass areas to parking be included as item (vii) to the Annual Programme 2017/18.

14 Fly-Tipping in the Countryside and at known Fly-tipping Spots

There was submitted a report by Karen Locke, Lead Officer relative to the proposed purpose, scope and terms of reference and witnesses to be called for the review of fly-tipping in the countryside and at known fly-tipping spots.

The report intimated that the key purpose of the review would be to understand what drives individuals and organisations to fly-tip; to set out the Council's current

arrangements for addressing fly tipping; and to identify any other mitigation that could be recommended and that the Council could pursue within available resources.

The report advised that fly-tipping was a national problem and there were a number of reasons which caused people or businesses to fly-tip. Types of waste included general household waste, larger domestic items including fridges and mattresses, garden refuse, and commercial waste such as builders' rubble, clinical waste and tyres.

The review would consider available research, use of social media to seek feedback from residents; focus on services currently provided by Environment & Communities; and fly-tipping prevention and detection activities. The report proposed that witnesses/representatives from the Council's Environment & Communities, other local authorities, and partners including Police Scotland, SEPA and Zero Waste Scotland be invited to future meetings to provide information to the Board.

In addition to the witnesses suggested in the report, it was proposed that North Ayrshire Council be asked to provide evidence. This was agreed.

DECIDED:

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

15 Housing Repairs by Council and Outside Contractors

There was submitted a report by Colin Hunter, Lead Officer, relative to the proposed purpose, scope, terms of reference and witnesses to be called for the review of housing repairs by the Council and outside contractors.

The report intimated that the key purpose of the review would be to consider whether robust procedures were in place to ensure that repairs to Council housing stock were carried out to a high standard; were completed timeously and within set targets; to ensure that properties were not left in a dangerous condition; that satisfactory monitoring and evaluation of repairs was undertaken; and that there were measures in place to address unsatisfactory works by both external contractors and Building Services staff. The review would focus on existing practices and strengths and would consider examples of best practice, both within Renfrewshire and at least one

neighbouring authority, taking evidence from Council officials and inviting responses from Residents and Tenants Associations where they had concerns regarding the quality of repair works undertaken. The Scope of the review would identify the current processes in place within Development & Housing Services and Building Services within Environment & Communities to monitor and ensure that high standards of work were applied to repairs; and invite evidence from at least one neighbouring authority on their approach to securing high standards of repairs by external contractors and Council staff.

DECIDED:

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

Minute of Meeting

Renfrewshire Appointment Board - Head of HR & Change Management

Date	Time	Venue
Monday, 06 November 2017	14:00	Corporate Meeting Room 3, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jennifer Marion Adam-McGregor, Councillor Derek Bibby, Councillor Michelle Campbell, Councillor Eddie Devine, Councillor Cathy McEwan, Councillor John Shaw, Councillor Jane Strang

Chair

Councillor McEwan, Convener, presided.

In Attendance

A Russell, Director of Finance and Resources and R Laouadi, HR Manager (Finance & Resources).

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

1 Head of HR and Change Management - Short Leet

There were submitted copies of the forms of application for the candidates for the post of Head of HR and Change Management. The Board considered the applications in detail and agreed the short leet of candidates who would be invited to attend interviews to be held on 13 December 2017.

DECIDED: That the short leet of candidates as agreed be invited to attend interviews on 13 December 2017.

Minute of Meeting

Communities, Housing & Planning Policy Board

Date	Time	Venue
Tuesday, 07 November 2017	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Councillor McGurk, Convener, presided.

In Attendance

A Morrison, Acting Director of Development & Housing Services; S MacDougall, Director of Environment & Communities; D Hawthorn, Head of Child Care and Criminal Justice (Children's Services); F Carlin, Head of Planning & Housing Services, D Bryce, Development Standards Manager, S McFadden, Project Director for City Deal (City Deal), L Muirhead, Housing Strategy and Quality Manager and S Marklow, Assistant Manager - Policy (all Development & Housing Services); C Dalrymple, Regulatory Enforcement Manager and D Kerr, Service Co-ordination Manager (both Environment & Communities); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, V Howie, Finance Business Partner, N Young, Assistant Managing Solicitor Litigation & Advice and R Devine, Senior Committee Services Officer (all Finance & Resources).

Declaration of Interest

Councillor McGurk declared an interest in applications A7, 8 and 9 of Item 26 - Planning Applications - and indicated that it was her intention to vacate the Chair and remain in the meeting during consideration of these planning applications but not to take part in any discussion or voting thereon.

Order of Business

In terms of Standing Order 16, the Convener intimated that she proposed to alter the order of business to facilitate the conduct of the meeting by considering item 26 – Planning Applications - as the first item of business.

1 Planning Applications

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

(A1) 17/0655/PP – WARD 4: ERECTION OF RESIDENTIAL DEVELOPMENT COMPRISING 21 FLATS WITH FORMATION OF VEHICULAR ACCESS, LANDSCAPING AND ASSOCIATED INFRASTRUCTURE AT 10 SANDHOLES STREET, PAISLEY PA1 2EQ: KILFENNAN ENTERPRISE

Councillor McGurk, seconded by Councillor McNaughtan, moved that the matter be remitted back to the appointed officer for determination in accordance with the Council's Scheme of Delegation.

Councillor K MacLaren, seconded by Councillor M MacLaren, moved as an amendment that the application be determined by the Policy Board.

On the roll being called the following members voted for the amendment: Councillors K MacLaren and M MacLaren.

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

2 members having voted for the amendment and 12 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: That the matter be remitted back to the appointed officer for determination in accordance with the Council's Scheme of Delegation.

SEDERUNT

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

The Clerk advised that only those members of the Policy Board who had attended the visit to the application site, undertaken on 3 October, 2017, Councillors Binks, Don, Hood, McGurk, J MacLaren, K MacLaren, M MacLaren, McNaughtan, Nicolson and Strang, were eligible to consider and determine applications (A2) and (A3) below.

(A2) 16/0486/LB – WARD 11: DEMOLITION OF DWELLINGHOUSE AND ASSOCIATED GARAGE AT HERMISTON, GOLF COURSE ROAD, BRIDGE OF WEIR PA11 3HN AT HERMISTON, GOLF COURSE ROAD, BRIDGE OF WEIR PA11 3HN: MR EAST

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

(A3) 16/0487/PP – WARD 11: DEMOLITION OF DWELLINGHOUSE AND ERECTION OF TWO DWELLINGHOUSES AND ASSOCIATED GARAGES AT HERMISTON, GOLF COURSE ROAD, BRIDGE OF WEIR PA11 3HN: MR EAST

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

(A4) 16/0726/PP – WARD 12: ERECTION OF RESIDENTIAL DEVELOPMENT COMPRISING 195 DWELLINGHOUSES WITH ASSOCIATED FLATS, ROADS, PARKING AND LANDSCAPING AT NORTH BARR, BANCHORY AVENUE, INCHINNAN, RENFREW PA4 9PR : CALA HOMES (WEST) LIMITED.

Councillor Nicolson proposed that should the Board be minded to approve the application the undernoted additional condition be imposed and condition 5 detailed in the report be revised as follows:-

Revised condition 5: GUARD Archaeology recommend that the proposed development proceed on the basis that any archaeology surviving on the site could be preserved by record prior to development, where feasible preservation in situ should be considered within the development area. Preservation by record could be achieved by a programme of works which would involve: stripping the site to reveal the full extent of the archaeology surviving; full archaeological excavation of any surviving archaeology; post-excavation analyses of the findings and publication. All works would be conducted in line with Chartered Institute for Archaeologists (CIfA) standards and Guidelines and in accordance with West of Scotland Archaeology Services (WoSAS) Standard Conditions for Archaeological Fieldwork. All methodologies and documentation related to fieldwork, post excavation analyses and publication would be prepared in consultation with WoSAS.

That decisions on the feasibility and preservation on site should be a matter for the planning authority.

Reasons:

In the interest of preserving Renfrewshire's historic environment.

Additional Condition: That prior to the commencement of any development works on site the developer shall submit to the planning authority for approval (a) detailed proposals on providing good connectivity for all modes of transport which shall include a formalised link for pedestrian and cyclists on the North West of the site and (b) detailed proposals of the public transport being extended to service the site.

Reasons:

In respect of (a) above - In the interests of sustainable development. Council policy requires all applications to be able to 'integrate with existing streets, paths and surrounding development as well as wider access and path networks'.

In respect of (b) above - The site fails to meet the policy guidance of public transport being accessible within a 400 metre distance. This will ensure accessibility to public amenities and services.

This was agreed.

DECIDED: That the application be granted subject to the conditions and reasons detailed within the report, amendment to condition 5 as detailed below and the following additional condition:-

Additional Condition: That prior to the commencement of any development works on site the developer shall submit to the planning authority for approval (a) detailed proposals on providing good connectivity for all modes of transport which shall include a formalised link for pedestrian and cyclists on the North West of the site and (b) detailed proposals of the public transport being extended to service the site.

Reasons:

In respect of (a) above - In the interests of sustainable development. Council policy requires all applications to be able to 'integrate with existing streets, paths and surrounding development as well as wider access and path networks'.

In respect of (b) above - The site fails to meet the policy guidance of public transport being accessible within a 400 metre distance. This will ensure accessibility to public amenities and services.

Revised Condition 5 – GUARD Archaeology recommend that the proposed development proceed on the basis that any archaeology surviving on the site could be preserved by record prior to development, where feasible preservation in situ should be considered within the development area. Preservation by record could be achieved by a programme of works which would involve: stripping the site to reveal the full extent of the archaeology surviving; full archaeological excavation of any surviving archaeology; post-excavation analyses of the findings and publication. All works would be conducted in line with Chartered Institute for Archaeologists (CIfA) standards and Guidelines and in accordance with West of Scotland Archaeology Services (WoSAS) Standard Conditions for Archaeological Fieldwork. All methodologies and documentation related to fieldwork, post excavation analyses and publication would be prepared in consultation with WoSAS.

That decisions on the feasibility and preservation on site should be a matter for the planning authority.

Reasons:

In the interest of preserving Renfrewshire's historic environment.

(A5) 17/0393/PP – WARD 11: USE OF LAND WITHIN THE CORE DEVELOPMENT AREA FOR RESIDENTIAL DEVELOPMENT (AS PART OF NORTH WEST RESIDENTIAL NEIGHBOURHOOD) WITH ASSOCIATED SUDS POND (IN PRINCIPLE) AT ROYAL ORDNACE, STATION ROAD, BISHOPTON PA7 5NJ: BAE SYSTEMS

Councillor J MacLaren, seconded by Councillor Don, moved that the application be continued for a site visit. This was agreed unanimously.

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

(A6) 16/0541/PP – WARD 2: ERECTION OF RETAIL DEVELOPMENT INCLUDING RETAIL (CLASS 1) UNITS AND RESTAURANT (CLASS 3) WITH DRIVE THROUGH FACILITIES, ASSOCIATED ACCESS, SERVICING , LANDSCAPING AND CAR PARKING AT 1 WALLNEUK ROAD, PAISLEY PA3 4BT: SC RENFREW ROAD LIMITED

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

Councillor K MacLaren, seconded by Councillor M MacLaren moved as an amendment that the application be refused.

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

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

12 members having voted for the motion and 3 members having voted for the amendment the motion was accordingly declared carried.

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

Declaration of Interest

Councillor McGurk having previously declared an interest in the following applications stood down from the Chair and took no part in the discussions and decisions thereon.

CHAIR

Councillor McNaughtan, Depute Convener, took the Chair.

(A7) 17/0506/LB – WARDS 2 AND 4: PARTIAL DEMOLITION OF SOUTH-WEST WING WALL AND REINSTATEMENT WITH MASONRY CLAD WING WALL COMPLETE WITH MASONRY PARAPET AT GLASGOW AIRPORT INVESTMENT AREA, ABBOTSINCH ROAD, PAISLEY: RENFREWSHIRE COUNCIL

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

(A8) 17/0487/PP – WARDS 4 AND 12: THE CONSTRUCTION OF A CYCLEWAY AND BRIDGE WITH ASSOCIATED LANDSCAPING AND ANCILLARY INFRASTRUCTURE AT SITE 250 METRES NORTH OF INCHINAN BRIDGE, GREENOCK ROAD, INCHINNAN: RENFREWSHIRE COUNCIL

Councillor McNaughtan, seconded by Councillor Nicolson, moved that the application be continued for a site visit. This was agreed unanimously.

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

(A9) 17/0485/PP – WARDS 2 AND 4: THE REALIGNMENT OF ABBOTSINCH ROAD, THE CONSTRUCTION OF A BRIDGE OVER THE WHITE CART WATER AND THE CONSTRUCTION OF CYCLEWAYS, ASSOCIATED LANDSCAPING AND ANCILLARY INFRASTRUCTURE AND THE STOPPING-UP OF ROADS, FOOTPATHS AND ACCESSES AT GLASGOW AIRPORT INVESTMENT AREA, ABBOTSINCH ROAD, PAISLEY: RENFREWSHIRE COUNCIL

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

CHAIR

Councillor McGurk resumed the Chair.

2 Minute of Meeting 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 29 August 2017, which forms the Appendix to this Minute.

DECIDED: That the Minute be approved.

3 Revenue Budget Monitoring Report

There was submitted a joint report by the Directors of Finance & Resources, Children's Services and Environment & Communities and the Acting Director of Development and Housing Services, in respect of services reporting to the Communities, Housing and Planning Policy Board for the period 1 April to 15 September 2017.

DECIDED:

(a) That the budget position be noted; and

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

4 Capital Budget Monitoring Report

There was submitted a capital budget monitoring report by the Director of Finance & Resources in respect of services reporting to the Communities, Housing and Planning Policy Board for the period 1 April to 15 September 2017.

DECIDED: That the report be noted.

5(a) Disposal of land adjacent to 57 Calderpark Avenue, Lochwinnoch

There was submitted a report by the Director of Finance & Resources seeking approval to declare the area of land adjacent to 57 Calderpark Avenue, Lochwinnoch, as outlined in the plan attached to the report, as surplus to the Council's requirements.

The area of land involved, which was held on the Housing Revenue Account (HRA), comprised a total of 40 square metres of grassed amenity space. The applicant proposed to incorporate the land into their garden ground to facilitate a private driveway, subject to obtaining the appropriate planning consents. The area of land concerned was such that the purchase price/value of the land would be at a level at which powers delegated to the Head of Property Services for the disposal of surplus property would be utilised.

DECIDED:

- (a) That the area of land located adjacent to 57 Calderpark Avenue, Lochwinnoch, identified on the plan attached to the report, be declared as surplus to the Council's requirements;
- (b) That the sale of the land to the adjoining proprietor at 57 Calderpark Avenue, Lochwinnoch on such terms and conditions as negotiated by the Head of Property Services, utilising delegated powers, be authorised;
- (c) That the Head of Corporate Governance be authorised to conclude the sale incorporating into the bargain such terms and conditions deemed necessary to protect the Council's interest;
- (d) That it be noted that the Head of Planning & Housing Services would place an advert in the local press in terms of the Town & Country Planning (Scotland) Act 1959 in respect of the proposed sale of the area of open space; and
- (e) That it be noted that the disposal of the land would have deemed consent from Scottish Ministers in terms of the regulations, introduced during March 2016, for the proposed disposal of HRA land and property.

5(b) Disposal of Land adjacent to 34 Glendee Road, Renfrew

There was submitted a report by the Director of Finance & Resources seeking approval to declare the area of land adjacent to 34 Glendee Road, Renfrew, as outlined in the plan attached to the report as surplus to the Council's requirements.

The area of land involved, which was held on the Housing Revenue Account, comprised a total of 81 square metres of open amenity space. The applicant proposed to incorporate the land into their garden ground to facilitate a private driveway, subject to obtaining the appropriate planning consents. The area of land concerned was such that the purchase price/value of the land would be at a level at which powers delegated to the Head of Property Services for the disposal of surplus property would be utilised.

DECIDED:

- (a) That the area of land located adjacent to 34 Glendee Road, Renfrew, identified on the plan attached to the report, be declared as surplus to the Council's requirements;
- (b) That the sale of the land to the adjoining proprietor at 34 Glendee Road, Renfrew, on such terms and conditions as negotiated by the Head of Property Services, utilising delegated powers, be authorised;
- (c) That the Head of Corporate Governance be authorised to conclude the sale incorporating into the bargain such terms and conditions as deemed necessary to protect the Council's interest;
- (d) That it be noted that the Head of Planning & Housing Services would place an advert in the local press in terms of the Town & Country Planning (Scotland) Act 1959 in respect of the proposed sale of the area of open space; and

(e) That it be noted that the disposal of the land would have deemed consent from Scottish Ministers in terms of the regulations, introduced during March 2016, for the proposed disposal of HRA land and property.

5(c) Disposal of land adjacent to 54 Craigelinn Avenue, Paisley

There was submitted a report by the Director of Finance & Resources seeking approval to declare the area of land adjacent to 54 Craigelinn, Paisley, as outlined in the plan attached to the report, as surplus to the Council's requirements.

The area of land involved, which was held on the Housing Revenue Account, comprised a total of 24 square metres of a former footpath which had been stopped-up in 1998. The applicant had incorporated the land into the grounds of their property. The applicant has agreed to purchase the ground in order to continue using it as private garden ground and to obtaining the required planning consents. The area of land concerned was such that the purchase price/value of the land would be at a level at which powers delegated to the Head of Property Services for the disposal of surplus property would be utilised.

DECIDED:

(a) That the area of land located adjacent to 54 Craigelinn, Paisley, identified on the plan attached to the report, be declared as surplus to the Council's requirements;

(b) That the sale of the land to the adjoining proprietor at 54 Craigelinn, Paisley, on such terms and conditions as negotiated by the Head of Property Services, utilising delegated powers, be authorised;

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

(d) That it be noted that the Head of Planning & Housing Services would place an advert in the local press in terms of the Town & Country Planning (Scotland) Act 1959 in respect of the proposed sale of the area of open space; and

(e) That it be noted that the disposal of the land would have deemed consent from Scottish Ministers in terms of the regulations, introduced during March 2016, for the proposed disposal of HRA land and property.

6 Multi-Agency Public Protection Arrangements (MAPPA) Annual Report

There was submitted a report by the Director of Children's Services relative to the local Multi-Agency Public Protection Arrangements (MAPPA)

The report advised that MAPPA had been established by the Management of Offenders (Scotland) Act 2005 and been introduced during 2006. It was highlighted that although Community Justice Authorities (CJAs) had been disestablished the MAPPA arrangements, as established in the Act, remained in place.

The MAPPA Annual Report 2016/17, a copy of which was appended to the report, provided information as to how MAPPA worked, strategic oversight, details of audits undertaken, developments taken forward and statistics in relation to the number of

individuals managed, management levels, further convictions and breaches of orders. The Scottish Government compiled and published an annual national statistical bulletin based on the MAPPA Annual Reports, prior to local authority publication. It was noted that there were no management issues regarding this service user group within Renfrewshire during 2016/17 and that there continued to be positive working relationships between the agencies involved in the process. The 2016/17 statistics appeared higher than in previous years as for the first time they included individuals who would be subject to MAPPA on release from custody as well as those currently managed in the community. The report further highlighted the extension of the MAPPA arrangements, to include a further category of individuals, those who presented a risk of serious harm to the community and that an additional document set and processes had been established to provide a detailed risk management plan for this category of offender.

DECIDED: That the content of the MAPPA Annual Report 2016/17, which had been published on the Renfrewshire Criminal Justice website, be noted.

7 The Proposed Draft Police Act 1997 and Protection of Vulnerable Groups (Scotland) Act 2007 Remedial Order 2018 Consultation

There was submitted a report by the Director of Children's Services relative to consultation by the Scottish Government in connection with the proposed introduction of the Police Act 1997 and Protection of Vulnerable Groups (Scotland) Act 2007 Remedial Order 2018.

