

Minute of Meeting

Renfrewshire Appointment Board - Head of Regeneration

Date	Time	Venue
Friday, 12 June 2015	13:30	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors M Brown, Glen, Holmes, Lawson, M Macmillan, McCartin and Williams.

CHAIR

Councillor M Macmillan, Convener, presided.

IN ATTENDANCE

S Black, Chief Executive; M Crearie, Director of Development & Housing Services; and D Marshall, Head of HR & Organisational Development Services (Finance & Resources).

DECLARATIONS OF INTEREST

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

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of the following item of business as it was likely in view of the nature of the business to be transacted, that if members of the press and public were present, there 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 **APPOINTMENT OF HEAD OF REGENERATION - INTERVIEWS**

The Board interviewed candidates for the post of Head of Regeneration.

DECIDED: That A Morrison be appointed Head of Regeneration.

Minute of Meeting Council

Date	Time	Venue
Thursday, 25 June 2015	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

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

Provost Hall presided.

IN ATTENDANCE

S Black, Chief Executive; M Crearie, Director of Development & Housing Services; P MacLeod, Director of Children's Services; S MacDougall, Director of Community Resources; A Russell, Director of Finance & Resources; R McGrath, Head of Business and Customer Services (Chief Executive's); I Beattie, Acting Head of Adult Services, J McKellar, Acting Head of Service and A McMillan, Head of Resources (all Children's Services); K Graham, Head of Corporate Governance, A MacArthur, Acting Head of Corporate Finance, M Conaghan, Legal & Democratic Services Manager, L Belshaw, Democratic Services Manager and K Brown, Committee Services Officer (all Finance & Resources).

APOLOGIES

Councillors Henry, McGurk and Mullin.

DECLARATIONS OF INTEREST

Councillor Andy Doig declared a financial interest in item 8 of the agenda as he was a relative of an employee of Renfrewshire Leisure Limited and indicated his intention to leave the meeting during consideration of the item and not to take part in any discussion or voting thereon.

Councillor Audrey Doig declared a financial interest in item 8 of the agenda as she was an employee of Renfrewshire Leisure Limited and indicated her intention to leave the meeting during consideration of the item and not to take part in any discussion or voting thereon.

Councillors M Devine, Glen and Harte declared an interest in item 8 of the agenda as they were members of the Board of Renfrewshire Leisure Limited and indicated that it was their intention to take part in the discussion as they had a general dispensation from the Standards Commission which allowed them to take part and to vote in relation to such matters.

Councillor Nicolson declared an interest in item 8 of the agenda as the opposition member being appointed to the Board of Renfrewshire Leisure Limited.

1 MINUTES OF MEETINGS OF COUNCIL, BOARDS AND PANELS

There were submitted the Minutes of meetings of the following Council, Boards and Panels on the dates specified.

Council, 30 April, 2015

Housing & Community Safety Policy Board, 12 May, 2015

Planning & Property Policy Board, 12 May, 2015

Renfrew & Gallowhill Local Area Committee, 12 May, 2015

Environment Policy Board, 13 May, 2015

Finance & Resources Policy Board, 13 May, 2015

Education & Children Policy Board, 14 May, 2015

Sport, Leisure & Culture Policy Board, 14 May, 2015

Paisley North Local Area Committee, 14 May, 2015

Appointment Board, 18 May, 2015

Social Work, Health & Well-being Policy Board, 19 May, 2015

Paisley South Local Area Committee, 19 May, 2015

Economy & Jobs Policy Board, 20 May, 2015

Personnel Appeals & Applied Conditions of Service, 21 May, 2015

Appeals Panel

Johnstone & the Villages Local Area Committee, 21 May, 2015

Houston, Crosslee, Linwood, Riverside & Erskine Local Area Committee, 26 May, 2015

Regulatory Functions Board, 27 May, 2015

Audit, Scrutiny & Petitions Board, 1 June, 2015

Placing Requests Appeals Panel, 2 June, 2015

Appointment Board, 2 June, 2015

Leadership Board, 3 June, 2015

Appointment Board, 4 June, 2015

Appointment Board, 9 June, 2015

Placing Requests Appeals Panel, 16 June, 2015

Appointment Board, 16 June, 2015

Appointment Board, 16 June, 2015

Regulatory Functions Board, 18 June, 2015

Appointment Board, 18 June, 2015

Appointment Board, 18 June, 2015

Appointment Board, 19 June, 2015

Appointment Board, 22 June, 2015

Appointment Board, 23 June, 2015

DECIDED: That the Minutes be approved.