The report advised that following a recent court case the legislation in relation to "higher level disclosures" and specifically spent convictions required to be amended as the Court had found that the current provisions unlawfully and unjustifiably interfered with the petitioner's rights under Article 8 of the European Convention on Human Rights.

Under current legislation certain spent convictions of a serious nature would be disclosed, when individuals applied for standard, enhanced disclosure or disclosure of PVG scheme records. The proposed remedial order would allow an offender, under certain circumstances to have the right to apply to a Sheriff in order to seek removal of information relating to that conviction before their disclosure record was sent to a third party. The application for removal of convictions would take into consideration the length of time since the offence was committed and the age of the offender when the offence was committed. A copy of the proposed response to the consultation, prepared on behalf of the Council, was appended to the report.

DECIDED: That the draft response to the consultation on the proposed Draft Police Act 1997 and Protection of Vulnerable Groups (Scotland) Act 2007 Remedial Order 2018, a copy of which was appended to the report, be approved.

8 Environment and Communities - Service Improvement Plan: Six Month Update

There was submitted a report by the Director of Environment & Communities relative to the 2017/18 Service Improvement Plan for Environment & Communities which highlighted performance during the period 1 April to 30 September 2017.

The report outlined the key achievements of the Service, detailed how the work undertaken by the Service contributed to the priorities set out within the Council Plan

and provided an overview of priorities for the Service over the next six-month period. Appendices provided an update on progress achieved in terms of implementation of the action plan together with an assessment of performance in relation to the service scorecard of core performance indicators.

DECIDED:

- (a) That the progress made on service performance be noted;
- (b) That the progress made on actions and performance in the action plan be noted; and
- (c) That it be agreed that an out-turn report within the areas of activity delegated to this Policy Board would be submitted to the meeting of the Board scheduled to be held in spring 2018.

9 Public Protection Operational Update

There was submitted a report by the Director of Environment & Communities relative to recent activities undertaken by Renfrewshire Community Safety Partnership. The report provided progress updates in terms of environment and enforcement and improvement activities, protecting vulnerable residents, building safer communities, diversionary activities and performance in terms of achievement against indicators and targets

DECIDED: That the progress update report be noted.

10 Development & Housing Services - Service Improvement Plan 2017/19: Mid-Year Monitoring Report

There was submitted a report by the Acting Director of Development & Housing Services relative to the 2017/18 Service Improvement Plan for Development & Housing Services which highlighted performance during the period 1 April to 30 September 2017. The report outlined the key achievements of the Service, detailed how the work undertaken by the Service contributed to the priorities set out within the Council Plan and provided an overview of priorities for the Service over the next six-month period. Appendices provided an update on progress achieved in terms of implementation of the action plan together with an assessment of performance in relation to the service scorecard of core performance indicators.

DECIDED:

- (a) That the progress made on service performance be noted;
- (b) That the progress made on actions and performance in the action plan be noted; and
- (c) That it be agreed that an out-turn report within the areas of activity delegated to this Policy Board would be submitted to the meeting of the Board scheduled to be held in spring 2018.

11 Renfrewshire Strategic Housing Investment Plan (SHIP) 2018/2019 to 2022/23

There was submitted a report by the Acting Director of Development & Housing Services relative to the Renfrewshire Strategic Housing Investment Plan (SHIP) 2018/19 to 2022/23 which was appended to the report and which set out an ambitious programme for the Council and its housing partners for investment in affordable housing across Renfrewshire.

The report outlined the consultation and engagement undertaken in respect of the SHIP, made reference to the HRA Capital Investment provision, which included over 300 new-build properties in Dargavel Village, Bishopton, Johnstone Castle and other regeneration initiative areas and provided detail in respect of three new-build projects which would deliver around 200 new homes at Seedhill Road, Paisley, Bishopton and Johnstone Castle. Appendices to the report outlined indicative timescales and numbers of houses in relation to proposed projects in the Ferguslie Park, Millarston, Foxbar, Gallowhill and Bishopton areas. The SHIP highlighted that grant benchmarks were higher for housing associations than local authorities and indicated that the Council would welcome a review of this position by the Scottish Government in order to help maximise the Council's new-build programme in Renfrewshire. It was noted that the proposed new-build projects in the Millarston, Foxbar and Gallowhil areas, which were areas of housing regeneration, were proposed as mixed-tenure developments, which would deliver high-quality family homes for social rent along with housing for sale in line with the Local Housing Strategy objective of creating mixed and sustainable communities. In addition it was highlighted that the SHIP would be reviewed on an annual basis and updates provided as the programme progressed.

Provision had been included within the SHIP for additional projects which could be taken forward as Council new-build projects over the next five-year period should funding become available.

DECIDED:

(a) That the Renfrewshire Strategic Housing Investment Plan 2018/19 to 2022/23 be approved;

(b) That the Acting Director of Development & Housing Services be authorised to submit the Renfrewshire Strategic Housing Investment Plan 2018/19 to 2022/23 to the Scottish Government; and

(c) That the Acting Director of Development & Housing Services be authorised to develop detailed plans for new-build Council housing as outlined in section 4 of the report.

12 Update to Housing (Scotland) Act 2014 and Scottish Secure Tenancy Agreement

There was submitted a report by the Acting Director of Development & Housing Services relative to the main provisions of Part 2 of the Housing (Scotland) Act 2014 which related to social rented housing.

The report advised that since approval of Renfrewshire Council's tenancy agreement in 2002, amendments had been made to reflect local administrative and

statutory changes. A copy of the current tenancy agreement which reflected these changes was appended to the report for approval. It was highlighted that further changes would require to be made to the tenancy agreement to take account of provisions in the Housing (Scotland) Act 2014 and that the revised document would be submitted to a future meeting of this Policy Board for consideration.

Reference was made to the report considered at the meeting of the former Housing and Community Safety Policy Board held on 12 November 2014 which had provided a summary of the main points of the Housing (Scotland) Act 2014. The report stated that Part 1 of the Act abolished the 'Right to Buy' and dealt with private housing, letting agents, private rented housing and mobile home sites. Part 2 dealt with social housing and contained provisions on the allocation of social housing; Scottish Secure tenancies; and Short Scottish Secure tenancies. It was noted that draft guidance had been published on some sections of Part 2 of the Act while some provisions required secondary legislation and/or the publication of further guidance. The report outlined areas within existing Council policies and operational procedures which required to be updated to reflect the changes in legislation, together with details of the proposed actions to be taken. Changes would also require to be made to systems. It was highlighted that currently the timetable for implementation of the provisions of the Act was not known. However preparatory work was in progress to develop a common draft allocation policy for Renfrewshire, in partnership with the five locally-based housing associations, based on a review of existing local policies and taking cognisance of the provisions of the Act and Scottish Government guidance. The draft Policy would be submitted to a future meeting of this Board for consideration and, if approved, issued for consultation to stakeholders.

DECIDED:

(a) That the updated Renfrewshire Council Scottish Secure Tenancy Agreement, as appended to the report, be approved; and

(b) That the main provisions of Part 2 of the Housing (Scotland) Act 2014 and the work being undertaken to prepare for implementation of these provisions, as detailed in section 4 of the report, be approved.

13 Scottish Social Housing Charter Performance 2017/18: Half Year Update

There was submitted a report by the Acting Director of Development & Housing Services relative to performance, during the first six months of 2017/18, in terms of the Scottish Social Housing Charter.

The Scottish Social Housing Charter detailed the standards and outcomes that social landlords should achieve for their customers. It was noted that local authorities and registered social landlords required to produce an Annual Return in respect of performance in terms of indicators within the Scottish Social Housing Charter.

A copy of the half-year update report was appended to the report and provided performance information against the Charter indicators, together with comparative data for the previous three-year period and management information for key areas of the housing service.

DECIDED: That the 2017/18 half-year update report on Scottish Social Housing Charter performance, a copy of which was appended to the report, be noted.

14 Annual Housing Performance Benchmarking Report 2016/17

There was submitted a report by the Acting Director of Development & Housing Services relative to the Annual Return on the Scottish Social Housing Charter, which had been submitted to the Scottish Housing Regulator, outlining the key Charter indicators and detailing Renfrewshire's performance during 2016/17. The Council's performance in terms of tenant satisfaction; housing quality and maintenance; access to housing and support; homelessness; neighbourhood and community; and obtaining value in terms of rents and service charges was detailed in the appendix to the report, together with comparative data.

DECIDED: That the Council's performance during 2016/17, in relation to key Housing Charter indicators compared to other local authorities and Registered Social Landlords be noted.

15 Housing Customer Engagement Annual Report 2016/17

There was submitted a report by the Acting Director of Development & Housing Services relative to the annual Customer Engagement Report 2016/17.

The Annual Report, a copy of which was appended to the report, reviewed progress made in relation to the Customer Engagement Strategy, set out the aims for 2017/18, outlined the financial and other resources made available by the Council to promote tenant involvement and highlighted the work undertaken in this connection during 2016/17.

DECIDED: That the Customer Engagement Annual Report 2016/17, attached as Appendix 1 to the report, be approved.

16 Housing Energy Efficiency and Carbon Reduction Programmes 2017/18: Update

There was submitted a report by the Acting Director of Development & Housing Services relative to the allocation of additional resources in the 2017/18 Home Energy Efficiency Programme for Scotland: Area Based Schemes (HEEPS:ABS) programme.

The Scottish Government's HEEPS:ABS programme had been introduced in 2013/14 and its key objectives were to address fuel poverty, reduce carbon emissions and demonstrate an appropriate strategic fit and approach to improving energy efficiency. The potential benefits of the HEEPS:ABS programme complemented and supported a wide range of social housing initiatives including maintaining stock at the levels required by the Scottish Housing Quality Standard as well as the requirements of Energy Efficiency Standard for Social Housing. Local authorities acted as co-ordinating agents for all HEEPS:ABS programmes within their area. Over the previous five-year period a total of £11.647m had been secured for Renfrewshire which had enabled a range of energy efficiency improvement programmes to be carried out by the Council and local Housing Associations. At the meeting of this Board held on 6 June 2017 it was noted that the Council had been awarded £1,412,775 for 2017/18 for qualifying projects within the Renfrewshire

area. Subsequently, on 12 September 2017 additional grant of £74,750 was allocated for 2017/18 which would be used to extend current external wall insulation programmes as set out in the report.

DECIDED:

(a) That it be noted that Renfrewshire Council had been allocated an additional £74,750 for 2017/18 in respect of qualifying projects within the Renfrewshire Council area as part of the Scottish Government's HEEPS:ABS programme; and

(b) That the Acting Director of Development & Housing Services be authorised to accept the offer of grant and oversee delivery and operational management of the programme for Renfrewshire Council.

17 Homelessness in Renfrewshire

There was submitted a report by the Acting Director of Development & Housing Services relative to homelessness in Renfrewshire.

The report outlined the range of measures in place that enabled the Council and partners to monitor homelessness and ensure programmes were in place to tackle and mitigate against the negative impacts that could arise as a result of homelessness. A profile of homelessness in Renfrewshire was provided together with a summary of local initiatives, uptake, resources deployed and their effectiveness and impact. In addition it was highlighted that Renfrewshire Homelessness Partnership played an important role in delivering and reviewing homeless services in Renfrewshire. The focus for the Partnership over the next 12 months would include the impact of welfare reform, making stronger links with employability initiatives to help those who were homeless, the changing supply and cost of temporary accommodation and how to meet the demand for one bedroom accommodation.

Reference was also made within the report to the recently-established national Homelessness and Rough Sleeping Action Group which would examine how to end rough sleeping, how temporary accommodation could best be utilised and how £50 million of funding could be used to support this over the next five-year period. A further report would be submitted to a future meeting of the Board for consideration when the Action Group's findings and funding proposals were published.

DECIDED: That the profile of homelessness in Renfrewshire, and the range of measures that were in place to tackle and prevent homelessness be noted.

18 High Rise Fire Safety Update

Under reference to Item 10 of the Minute of the meeting of this Board held on 29 August, 2017 there was submitted a report by the Acting Director of Development & Housing Services relative to high rise fire safety.

The report advised that Renfrewshire Council-owned and managed 14 high-rise blocks of flats, made reference to the range of measures in place to ensure the safety of residents living in high-rise properties across Renfrewshire and summarised the actions taken following the Grenfell Tower fire. It was highlighted that a group of key officers, including representatives from the Scottish Fire & Rescue Service, had met regularly to review fire-safety measures and agree actions that might enhance these fire-safety arrangements.

As part of these actions, the Council had commissioned a specialist contractor to inspect and assess the condition of the external cladding system at Gleniffer, Nethercraigs, Maxwellton and George Courts, Paisley and Provost Close, Johnstone, due to the age of the cladding systems on these blocks. The key conclusions of the inspections were detailed. As the cladding on each of these five blocks was approaching the end of its lifecycle, preparations were underway to commence a programme of replacing the cladding with new, energy-efficient insulation systems. In view of the recommendations arising from the inspection of George Court, Paisley priority would be given in the first phase of the programme to incorporating the replacement of the balcony enclosure panels. As part of the inspections, each block had also been assessed by a team of fire engineers with no adverse concerns being identified in relation to the fire-risk of the buildings, though a number of recommendations were noted. As the recommendations were common to all high rise blocks, not just the five blocks which were inspected, it was proposed to instruct an independent audit of fire safety measures in each of the Council's high rise blocks which would inform any future programme of work.

DECIDED:

(a) That the outcome of the inspections of the external cladding systems on five high-rise blocks owned and managed by Renfrewshire Council be noted; and

(b) That it be noted that the Acting Director of Development & Housing Services would commission an independent audit of the fire-safety measures at the 14 high-rise blocks which were owned and managed by Renfrewshire Council.

19 Consultation on Fire and Smoke Alarms in Scottish Homes

There was submitted a report by the Acting Director of Development & Housing Services relative to consultation by the Scottish Government on proposed revisions to the provision and standards of fire and smoke alarms in Scottish homes and seeking authority, in consultation with the Convener of the Policy Board, to submit a response on behalf of the Council on the basis of the comments outlined within the report.

The report advised that following the Grenfell Tower tragedy, the Scottish Government had established a Ministerial Working Group to oversee a review of building and fire-safety regulatory frameworks in Scotland. The Ministerial Working Group was considering proposals for actions to reduce the risk of fire in housing and would also look at fire safety in other types of building such as schools and hospitals. Amendments to the Repairing Standard within the Housing (Scotland) Act 2006 had resulted in a requirement that privately-rented properties had a higher standard of smoke detection than that currently required within the social housing sector, whilst for owner-occupied property constructed prior to 1993 there was currently no minimum requirement for smoke detection. Consultation has been undertaken to obtain views on proposals to extend standards.

A Council response was in preparation, for submission by the deadline of 1 December 2017, indicating that the Council welcomed the move to improve the provision and standards of fire and smoke alarms within dwellings across all tenures to further reduce both the incidence and severity of dwelling fires and the numbers of casualties from these. However, it was proposed that the Council response would also highlight the need to recognise that this would have significant resource issues for local authorities across Scotland, particularly as the proposed lead-in time was relatively short. It was noted that the Scottish Government proposal was that the costs for improvements should be borne by social landlords through their own resources and that owners should absorb costs for their property.

DECIDED:

(a) That the publication of the Scottish Government consultation on Fire and Smoke Alarms in Scottish Homes and the requirement to respond by 1 December 2017 be noted; and

(b) That authority be delegated to the Acting Director of Development & Housing Services, in consultation with the Convener of the Communities, Housing & Planning Policy Board, to submit a response on behalf of the Council in line with the timescales set by the Scottish Government and the comments contained in Section 4 of the report.

20 Draft Paisley Town Centre Conservation Area Appraisal 2017 and Conservation Area Management Plan 2017

There was submitted a report by the Acting Director of Development & Housing Services relative to the Paisley Town Centre Conservation Area Appraisal 2017 and Conservation Management Plan 2017, copies of which were appended to the report.

The report stated that a Conservation Area Appraisal was a management tool which helped to identify the special interest and changing needs of an area. It provided the basis for the development of a programme of action that was compatible with the sensitivities of the historic area. It also provided an opportunity to inform residents about the special needs and characteristics of the area and to help developers identify and formulate development proposals. The Appraisal and Management Plan had been produced in support of the grant funding secured for the delivery of the Paisley Town Centre Townscape Heritage/Conservation Area Regeneration Scheme 2 and in the context of the Scottish Government's Guidance PAN71: Conservation Area Management (2004). It was noted that public consultation required to be undertaken to obtain the views of the community and relevant stakeholders within the Conservation Area on the content of the Draft Appraisal and Management Plan which would then be used to inform the preparation of a finalised version.

In association with the Draft Conservation Area Management Plan, the Draft Paisley Town Centre Conservation Area Appraisal would inform effective management of the historic fabric of the Conservation Area and support the objectives of the Heritage Regeneration Strategy 'The Untold Story' and the Paisley Town Centre Townscape Heritage/Conservation Area Regeneration Scheme (TH/CARS2). Details of the proposed Consultation Programme and arrangements were provided and it was highlighted that following the conclusion of the consultation exercise, finalised documents would be prepared and submitted to a future meeting of this Board for consideration.

DECIDED:

(a) That the Draft Paisley Town Centre Conservation Area Appraisal 2017 and Conservation Area Management Plan 2017 be approved; and

(b) That the Acting Director of Development & Housing Services be authorised to carry out a consultation exercise and submit a report on the outcome to a future meeting of this Board.

21 Cancellation of Article 4 Direction Orders

There was submitted a report by the Acting Director of Development & Housing Services relative to the proposed cancellation of existing Article 4 Direction Orders, restricting permitted development rights.

The report advised that the Town and Country Planning (General Permitted Development) (Scotland) Order 2011 had removed permitted development rights for householder development in all designated Conservation Areas. Previously, unless permitted development rights were expressly removed by an Article 4 Direction Order, minor works could be undertaken in Conservation Areas without the need for an application for planning consent. Such works had the potential, cumulatively to seriously undermine the character and appearance of the area. Existing Article 4 Direction Orders within Renfrewshire related to seven of the eight conservation areas and while each Conservation Area had different classes of development under control, they all generally related to minor works. Changes in legislation had brought under control many of the minor developments that previously were allowed without express planning consent being required. As such the threat to the character and appearance of conservation areas in Renfrewshire through incremental but damaging changes to individual properties had been largely removed. In line with the actions of a number of Scottish local authorities it was recommended that Renfrewshire's Article 4 Directions be cancelled. The report outlined the cancellation process.

DECIDED: That the cancellation of all existing Article 4 Direction Orders relating to Renfrewshire's Conservation Areas be approved.

22 Renfrewshire Biodiversity Action Plan 2018/22

There was submitted a report by the Acting Director of Development & Housing Services relative to the Renfrewshire Biodiversity Action Plan 2018/22, a copy of which was appended to the report.

The report made reference to the Local Biodiversity Action Plan (LBAP) for Renfrewshire, East Renfrewshire and Inverclyde prepared in 2004, highlighting that the plan had been developed with representation from local authorities and a range of organisations and stakeholders with an interest in biodiversity. During 2016 a review of the 2004 plan was undertaken which concluded an update was required and that separate plans for each local authority area should be prepared. This would facilitate local variations in habitats and species to be recognised more effectively and enabled the development of a tailored approach to promotion and conservation in Renfrewshire. A Draft Renfrewshire LBAP 2018/22 had been prepared in partnership with biodiversity partner organisations which were active in Renfrewshire. The plan outlined a positive and ambitious approach and identified a

range of principles and actions which supported the conservation, promotion and enhancement of biodiversity across Renfrewshire.

The draft LBAP would be subject to consultation with local communities, Community Planning Partners and key stakeholders and published on the Council's website as well as other social media platforms for comment. A summary of representations received and a finalised LBAP would be prepared and submitted to a future meeting of this Board for consideration.

DECIDED:

(a) That the Draft Renfrewshire Local Biodiversity Action Plan 2018/2022 be approved and the Acting Director of Development & Housing Services be authorised to progress the necessary publicity and consultation in relation to the Plan; and

(b) That it be noted that the Acting Director of Development and Housing Services would prepare and submit the finalised Renfrewshire Local Biodiversity Action Plan 2018/2022 to a future meeting of this Board.

23 Renfrewshire Council's Biodiversity Duty Report

There was submitted a report by the Acting Director of Development & Housing Services relative to the Renfrewshire Council Biodiversity Duty Report 2015/17.

The report stated that in compliance with statutory requirements, Renfrewshire Council was required to prepare a Biodiversity Duty Report every three years. A copy of the Biodiversity Duty Report 2015/17, prepared in advance of the required publication date, was appended to the report.

All public bodies had a duty in terms of the Nature Conservation (Scotland) Act 2004 to further the conservation of biodiversity. In addition, the Wildlife and Nature Conservation (Scotland) Act 2011 required public bodies to publish a report every three years on the actions undertaken to meet biodiversity duty. The Council had published the first Renfrewshire Biodiversity Duty Report during January 2015, covering the period 2011 to 2014. In compliance with statutory requirements, the Renfrewshire Biodiversity Duty Report 2015/17 had been prepared and highlighted the actions undertaken by the Council to support biodiversity over the period. It was highlighted that the Council had made progress in enhancing biodiversity, particularly through embedding biodiversity considerations in the delivery of the Green Network identified in the Renfrewshire Local Development Plan and supported a range of partners to assist in the delivery of biodiversity activities. In addition it was noted that an important achievement during this period had been the production of a draft Renfrewshire Biodiversity Action Plan 2018/2022, discussed at item 22 of this Minute, which set out a positive and ambitious approach, supporting conservation, promotion and enhancement of biodiversity across Renfrewshire.

The Biodiversity Duty Report 2015/17 demonstrated that the Council would continue to support biodiversity through implementation of the actions set out in the Local Biodiversity Action Plan, Local Development Plan and Community Plan. It was noted that the Biodiversity Duty Report 2015/17 would be published on the Council's website.

DECIDED:

(a) That the Renfrewshire Council Biodiversity Duty Report 2015/2017 attached to the report be approved; and

(b) That the publication of the Renfrewshire Council Biodiversity Duty Report 2015/2017 on the Council's website be approved.

24 Pride of the Clyde: Inner Clyde Estuary Great Place Application

There was submitted a report by the Acting Director of Development & Housing Services relative to the in principle commitment of £10,000 to match fund the full Great Places application, being prepared by Central Scotland Green Network Trust (CSGNT), subject to confirmation of a successful bid.

The report advised that the Clydeplan Strategic Development Plan (2017) identified a number of Strategic Delivery Areas where there were opportunities to support and enhance the network of green spaces across the Glasgow and the Clyde Valley region. Furthermore the report intimated that the Glasgow and Clyde Valley Green Network Partnership (GCVGNP) had submitted a successful expression of interest to the Heritage Lottery Fund 'Great Place' Scheme, which focussed on the identified Strategic Delivery Areas within the River Clyde Inner Estuary. The aim of the bid was to fund a programme which identified, enhanced and promoted a linked network of built and natural heritage assets across the identified area, informed by community consultation. This would involve the preparation of a vision and masterplan. A successful application was anticipated to be the catalyst for a larger funding bid supporting a programme of delivery. A full application was being led by CSGNT and included a partnership of Glasgow City Council, West Dunbartonshire Council, Renfrewshire Council, Inverclyde Council, Scottish Natural Heritage and Historic Environment Scotland. The value of the project was anticipated to be £360,000 over a three-year programme. Match funding totalling £72,000 had been committed in principle by the partners. This included £10,000 from each of the local authority partners with the remainder provided by GCVGNP and Scottish Natural Heritage. The outcome of the funding application was anticipated in early 2018 and would be reported to a future meeting of the Board.

DECIDED:

(a) That it be noted that the Council had made an in principle commitment of £10,000 to match fund the full Great Places application, subject to confirmation of a successful bid; and

(b) That it be noted that the outcome of the application would be reported to a future meeting of this Board.

25 Scottish Government Making Places Initiative - Foxbar and Clyde Muirshiel Regional Park

There was submitted a report by the Acting Director of Development & Housing Services relative to applications submitted to the Making Places Initiative Fund

Reference was made within the report to the decision taken at the meeting of the Council held on 28 September 2017 to approve the Renfrewshire Local Outcome Improvement Plan (the Community Plan), which detailed a commitment to work with

communities in the planning and development of their places. The Scottish Government had recently promoted the 'Making Places' Initiative, which sought to support communities to actively participate and lead the design and development of their local area. The initiative involved the preparation of plans, through a series of workshops and events with local communities and key stakeholders, which reflected community aspirations and tackled inequality and disadvantage.

Following discussion with Renfrewshire Community Planning Partnership it was considered that the Making Places Initiative represented an excellent opportunity to support the preparation of a pilot Local Place Plan for the area. The report also stated that Clyde Muirshiel Regional Park was a resource which served Renfrewshire and the surrounding areas, was a valuable platform for accessing the outdoors for education, leisure and activity and provided enabling opportunities for vulnerable groups in the community. Within this context, two applications had been submitted to the Making Places Initiative Fund, with the aim of supporting the development of a pilot Local Place Plan for Foxbar, Paisley, and a community-led design process for Clyde Muirshiel Regional Park (CMRP). The outcomes of these processes would support delivery of the Renfrewshire Community Plan 2017/2027, contribute to the emerging Renfrewshire Local Development Plan and assist in the delivery of the CMRP Strategy and Action Plan. It was noted that the outcome of the applications was anticipated in late 2017 and would be submitted to a future meeting of this Board.

DECIDED:

- (a) That the submission of two applications to the Making Places Initiative Fund which would support the preparation of a Local Place Plan for Foxbar, Paisley and a community-led design process for Clyde Muirshiel Regional Park be noted; and
- (b) That it be noted that the outcome of the applications would be submitted to a future meeting of this Board.

Minute of Meeting

Renfrewshire Appointment Board - Head of Policy & Commissioning

Date	Time	Venue
Tuesday, 07 November 2017	14:30	Corporate Meeting Room 3, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Derek Bibby, Councillor Jacqueline Cameron, Councillor Michelle Campbell, Councillor Alistair Mackay, Councillor John Shaw

Chair

Councillor Shaw, Depute Convener, presided.

In Attendance

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

Apologies

Councillors Doig and McEwan.

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

1 Head of Policy and Commissioning - Short Leet

There were submitted copies of the forms of application for the candidates for the post of Head of Policy and Commissioning. The Board considered the applications in detail and agreed the short leet of candidates who would be invited to attend interviews to be held on 19 December 2017.

DECIDED: That the short leet of candidates as agreed be invited to attend interviews on 19 December 2017.

Minute of Meeting

Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 08 November 2017	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

Chair

Councillor McEwan, Convener, presided.

In Attendance

S MacDougall, Director of Environment & Communities; S McFadden, Project Director for City Deal (City Deal), Barbara Walker, Depute Project Director (City Deal) and S Marklow, Assistant Manager - Policy (all Development & Housing Services); G McNeil, Head of Amenity Services, C Dalrymple, Regulatory and Enforcement Manager, K Carr, Senior Facilities Manager – Soft Services, G Hannah, Strategic Change Manager, A McNab, Transportation Manager, K Anderson, Amenity Services Manager – Waste, D Kerr, Service Coordination Manager, M Higgenbotham, Development Manager (all Environment & Communities); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, F Hughes, Asset Manager, D Farrell, Financial and Resources Manager, V Howie, Finance Business Partner and R Devine, 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 & Communities in respect of services reporting to the Infrastructure, Land and Environment Policy Board for the period 1 April to 15 September 2017.

DECIDED: That the budget position be noted.

2 Capital Budget Monitoring Report

There was submitted a capital budget monitoring report by the Director of Finance & Resources in respect of services reporting to the Infrastructure, Land and Environment Policy Board for the period 1 April to 15 September 2017.

DECIDED: That the report be noted.

3 Environment & Communities - Service Improvement Plan 2017/18: Mid-Year Monitoring Report

There was submitted a report by the Director of Environment & Communities relative to the 2017/18 Service Improvement Plan for Environment & Communities which highlighted performance during the period 1 April to 30 September 2017. The report outlined the key achievements of the Service, detailed how the work undertaken by the Service contributed to the priorities set out in the Council Plan and provided an overview of priorities for the Service over the next six-month period. Appendices to the report provided an update on progress achieved in terms of implementation of the action plan together with an assessment of performance in relation to the service scorecard of core performance indicators.

DECIDED:

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

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

(c) That it be agreed that an out-turn report in respect of areas of activity delegated to this Board be submitted to the meeting of this Board to be held in spring 2018.

4 Health (Tobacco, Nicotine, etc and Care) (Scotland) Act 2016 - The Enforcement of New Provisions Relating to Nicotine Vapour Products (NVPs)

There was submitted a report by the Director of Environment & Communities relative to the Health (Tobacco, Nicotine etc. and Care) (Scotland) Act 2016.

The report stated that the aim of the legislation was to control the sale of Nicotine Vapour Products (NVPs), commonly known as “e-cigarettes”, to people under the age of 18. The 2016 Act amended the Tobacco and Primary Medical Services (Scotland) Act 2010 and created a number of offences in relation to the sale of NVPs, including imposing an age restriction of 18 on purchases and introducing offences relating to

the purchase or proxy purchase of NVPs. Local authorities had a statutory duty of enforcement, as well as powers to issue Fixed Penalty Notices in relation to these offences. The report proposed that officers within the Council's Trading Standards & Licensing Team, who currently undertook checks that local traders were compliant with the provisions of the Tobacco and Primary Medical Services (Scotland) Act 2010, as well as other legislation to prevent the underage supply of restricted items such as fireworks, spray paints, butane gas lighter refills, petroleum and DVDs, assist local traders to achieve compliance with the provisions of the Health (Tobacco, Nicotine etc. and Care) (Scotland) Act 2016 through the provision of business advice and support in line with the Integrated Enforcement Policy agreed at the meeting of the Leadership Board held on 16 September 2016. Continued contraventions would be considered for enforcement action only if compliance was not reached.

DECIDED: That the implementation of the Health (Tobacco, Nicotine etc. and Care) (Scotland) Act 2016 and the associated enforcement duties relating to Nicotine Vapour Products be noted.

5 Review of Car Parking Provision and Charges across Renfrewshire

There was submitted a report by the Director of Environment & Communities relative to the review of car parking charges across Renfrewshire.

The report outlined the current arrangements for Council-controlled on and off-street parking and pay and display parking charges in Paisley Town Centre and detailed the annual income generated. The Council's current parking meters were between 10 and 30 years old, only accepted cash payments and many were approaching end of life with many parts for the machines no longer manufactured. In addition the report highlighted that parking permits for residents in Paisley who lived within the pay and display zones were currently issued free of charge.

The report detailed proposals to streamline Council-owned on and off-street parking provision and charges across Renfrewshire, with the aim of increasing usage, generating turnover of parking spaces, benefitting shoppers and subsequently generating increased footfall in the Town Centre and reviewed the current free parking permit scheme for residents within the Paisley pay and display zones. In summary the report proposed to (i) increase parking tariffs between Monday and Friday, with effect from April 2018, by 10p for 30 minutes parking up to approximately 50p for four hours parking, with parking continuing to be free on Saturdays and Sundays; (ii) progress the introduction of pay and display parking charge proposals for on and off-street Council-controlled parking facilities in Renfrew and Johnstone; and (iii) introduce charges for the issue of residents' car parking permits. Furthermore it was proposed to fully replace/upgrade the parking meters in Paisley with modern meters capable of taking payment by methods other than cash.

It was proposed that an impact assessment of the approved parking scheme proposals for Johnstone and Renfrew be carried out, over a three-month period, as part of the implementation of the approved parking and charges changes. The Convener indicated that she accepted this proposal. In addition the Convener accepted a further recommendation to suspend the application of a fee for residents' parking permits, to recover costs for all areas within the pay and display parking zones in Paisley until a thorough review was carried out on all parking permits (residents and businesses) and a subsequent report was brought to the next appropriate Board.

Councillor McEwan, seconded by Councillor Adam-McGregor, then moved:-

- (a) That the increase of parking tariffs in Paisley, by 10p for 30 minutes parking up to approximately 50p for four hours parking, be approved;
- (b) That the widening out of charges for Council-owned on and off-street parking to include Renfrew and Johnstone, streamlining the cost of Town Centre parking for Renfrewshire residents, be approved;
- (c) That investment in a modern parking meter supply be approved, to facilitate the introduction of meters that can accept other methods of payment including contactless payment;
- (d) That an impact assessment of the approved parking scheme proposals for Johnstone and Renfrew be carried out, over a three-month period, as part of the implementation of the approved parking and charges changes;
- (e) That the introduction of an annual charge for residents' parking permits, to recover costs for all areas within the Pay and Display parking zones in Paisley, be approved and that it be agreed to suspend the application of a fee until a thorough review was carried out on all parking permits (residents and businesses) and a subsequent report was brought to the next appropriate Board; and
- (f) That it be agreed to continue to charge for parking in Pay and Display for on and off-street zones Monday to Friday only, with Saturday and Sunday remaining free.

Councillor Hood, seconded by Councillor Davidson, moved as an amendment that the report be rejected.

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

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

7 members having voted for the motion and 7 members having voted for the amendment the Convener, in terms of Standing Order 31, used her second and casting vote in favour of the motion which was accordingly declared carried.

DECIDED:

- (a) That the increase of parking tariffs in Paisley, by 10p for 30 minutes parking up to approximately 50p for four hours parking, be approved;
- (b) That the widening out of charges for Council-owned on and off-street parking to include Renfrew and Johnstone, streamlining the cost of Town Centre parking for Renfrewshire residents, be approved;
- (c) That investment in a modern parking meter supply be approved, to facilitate the introduction of meters that can accept other methods of payment including contactless payment;
- (d) That an impact assessment of the approved parking scheme proposals for Johnstone and Renfrew be carried out, over a three-month period, as part of the

implementation of the approved parking and charges changes;

(e) That the introduction of an annual charge for residents parking permits, to recover costs for all areas within the Pay and Display parking zones in Paisley, be approved and that it be agreed to suspend the application of a fee until a thorough review was carried out on all parking permits (residents and businesses) and a subsequent report was brought to the next appropriate Board; and

(f) That it be agreed to continue to charge for parking in Pay and Display for on and off-street zones Monday to Friday only, with Saturday and Sunday remaining free.

6 Operational Performance Report

There was submitted a report by the Director of Environment & Communities which provided an overview of key service activities during the period 1 April to 15 September 2017.

The report provided a progress update in respect of the main projects and activities delivered by services within Environment & Communities, together with key performance indicators.

DECIDED: That the Operational Performance report be noted.

7 Waste Management Strategy Progress Update & Refresh - Improving Recycling in Renfrewshire

There was submitted a report by the Director of Environment & Communities relative to the Council's Waste Management Strategy.

The report outlined the external drivers and global market conditions affecting the Council's Waste Strategy. It was highlighted that Renfrewshire's recycling performance had shown incremental increases from 37.4% in 2009 to 48.5% in 2016, driven by a number of service delivery changes. To further improve Renfrewshire's recycling performance fundamental changes were required to both waste collection and current disposal arrangements, taking cognisance of external drivers and reflecting global market conditions.

A review and analysis of the Council's kerbside waste collection arrangements, waste tonnages, waste disposal contracts and recycling performance had been undertaken to develop a refreshed Waste Strategy for Renfrewshire. It was noted that the timescale for implementation of the proposed service delivery changes was autumn 2018 and that the implementation would be supported by a comprehensive education, awareness and communications strategy to engage householders and support behavioural change.

Councillor McEwan, seconded by Councilor Don, moved:-

(a) That the service delivery changes to the kerbside refuse collection service provided to Renfrewshire's households, as set out in paragraphs 4.2.1 to 4.2.4 of the report be approved;

(b) That the development of a comprehensive education and awareness strategy, with a supporting communications campaign to support a refreshed Waste Strategy for Renfrewshire and implementation of the service delivery changes, as set out in

paragraphs 4.2.1 to 4.2.4 of the report be noted; and

(c) That the requirement for the development of a business case for the future long-term collection and disposal arrangements required for glass collections be noted.

Councillor Hood, seconded by Councillor Davidson, moved as an amendment that the report be rejected.

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

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

Councillor Binks abstained.

4 members having voted for the amendment, 9 members having voted for the motion and one member having abstained, the motion was accordingly declared carried.

DECIDED:

(a) That the service delivery changes to the kerbside refuse collection service provided to Renfrewshire's households, as set out in paragraphs 4.2.1 to 4.2.4 of the report be approved;

(b) That the development of a comprehensive education and awareness strategy, with a supporting communications campaign to support a refreshed Waste Strategy for Renfrewshire and implementation of the service delivery changes, as set out in paragraphs 4.2.1 to 4.2.4 of the report be noted; and

(c) That the requirement for the development of a business case for the future long-term collection and disposal arrangements required for glass collections be noted.

8 Local Bus Services in Scotland - Improving the Framework for Delivery: A Consultation 13 September 2017 - Consultation Response

There was submitted a report by the Director of Environment & Communities relative to the consultation by the Scottish Government seeking views on ways to improve the framework for delivery of local bus services in Scotland. Responses to the consultation would inform the development of future legislation and guidance. A copy of the proposed response to the consultation was appended to the report.

The report indicated that three-quarters of public transport journeys in Scotland were made by bus but that the sector faced significant challenges with the number of passenger journeys decreasing and service cutbacks in some areas which could result in communities not having a public transport option available. In addition it was highlighted that local authorities undertook their own transport functions and worked within their Regional Transport Partnerships to deliver public transport. Renfrewshire delivered public transport functions through the Strathclyde Partnership for Transport.

The Scottish Government had a responsibility to improve bus services for passengers

and potential passengers. The existing improvement options for transport authorities were considered inadequate and could be inflexible and/or overly bureaucratic. The Scottish Government had presented proposals to improve options which included (i) replacing the Statutory Quality Partnership with the Service Improvement Partnership; (ii) local authorities being given the power to franchise local bus services; (iii) transport authorities being able to run their own bus operations or arms-length bus company; and (iv) operators of local bus services being required to release open data on routes, timetables, punctuality and fares. Renfrewshire Council was supportive of these proposals that ensured there were tools that would help to arrest and reverse the decline in bus patronage and maintained a sustainable bus network across Scotland and had no objection to the proposals included within the consultation document.

DECIDED: That the response, appended to the report, be approved as the Council's response to the Scottish Government consultation on Local Bus Services in Scotland – Improving the Framework for Delivery, 13 September 2017.

9 Consultation on Building Scotland's Low Emission Zones

There was submitted a report by the Director of Environment & Communities relative to the consultation by the Scottish Government on Building Scotland's Low Emission Zones. A copy of the Council's draft response to the consultation was appended to the report, together with a copy of the consultation document.

The consultation sought views on the proposed introduction of Low Emission Zones (LEZ) within towns and cities in Scotland with a focus on improving air quality, but also as a means of improving road network operations; tackling congestion; supporting a modal shift to active travel and public transport; supporting climate change mitigation; and supporting placemaking to improve town and city spaces. The report indicated that while air pollution from transport-related sources was declining across Scotland it continued to remain higher than the European limit values and Scottish Air Quality Objectives. In addition it was highlighted that the Scottish Government's Programme for Government 2017 stated that, in partnership with local authorities, LEZ would be introduced in Scotland's four biggest cities between 2018/20 and into all other Air Quality Management Areas, where National Low Emission Framework appraisals advocated such mitigation, by 2023.