2 PAISLEY'S BID FOR UK CITY OF CULTURE 2021

There was submitted a report by the Chief Executive setting out a proposal for Paisley to enter the competition to host the UK City of Culture in 2021, and seeking the full support of the Council to develop the bid in partnership with a range of stakeholders for submission in 2017.

Councillor Macmillan, seconded by Councillor Holmes moved that the recommendations within the report from the Chief Executive be approved subject to the following being added to recommendation (iii):

“That Councillor McCartin will also be a member of the Partnership Board.”

This was agreed.

DECIDED:

(a) That the Chief Executive be authorised to work with partners to put in place the necessary resources required to support and enable the development and delivery of a credible, and deliverable, partnership bid for UK City of Culture 2021, on behalf of Paisley;

(b) That the establishment of a Paisley City of Culture Partnership Board be noted;

(c) That it be agreed that the Leader of the Council would chair the Partnership Board, and that the Depute Leader of the Council, the Leader of the Opposition, Councillor McCartin and the Chair of Renfrewshire Leisure would also be members of the Board; and

(d) That it be noted that regular progress reports on the activity surrounding the preparation of the bid would be reported to the Leadership Board.

3 **UNAUDITED ANNUAL ACCOUNTS 2014/15**

There was submitted a report by the Director of Finance & Resources relative to the Council's Annual Accounts and Group Accounts for 2014/15, which were appended to the report and would be submitted for audit by the statutory deadline of 30 June, 2015. The report intimated that the Auditor was planning to complete the audit process by early September 2015 and their report on the accounts would be made available to all members and would be submitted to the meeting of the Audit, Scrutiny & Petitions Board on 21 September, 2015 for consideration.

It was noted that the 2014/15 accounts fully complied with International Financial Reporting Standards and relevant accounting regulations and in order to comply with new charity accounting requirements, the Council's Accounts did not incorporate statements relating to the Common Good Funds and Charitable Trust Funds and separate accounts had been prepared to accord with these requirements.

DECIDED:

(a) That, subject to Audit, the Annual Accounts for 2014/15 be approved;

(b) That it be noted that the Auditor was planning to complete the audit of the Accounts by early September 2015 and that their report would be made available to all members and would be submitted to meeting of the Audit, Scrutiny & Petitions Board on 21 September, 2015 for detailed consideration;

(c) That the sums earmarked within the General Fund reserves and HRA reserves as outlined in paragraph 1.3 of the report and in note 12 of the Accounts be approved;

(d) That the transfer of £6.552 million to, and £0.092 million from, the specific reserves as detailed below and in note 11 of the accounts be approved;

	Opening Balance	Contribution to Reserves	Reserves Used/ Transferred	Closing Balance
	£ms	£ms	£ms	£ms
Insurance Fund	2.543	0.000	0.000	2.543
Reservoir Repair Fund	0.313	0.002	0.005	0.310
Education Capital Items	0.735	0.190	0.087	0.838
Investment Programme Capital Fund	19.681	4.803	0.000	24.484
Housing Capital Fund	2.127	1.557	0.000	3.684
Total	25.399	6.552	0.092	31.859

(e) That the position outlined in section 6 of the report be noted;

(f) That as in previous years, responsibility be delegated to the Director of Finance & Resources to submit the Group Accounts on behalf of the Council to the appointed Auditor by 30 June, 2015; and

(g) That the annual accounts attached for the Common Good Funds and Charitable Trusts, which under accounting regulations required to be prepared and audited separately from the Council's accounts, be approved subject to audit.

4 **TREASURY MANAGEMENT ANNUAL REPORT 2014/15**

There was submitted a report by the Director of Finance & Resources relative to the Treasury Management Annual Report for 2014/15 submitted in accordance with Scottish Government Investment Regulations which came into force on 1 April, 2010.

It was noted that it was a requirement of the Regulations that the Council's Treasury Management Annual Report be reported to the Council. The report intimated that all aspects of the Treasury Policy Statement had been complied with in 2014/15. The report provided an overview of the 2014/15 Treasury activities, including the Treasury portfolio position as at 31 March, 2015, reviews of borrowing and investment outturn, borrowing strategy and new borrowing, investment strategy and investment outturn, debt rescheduling, and compliance with Treasury limits.

DECIDED: That the Treasury Management Annual Report for 2014/15 be approved.

5 ACTION PLAN TO TACKLE POVERTY

There was submitted an update report by the Chief Executive outlining the work which had been undertaken to continue the Council's strategic programme of tackling child poverty.

The report intimated that at the meeting of the Council on 23 March, 2015, the Council had unanimously endorsed all of the Renfrewshire Tackling Poverty Commission's (Commission) recommendations and approved a first step cash injection of £3.23 million from the £6 million tackling poverty fund set aside in the 2015/16 budget to support an early response to the work of the Commission. The Commission's report had been referred to the Community Planning Partnership Board to agree a co-ordinated, cross-partnership response to the findings and recommendations of the Commission. Details of the proposals developed by the Community Planning Partnership were outlined within the report and sought the full commitment of £6 million in additional resources to enable an early response to the work of the Commission.

DECIDED:

- (a) That the content of the paper and the update provided on the development of the Community Planning Partnership's Tackling Poverty action plan proposals be noted;
- (b) That the deployment of the £6 million of resources set aside in the 2015/16 budget to tackle poverty as detailed in the report, be approved;
- (c) That it be noted that the proposals for monitoring and evaluation of the action plan would be submitted to Council for consideration at the next Board cycle;
- (d) That it be noted that as part of the implementation process there would be ongoing dialogue with Renfrewshire residents directly affected by poverty to provide them with the opportunity to remain involved and to participate in the development of the criteria by which the success of the measures to tackle poverty would be assessed; and
- (e) That it be noted that a report on the feedback from the ongoing engagement would be submitted to the next meeting of the Council.

6 WEBCASTING OF COUNCIL MEETINGS

There was submitted a report by the Director of Finance & Resources relative to the outcome of the one-year pilot webcast of Council meetings and seeking agreement to continue with webcasting.

The report outlined the suggested benefits of webcasting and provided details regarding the number of people who had viewed the Council meeting webcasts during the one-year pilot period. The report advised that the annual fee for an off-the-shelf product typically cost around £16,000 per annum and should the Council agree to continue with the webcasting of Council meetings a tendering exercise would be undertaken. Consideration would also be given to the roll-out of webcasting to some Policy Board meetings but this would only be done following further consultation with members.

DECIDED:

- (a) That the continued webcasting of Council meetings be approved; and
- (b) That it be noted that further reports would be submitted to Council to consider the roll-out of webcasting to Board meetings.

7 BETTER COUNCIL CHANGE PROGRAMME - STREET LIGHTING INVESTMENT STRATEGY, RENFREWSHIRE

There was submitted a joint report by the Directors of Community Resources and Finance & Resources relative to the development of an Outline Business Case (OBC) and Detailed Business Case (DBC) for a street lighting strategy which would modernise the Council's street lights.

The report intimated that it was proposed as part of the strategic business case to undertake a large scale programme to replace existing lanterns with light emitting diodes (LEDs), which produced white light, consumed less electricity and required significantly less ongoing maintenance throughout their estimated 20-year lifespan. The ODC and DBC had identified a proposed programme to replace 28,613 existing lamps and 1,356 existing columns across Renfrewshire and the key findings from the Business Cases were detailed within the report.

The report highlighted that in addition to the community safety improvements, the upgraded street lighting estate would also support the delivery of gross annual revenue savings, estimated at £1.391 million per annum and a net annual saving of approximately £0.75 million after taking account of the annual cost of borrowing associated with the delivery of the investment programme. The capital investment cost to deliver the renewal programme had been estimated at approximately £11 million.

The ODC and DBC were developed on the basis of delivering the renewal programme over a three-year period.

DECIDED:

- (a) That the street lighting improvement strategy for the replacement of existing street lanterns with LEDs to improve the quality of light and reduce energy and maintenance costs be approved;
- (b) That a capital investment programme estimated at £11 million to fund the delivery of the strategy by the end of the financial year 2016/17 be established; and
- (c) That the investment programme be delivered through the appropriate application of capital lifecycle maintenance resources available during the delivery programme period with the balance funded through self-financed prudential borrowing arrangements.