DECIDED:

(a) That the publication of the Scottish Government consultation on Building Scotland's Low Emission Zones and the requirement to respond by 28 November 2017 be noted; and

(b) That the draft consultation response, appended to the report, be approved for submission to the Scottish Government.

10 Public Sector Climate Change Duties Reporting 2016/17

There was submitted a joint report by the Acting Director of Development & Housing Services and the Director of Environment & Communities relative to the Public Sector Climate Change Duties Reporting 2016/17.

The report stated that to comply with the requirements of the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015 Renfrewshire

Council required to prepare an Annual Report, detailing progress in helping to mitigate and adapt to climate change.

The reporting duties covered six main areas namely, a brief organisation profile covering the number of staff, budget and organisational context; governance and management which explained how climate change was governed, managed and embedded in the organisation and identified its key strategies and priorities; emissions, targets and projects which reported the key statistical data, performance targets and climate change projects; how risk was managed and assessed and the actions taken to adapt to climate change. The reporting requirements also covered the organisation's procurement policies and activity and how they contributed to compliance with climate change duties; and the internal and external validation processes undertaken by the organisation in terms of its climate change duties.

A copy of Renfrewshire Council's Public Sector Climate Change Duties Reporting for the period 1 April 2016 to 31 March 2017 was appended to the report.

DECIDED: That the content and submission of Renfrewshire Council's mandatory Public Sector Climate Change Duties report for 2016/17 be approved.

11 Consultation on Smart Ticketing and Payments on Scotland's Public Transport System - Consultation Response

There was submitted a report by the Director of Environment & Communities relative to the consultation by the Scottish Government seeking views on the development of a smart ticketing scheme across Scotland's public transport system.

The report indicated that smart ticketing was considered an important element of a modern public transport system and was increasingly prevalent around the world. It was believed that users of public transport should be able to enjoy the benefits of modern ticketing and payment technology which would result in encouraging modal shift to public transport. The Scottish Government considered that a smartcard-based approach was the best way to achieve this aim as the infrastructure was largely in place, proven, worked with many transport modes and was secure. Technology continued to develop rapidly, and accordingly it was deemed essential to identify an appropriate approach to governance to ensure an orderly and planned migration between technologies, as well as oversight of the operation of, and participation in, key national and regional smart ticketing schemes. In addition the report stated that the Scottish Government intended to introduce a national e-purse scheme, where a monetary value was stored on a smartcard which could be used to pay for travel on all public transport.

It was highlighted that the proposed response to the consultation document, prepared on behalf of Renfrewshire Council and appended to the report, was supportive of the introduction of a smart ticketing scheme across Scotland's transport network.

DECIDED: That the response, appended to the report, to the Scottish Government's consultation on the development of a smart ticketing scheme across Scotland's public transport system be approved.

12 Use of Land at Old Howwood Road, Howwood by St Vincent Hospice

There was submitted a report by the Director of Finance & Resources relative to the

proposed use of Council-owned land to enable a pedestrian and cycle route to be created.

The report advised that St Vincent's Hospice was located on Old Howwood Road, Howwood with pedestrian access to the facility taken by way of an unlit road and a narrow unmarked path. A request had been received from the Hospice requesting permission to construct a footpath and cycle route on Council-owned land, identified on the plan attached to the report, to create a link between Beith Road, Howwood and Old Howwood Road, Howwood which would provide better pedestrian access to the Hospice. The ground involved was located within the greenbelt and had limited development opportunity due to the presence of overhead pylons. It was highlighted that planning permission for the formation of the proposed pedestrian route and cycleway had been granted while roads construction consent was awaited. The report indicated that if agreed, and following receipt of all statutory consents, the Hospice would provide details of the likely construction period. Thereafter the Head of Property Services in conjunction with the Head of Corporate Governance would conclude the necessary licence to St Vincent's Hospice at a rent of £1, if asked, to enable the works to be undertaken. It was highlighted that the Council-owned land would remain under licence agreement to St Vincent's Hospice until such times as the pathway was deemed of a suitable standard to enable it to be adopted.

DECIDED:

(a) That the request by St Vincent's Hospice to create a pedestrian and cycle route from Beith Road, Howwood to the Hospice on Old Howwood Road, Howwood, as indicated on the plan attached to the report, be agreed;

(b) That the Head of Property Services and the Head of Corporate Governance be authorised to conclude a licence with St Vincent Hospice over the Council-owned land identified on the plan attached to the report, to facilitate the construction of the route; and

(c) That it be noted that the licence would remain in place until such times that the Council were satisfied that the footpath met the required standards for adoption.

13 Land at Broomlands Street, Paisley

There was submitted a report by the Director of Finance & Resources relative to the proposed disposal of land at Broomlands Street, Paisley, as identified on the plan attached to the report, to Nixon Blue Limited.

The report advised that Nixon Blue Limited had concluded missives in principle to acquire the former Ogilvie Club, 18 Broomlands, Paisley and had subsequently approached the Council to purchase land adjacent to the site extending to approximately 1,538 square metres. The report detailed the Council's ownership of land in Broomlands Street, Paisley, intimated that discussions had taken place between the Council and representatives of Nixon Blue Limited and outlined the provisional terms and conditions of sale provisionally agreed.

DECIDED:

(a) That the Head of Property Services and the Head of Corporate Governance be authorised to conclude the disposal of the land at Broomlands Street, Paisley, identified as shaded and hatched on the plan attached to the report, to Nixon Blue

Limited, subject to the terms and conditions contained within the report; and

(b) That both the shaded and the hatched areas of ground detailed on the plan attached to the report be declared surplus to the requirements of the Council in order to progress the proposed sale to Nixon Blue Limited.

14 Former Whitehaugh Barracks, Paisley

There was submitted a report by the Director of Finance & Resources relative to the proposed declaration of the former museum store and associated buildings at 31 Whitehaugh Avenue, Paisley, as identified on the plan attached to the report, as surplus to the Council's operational requirements and seeking authorisation to market the buildings and site for sale.

The report advised that the site, which had also formerly been Whitehaugh Barracks, was situated in an established residential area to the east of Paisley Town Centre and extended to approximately 0.597 acres of land. A summary of the buildings located at the site was provided. It was proposed that the site and buildings not be marketed until there was sufficient opportunity for potential uses to be identified and considered. This was agreed.

DECIDED:

(a) That the buildings and site, at the former museum store, at 31 Whitehaugh Avenue, Paisley, identified on the plan attached to the report, be declared surplus to the Council's operational requirements; and

(b) That the the site and buildings not be marketed until there was sufficient opportunity for potential uses to be identified and considered.

15 Disposal of Land adjacent to 5 Neuk Avenue, Houston

There was submitted a report by the Director of Finance & Resources relative to the proposed declaration of land adjacent to 5 Neuk Avenue, Houston, as identified on the plan attached to the report, as surplus to the Council's requirements.

The area of land involved, which was held on the General Services Account, comprised a total of 83 square metres and was part of a larger area of open space maintained by Environment & Communities. The applicant had erroneously incorporated the land into the grounds of their property by erecting a fence enclosing the Council ground having obtained planning permission in November 2016 for a change of use from amenity ground to private garden ground. The applicant had agreed to purchase the ground in order to continue using it as private garden ground and to obtaining the required planning consents. The Head of Amenity Services had indicated that the area of land involved had no operational requirement. The area of land concerned was such that the purchase price/value of the land would be at a level upon which delegated powers granted to the Head of Property Services for the disposal of surplus property would be utilised.

DECIDED: That the area of land located adjacent to 5 Neuk Avenue, Houston, identified in the plan attached to the report, be declared surplus to requirements with a view to disposing of it to the adjacent owner.

16 Disposal of Land Adjacent to 11 Neuk Avenue, Houston

There was submitted a report by the Director of Finance & Resources relative to the proposed declaration of land adjacent to 11 Neuk Avenue, Houston, as identified on the plan attached to the report, as surplus to the Council's requirements.

The area of land involved, which was held on the General Services Account, comprised a total of 54 square metres and was part of a larger area of open space maintained by Environment & Communities. The applicant had erroneously incorporated the land into the grounds of their property by erecting a fence enclosing the Council ground having obtained planning permission during 2011 for a change of use from amenity ground to private garden ground. The applicant had agreed to purchase the ground in order to continue using it as private garden ground and to obtaining the required planning consents. The Head of Amenity Services had indicated that the area of land involved had no operational requirement. The area of land concerned was such that the purchase price/value of the land would be at a level upon which delegated powers granted to the Head of Property Services for the disposal of surplus property would be utilised.

DECIDED: That the area of land located adjacent to 11 Neuk Avenue, Houston, identified in the plan attached to the report, be declared surplus to requirements with a view to disposing of it to the adjacent owner.

17 Disposal of Land Adjacent to 13 Neuk Avenue, Houston

There was submitted a report by the Director of Finance & Resources relative to the proposed declaration of land adjacent to 13 Neuk Avenue, Houston, as identified on the plan attached to the report, as surplus to the Council's requirements.

The area of land involved, which was held on the General Services Account, comprised a total of 52 square metres and was part of a larger area of open space maintained by Environment & Communities. The applicant had erroneously incorporated the land into the grounds of their property having obtained planning permission during 2013 for a change of use from amenity ground to private garden ground. The applicant had agreed to purchase the ground in order to continue using it as private garden ground and to obtaining the required planning consents. The Head of Amenity Services had indicated that the area of land involved had no operational requirement. The area of land concerned was such that the purchase price/value of the land would be at a level upon which delegated powers granted to the Head of Property Services for the disposal of surplus property would be utilised.

DECIDED: That the area of land located adjacent to 13 Neuk Avenue, Houston, identified in the plan attached to the report, be declared surplus to requirements with a view to disposing of it to the adjacent owner.

18 Disposal of land adjacent to 15 Neuk Avenue, Houston

There was submitted a report by the Director of Finance & Resources relative to the proposed declaration of land adjacent to 15 Neuk Avenue, Houston. as surplus to the Council's requirements. The Head of Property advised that the plan attached to the report did not identify the land involved correctly and provided clarification, using the plan, in relation to the area of ground involved.

The area of land involved, which was held on the General Services Account,

comprised a total of 60 square metres and was part of a larger area of open space maintained by Environment & Communities. The applicant had erroneously incorporated the land into the grounds of their property by erecting a fence enclosing the Council ground having obtained planning permission during 2010 for a change of use from amenity ground to private garden ground. The applicant had agreed to purchase the ground in order to continue using it as private garden ground and to obtaining the required planning consents. The Head of Amenity Services had indicated that the area of land involved had no operational requirement. The area of land concerned was such that the purchase price/value of the land would be at a level upon which delegated powers granted to the Head of Property Services for the disposal of surplus property would be utilised.

DECIDED: That the area of land located adjacent to 15 Neuk Avenue, Houston, identified in the plan attached to the report as clarified by the Head of Property Services, be declared surplus to requirements with a view to disposing of it to the adjacent owner.

19 Land at Centreholm, Erskine

There was submitted a report by the Director of Finance & Resources relative to the proposed declaration of an area of ground at Centreholm, Erskine, identified on the plan attached to the report, as surplus to the Council's requirements.

The report advised that at the meeting of the former Planning and Property Policy Board held on 11 November 2014, an area of ground at Centreholm, Erskine, had been declared surplus to the Council's requirements. The site had been marketed and the offers received reported to the meeting held on 12th May 2015 of the former Planning and Property Policy Board, when it had been agreed to proceed to offer the site to the top bidder with instructions to seek to conclude missives for sale.

Discussions with the selected bidder, LIDL, had progressed to the point that they had revised their plans and now sought additional land to facilitate their revised model. The additional land was held within the General Services Account and confirmation had been received that there was no planned future use for the land.

DECIDED:

(a) That the supplementary area of land at Centreholm, Erskine, identified on the plan attached to the report, be declared surplus to requirements; and

(b) That the Head of Property Services and Head of Corporate Governance be authorised to progress with the disposal of the ground along with the original surplus site identified on the plan attached to the report.

20 Long Lease Request - 36 High Street, Johnstone

There was submitted a report by the Director of Finance & Resources relative to a request received to grant a lease of nine years to the tenant of 36 High Street, Johnstone.

The report advised that the commercial property at 36 High Street, Johnstone, identified on the plan attached to the report, was currently leased to Penny Lane Homes Johnstone Limited for use as an estate and letting agency. The tenant currently occupied the premises on a short-term lease at a rent of £13,570 per

annum. The tenant had requested a nine-year lease of the premises which, if agreed, would commence on a date to be agreed by both parties. Details of the terms and conditions provisionally agreed in respect of the proposed lease were provided.

DECIDED:

(a) That the request for a nine-year lease to the existing tenant of the property at 36 High Street, Johnstone, Penny Lane Homes Johnstone Limited, on the terms and conditions detailed within the report be approved; and

(b) That the Head of Corporate Governance be authorised to conclude the lease, on behalf of the Council, with the existing tenant subject to the terms and conditions detailed within the report.

21 Community Asset Transfer Request - Carbrook Street, Paisley

There was submitted a report by the Director of Finance & Resources relative to a Stage 2 Community Asset Transfer request received from West End Growing Grounds Association (WEGGA) in relation to a vacant site at Carbrook Street, Paisley, as identified on the plan attached to the report.

The report stated that the subjects had been the site of the former Carbrook Children's Centre, been vacant since November 2007 and previously been declared surplus to the Council's requirements. The site extended to approximately 0.80 acres (3,252 sq m), was located approximately 2 km from Paisley Town Centre on the periphery of the West End of Paisley, was bounded on the north and east side by Woodside cemetery and was adjacent to local authority housing. In terms of an indicative site value, in the current market and reflecting both the location and residential development capacity the Asset Manager had advised that the site could achieve an offer in the region of £250,000 subject to planning being granted. It was noted however that at this time there were no active developers who had expressed an interest in the site. The provisional terms and conditions of the proposed Community Asset Transfer of the site were outlined in the report.

WEGGA had been established in 2011 as a constituted sub-committee of Paisley West & Central Community Council and currently maintained two West End stalled spaces in Brown Street and Underwood Lane. Through the Community Asset Transfer request, WEGGA proposed to convert the site into a community garden, devoted to sustainable local food production and providing a community garden for recreation and contemplation. The Community Garden project would be undertaken in two phases over two years. Details of the works comprising each stage of the project were provided in the report. A development plan had been prepared in respect of the proposal and costs obtained. The report advised that a business case had been developed by WEGGA which would allow them to acquire the site at Carbrook Street and manage their other property obligations. Additional information was awaited in support of WEGGA's applications for funding which could not be submitted until they had written confirmation that they could acquire the site through Community Asset Transfer.

DECIDED:

(a) That the Community Asset Transfer request from WEGGA for the subject site at Carbrook Street, Paisley be approved subject to the conditions detailed within the report;

(b) That the Head of Corporate Governance be authorised to conclude the Community Asset Transfer; and

(c) That it be noted that should WEGGA fail to secure the necessary funding or the appropriate statutory consents for the site, it would remain with the Council as a surplus asset.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of the following items of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present, there would be disclosure to them of exempt information as defined in paragraphs 6, 8 and 9 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

22 Voluntary Acquisition of Land, City Deal

There was submitted a joint report by the Acting Director of Development & Housing Services and Director of Finance & Resources relative to the voluntary acquisition of property for the City Deal Clyde Waterfront and Renfrew Riverside (CWRR) Project.

DECIDED:

(a) That it be agreed to acquire the property, shaded on the plans (E2620 and E2638) copies of which were attached to the report, subject to the terms and conditions detailed within the report; and

(b) That the Head of Corporate Governance and the Head of Property Services be authorised to conclude the final terms for the acquisition of the property, by finalising the terms and conditions in accordance with section 5 of the report, subject to planning consents being granted; the Chief Executive being satisfied of confirmation through the City Deal governance process that the approved Outline Business Case was 'Green Book Compliant'; overall affordability within the City Deal budget; and a Minute of Agreement being entered into as detailed in section 6 of the report.

23 Roads Trading Budget Monitoring Report

There was submitted a report by the Director of Environment & Communities relative to the Roads organisation for the period 1 April to 15 September 2017.

The report provided an update on financial and operational issues arising during the period.

DECIDED: That the report be noted.

24 Vehicle Maintenance Trading Budget Monitoring Report

There was submitted a report by the Director of Environment & Communities relative to the Vehicle Maintenance organisation for the period 1 April to 15 September 2017.

The report provided an update on financial and operational issues arising during the period.

DECIDED: That the report be noted.

Minute of Meeting

Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Wednesday, 08 November 2017	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Councillor Shaw, Convener, presided.

In Attendance

S MacDougall, Director of Environment & Communities; A Russell, Director of Finance & Resources; B Lambert, Strategic Commercial Category Manager and L McIntyre, Strategic Planning & Policy Development Officer (both Chief Executive's); D Gillies, Head of Facilities Management, K Carr, Senior Facilities Manager (Soft Services), C Dalrymple, Regulatory & Enforcement Manager, D Farrell, Finance & Business Partner and D McNab, Transportation Manager (all Environment & Communities); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, A MacArthur, Head of Finance, R McGrath, Head of Customer & Business Services, R Cree, OD & Workforce Planning Manager, S Fanning, Principal HR and OD Adviser and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

Declarations of Interest

Councillor Audrey Doig declared a financial interest in respect of item 15 – Renfrew Police Station & Renfrew Victory Baths – Feasibility Study and item 17(h) – Redevelopment of Paisley Town Hall, Stage 0, Stage 1 and Design Development Stage of Stage 2 as she was an employee of Renfrewshire Leisure Limited. She indicated that it was her intention to leave the meeting during consideration of these items and not to take part in any discussion or voting thereon.

Order of Business

The Convener advised that Item 17(f) of the agenda, Contract Authorisation Report – Purchase of IT Desktops, had been withdrawn.

1 Joint Consultative Committee (Non-teaching)

There was submitted the Minute of the meeting of the Joint Consultative Board (Non-teaching) held on 13 September 2017 which forms the Appendix to this Minute.

DECIDED: That the Minute be noted.

2 Revenue Budget Monitoring Report to 15 September 2017

There was submitted a revenue budget monitoring report by the Director of Finance & Resources in respect of Finance & Resources, Environment & Communities and miscellaneous expenditure for the period 1 April to 15 September 2017.

DECIDED: That the report be noted.

3 Revenue Budget Monitoring Report - Council Overview to 15 September 2017

There was submitted a revenue budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on general fund services and the Housing Revenue Account for the period 1 April to 15 September 2017.

DECIDED: That the report be noted.

4 Capital Budget Monitoring Report

There was submitted a capital budget monitoring report by the Director of Finance & Resources relative to capital expenditure on corporate issues for the period 1 April to 15 September 2017.

DECIDED: That the report be noted.

5 Capital Budget Monitoring Report - Council Overview

There was submitted a capital budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on the Housing and Non-housing Capital Programmes for the period 1 April to 15 September 2017.

DECIDED: That the report be noted

6 Treasury Management Mid-Year Review 2017/18

There was submitted a report by the Director of Finance & Resources relative to treasury management activity during the first six months of 2017/18.

The report provided an economic update together with reviews of the Treasury Management Strategy Statement 2017/18 incorporating the annual investment

strategy; the investment portfolio for 2017/18; the borrowing strategy for 2017/18; and compliance with treasury management indicators for 2017/18. Appendices to the report outlined the borrowing and investment position and Treasury Management performance indicators as at 13 October 2017.

DECIDED: That treasury management activity between 1 April and 13 October 2017 be noted.

7 Customer & Business Services Performance Report

There was submitted an update report by the Director of Finance & Resources relative to performance across key Customer & Business Service functions between 1 April and 30 September 2017.

The report highlighted performance to collect Council Tax and Non-domestic Rates and detailed performance to process both Housing Benefit and the Scottish Welfare Fund. The report also detailed performance to deliver Discretionary Housing Benefit payments and proposed that, similar to previous years, the Council augment this fund with an additional amount of £120,000 from existing welfare reform resources to support customers experiencing ongoing financial hardship. The appendices to the report set out the Revenues Collection Statement to 28 September 2017 and Supplementary Key Performance Indicators for the period.

DECIDED:

- (a) That performance across key Customer & Business Services be noted; and
- (b) That an allocation of £120,000 of additional resources to support Discretionary Housing Payments as detailed within the report be approved.

8 Customer Strategy 2017/22

There was submitted a report by the Director of Finance & Resources relative to a new Customer Strategy 2017/22 with an emphasis on improving the customer journey and ensuring local people had confidence in the quality of service provided. The strategy incorporated the Council's commitment to improving the service provided to citizens by examining innovative technologies and developing services based on customer needs. The strategy had been developed around five main themes of Customers; Service Fulfilment; Access to Services; Communication and Developing Digital Skills. A copy of the strategy was appended to the report.

DECIDED:

- (a) That the implementation of the Customer Strategy 2017/22 be approved; and
- (b) That six-monthly updates on implementation of the Customer Strategy be submitted to this Board.

9 Scottish Parliament Local Government and Communities Committee call for evidence on Draft Budget 2018/19: Consultation Response

There was submitted a report by the Director of Finance & Resources relative to the Scottish Parliament Local Government and Communities Committee call for evidence on the Draft Budget 2018/19.

It was noted that, given the limited timescale for submission of responses, the Director of Finance & Resources, in consultation with the Convener of this Board, had submitted the Council's response as set out in the appendix to the report, by the due date of 23 October 2017.

DECIDED: That the action taken by the Director of Finance & Resources to submit the Council's response, as set out in the appendix to the report, by the 23 October be homologated.

10 Chief Executive's Service Improvement Plan 2017/18: Mid-year Monitoring Report

There was submitted a report by the Chief Executive relative to the Chief Executive's Service Improvement Plan highlighting performance over the period 1 April to 30 September 2017. The report outlined the key achievements of the service and appendices 1 and 2 to the report provided an update on progress to implement the action plan together with an assessment of performance against key indicators.

DECIDED:

- (a) That progress made in terms of service performance be noted;
- (b) That progress made in terms of the actions and performance detailed in the appendices be noted;
- (c) That an out-turn report be submitted to this Board in spring 2018; and
- (d) That changes to the service scorecard detailed within the report be approved.

11 Finance & Resources Service Improvement Plan 2017/18: Mid-year Monitoring Report

There was submitted a report by the Director of Finance & Resources relative to the Finance & Resources Service Improvement Plan highlighting performance over the period 1 April to 30 September 2017. The report outlined the key achievements of the service and appendices 1 and 2 to the report provided an update on progress to implement the action plan together with an assessment of performance against key indicators.

DECIDED:

- (a) That progress made in terms of service performance be noted;
- (b) That progress made in terms of the actions and performance detailed in the appendices be noted; and

(c) That an out-turn report be submitted to this Board in spring 2018.

12 Environment & Communities Service Improvement Plan 2017/20: Mid-year Monitoring Report

There was submitted a report by the Director of Environment & Communities relative to the Environment & Communities Service Improvement Plan highlighting performance over the period 1 April to 30 September 2017. The report outlined the key achievements of the service that were of particular relevance to the remit of this Board and appendices 1 and 2 to the report provided an update on progress to implement the action plan together with an assessment of performance against key indicators.

DECIDED:

(a) That progress made in terms of service performance be noted;

(b) That progress made in terms of the actions and performance detailed in the appendices be noted; and

(c) That an out-turn report relative to areas of activity delegated to this Board be submitted to this Board in spring 2018.

13 Finance & Resources: Annual Health & Safety Report 2016/17

There was submitted a report by the Director of Finance & Resources relative to the annual health and safety report for Finance & Resources, reviewing health and safety performance during 2016/17.

The report set out arrangements for the management of health and safety within the service, demonstrated commitment to continuous improvement in health and safety performance, and highlighted further objectives to be delivered during 2017/18.

DECIDED: That the Finance & Resources Annual Health & Safety report be approved.

14 Revised Code of Conduct for Employees

There was submitted a report by the Director of Finance & Resources relative to the revision of the Code of Conduct for Employees. A copy of the revised Code of Conduct was appended to the report.

The report explained that the Code of Conduct had been revised in line with legislative changes and incorporated feedback from the Trade Unions. The report also summarised key revisions relative to bribery, fraud and corruption; expressing concern outwith line management; use of the Council email system, internet and social media; data protection and ICT security; use of financial resources; and acceptance of gifts and hospitality.

DECIDED: That the revised Code of Conduct for Employees be approved.

DECLARATION OF INTEREST

Councillor Audrey Doig, having declared an interest in the undernoted item, left the meeting and took no part in the discussion or voting thereon.

15 Renfrew Police Station & Renfrew Victory Baths - Feasibility Study

There was submitted a report by the Director of Finance & Resources relative to a feasibility study to develop a range of costed options for the refurbishment of Renfrew Police Station and Renfrew Victory Baths in order to inform future consideration and decisions about the long-term maintenance and use of these Common Good assets.

The report explained that consultants would be engaged to complement in-house resources where particular disciplines/specialisms were not currently available.

DECIDED:

(a) That the use of Renfrew Common Good resources to deliver a study and condition survey to inform future consideration of the long-term maintenance and use of Renfrew Police Station and Renfrew Victory Baths be approved; and

(b) That a follow-up report on the outcome of the feasibility study be submitted to a future meeting of this Board.

SEDERUNT

Councillor Audrey Doig returned to the meeting prior to consideration of the undernoted item.

16 Civic Hospitality

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

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

Councillor Shaw, seconded by Councillor Paterson, moved that the Board agreed to (a) take a table at the Accord Hospice Charity Ball and provide civic hospitality for the opening of the new Museum Store, and (b) that it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements; and that the Board homologate the action taken in respect of the civic receptions for the Fürth International Women's dinner and the reception for a Musical Tapestry concert at the Spree Festival.

Councillor Sharkey, seconded by Councillor Dowling, moved as an amendment that paragraph 2.2 of the report be deleted and 'That the Board is concerned with the use

of homologation, which it believes is a direct result of the current policy board arrangements and looks forward to an early review of those arrangements in order to facilitate good governance of Renfrewshire Council' be inserted.

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

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

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

DECIDED: That the Board agreed to:

(a) Take a table at the Accord Hospice Charity Ball and provide civic hospitality for the opening of the new Museum Store;

(b) That it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements; and

(c) That the Board homologate the action taken in respect of the civic receptions for the Fürth International Women's dinner and the reception for a Musical Tapestry concert at the Spree Festival.

17 CONTRACT AUTHORISATION REPORTS

The undernoted contract authorisation reports were considered.

17a Abbey House Curtain Walling and Window Replacement

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for Abbey House curtain walling and window replacement.

At the conclusion of a procurement exercise, conducted in accordance with both the Council and EU procedures, two tenders were submitted. Following evaluation, the tender found to be the most economically advantageous was that submitted by Clark Contracts Limited.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award the contract for Abbey House curtain walling and window replacement to Clark Contracts Limited;

(ii) That the contract sum of £478,926.87 be noted;

(iii) That an additional spend of up to 10% of the contract sum as risk allowance for any unforeseen works be approved; and

(iv) That it be noted that the date of possession of the site was May 2018 and the date of completion of the works was 26 weeks from the date of possession of the site. The exact date of possession of the site would be confirmed in the Council's letter of acceptance.

17b Interim Voids Maintenance Contract

There was submitted a joint report by the Chief Executive and the Acting Director of Development & Housing Services relative to the award of an interim voids maintenance contract.

At the conclusion of a procurement exercise, conducted in accordance with both the Council and EU procedures, four tenders were submitted. Following evaluation, the tender found to be the most economically advantageous was that submitted by ENGIE Regeneration Limited trading as Keepmoat Regeneration.

DECIDED:

- (i) That the Head of Corporate Governance be authorised to award the Interim Voids Maintenance Contract to ENGIE Regeneration Limited, trading as Keepmoat Regeneration;
- (ii) That a contract sum of up to a maximum value of £600,000 excluding VAT be approved; and
- (iii) That it be noted that the date for commencement of works was 4 January 2018 and the date of completion was 26 weeks from the date of commencement of works.

17c Telephony as a Service (TaaS)

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for the provision of telephony as a service (TaaS).

At the conclusion of a procurement exercise, conducted in accordance with both the Council and EU procedures, six tenders were submitted. Following evaluation, the tender found to be the most economically advantageous was that submitted by British Telecommunications plc.

DECIDED:

- (i) That the Head of Corporate Governance be authorised to award the contract for telephony as a service (TaaS) to British Telecommunications plc, conditional upon disclosure of relevant insurance cover documentation;
- (ii) That the contract be awarded for five years with the option (at the discretion of the Council) to extend for up to twelve months on two separate occasions;
- (iii) That it be noted that the commencement date was anticipated to be 8 December 2017 with the contract duration until 7 December 2022 with an option to extend up to 7 December 2024 if all extension periods were utilised. The exact dates would be confirmed in the Council's letter of award;

(iv) That a contract value for five years of £4,633,230.00 excluding VAT be approved; and

(v) That the total contract value should the extension options be taken of £6,486,522.00 excluding VAT be approved.

17d Measured Term Contract for Timber Preservation and Dampness Control Contractor

There was submitted a joint report by the Chief Executive and the Acting Director of Development & Housing Services relative to the award of a measured term contract for the provision of timber preservation and dampness control contractor.

At the conclusion of a procurement exercise, conducted in accordance with both the Council and EU procedures, two tenders were submitted. Following evaluation, the tender found to be the most economically advantageous was that submitted by City Gate Construction (Scotland) Limited.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award a measured term contract for the provision of timber preservation and dampness control contractor to City Gate Construction (Scotland) Limited;

(ii) That a ceiling value of £3,000,000 excluding VAT for this contract be approved; and

(iii) That it be noted that the contract would be for a period of three years with the Council having options to extend for up to an additional 24 months dependent on contractor performance during the initial period of contract and where the spend threshold had not been reached.

17e Treatment and Disposal of Food Waste, Garden Waste and Co-mingled Food & Garden Waste

There was submitted a joint report by the Chief Executive and the Director of Environment & Communities relative to the award of contracts for the treatment and disposal of food waste, garden waste and co-mingled food and garden waste.

Being open to all 32 local authorities in Scotland, the Framework Agreement for the Treatment of Organic Waste established by Scotland Excel that consisted of Lot 1 – Treatment of Food Waste, Lot 2 – Treatment of Segregated Garden Waste and Lot 3 – Treatment of Co-mingled Food and Garden Waste demonstrated that best value could be achieved by entering into three separate long-term contract arrangements at a fixed price per tonne with William Tracey Limited for Lot 1, GP Plantscape Limited for Lot 2 and GP Plantscape Limited for Lot 3.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award a contract to William Tracey Limited for the treatment of food waste under Lot 1, Model B of the Scotland Excel Framework Agreement for Treatment of Organic Waste for the period 1 April 2018 to 31 March 2022 with an option to extend for up to four additional one

year periods until march 2026;

(ii) That it be noted that under Lot 1 the price per tonne was fixed for the contract period irrespective of the length of contract;

(iii) That it be noted that the contract sum for Lot 1 would not exceed £220,000 excluding VAT over the maximum eight year contract duration;

(iv) That the Head of Corporate Governance be authorised to award a contract to GP Plantscape Limited for the treatment of garden waste under Lot 2, Model B of the Scotland Excel Framework Agreement for Treatment of Organic Waste for the period 1 June 2018 to 31 March 2022 with an option to extend for up to four additional one year periods until March 2026;

(v) That it be noted that under Lot 2 the price per tonne was fixed for the contract period irrespective of the length of contract;

(vi) That it be noted that the contract sum for Lot 2 would not exceed £500,000 excluding VAT over the maximum eight year contract duration;

(vii) That the Head of Corporate Governance be authorised to award a contract to GP Plantscape Limited for the treatment of co-mingled food and garden waste under Lot 3, Model B of the Scotland Excel Framework Agreement for Treatment of Organic Waste for the period 1 April 2018 to 31 March 2022 with an option to extend for up to four additional one year periods until 31 March 2026;

(viii) That it be noted that under Lot 3 the price per tonne was fixed for the contract period irrespective of the length of contract;

(ix) That it be noted that the contract sum for Lot 3 would not exceed £5,000,000 excluding VAT over the maximum eight year contract duration; and

(x) That it be noted that in order to benefit from the fixed tonne prices the Council required to enter into contracts before 31 December 2017.

17f Purchase of IT Desktops

This item was withdrawn.

17g Framework Contract for Maintenance & Improvements of Carriageways and Footways

There was submitted a joint report by the Chief Executive and the Director of Environment & Communities relative to the award of a multi-supplier framework contract for maintenance and improvements to carriageways and footpaths packaged under Lot 1 Carriageway Resurfacing, Lot 2 Footway Resurfacing, Lot 3 Environmental Network Improvement, Lot 4 Carriageway Defect Patching and Lot 5 Pothole Maintenance.

At the conclusion of a procurement exercise, conducted in accordance with both the Council and EU procedures, fifteen tenders were submitted. The report advised the outcome of the tender evaluation process and explained how contract packages would be managed under this framework.

DECIDED:

Lot 1 – Carriageway Resurfacing:

1. Finco Contracts Ltd; 2. Mac Asphalt Ltd; and 3. MacLay (Civil Engineering) Ltd;

Lot 2 – Footway Resurfacing:

1. Finco Contracts Ltd; 2. Mac Asphalt Ltd; and 3. MacLay (Civil Engineering) Ltd;

Lot 3 – Environmental Network Improvement:

1. Finco Contracts Ltd; 2. JH Civil Engineering Ltd; 3. MacLay (Civil Engineering) Ltd; and 4. Mac Asphalt Ltd;

Lot 4 – Carriageway Defect Patching:

1. Finco Contracts Ltd; 2. Mac Asphalt Ltd; 3. MacLay (Civil Engineering) Ltd; and 4. JH Civil Engineering Ltd;

Lot 5 – Pothole Maintenance:

1. Finco Contracts Ltd; 2. Mac Asphalt Ltd; 3. John McGeady Ltd; and 4. Newmac Asphalt Services Ltd.

(ii) That it be noted that the cumulative spend made under this framework contract and any related package orders would be up to the maximum value of £20,000,000 excluding VAT;

(iii) That it be noted that the framework contract would commence on 11 December 2017 or alternatively, the date confirmed in the letter of acceptance and would be for a period of three calendar years with an option to extend for one additional year at the Council's discretion; and

(iv) That it be noted that it was envisaged that the majority of individual package orders raised under this framework contract would not exceed £160,000 excluding VAT and that where best value could not be determined for a spend exceeding £160,000 excluding VAT using the framework ranking system a mini competition would be conducted with the most economically advantageous tenderer awarded the contract.

DECLARATION OF INTEREST

Councillor Audrey Doig, having declared an interest in the undernoted item, left the meeting and took no part in the discussion or voting thereon.

17h Redevelopment of Paisley Town Hall , Stage 0, Stage 1 and Design Development Stage of Stage 2

There was submitted a joint report by the Chief Executive and the Acting Director of Development & Housing Services relative to the appointment of Hub West Scotland for initial design, appointment of design team and assessment of affordability to allow early progression of the Town Hall redevelopment within the scheduled timescale.

The report detailed that significant repairs to the internal and external fabric of Paisley Town Hall were required including asbestos removal, renovation, upgrading

of existing services and improvements to internal spaces. In order to manage the works efficiently, a contract strategy had considered potential routes to market and had recommended the appointment of Hub West Scotland as the preferred delivery mechanism for the project.

Councillor Shaw, seconded by Councillor McNaughtan, moved that the appointment of Hub West Scotland to deliver Stage 0 and 1 and the design development stage of Stage 2 as set out in their proposal dated 1 October 2017 entitled “Renfrewshire Council – Paisley Town Hall, Project Delivery Approach” be approved; and that it be noted that the approximate cost for the project up to completion of Stage 1 would be in the region of £800,000 excluding VAT.

Councillor Harte, seconded by Councillor Dowling, moved as an amendment that with regard to Council decision on 28 September 2017 that asked officers to produce a report for Council on the advantages and disadvantages of using HubCos and comparisons made with our own procurement processes, this Board agrees that no partnership with Hub West Scotland, or any other HubCo, will be entered into until the findings report is produced to Council for consideration.

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

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

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

DECIDED:

(i) That the appointment of Hub West Scotland to deliver Stage 0 and 1 and the design development stage of Stage 2 as set out in their proposal dated 1 October 2017 entitled “Renfrewshire Council – Paisley Town Hall, Project Delivery Approach” be approved; and

(ii) That it be noted that the approximate cost for the project up to completion of Stage 1 would be in the region of £800,000 excluding VAT.

SEDERUNT

Councillor Audrey Doig returned to the meeting prior to consideration of the undernoted item.

18 Operational Performance Report: Integrated Facilities Management (Hard & Soft Services)

There was submitted an update report by the Director of Environment & Communities relative to performance of services delivered by Facilities Management (Hard & Soft Services) during the period 1 April to 15 September 2017.

DECIDED: That 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 paragraphs 8 and 9 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

19 Building Services Trading Budget Monitoring Report

There was submitted a trading budget monitoring report by the Director of Environment & Communities relative to building services for the period 1 April to 15 September 2017

DECIDED: That the report be noted.

20 Catering Trading Budget Monitoring Report

There was submitted a trading budget monitoring report by the Director of Environment & Communities relative to catering for the period 1 April to 15 September 2017.

DECIDED: That the report be noted.

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Minute of Meeting Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 13 September 2017	15:00	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Representing Renfrewshire Council - Councillors T Begg, J McNaughtan and A Steel.

Representing Trade Unions – J Boylan, M Ferguson S Hicks, L Glover and M McIntyre (UNISON); and S McAllister and J McMenemy (UNITE).

In Attendance

D Gillies, Head of Facilities Management (Environment & Communities); D Amos, Head of Policy & Commissioning (Chief Executive's); T Olowe, Interim Head of HR, OD and Workforce Planning; M Conaghan, Legal & Democratic Services Manager, R Cree, OD & Workforce Planning Manager, S Fanning, Principal HR Adviser (Health Safety and Absence), R Laouadi, Human Resources Manager and R Devine, Senior Committee Services Officer (all Finance & Resources); M McCargo, Children's Services Manager (Children Services) and I Beattie, Head of Health and Social Work Services (Paisley), Renfrewshire Health and Social Care Partnership.

Apologies

Apologies for absence from the meeting were submitted on behalf of Councillors J Harte and J Paterson.

Declarations of Interest

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

1 Appointment of Chairperson

It was proposed and agreed that J McMenemy (UNITE) chair the meeting.

DECIDED: That J McMenemy (UNITE) chair the meeting.

2 Minute of Previous Meeting

There was submitted the Minute of the meeting of the Joint Consultative Board: Non-Teaching held on 14 June, 2017.

DECIDED: That the Minute be noted.

3 Matters Arising

The trade unions requested that the previous practice of submitting a report detailing absence statistics, etc be reinstated. The Human Resources Manager advised that the data was submitted for consideration, in the first instance, to the Audit, Risk and Scrutiny Board and then to the next meeting of the JCB Non-Teaching.

The trade union representatives requested the consistent application of the supporting attendance policy throughout the Council. It was agreed that further discussions be held between the trade union representatives and the Human Resources Manager regarding the specific instances identified during the analysis where it was perceived that the supporting attendance policy was not being applied consistently.