DECLARATIONS OF INTEREST

Councillors Andy and Audrey Doig, having declared a financial interest in the following item of business, left the meeting and did not take part in any discussion or voting thereon. Councillors M Devine, Glen, Harte and Nicolson, having declared an interest in the following item of business, remained in the meeting.

8 FUTURE OF CULTURAL & LEISURE SERVICES - UPDATE REPORT

There was submitted an update report by the Chief Executive relative to the transfer of management of cultural and leisure services to Renfrewshire Leisure Limited.

The report intimated that a project team supported by professional advisers had been established to undertake the necessary due diligence to develop, in partnership with Renfrewshire Leisure Limited, the required suite of documents and agreements to facilitate the transfer of the agreed services and associated personnel in line with the timeline detailed in the business case.

The report provided an update on the preparations for the transfer and intimated that Council officers had completed the required due diligence process to support an effective and robust transfer arrangement. Renfrewshire Leisure Limited was currently concluding its own due diligence process to allow acceptance of cultural and leisure services, and employees on 1 July, 2015 and community centres and bowling greens by 1 December, 2015.

The report also outlined the proposed strategy for allocating the £3 million investment fund for the improvement of community facilities.

Councillor Holmes, seconded by Councillor Grady, moved:

(a) That the good progress to implement the main actions outlined in the Council report of 18 December, 2014 to enable the transfer of services and employees included in phase one of the proposal on 1 July, 2015, as planned, be noted;

(b) That it be agreed, as outlined in section 5 of the report, that the £3 million of resources made available for investment in community facilities was targeted to support the Linwood Development Trust and the six community facilities as detailed in paragraph 5.4 of the report;

(c) That it be noted that a further report would be submitted to the Council outlining the level of investment and scope of work that would be carried out within each of the agreed community facilities;

(d) That it be noted that the Council's representation on the Board of the Trust would be Councillors Harte, M Devine and Nicolson; and

(e) That the Director of Finance & Resources be delegated responsibility to finalise the detailed adjustment to the contract payment arrangements with Renfrewshire Leisure to appropriately reflect the current cost of services transferring to the Trust and those that would be retained by the Council and provided to the Trust under service level arrangements.

Councillor K MacLaren, seconded by Councillor M MacLaren, moved as an amendment that in addition to recommendation 2.1 (iii) insert after the final 'and'

"That the report will also detail a strategy, time scale and commitment to fund the resources necessary to provide investment in all other council owned Community Halls not highlighted in this report for 'targeted' support."

On the roll being called, the following members voted for the amendment: Councillors McEwan, Lawson, Mylet, K MacLaren, M MacLaren, Mack, Cameron, McCartin, McGee, Noon, M Brown, McQuade and Nicolson.

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

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

DECIDED:

(a) That the good progress to implement the main actions outlined in the Council report of 18 December, 2014 to enable the transfer of services and employees included in phase one of the proposal on 1 July, 2015, as planned, be noted;

(b) That it be agreed, as outlined in section 5 of the report, that the £3 million of resources made available for investment in community facilities was targeted to support the Linwood Development Trust and the six community facilities as detailed in paragraph 5.4 of the report;

(c) That it be noted that a further report would be submitted to the Council outlining the level of investment and scope of work that would be carried out within each of the agreed community facilities;

(d) That it be noted that the Council's representation on the Board of the Trust would be Councillors Harte, M Devine and Nicolson; and

(e) That the Director of Finance & Resources be delegated responsibility to finalise the detailed adjustment to the contract payment arrangements with Renfrewshire Leisure to appropriately reflect the current cost of services transferring to the Trust and those that would be retained by the Council and provided to the Trust under service level arrangements.

SEDERUNT

Councillor Perrie entered the meeting prior to consideration of the following item. Councillors Andy and Audrey Doig returned to the meeting prior to consideration of the following item.

9 THE COMMISSION OF LOCAL TAX REFORM

There was submitted a report by the Director of Finance & Resources relative to the Commission on Local Tax Reform.