DECIDED: That further discussions be held between the trade union representatives and the Human Resources Manager regarding those instances identified during the analysis where it was perceived that the supporting attendance policy was not being applied consistently.

4 Developments in Health and Safety

There was submitted a report by the Interim Head of HR, OD and Workforce Planning relative to developments with regard to health and safety issues. The report detailed policies and guidance that were currently being revised and outlined training courses which had been undertaken since the last meeting of the Board. In particular, it was noted that the following policies were being revised and the following update of progress was provided: -

Guidance on Statutory Inspections and Maintenance – issued.

The following policies and guidance were being revised: -

- CDM Guidance –ready for approval from the CMT;
- Control of Legionella Bacteria in Hot and Cold Water Systems;
- The selection and control of contractors
- Alcohol and substance misuse

The report advised that the health and safety section continued to assist services to

retain accreditation to BS OHSAS 18001:2007, indicated that an audit had taken place between 5 -7 September 2017 and that accreditation had been maintained.

The report advised that as part of the Healthy Working Lives Gold award programme, the health and safety section and the Health & Social Care Partnership were working together to further develop shared events. In this connection drug awareness sessions had taken place at the Underwood Road depot with operatives from Waste, Street scene and Roads. This was a collaborative approach by the service, the safety team and the health improvement team from the NHS. The intention was to deliver the same sessions to the Building Services teams.

The report also indicated that the health and safety section were working with the risk and insurance section to identify an accident causation type which could result in claims against the Council. This would lead to further strategies which might reduce the impact of claims to the Council and raise health and safety awareness among employees. The section also continued to work with services to survey the fire arrangements within Renfrewshire House in line with the current refurbishment programme and with the Town Centres Team and other event organisers to ensure that safe, controlled and enjoyable events were delivered. Current activities related to the planning of the winter events programme.

DECIDED: That the report be noted.

5 Agency Workers.

There was submitted a report by the Interim Head of HR, OD and Workforce Planning relative to the number of agency staff employed within the Council as at August 2017, and detailing the capacity and service in which they were engaged.

I Beattie, Renfrewshire Health and Social Care Partnership provided an explanation for the continued use of agency workers in the care sector. Reference was made to the number of resignations submitted by catering employees following the recent review of the Catering Service which had resulted in less working hours and re-location for many employees. It was agreed that a meeting be convened between the trade union representatives and management as soon as possible to discuss possible action which would alleviate the situation and stem the number of resignations received.

DECIDED: That a meeting be convened between the trade union representatives and management as soon as possible in connection with the review of the Catering Service and, in particular, to discuss possible action which would alleviate the situation and stem the number of resignations received.

6 Details of Grievances

There was submitted a report by the Interim Head of HR, OD & Workforce Planning relative to details of grievances received.

The report provided information on grievances at both the informal and formal stages. Members of the JCB Non-Teaching were reminded of the various stages of the grievance procedure. The report indicated that there were a total of seven grievances as at September 2017, an increase of one since the previous report.

DECIDED: That the report be noted.

7 Enterprise Resource Planning/CGI

The Trade Union representatives made reference to the contracts entered into with CGI by Edinburgh and Glasgow City Councils in respect of the outsourcing of IT Services and the ramifications in terms of their Enterprise Resource Planning systems and raised specific concerns relative to the reference within the Edinburgh City Council contract framework documentation/specification to the participation of Renfrewshire Council in the framework contract and the fact that decisions were being taken on the basis of the implementation of the ERP system by the Council.

The Head of Policy & Commissioning confirmed that Renfrewshire had been involved in the initial consultation but was not participating in the Framework, that the official Notice of award for the Edinburgh contract, published in the European Journal, made no reference to Renfrewshire Council but that checks would be undertaken to clarify the position in terms of the framework contract documentation/specification.

In response to a request, clarification was provided in respect of the number of staff involved in the ERP project.

DECIDED: That checks be undertaken to clarify whether the framework contract documentation/specification made reference to the participation of Renfrewshire Council.

8 Vacancy Management

The Trade Union side indicated that the item had been withdrawn from the agenda of business to be considered at the meeting as agreement had been reached.

DECIDED: That it be noted that the item had been withdrawn from the agenda of business to be considered at the meeting as agreement had been reached.

9 School Janitorial Review

The Trade Union side indicated that the item had been withdrawn from the agenda of business to be considered as agreement had been reached.

DECIDED: That it be noted that the item had been withdrawn from the agenda of business to be considered at the meeting as agreement had been reached.

10 Group Life Assurance Scheme

Under reference to the Minute of the meeting of this Board held on 14 June 2017 there was submitted a report by the Director of Finance and Resources relative to the Group Life Assurance Scheme operated by the Council up to 31 March 2010 and the grievances lodged by UNISON in respect of the withdrawal of the Scheme.

The report detailed the historical background to the Group Life Assurance Scheme and the introduction of the death in service benefit. The trade union representatives indicated that report did not present the complete history of events and referred to a number of discrepancies. It was proposed that a meeting be set up with the trade union representatives to discuss the matter further and arrange to inform the Board of the outcome of the discussions in due course. This was agreed.

DECIDED: That a meeting be arranged with the trade union representatives to discuss the matter further and arrange to inform the Board of the outcome of the discussions in due course.

11 Timetable of Meetings 2018

There was submitted a report by the Director of Finance and Resources relative to the proposed timetable of meetings of the Joint Consultative Board: Non-Teaching during 2018.

It was proposed that meetings of the Board be held at 3pm on 31 January, 28 March, 6 June, 5 September, 14 November and 12 December 2018.

DECIDED: That the timetable of meetings for 2018 of the Joint Consultative Board: Non-Teaching, detailed in the report, be approved.

12 Date of Next Meeting

DECIDED: It was noted that the next meeting of the JCB Non-Teaching would be held at 3 pm on Wednesday, 25 October 2017.

Minute of Meeting Petitions Board

Date	Time	Venue
Wednesday, 08 November 2017	14:30	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Jennifer Marion Adam-McGregor, Councillor Stephen Burns, Councillor Michelle Campbell, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Scott Kerr

Chair

Councillor Adam-McGregor, Convener, presided.

In Attendance

E Lorimer, Supervisory Engineer (Light and Asset Management) (Environment and Communities); and P Shiach Committee Services Officer (Finance & Resources).

Apology

Councillor Steel.

Declarations of Interest

Councillor Hughes declared a non-financial interest in item 1 of the agenda as she had an involvement with the petitioner and indicated that it was her intention to leave the meeting and not to take part in the discussion thereon.

1 **Petition: Traffic Concerns - Newmains Road, Renfrew**

Under reference to item 12 of the Minute of the meeting of the Audit, Scrutiny and Petitions Board held on 28 November 2016, there was submitted a report by the Director of Finance & Resources relative to the petition on traffic concerns on Newmains Road, Paisley, submitted by Mrs Lang. The Petitioner had previously advised that she was unable to attend the meeting due to work commitments but that she would appreciate a police presence with or without hi viz vests, to act as a deterrent.

The Petition had been considered at the meeting of the former Audit, Scrutiny and Petitions Board held on 28 November 2016 when it had been agreed that consideration of the petition be continued pending further discussions with Police Scotland. The petition was then considered at the meeting of this Board held on 7 June 2017 when it was agreed that the matter be continued further to allow Police Scotland to provide further comment on the issue.

The Head of Amenity Services had previously advised that he was aware of speeding complaints on Newmains Road, Renfrew. Speed measurements had been carried out previously on this length of road and average speeds were recorded up to 27mph. An accident analysis had been carried out which showed no evidence of any injury accidents in the latest three-year period. There had not been an injury accident on Newmains Road since 2012.

The Head of Amenity Services advised that the results from the Driver Feedback Signs (DFS) that had been out in January 2016 showed an 85% speed at 32mph, indicating there was unlikely to be a speeding issue. The Head of Amenity Services further advised that it would not be normal practice to put DFS signs out again for a couple of years unless there was a major development.

Following the meeting of this Board held on 7 June 2017 Police Scotland advised the Transportation Manager that traffic police had been out on Newmains Road from 8 August until 31 August 2017 and no speeding issue had been identified.

At the meeting of this Board held on 30 August 2017, the Board agreed that consideration of the petition be continued to a future meeting and that the Board be advised of the findings of Police Scotland in relation to the petitioner's traffic concerns.

The Head of Amenity Services advised that following the traffic police observations, Police Scotland had indicated that they had not identified any speeding issues on Newmains Road. However, they also indicated that because no suitable place could be identified for their equipment, observations had been carried out by officers standing at the roadside in high visibility jackets. They would have been very visible to drivers and it is possible that this would have affected driver behaviour at that time.

The Head of Amenity Services further advised that without evidence of speeding or accident statistics (no recorded injury accident in the last three years) there was currently no justification for implementing any speed reduction measures however as Police Scotland had indicated there may be a speeding problem, the Council would install the driver feedback signs to monitor vehicle speeds for a second time.

DECIDED:

(a) That consideration of the Petition be continued;

(b) That driver feedback signs (DFS) be installed on Newmains Road, Renfrew for a period of two weeks in November, 2017; and

(c) That a report on the findings in relation to these signs be submitted to a future meeting of this Board.

Minute of Meeting

Personnel Appeals and Applied Conditions of Service Appeals Panel

Date	Time	Venue
Thursday, 09 November 2017	09:30	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Jennifer Adam-McGregor, Councillor Jacqueline Cameron, Councillor Michelle Campbell, Councillor Audrey Doig, Councillor Alistair Mackay, Councillor James MacLaren and Councillor Emma Rodden.

Chair

Councillor Adam-McGregor, Convener, presided.

In Attendance

L Mullin, Principal HR 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.

EXCLUSION OF PRESS AND PUBLIC

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

1 Environment and Communities

Consideration was given to an appeal against dismissal submitted by a former Environment and Communities employee.

The appellant appeared together with S McAllister in relation to the appeal.

E Scott, Building Services Manager (Environment and Communities) and K Dalziel, HR Adviser (Finance & Resources) represented management.

The management side presented their case to the panel. S Allan, Facilities Officer (Environment and Communities) appeared as a witness for management.

Adjournment

The meeting adjourned at 10.25 am and reconvened at 10.40 am.

On resuming the meeting, the management sided continued to present their case. C Forsyth, Facilities Officer (Environment and Communities) appeared as a witness for management.

The appellant presented the case to the panel.

Both sides summed up their position and withdrew to allow the Panel to consider the matter and reach a decision.

Both parties were then recalled and advised by the Convener that the Appeals Panel had agreed that the grounds of the appeal had not been substantiated and that the appeal was not upheld.

DECIDED: That the grounds of the appeal had not been substantiated and that the appeal was not upheld.

Minute of Meeting Local Review Body

Date	Time	Venue
Tuesday, 14 November 2017	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillors Binks; Burns; McGurk; McNaughtan; and Montgomery.

Chair

Councillor McGurk, Convener, presided.

In Attendance

D Bryce, Development Standards Manager (Planning Advisor to the Local Review Body (LRB)); A McLaughlin, Senior Solicitor (Legal Advisor to the LRB) and R Devine, Senior Committee Services Officer (Clerk to the LRB).

Declarations of Interest

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

1 Notice of Review

Consideration was given to a Notice of Review for the erection of a single dwellinghouse at Ashfield, Prieston Road, Bridge of Weir PA11 3AW (planning application 17/0391/PP).

Procedure

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

Materials

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

- (i) Planning application (17/0391/PP), together with supporting plans;
- (ii) Notice of Review, together with supporting statement and productions; and
- (iii) Representations.

Procedure

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 (17/0391/PP). It was agreed that the LRB had insufficient information before it to reach a decision.

The Convener asked members whether they required a site visit, a hearing, or written submissions in relation to the Notice of Review.

It was proposed that prior to determination of the Notice of Review in respect of planning application 17/0391/PP, a Notice for Written Submissions be issued to both the Planning Authority and the applicant requiring submissions on whether the proposed development accorded with the relevant adopted local development plan policies, including relevant supplementary guidance, and whether there were material considerations which would indicate that the application should be determined other than in accordance with the local development plan; that submissions required to be submitted no later than 17 November, 2017 with both parties being afforded a further 14 days thereafter to make comments on the submissions received; and that arrangements be made to undertake a site visit prior to the next meeting of the LRB. This was agreed.

DECIDED:

(a) That the LRB had insufficient information before it to reach a decision in respect of the Notice of Review relating to planning application 17/0391/PP;

(b) That a Notice for Written Submissions be issued to both the Planning Authority and the applicant requiring submissions on whether the proposed development accorded with the relevant adopted local development plan policies, including relevant supplementary guidance, and whether there were material considerations which would indicate that the application should be determined other than in accordance

with the local development plan;

(c) That submissions be submitted no later than 17 November, 2017 with both parties being afforded a further 14 days thereafter to make comments on the submissions received; and

(d) That arrangements be made to undertake a site visit prior to the next meeting of the LRB.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 16 November 2017	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 Andy Steel, Councillor Jane Strang

Chair

Councillor McNaughtan, Convener, presided

In Attendance

E Clements, Senior Solicitor (Licensing); P Shiach, Committee Services Officer; G McIntosh, Civic Government Enforcement Officer (for items 1 to 3 only) and N Barr, Administrative Assistant (all Finance & Resources).

Apologies

Provost Cameron and Councillor Rodden.

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

1 Recall of Suspension of Private Hire Car Driver's Licence and Private Hire Car Operator's Licence - Personal Appearance

Under reference to item 1 of the Minute of the meeting of this Board held on 16 February 2017 the Board considered the undernoted request for the recall of suspension of a Private Hire Car Driver's Licence and Private Hire Car Operator's Licence. The applicant had been asked to appear personally for the first time together with Police Scotland: -

Moin Ullah Qureshi, 23 Hunterhill Road, Paisley

Mr Qureshi, the licence holder was invited into the meeting together with Inspector Kirkwood and Sergeant Curran, representing the Chief Constable.

The Senior Solicitor advised that Mr Qureshi's Private Hire Car Driver's Licence had expired in September 2017 and therefore his request for a recall of suspension could not be considered by the Board. Mr Qureshi was advised that he would require to submit an application for the grant of a new Private Hire Car Driver's Licence.

The Board considered the request for the recall of the suspension of the licence holder's Private Hire Car Operator's Licence. After consideration of all matters before the Board, the meeting adjourned to allow members to consider the matter. The meeting was reconvened.

The Convener proposed that Mr Qureshi's Private Hire Car Operator's Licence be not recalled from suspension. This was agreed unanimously.

DECIDED: That Mr Qureshi's Private Hire Car Operator's Licence be not recalled from suspension.

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

Under reference to item 8(b) of the Minute of the meeting of this Board held on 5 October 2017 the Board resumed consideration of the undernoted hearing into the possible removal of the undernoted landlord from the register of private landlords. The landlord had been asked to appear personally for the second time: -

Asghar Ali, 28 Leven Street, Pollokshields, Glasgow.

Mr Ali, the landlord was invited into the meeting. The landlord indicated that he had a Certificate of Completion of the First-tier Tribunal for Scotland (Housing and Property Chamber) under section 60(5) of the Housing (Scotland) Act 2006 in relation to the property.

The Convener proposed that no further action be taken in relation to Mr Ali and that he be not removed from the register of private landlords. This was agreed unanimously.

DECIDED: That no further action be taken in relation to Mr Ali, and that he be not removed from the register of private landlords.

3 Hearing into Possible Suspension or Revocation of Private Hire Car Driver's Licence - Personal Appearance

The Board considered the possible suspension or revocation of the undernoted Private Hire Car Driver's Licence. The licence holder had been asked to appear personally for the first time together with Police Scotland:-

Stephan Duncan Ashley,

Mr Ashley, the licence holder, and Mr Freeman, solicitor were invited into the meeting together with Inspector Kirkland and Sergeant Curran on behalf of the Chief Constable.

After consideration of all matters before the Board, the Convener asked Mr Ashley if he wished to address the Board on any action the Board might impose prior to any motions being made in relation to his Private Hire Car Driver's Licence. Mr Ashley then addressed the Board.

Following consideration of Mr Ashley's submission, the meeting adjourned to allow members to consider the matter. The meeting was reconvened.

The Convener proposed that Mr Ashley's Private Hire Car Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect. This was agreed unanimously.

DECIDED: That Mr Ashley's Private Hire Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect.

4 Grant of Temporary Public Entertainment Licence - Personal Appearance

There was submitted the undernoted application for the grant of a temporary Public Entertainment licence. The applicant had been asked to appear personally for the first time together with Thompson McKenzie who had submitted a representation to the application: -

Mr Taylor and Ms Kerr, representing the applicant were invited into the meeting. There was no appearance by or on behalf of Mr McKenzie. The Convener proposed that consideration of the application continue in Mr McKenzie's absence and this was agreed unanimously.

After consideration of all matters before the Board, including receiving an assurance that there would be no encroachment within the boundary or airspace of the Cenotaph the meeting adjourned to allow members to consider the matter. The meeting was reconvened and the Convener proposed that the application be granted for the period from 24 November to 24 December 2017 subject to the production by the applicant of the appropriate ride safety certificates. This was agreed unanimously.

DECIDED: That the application be granted for the period from 24 November to 24 December 2017 subject to the production by the applicant of the appropriate insurance certificates and an undertaking that there would be no encroachment within the boundary or the airspace of the Cenotaph.

5 Grant of Market Operator's Licence - Personal Appearance

There was submitted the undernoted application for the grant of a Market Operator's licence. The applicant had been asked to appear personally for the first time together with Thompson McKenzie who had submitted a representation to the application: -

Mr Taylor and Ms Kerr, representing the applicant were invited into the meeting. There was no appearance by or on behalf of Mr McKenzie. The Convener proposed that consideration of the application continue in Mr McKenzie's absence and this was agreed unanimously.

The Convener proposed that the application be granted for the period from 24 November to 24 December 2017 subject to the production of an updated site plan prior to 24 November 2017. This was agreed unanimously.

DECIDED: That the application be granted for the period from 24 November to 24 December 2017 subject to the production of an updated site plan prior to 24 November 2017.

Minute of Meeting

Paisley North Local Area Committee

Date	Time	Venue
Thursday, 16 November 2017	18:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Councillor Adam-McGregor, Convener, presided.

Community Representatives

J McIntyre, Ferguslie Community Council; J Theodore, Hawkhead & Lochfield Community Council; M Dymond, Maxwellton Court Tenants' Association; M Dillon, Paisley North Community Council; W Swanson, Paisley West & Central Community Council; M Fernie, Ralston Community Council; J McQuade, Renfrewshire Visually Impaired Forum; R Boyd and N McLaughlin, both MSYPs; and M Dougan, Renfrewshire Youth Voice.

Community Planning Partners

K Jarvis, Senior Professional Nurse Adviser (Renfrewshire Health & Social Care Partnership); and Sergeant O'Hare (Police Scotland).

In Attendance

A Armstrong-Walter, Strategic Partnerships & Inequalities Manager and S Graham, Partnerships Manager (both Chief Executive's); P Sale, Youth Services Co-ordinator (Children's Services); C Dalrymple, Regulatory and Enforcement Manager and N Williamson, Senior Environment Co-ordinator (both Environment & Communities); and J Lynch, Head of Property (Lead Officer) and D Low, Senior Committee Services Officer (LACs) (both Finance & Resources).

Apologies

I Williams, Environmental Training Team; D Williams, Oakshaw Residents' Association; H Dykes, Paisley East & Whitehaugh Community Council; J Wilby, Paisley West & Central Community Council; and S Luke, Williamsburgh Housing Association.

Declarations of Interest

Councillors Adam McGregor, K MacLaren, M MacLaren, McNaughtan and Mylet declared a non-financial interest in relation to item 7 of the agenda in relation to the application for Local Area Committee (LAC) funding submitted by Paisley on the Web and indicated their intention to leave the meeting during consideration of the item and not to take part in any discussion or voting thereon.

1 Representation on Paisley North Local Area Committee

In terms of paragraph 2.2 of Renfrewshire Council's Scheme of Decentralisation it was noted that Ferguslie Community Council had expressed an interest in participating in the LAC. The Community Council's representative would be John McIntyre.

DECIDED:

(a) That it be agreed that Ferguslie Community Council be represented on the LAC; and

(b) That it be noted that the Community Council's representative would be John McIntyre.

2 Renfrewshire Health and Social Care Partnership Update

K Jarvis, Renfrewshire Health & Social Care Partnership, gave a verbal update which highlighted the ongoing joint inspection of adult services by the Care Inspectorate and Healthcare Improvement Scotland and the launch of the Partnership's new web site.

DECIDED: That the update be noted.

3 Community Safety and Public Protection Update

There was submitted a report by the Director of Environment & Communities providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Paisley North LAC area during the period 1 July to 30 September 2017.

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

DECIDED: That the report be noted.

4 Review of Local Area Committees

The Strategic Partnerships & Inequalities Manager gave a presentation on the review of LACs and highlighted feedback received in response to the recent consultation in terms of the function and remit of LACs; LAC boundaries; LAC membership, including voting issues; and grants.

DECIDED: That the presentation be noted.

5 Overview of Youth Services

The Youth Services Co-ordinator gave a presentation on the work of Youth Services, specifically highlighting its work with Renfrewshire Youth Voice; Youth Councils; MSYP's; school-based work; community-based youth work; outreach youth work; Duke of Edinburgh award scheme; and youth volunteering.

DECIDED: That the presentation be noted.

6 Open Session/Key Local Issues

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

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

7 Grant Award Feedback

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

DECIDED: That the report be noted.

8 Renfrewshire Youth Voice

M Dougan, Renfrewshire Youth Voice, gave a presentation on the recent Positive About Youth awards ceremony that had been funded through LAC grants.

DECIDED: That the presentation be noted.

9 Budget Monitoring

There was submitted a report by the Director of Finance & Resources relative to the Paisley North LAC budget for 2017/18. The report advised that there had been three budget adjustments since the last meeting reflecting the return of grant monies by Paisley Pens and Blackhall Ceramic Group and the non-payment of one award where the project was not now taking place.

DECIDED: That the report be noted.

10 Applications for Local Area Committee Grant Funding

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

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

Spinningdale Residents Association – maintain Mill Road embankment – Continued

Priorscroft Bowling Club – bowls for school children, new small score boards and remedial render and sill repairs – Awarded £2,480

Double H Lunch Club – stationery, phone and hall rental – Awarded £300

DECLARATIONS OF INTEREST

Councillors Adam-McGregor, K MacLaren, M MacLaren, McNaughtan and Mylet having declared an interest in the following request for funding left the meeting and did not take part in any discussion or voting thereon.

Councillor Adam-McGregor vacated the Chair.

CHAIR

Councillor Davidson took up the Chair.

Paisley on the Web – website running costs – Declined

SEDERUNT

Councillors Adam-McGregor, K MacLaren, M MacLaren, McNaughtan and Mylet returned to the meeting prior to consideration of the following item of business.

CHAIR

Councillor Adam-McGregor resumed the Chair.

Cameron Dance Group – hire of Tannahill Centre and other costs associated with a dance display – Awarded £2,000

11 Timetable for LAC Meetings to February 2018

There was submitted a report by the Director of Finance & Resources relative to the date, time and venue of the next meeting of this LAC.

DECIDED: That it be noted that the next meeting of this LAC would be held at 6.00 pm on 22 February 2018 in the Council Chamber, Renfrewshire House.

Minute of Meeting

Renfrew and Gallowhill Local Area Committee

Date	Time	Venue
Tuesday, 21 November 2017	18:30	Gallowhill Community Centre, Netherhill Road, Paisley, PA3 4SF

Present: Councillor Bill Brown, Councillor Edward Grady, Councillor Lisa-Marie Hughes, Councillor Cathy McEwan, Councillor Jim Paterson, Councillor John Shaw

Chair

Councillor John Shaw, Convener, presided.

Community Representatives

D Hoey, Renfrew Burgh Band; P Morton, Renfrew Community Council; M Henderson, Renfrew YMCA; A Philpot, Renfrewshire Visually Impaired Forum; M Dougan, Renfrewshire Youth Voice; and P Watson, St Margaret's Episcopal Church.

Community Planning Partners

Chief Inspector Wright, Police Scotland.

In Attendance

S Graham, Partnerships Manager (Chief Executive's); P Sale, Youth Services Co-ordinator (Children's Services); F Carlin, Head of Planning & Housing Services (Development & Housing Services) (Lead Officer); M Hendry, Community Safety Hub Manager (Environment & Communities); and C MacDonald, Senior Committee Services Officer and D Low, Senior Committee Services Officer (LACs) (both Finance & Resources).

Apology

Councillor J Strang.

Declarations of Interest

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

1 Renfrewshire Health and Social Care Partnership Update

The Convener intimated that this item of business had been withdrawn from the agenda and would be considered at the next meeting of this LAC.

DECIDED: That the position be noted.

2 Community Safety & Public Protection Update

There was submitted a report by the Director of Environment & Communities providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Renfrew and Gallowhill Local Area Committee (LAC) area during the period 1 July to 30 September 2017.

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

DECIDED: That the report be noted.

3 Review of Local Area Committees

The Partnerships Planning and Development Manager gave a presentation on the review of LACs and highlighted feedback received in response to the recent consultation in terms of the function and remit of LACs; LAC boundaries; LAC membership, including voting issues; and grants.

DECIDED: That the presentation be noted.

4 Overview of Youth Services

The Youth Services Co-ordinator gave a presentation on the work of Youth Services, specifically highlighting its work with Renfrewshire Youth Voice; Youth Councils; MSYP's; school-based work; community-based youth work; outreach youth work; Duke of Edinburgh award scheme; and youth volunteering.

DECIDED: That the presentation be noted.

5 Open Session/Key Local Issues

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

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

6 Grant Award Feedback

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

DECIDED: That the report be noted.

7 Renfrewshire Youth Voice

M Dougan, Renfrewshire Youth Voice, gave a presentation on the recent Positive About Youth awards ceremony that had been funded through LAC grants.

DECIDED: That the presentation be noted.

8 Feis Phaislig

G McFarlane, Feis Phialig, gave a presentation on the activities of the group that had been funded through a LAC grant.

DECIDED: That the presentation be noted.

9 Budget Monitoring Report

There was submitted a report by the Director of Finance & Resources relative to the Renfrew and Gallowhill LAC budget for 2017/18. The report advised that there had been one budget adjustment since the last meeting reflecting the return of grant money by Paisley Pens.

DECIDED: That the report be noted.

10 Application for Local Area Committee Grant Funding

There was submitted a report by the Director of Finance & Resources relative to an application received for LAC funding.

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

Renfrew YMCA – installation of new boiler – Awarded £4,000

11 Timetable for LAC Meetings to February 2018

There was submitted a report by the Director of Finance & Resources relative to the date, time and venue of the next meeting of this LAC.

DECIDED: That it be noted that the next meeting of this LAC would be held at 6.30 pm on 20 February 2018 in Renfrew Town Hall.

Minute of Meeting

Johnstone and the Villages Local Area Committee

Date	Time	Venue
Thursday, 23 November 2017	18:00	Johnstone Town Hall, Ludovic Square, Johnstone, PA5 8EG

Present

Councillor Derek Bibby, Councillor Bill Binks, Councillor Jacqueline Cameron, Councillor Andy Doig, Councillor Alistair Mackay, Councillor Emma Rodden, Councillor Andy Steel

Chair

Councillor Steel, Convener, presided.

Community Representatives

A Balfour (Elderslie Community Council); J Anderson (Howwood Sports & Hobbies Group); T Farrell (Johnstone PC Leaning Group); D Blair (Renfrewshire District Scouts); D Fowles (Lochwinnoch Community Council); M Lavery (Quarrelton Tenants & Residents Association); W Crawford (Johnstone High Parish Church); G McFarlane (Feis Phaislig); and M Dougan and R Boyd (both Renfrewshire Youth Voice).

In Attendance

A Armstrong-Walter, Partnerships and Inequalities Manager and S Graham, Partnerships Manager (both Chief Executive's); E Gordon, Community Learning Officer and F Taylor, Youth Services Team Leader (both Children's Services); C Dalrymple, Regulatory and Enforcement Manager and C Robertson, Warden Services Manager (both Environment & Communities); and D Low, Senior Committee Services Officer (LACs) and A McNaughton, Senior Committee Services Officer (both Finance & Resources).

Community Planning Partners

M Ferguson and G Dykes (both Renfrewshire Health and Social Care Partnership); and Chief Inspector C Glass (Police Scotland).

Apologies

Councillor J Hood and A McBain (Johnstone Seniors Forum).

Declarations of Interest

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

1 Representation on Johnstone & The Villages Local Area Committee

In terms of paragraph 2.2 of Renfrewshire Council's Scheme of Decentralisation, it was noted that Johnstone High Parish Church had expressed an interest in participating on Johnstone and the Villages Local Area Committee (LAC) and had nominated William Crawford as a member and James Wallace as a substitute member. It was noted that William Crawford no longer represented Renfrewshire Walking Network.

It was further noted that David Blair had resigned from Kilbarchan Community Council and could no longer represent the community council on this LAC. It was intimated that he would now represent Renfrewshire District Scouts and that Kilbarchan Community Council would nominate representative(s) in due course.

DECIDED:

(a) That it be agreed that Johnstone High Parish Church be represented by William Crawford or his substitute James Wallace;

(b) That Renfrewshire District Scouts be represented by David Blair; and

(c) That it be noted that Kilbarchan Community Council would nominate a representative and substitute in due course.

2 Renfrewshire Health and Social Care Partnership Update

M Ferguson, Renfrewshire Health and Social Care Partnership, gave a verbal update that highlighted the ongoing joint inspection of adult services by the Care Inspectorate and Healthcare Improvement Scotland, and the launch of the Partnership's new web site.

G Dykes, Renfrewshire Health and Social Care Partnership, delivered a briefing on Self-Directed Support explaining how this aspect of health care was delivered in Renfrewshire, the eligibility criteria and the funding challenges faced by the service.

DECIDED: That the update and briefing be noted.

3 Community Safety & Public Protection Update

There was submitted a report by the Director of Environment & Communities providing a progress update on Renfrewshire Community Safety Partnership activities carried out in this LAC area during the period 1 July to 30 September 2017.

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

DECIDED: That the report be noted.

4 Review of Local Area Committees

The Partnerships Manager gave a presentation on the review of LACs and highlighted feedback received in response to the recent consultation in terms of the function and remit of LACs; LAC boundaries; LAC membership, including voting issues; and grants.

DECIDED: That the presentation be noted.

5 Overview of Youth Services

The Youth Services Team Leader gave a presentation on the work of Youth Services, specifically highlighting its work with Renfrewshire Youth Voice; Youth Councils; MSYP's; school-based work; community-based youth work; outreach youth work; Duke of Edinburgh award scheme; and youth volunteering.

DECIDED: That the presentation be noted.

6 Open Session / Key Local Issues

The undernoted key issues were considered:

6(a) Introduction of Parking Charges in Johnstone Town Centre

D Blair and J Anderson raised concerns about the decision by the Infrastructure, Land and Environment Policy Board on 8 November 2017 relative to the review of car parking provision and charges across Renfrewshire and specifically to the introduction of parking charges in Johnstone Town Centre.

It was intimated that Johnstone Community Council would hold a public meeting to discuss this matter and gauge the views of all interested parties on 5 December 2017.

DECIDED: That the position be noted.

6(b) A737 - Road Safety

Under reference to paragraph 2 of the Minute of the Johnstone & the Villages LAC meeting held on 25 August 2016, J Anderson raised concerns that the meeting, to be facilitated by the (former) Head of Amenity Services, between Transport Scotland and local community groups to discuss road safety issues on the A737 had not yet taken place and a report on the outcome of this facilitated meeting had not yet been submitted to this LAC. As a member of a local community group, he requested that he be invited to attend such a meeting once the necessary arrangements were in place.

DECIDED: That the position be noted.

7 Grant Award Feedback

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

DECIDED: That the report be noted.

8 Renfrewshire Youth Voice

M Dougan, Renfrewshire Youth Voice, gave a presentation on the recent Positive About Youth awards ceremony that had been funded by a grant from this LAC.

DECIDED: That the presentation be noted.

9 Feis Phaislig

G McFarlane, Feis Phaislig, gave a presentation on the activities of the group that had been funded by a grant from this LAC.

DECIDED: That the presentation be noted.

10 Budget Monitoring Report

There was submitted a report by the Director of Finance & Resources relative to the Johnstone & the Villages LAC budget for 2017/18. The report advised that there had been one budget adjustment since the last meeting reflecting the return of £558.27 of unused grant funding by Johnstone Community Council.

DECIDED: That the report be noted.

11 Application for Local Area Committee Funding

There was submitted a report by the Director of Finance & Resources relative to an application from Johnstone Phoenix Youth Theatre for a local area committee grant towards the cost of equipment, clothing and other materials.

DECIDED: That Johnstone Phoenix Youth Theatre be awarded the remaining grant budget of £558.27 towards the cost of equipment, clothing and other materials.

12 Timetable of Meetings

There was submitted a report by the Director of Finance & Resources relative to the date, time and venue of the next meeting of this LAC.

DECIDED: That it be agreed that the next meeting of this LAC would be held at 6.00 pm in Johnstone Town Hall on 1 March 2018.

Minute of Meeting

Paisley South Local Area Committee

Date	Time	Venue
Tuesday, 28 November 2017	18:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Stephen Burns, Councillor Eddie Devine, Councillor Eileen McCartin, Councillor Marie McGurk

Chair

Councillor McGurk, Convener, presided.

Community Representatives

E McWaters, Hawkhead and Lochfield Community Council; R Boyd, Scottish Youth Parliament; M Dougan, Renfrewshire Youth Voice; and D Polson, Greater Foxbar Community Building.

Community Planning Partners

I Beattie, Renfrewshire Health and Social Care Partnership and Sergeant O'Hare, Police Scotland.

In Attendance

A Armstrong-Walter, Partnerships & Inequalities Manager and S Graham, Partnerships Manager (both Chief Executive's); J Trainer, Head of Early Years and Inclusion (Children's Services) (Lead Officer); C Robertson, Warden Services Manager (Environment & Communities); and D Low, Senior Committee Services Officer (LACs) (Finance & Resources).

Apologies

Provost Cameron, Councillor Montgomery and S McLean, Glenburn Community Forum.

Declarations of Interest

Councillors Burns and McGurk declared a non-financial interest in relation to item 10 of the agenda in relation to the application for Local Area Committee (LAC) funding submitted by Paisley on the Web and indicated their intention not to take part in any discussion or voting thereon.

Order of Business

In terms of Standing Order 16, the Convener intimated that she proposed to alter the order of business to facilitate the conduct of the meeting by considering the application for grant funding by Paisley on the Web before the other grant applications included in Item 10 of the agenda.

Additional Item

The Convener intimated that an application for funding had been received from Foxbar Elderly Forum that had not been included in the notice calling the meeting. The Convener, being of the opinion that this item which was dealt with at Item 10 of this Minute, was urgent, in order to consider it timeously, authorised its consideration.

1 Renfrewshire Health and Social Care Partnership Update

I Beattie, Renfrewshire Health & Social Care Partnership, gave a verbal update which highlighted the ongoing joint inspection of adult services by the Care Inspectorate and Healthcare Improvement Scotland; the launch of the Partnership's new web site; and the review of GP contracts.

DECIDED: That the update be noted.

2 Community Safety and Public Protection, Progress Report

There was submitted a report by the Director of Environment & Communities providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Paisley North LAC area during the period 1 July to 30 September 2017.

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

DECIDED: That the report be noted.

3 Review of Local Area Committees

The Partnerships & Inequalities Manager gave a presentation on the review of LACs and highlighted feedback received in response to the recent consultation in terms of the function and remit of LACs; LAC boundaries; LAC membership, including voting issues; and grants.

DECIDED: That the presentation be noted.

4 Overview of Youth Services

The Convener intimated that this item of business had been withdrawn from the agenda and would be considered at the next meeting of this LAC.

DECIDED: That the position be noted.

5 Open Session/Key Local Issues

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

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

6 Grant Award Feedback

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

DECIDED: That the report be noted.

7 Renfrewshire Youth Voice

M Dougan, Renfrewshire Youth Voice, gave a presentation on the recent Positive About Youth awards ceremony that had been funded through LAC funding.

DECIDED: That the presentation be noted.

8 Feis Phaislig

G McFarlane, Feis Phaislig, gave a presentation on the activities of the group that had been funded by a grant from this LAC.

DECIDED: That the presentation be noted.

9 Budget Monitoring

There was submitted a report by the Director of Finance & Resources relative to the Paisley South LAC budget for 2017/18. The report advised that there had been two budget adjustments since the last meeting reflecting the return grant monies by Paisley Pens and the non-payment of one award where the project was not taking place.

DECIDED: That the report be noted.

10 Applications for Local Area Committee Grant Funding

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

DECLARATIONS OF INTEREST

Councillors Burns and McGurk having declared an interest in the request for funding by Paisley on the Web left the meeting.

QUORUM

In terms of Standing Order 51 a quorum of elected members was not present and the application by Paisley on the Web was not considered.

SEDERUNT

Councillors Burns and McGurk returned to the meeting prior to consideration of the following item of business.

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

St Mirren Netball Club – Court hire; equipment; coach hire; and umpire/match costs – Awarded £2,000

Ferguslie Cricket Club – Emergency roof repairs – Awarded £2,000

Foxbar Elderly Forum – Hall rental – Awarded £315

11 Timetable for LAC Meetings to February 2018

There was submitted a report by the Director of Finance & Resources relative to the date, time and venue of the next meeting of this LAC.

DECIDED: That it be noted that the next meeting of this LAC be held at 6.00 pm on 6 March 2018 in the Council Chambers, Renfrewshire House.

Minute of Meeting

Houston, Crosslee, Linwood, Riverside and Erskine Local Area Committee

Date	Time	Venue
Wednesday, 29 November 2017	18:00	Linwood High School,

Present: Councillor Tom Begg, Councillor Michelle Campbell, Councillor Audrey Doig, Councillor Natalie Don, Councillor Alison Jean Dowling, Councillor James MacLaren, Councillor Colin McCulloch

Chair

Councillor Don, Convener, presided.

Community Representatives

B Stewart, Bishopton Community Council; M Dundas, Brookfield Community Council; M McElhinney, Linwood Community Council; N Barrington, Langbank Community Council; M Gilzean, Bridge of Weir Tenants' & Residents' Association; M Dougan, Renfrewshire Youth Voice; and Stirling McGee, Scottish Youth Parliament.

Community Planning Partners

S Sutton, Clinical Director, (Renfrewshire Health and Social Care Partnership); and Chief Inspector Thomson (Police Scotland).

In Attendance

A Armstrong-Walter, Strategic Partnerships & Inequalities Manager (Chief Executive's); F Taylor, Youth Services Team Leader (Children's Services); C Dalrymple, Regulatory and Enforcement Manager (Environment & Communities); and D Low, Senior Committee Services Officer (LACs) (Finance & Resources).

Apologies

Councillors Kerr, Nicolson and Sheridan; and S Clark, Bridge of Weir Community Council; D Dunlop, Houston Community Council; D Woodrow, Bishopton Community Council; and A Johnstone, Brighter Bridge of Weir.