The report intimated that in June 2014, the Scottish Parliament's Local Government and Regeneration Committee's Inquiry into the Flexibility and Autonomy of Local Government unanimously called for a cross-party Commission to be established to 'facilitate meaningful debate on alternative approaches with the aim of having a new system identified in time for the next local government elections in 2017'. In order to facilitate the Commissions' work to engage with communities across Scotland to assess public perceptions of the emerging findings and to reflect this evidence in its final analysis and recommendations, which were expected to be published in late 2015, the Commission had prepared a series of specific questions and requested that responses be submitted by 22 June, 2015. A proposed Council response had been developed at the request of, and in consultation, with the Council's Administration, a copy of which was appended to the report.

Councillor Holmes, seconded by Councillor Grady, moved that the content of the proposed response be approved.

Councillor K MacLaren, seconded by Councillor M MacLaren, moved as an amendment to replace the recommendations with the following:

2.1 Council rejects the response attached to this agenda item which was developed at the request of and in consultation with the Council's Administration Group

2.2 Council notes the Labour administration's poor record on the issue of local taxation

2.3 Council encourages Renfrewshire residents to get involved in the consultation process and submit their own personal responses to the Commission on Local Tax Reform

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

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

The following member abstained: Councillor J MacLaren.

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

DECIDED: That the content of the proposed response be approved.

ADJOURNMENT

The meeting adjourned at 11.10 am and reconvened at 11.25 am.

10 NOTICE OF MOTION (1) BY COUNCILLORS GILMOUR AND I MCMILLAN

There was submitted a notice of motion by Councillors Gilmour and I McMillan in the following terms:-

“Council notes that this year marks the 200th anniversary of engineering in Johnstone.

Council recognises the contribution that the town has made to the global engineering industry.”

Councillor Gilmour, seconded by Councillor I McMillan, then moved the motion.

Councillor Andy Doig, seconded by Councillor K McLaren, moved as an amendment, that in addition the Council notes the significance of marking such historical and industrial achievements across Renfrewshire’s communities, and agrees to establish a system of heritage plaques to commemorate these landmark events in local history.

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

DECIDED: Council notes that this year marks the 200th anniversary of engineering in Johnstone. Council recognises the contribution that the town has made to the global engineering industry. Council notes the significance of marking such historical and industrial achievements across Renfrewshire’s communities, and agrees to establish a system of heritage plaques to commemorate these landmark events in local history.

11 NOTICE OF MOTION (2) BY COUNCILLORS M SHARKEY AND J SHARKEY

There was submitted a notice of motion by Councillors M Sharkey and J Sharkey in the following terms:-

“Council believes that the proper disposal of dog waste is a matter of real concern for residents of the East End of Paisley and a danger of welfare throughout Renfrewshire. Council believes that the advice of Dogs for the Disabled and Guide Dogs for the Blind be followed as proper practice for all dog owners. Council calls on the Director of Community Resources to bring forward a proposal which encourages all dog carers to follow the guidelines and penalise those who refuse to care properly for their dogs and their neighbours.”

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

Councillor Lawson, seconded by Councillor Mylet moved as an amendment, to replace “residents of the East end of Paisley and a danger of welfare throughout Renfrewshire” with “all residents of Renfrewshire” and to add Council notes that the various measures introduced by the previous SNP/Liberal Democrat administration made a significant impact on the problem, and is concerned that the situation has now apparently been allowed to deteriorate since May 2012.

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

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

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

DECIDED: Council believes that the proper disposal of dog waste is a matter of real concern for residents of the East End of Paisley and a danger of welfare throughout Renfrewshire. Council believes that the advice of Dogs for the Disabled and Guide Dogs for the Blind be followed as proper practice for all dog owners. Council calls on the Director of Community Resources to bring forward a proposal which encourages all dog carers to follow the guidelines and penalise those who refuse to care properly for their dogs and their neighbours.

12 NOTICE OF MOTION (3) BY COUNCILLORS ANDY DOIG AND LAWSON

There was submitted a notice of motion by Councillors Andy Doig and Lawson in the following terms:-

“Newly-Elected MPs – Paisley & Renfrewshire South and Paisley & Renfrewshire North

This Council congratulates Ms Mhairi Black MP, representing Paisley & Renfrewshire South and Mr Gavin Newlands MP, representing Paisley & Renfrewshire North on their successful election to the Westminster Parliament.”