Declaration of Interest

Councillor Campbell declared a non-financial interest in item 1 of the agenda as she was an employee of NHS Greater Glasgow & Clyde. However, as she considered the interest to be insignificant in terms of the Councillors' Code of Conduct, she did not consider it necessary to leave the meeting.

1 Renfrewshire Health and Social Care Partnership Update

S Sutton, Renfrewshire Health and Social Care Partnership, gave a verbal update that highlighted the ongoing joint inspection of adult services by the Care Inspectorate and Healthcare Improvement Scotland; the launch of the Partnership's new web site; the brighter futures event held in the Lagoon; winter planning including flu jab campaign; the implementation of the Carers Act 2018; and the review of GP contracts.

In response to issues raised by LAC members relative to Bishopton Health Centre it was agreed that the Health and Social Care Partnership be requested to submit a report to the next meeting of this Local Area Committee (LAC) detailing the measures to be taken to manage the projected population increase in Bishopton.

DECIDED: That the update be noted.

2 Community Safety and Public Protection, Progress Update

There was submitted a report by the Director of Environment & Communities providing a progress update on Renfrewshire Community Safety Partnership activities carried out in this LAC area during the period 1 July to 30 September 2017.

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

DECIDED: That the report be noted.

3 Review of Local Area Committees

The Strategic Partnerships & Inequalities Manager gave a presentation on the review of LACs and highlighted feedback received in response to the recent consultation in terms of the function and remit of LACs; LAC boundaries; LAC membership, including voting issues; and grants.

DECIDED: That the presentation be noted.

4 Overview of Youth Services

The Youth Services Team Leader gave a presentation on the work of Youth Services, specifically highlighting its work with Renfrewshire Youth Voice; Youth Councils; MSYP's; school-based work; community-based youth work; outreach youth work; Duke of Edinburgh award scheme; and youth volunteering.

DECIDED: That the presentation be noted.

SEDERUNT

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

5 Open Session/ Key Local Issues

(a) Nursery Provision, Linwood

M McElhinney, Linwood Community Council, highlighted ongoing issues with a lack of nursery provision in Linwood, specifically referring to the 0-2 years old age group.

DECIDED: That the matter be noted.

(b) Bus Services between Bishopton and Braehead

Councillor J MacLaren requested an update on the Bishopton - Braehead bus services issue that had been raised at the last meeting of this LAC.

The Senior Committee Services Officer (LACs) advised that he had written to SPT following the last meeting of this LAC. The response from SPT highlighted the regular existing bus services between Bishopton and Braehead which involved a change of bus at Erskine. Any provision of a direct service would be a commercial consideration for bus operators and SPT would be unable to provide a service if sections of the route concerned were already provided with a commercial service.

The response from SPT also referred to outline planning consent for the Dargavel development area which included a contribution from the developers towards improvements to relevant public services and infrastructure that may be required.

DECIDED: That the position be noted.

6 Grant Award Feedback

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

DECIDED: That the report be noted.

7 Renfrewshire Youth Voice

M Dougan, Renfrewshire Youth Voice, gave a presentation on the recent Positive About Youth awards ceremony that had been funded by a grant from this LAC.

DECIDED: That the presentation be noted.

8 Budget Monitoring

There was submitted a report by the Director of Finance & Resources relative to the Houston, Crosslee, Linwood, Riverside & Erskine LAC budget for 2017/18.

DECIDED: That the report be noted.

9 Timetable of LAC Meetings to February 2018

There was submitted a report by the Director of Finance & Resources relative to the date, time and venue of the next meeting of this LAC.

DECIDED: That it be agreed that the next meeting of this LAC would be held at 6.00 pm on 28 February 2018.

Minute of Meeting Local Review Body

Date	Time	Venue
Tuesday, 05 December 2017	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillors Binks; Burns; McGurk and McNaughtan.

Chair

Councillor McGurk, Convener, presided.

In Attendance

D Bryce, Development Standards Manager (Planning Adviser to the Local Review Body); A McLaughlin, Senior Solicitor (Legal Adviser to the Local Review Body); and R Devine, Senior Committee Services Officer (Clerk to the Local Review Body).

Apologies

Councillor Montgomery.

Declarations of Interest

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

1 Procedure

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

Consideration was given to a Notice of Review for the erection of a single dwellinghouse at Ashfield, Prieston Road, Bridge of Weir PA11 3AW (planning application 17/0391/PP).

3 Materials

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

(i) Planning application (17/0391/PP), together with supporting plans; (ii) Notice of Review, together with supporting statement and productions; (iii) Representations, including the Development Management Statement of Case prepared on behalf of the Planning Authority; and (iv) Written submissions received from the applicant in respect of (iii) above.

4 Representations

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 (17/0391/PP). Reference was made to documentation issued to members of the LRB and the visit to the site of the proposed development undertaken prior to the meeting. It was agreed that the LRB had sufficient information before it to reach a decision.

Councillor McGurk, seconded by Councillor Burns, moved that planning application 17/0391/PP be granted subject to the following conditions and reasons:-

(a) That before development commences, full details and/or samples of the facing materials to be used on all external walls and roofs shall be submitted to, and approved in writing by, the Planning Authority. Thereafter only the approved materials shall be used in the development of the site;

Reason: These details have not been submitted.

(b) That before development commences, full details of the design and location of all fences and walls to be erected within the site shall be submitted to, and approved in writing by, the Planning Authority;

Reason: These details have not been submitted.

(c) That before the dwellinghouse hereby approved is occupied, the fence, or wall, for which the permission of the Planning Authority has been obtained under the terms of condition 2 above, shall be erected;

Reason: To safeguard the amenity of future residents.

4. That before development commences, details of the surface finishes to all parking and manoeuvring areas shall be submitted to, and approved in writing by, the Planning Authority and thereafter implemented as approved.

Reason: These details have not been submitted.

5. That before development commences, full details shall be submitted for the written approval of the Planning Authority demonstrating a stone wall which shall be erected along the full length of the Prieston Road frontage. The details shall match the height and cope detail of the existing stone walls/gate piers to 'Ashfield' and shall match in finish and materials the existing stone walls/gate piers to 'Ashfield' and/or the finish and materials of the existing boundary walls, which front Prieston Road, of the properties immediately neighbouring to the east and to the west. The details thereafter agreed shall be implemented on site in the approved manner prior to the occupation of the dwellinghouse hereby approved.

Reason: To protect the character and appearance of the conservation area.

Reason: The proposal substantially accords with the provisions of the Development Plan and there were no material considerations which outweighed the presumption in favour of development according with the Development Plan.

Councillor McNaughtan, seconded by Councillor Binks, moved as an amendment that the application be refused for the following reasons:-

(a) That the siting and design of the proposal would result in the erection of a dwellinghouse in a prominent position in relation Ashfield, incongruous within the site, the wider streetscene, contrary to Policy P1 of the Adopted Local Development Plan and the New Development Supplementary Guidance; and

(b) That the proposed development would result in a detrimental impact on the Conservation Area, by virtue of its siting, design, scale and massing, contrary to Policy ENV3 of the Adopted Local Development Plan and the New Development Supplementary Guidance;

On the roll being called the following members voted for the amendment: Councillors Binks and McNaughtan.

The following members voted for the motion: Councillors Burns and McGurk.

2 members having voted for the motion and 2 members having voted for the amendment the Convener, in terms of Standing Order 31, used her second and casting vote in favour of the motion which was accordingly declared carried.

DECIDED:

That planning application 17/0391/PP be granted subject to the following conditions and reasons:-

(a) That before development commences, full details and/or samples of the facing materials to be used on all external walls and roofs shall be submitted to, and approved

in writing by, the Planning Authority. Thereafter only the approved materials shall be used in the development of the site;

Reason: These details have not been submitted.

(b) That before development commences, full details of the design and location of all fences and walls to be erected within the site shall be submitted to, and approved in writing by the Planning Authority;

Reason: These details have not been submitted.

(c) That before the dwellinghouse hereby approved is occupied, the fence, or wall, for which the permission of the Planning Authority has been obtained under the terms of condition 2 above, shall be erected;

Reason: To safeguard the amenity of future residents.

4. That before development commences, details of the surface finishes to all parking and manoeuvring areas shall be submitted to, and approved in writing by, the Planning Authority and thereafter implemented as approved.

Reason: These details have not been submitted.

5. That before development commences, full details shall be submitted for the written approval of the Planning Authority demonstrating a stone wall which shall be erected along the full length of the Prieston Road frontage. The details shall match the height and cope detail of the existing stone walls/gate piers to 'Ashfield' and shall match in finish and materials the existing stone walls/gate piers to 'Ashfield' and/or the finish and materials of the existing boundary walls, which front Prieston Road, of the properties immediately neighbouring to the east and to the west. The details thereafter agreed shall be implemented on site in the approved manner prior to the occupation of the dwellinghouse hereby approved.

Reason: To protect the character and appearance of the conservation area.

Reason: The proposal substantially accords with the provisions of the Development Plan and there were no material considerations which outweighed the presumption in favour of development according with the Development Plan.

Minute of Meeting

Personnel Appeals and Applied Conditions of Service Appeals Panel

Date	Time	Venue
Wednesday, 06 December 2017	09:30	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jennifer Marion Adam-McGregor, Councillor Bill Brown, Councillor Stephen Burns, Councillor Lisa-Marie Hughes, Councillor Karen Kennedy, Councillor John McNaughtan, Councillor Jim Paterson, Councillor Jane Strang

Chair

Councillor J Adam-McGregor (Convener), presided.

In Attendance

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

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.

Declarations of Interest

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

1 Adult Services

Consideration was given to an appeal against dismissal submitted by a former member of staff within Adult Services.

The appellant appeared, together with P Harrington, Solidarity, in relation to the appeal.

L McKenzie, Locality Social Work Manager, Renfrewshire Health & Social Care Partnership and E Simpson, Senior HR Adviser, Finance & Resources, represented management.

The appellant requested to present additional information in respect of his case which was accepted by the Panel.

Management presented their case to the panel. M Kirkland, Team Manager, Adult Services, Paisley Area Team, Renfrewshire Health & Social Care Partnership appeared as a witness for management.

ADJOURNMENT

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

The appellant's side and members of the Panel were afforded the opportunity to question the management representative and the witness.

ADJOURNMENT

The meeting adjourned at 12.45 pm and reconvened at 1.45 pm.

On recommencement of the meeting Mr Harrington presented the appellant's case to the panel. The management side and members of the Panel were afforded the opportunity to question the appellant and his representative.

Both sides summed up their position and then withdrew to allow the Panel to consider the matter and reach a decision.

Both parties were recalled and advised by the Convener that the Appeals Panel had agreed that the grounds of the appeal had not been substantiated and the appeal was not upheld.

DECIDED: That the grounds of the appeal had been not been substantiated and the appeal was not upheld.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 07 December 2017	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 John McNaughtan, Councillor Kevin Montgomery, Councillor Emma Rodden, Councillor Jane Strang

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

A McLaughlin, Senior Solicitor (Litigation and Regulatory), E Currie, Senior Committee Services Officer, N Barr, Administrative Assistant and G McIntosh, Civic Government Enforcement Officer (for items 1 to 4 only) (all Finance and Resources).

Apologies

Provost Lorraine Cameron and Councillor Cathy McEwan.

Declarations of Interest

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

Order of Business

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering items 6(a) and (b) of the agenda prior to item 3 of the agenda.

1 Hearing into Possible Suspension or Revocation of Taxi Driver's Licence - Personal Appearance

The Board considered the possible suspension or revocation of the undernoted Taxi Driver's Licence. The licence holder had been asked to appear personally for the first time together with Joanne Martin who had submitted a complaint:-

Michael Kelly, 109 Mains Wood, Erskine – T2240

Mr Kelly, the licence holder and his wife, Mrs Kelly, were invited into the meeting. There was no appearance by or on behalf of Joanne Martin, the complainer. The Convener proposed that the hearing be held in Mrs Martin's absence and this was agreed unanimously.

After consideration of all matters before the Board, the Board adjourned to allow members to consider this matter. The meeting was reconvened and the Convener proposed that no action be taken at this time and that the Head of Corporate Governance write to all taxi drivers reminding them that they were ambassadors for Renfrewshire and as such, the licensing authority expected the highest standards of behaviour at all times. This was agreed unanimously.

DECIDED:

(a) That no action be taken at this time; and

(b) That the Head of Corporate Governance write to all taxi drivers reminding them that they were ambassadors for Renfrewshire and as such the licensing authority expected the highest standards of behaviour at all times.

2 Renewal of Late Hours Catering Licences

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

(a) Applicant: Select Service Partner UK Limited, 169 Euston Road, London
Premises: James Martin Kitchen, Glasgow Airport Airside, Abbotsinch, Paisley
Authorised Goods: hot and cold food and drinks
Operating Hours: 7 days per week – 11.00 pm to 5.00 am

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

DECIDED: That the application be allowed to be an exception to the Board's policy on trading hours and that the application be granted for a period of two years.

(b) Applicant: Select Service Partner UK Limited, 169 Euston Road, London
Premises: Panopolis, Glasgow Airport Airside, Abbotsinch, Paisley
Authorised Goods: hot and cold food and drinks
Operating Hours: 7 days per week – 11.00 pm to 5.00 am

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

DECIDED: That the application be allowed to be an exception to the Board's policy on trading hours and that the application be granted for a period of two years.

EXCLUSION OF PRESS AND PUBLIC

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

3 Grant of Private Hire Car Drivers' Licences - Personal Appearances

There were submitted the undernoted applications for the 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 representations to the applications:-

(a) Najibullah Ahmadi, Flat 1/2 867 Govan Road, Glasgow

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

Constable McEwan intimated that Police Scotland wished to withdraw their representation to Mr Ahmadi's 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) Aw Qureshi, 22 Waukglen Avenue, Glasgow

Mr Qureshi, the applicant, was invited into the meeting together with Constable McEwan 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 Board adjourned to allow members to consider the application. The meeting was reconvened and the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

4 Grant of Taxi Driver's Licence - Personal Appearance

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

Scott Gilligan, 15 Alloway Grove, Paisley

There was no appearance by or on behalf of Mr Gilligan. The Convener proposed that consideration of the application be continued and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

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

5 Request for Exemption from Assisting Wheelchair Passengers - Personal Appearance

There was submitted the undernoted request for exemption from assisting wheelchair passengers. The applicant had been asked to appear personally for the first time:-

Peter White, 8 Pinkerton Lane, Renfrew – T2507

Mr White, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Board adjourned to allow members to consider this request. The meeting was reconvened and the Convener proposed that Mr White's request for exemption from assisting wheelchair passengers be granted for the duration of his current Taxi Driver's Licence. This was agreed unanimously.

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

6 Grant of Private Hire Car Operator's Licence - Personal Appearance

Under reference to item 10 of the Minute of the meeting of this Board held on 1 November 2017 consideration was resumed of the undernoted application for the grant of a Private Hire Car Operator's Licence. The applicant had been asked to appear personally for the third time:-

William Calvey, Passinglinn Cottage, Kibbleston Road, Kilbarchan

Mr Calvey, the applicant, was invited into the meeting and provided copies of his outstanding documents. After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened and the Convener proposed that consideration of Mr Calvey's application be continued to enable his documents to be checked. This was agreed unanimously.

DECIDED: That consideration of Mr Calvey's application be continued to enable his documents to be checked.

7 Renewal of Private Hire Car Driver's Licence - Personal Appearance

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

Stephen Smith, 42 Lochy Place, Linburn, Erskine – P4159

Mr Smith, the applicant, was invited into the meeting. After consideration of all matters before the Board, Mr Smith was requested to give undertakings to the Board that (i) he would provide evidence of his renewed DVLA Licence to the Licensing Section within 14 days of its receipt and (ii) he would attend an occupational health appointment in 2018. Mr Smith agreed to the undertakings.

The Convener proposed that Mr Smith's application be granted for a period of two years subject to the undertakings given by him that he would provide evidence of his renewed DVLA Licence to the Licensing Section within 14 days of its receipt and (ii) he would attend an occupational health appointment in 2018. This was agreed unanimously.

DECIDED: That the application be granted for a period of two years subject to the undertakings given by the applicant that he would provide evidence of his renewed DVLA Licence to the Licensing Section within 14 days of its receipt and attend an occupational health appointment in 2018.

8 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:-

Stephen Graham, 73 Mount Lockhart, Glasgow – T2325

Mr Graham, the applicant, was invited into the meeting. After consideration of all matters before the Board, Mr Graham was requested to give undertakings to the Board that (i) he would provide evidence of his renewed DVLA Licence to the Licensing Section within 14 days of its receipt and (ii) he would attend an occupational health appointment in 2018. Mr Graham agreed to the undertakings.

The Convener proposed that Mr Graham's application be granted for a period of two years subject to the undertakings given by him that he would provide evidence of his renewed DVLA Licence to the Licensing Section within 14 days of its receipt and (ii) he would attend an occupational health appointment in 2018. This was agreed unanimously.

DECIDED: That the application be granted for a period of two years subject to the undertakings given by the applicant that he would provide evidence of his renewed DVLA Licence to the Licensing Section within 14 days of its receipt and attend an occupational health appointment in 2018.

9 Hearings into Possible Removal from the Register of Private Landlords - Personal Appearance

Under reference to items 8(a) and (b) respectively of the Minute of the meeting of this Board held on 1 November 2017 consideration was resumed of the possible removal of the undernoted landlords from the register of private landlords. The landlords had been asked to appear personally for the fourth time:-

(a) Dr Jenny Wong, Flat 9/1 15 Kirkton Avenue, Glasgow

The Senior Solicitor (Litigation and Regulatory) advised that the landlord had removed the registration from the register of private landlords.

DECIDED: That it be noted that the landlord had removed the registration from the register of private landlords.

(b) Kai Chi Loi, 416 Rua Cidade de Coimbra, Edf Brilhantismo, 3 Andar y Nape, Macao

The Senior Solicitor (Litigation and Regulatory) advised that the landlord had removed the registration from the register of private landlords.

DECIDED: That it be noted that the landlord had removed the registration from the register of private landlords.

Minute of Meeting

Cross Party Sounding Board

Date	Time	Venue
Thursday, 07 December 2017	14:00	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Tom Begg, Councillor Eileen McCartin, Councillor Kevin Montgomery, Councillor Iain Nicolson

Chair

Councillor Nicolson, Convener, presided.

In Attendance

S Black, Chief Executive; D Amos, Head of Policy & Commissioning, A Armstrong-Walter, Strategic Partnerships and Inequalities Manager and L McIntyre, Strategic Planning & Policy Development Manager (all Chief Executive's); O Reid, Head of Public Protection (Head of Public Protection); and K Graham, Head of Corporate Governance and D Low, Senior Committee Services Officer (both Finance & Resources).

Apology

Councillor Paterson.

Declarations of Interest

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

1 Review of Community Level Governance Arrangements

There was submitted a report by the Chief Executive relative to the assessment of local area committees as a model of community-level governance. The report outlined the key findings of the review of the current local area committee arrangements and suggested a number of proposals for a future model of community-level governance for discussion by the Board and for subsequent further consultation.

The report intimated that in 2016 the Council agreed changes to the governance arrangements for the Community Planning Partnership and at that time it was agreed that a review of the local area committees would be undertaken. The aim of the review was to assess local area committees as a model of community level governance and make recommendations for a future model. The report outlined the process and key activities undertaken; the proposed function and remit; boundaries; membership; meetings; grant funding and arrangements for consultation.

The Strategic Partnerships and Inequalities Manager gave a presentation on the the consultation document. The consultation was scheduled to run from 22 January to 15 April following which responses would be collated and analysed and a report submitted to a future meeting of the Council for approval.

DECIDED: That it be noted that the Council would be asked to approve consultation on a set of proposals for a future model of community level governance at its meeting on 21 December 2017.