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

Councillor M Macmillan, seconded by Councillor Holmes moved as an amendment, that in addition Council expresses thanks to Douglas Alexander and Jim Sheridan for their years of service to their constituents and communities in Paisley and Renfrewshire South and Paisley and Renfrewshire North.

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

DECIDED: Council congratulates Ms Mhairi Black MP, representing Paisley & Renfrewshire South and Mr Gavin Newlands MP, representing Paisley & Renfrewshire North on their successful election to the Westminster Parliament. Council expresses thanks to Douglas Alexander and Jim Sheridan for their years of service to their constituents and communities in Paisley and Renfrewshire South and Paisley and Renfrewshire North.

13 NOTICE OF MOTION (4) BY COUNCILLORS MCEWAN AND K MACLAREN

There was submitted a notice of motion by Councillors McEwan and K MacLaren in the following terms:-

“Nuclear Free Authorities

Renfrewshire Council hosted a seminar for the Nuclear Free Local Authorities (NFLA) Scotland on 5 June, 2015. A key part of the discussion centred on the need for cross-party support to ensure Renfrewshire’s education curriculum includes material reflecting the realities of using nuclear weapons. These information packs can also include audio visual material highlighting not just the dangers of using weapons but also the potential dangers of warheads during transportation or while in storage.

These information packs should be of a level to appeal to senior primary pupils as well as those in secondary schools.

This motion also requests that Hiroshima Day should be a day of remembrance in all schools in Renfrewshire where special assemblies should be part of the day’s events.”

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

Councillor Clark, seconded by Councillor M Macmillan moved as an amendment, that Council recognises that the national curricular guidance for schools and nurseries – Curriculum for Excellence (CfE) – outlines key aspects for learning for children and young people aged 3 – 18 yrs in Scotland. This includes ensuring political literacy for all students and further study of national and international issues for senior pupils in a balanced, impartial manner through PSE and Modern Studies. Council also recognises that, in Scotland, it is the remit of the CfE Board of Management to develop guidance on curricular content and the responsibility of the Head Teacher of individual schools, not politicians, to interpret and implement that curriculum.

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

The following members voted for the motion: Councillors Perrie, McEwan, Lawson, Mylet, K MacLaren, M MacLaren, Mack, Cameron, McGee, Andy Doig, Audrey Doig, Noon, M Brown, McQuade and Nicolson.

22 members having voted for the amendment and 15 members having voted for the motion, the amendment was accordingly declared carried.

DECIDED: Council recognises that the national curricular guidance for schools and nurseries – Curriculum for Excellence (CfE) – outlines key aspects for learning for children and young people aged 3 – 18 yrs in Scotland. This includes ensuring political literacy for all students and further study of national and international issues for senior pupils in a balanced, impartial manner through PSE and Modern Studies. Council also recognises that, in Scotland, it is the remit of the CfE Board of Management to develop guidance on curricular content and the responsibility of the Head Teacher of individual schools, not politicians, to interpret and implement that curriculum.

14 **NOTICE OF MOTION (5) BY COUNCILLORS LAWSON AND MYLET**

There was submitted a notice of motion by Councillors Lawson and Mylet in the following terms:-

“Closure of Bank of Scotland – Glasgow Road, Paisley Branch

Council condemns the closure of the Bank of Scotland branch, Glasgow Road, Paisley, and agrees to write to the Bank asking it to reconsider its decision. Council also condemns the continuing closure of local bank branches throughout Scotland.”

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

DECIDED: Council condemns the closure of the Bank of Scotland branch, Glasgow Road, Paisley, and agrees to write to the Bank asking it to reconsider its decision. Council also condemns the continuing closure of local bank branches throughout Scotland

15 **NOTICE OF MOTION (6) BY COUNCILLORS K MACLAREN AND M MACLAREN**

There was submitted a notice of motion by Councillors K MacLaren and M MacLaren in the following terms:-

“The One in Five Campaign

Council agrees to sign up to the ‘One in Five’ campaign which calls on organisations to sign up to a charter which pledges to make society and politics more accessible for disabled people.

The ‘One in Five’ campaign aims to encourage, empower and increase participation amongst disabled people in Scotland.”

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

Councillor I McMillan, seconded by Councillor Bibby moved as an amendment, that in addition Council further agrees to meet with members of the ‘One in Five’ Campaign in order to work towards the Council achieving the 5 elements of the charter.

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

DECIDED: Council agrees to sign up to the ‘One in Five’ campaign which calls on organisations to sign up to a charter which pledges to make society and politics more accessible for disabled people. The ‘One in Five’ campaigns aims to encourage, empower and increase participation amongst disabled people in Scotland. Council further agrees to meet with members of the ‘One in Five’ Campaign in order to work towards the Council achieving the 5 elements of the charter.

16 NOTICE OF MOTION (7) BY COUNCILLORS ANDY DOIG AND LAWSON

There was submitted a notice of motion by Councillors Andy Doig and Lawson in the following terms:-

“This Council congratulates the Johnstone Community Council in producing positive proposals to ease traffic congestion in the town, and agrees that the forthcoming Johnstone Town Action Plan will include a modelling of these proposals, and a full public consultation to evaluate their effectiveness.

Council further agrees that the new town hall redevelopment is not the end, but only the beginning of the regeneration of Johnstone, and supports the creation of a Johnstone Development Trust to promote the regeneration of the town.”

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

Councillor Bibby, seconded by Councillor Gilmour moved as an amendment, that Council recognises concerns in regard to traffic management within Johnstone Town Centre, however, notes the misgivings expressed by the Johnstone Business Consortium to the proposal by members of Johnstone Community Council for a one way system in its present form and that such a proposal if implemented would be damaging to local businesses. Council will work with the Community Council, Business Consortium and local groups and other stakeholders to seek a solution to the traffic management issues. Council further welcomes the very positive response from the Johnstone public to the new town hall and in looking to the future will support the creation of a business and community led development trust in the town underpinned by Scottish Government grant funding.

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

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

The following member abstained: Councillor McCartin.

20 members having voted for the amendment, 16 members having voted for the motion and 1 member having abstained, the amendment was accordingly declared carried.

DECIDED: That Council recognises concerns in regard to traffic management within Johnstone Town Centre, however, notes the misgivings expressed by the Johnstone Business Consortium to the proposal by members of Johnstone Community Council for a one way system in its present form and that such a proposal if implemented would be damaging to local businesses. Council will work with the Community Council, Business Consortium and local groups and other stakeholders to seek a solution to the traffic management issues. Council further welcomes the very positive response from the Johnstone public to the new town hall and in looking to the future will support the creation of a business and community led development trust in the town underpinned by Scottish Government grant funding.

17 NOTICE OF MOTION (8) BY COUNCILLORS LAWSON AND ANDY DOIG

There was submitted a notice of motion by Councillors Lawson and Andy Doig in the following terms:-

“Policy Board Membership

Council agrees that the SNP Group representation on the Council’s Boards and the other bodies listed is changed to the following:

Audit, Scrutiny & Petitions – Councillors M Brown, McEwan (Depute Convener) and Perrie;
 Economy & Jobs – Councillors Cameron, Andy Doig, Nicolson and K MacLaren;
 Education & Children – Councillors Cameron, Lawson, McQuade, Mylet and Perrie;
 Environment – Councillors Andy Doig, Audrey Doig, McGurk and Nicolson;
 Finance & Resources – Councillors Audrey Doig, Lawson, K MacLaren, M MacLaren and Noon;
 Housing & Community Safety – Councillors Lawson, McEwan, McGurk and Noon;
 Leadership – Councillors Cameron, Andy Doig, Lawson, K MacLaren and M MacLaren;
 Planning & Property – Councillors Audrey Doig, McGee, McGurk, Nicolson and Perrie;
 Regulatory Functions – Councillors M Brown, McEwan, McQuade and Mylet;
 Social Work, Health & Well-being – Councillors M Brown, Cameron, Andy Doig, McEwan and McGee;
 Adoption & Fostering – Councillors Audrey Doig and Perrie;
 Emergencies Board – Councillors Andy Doig and Lawson;
 Investment Review Board – Councillor Noon;
 JCB Non-Teaching – Councillors Audrey Doig and Noon;
 Licensing Board – Councillors McQuade and Perrie;
 Cross-Party Group on Child Protection – Councillor Lawson;
 Jobs & Economy Thematic Board – Councillor Andy Doig; and
 Valuation Board – Councillor Lawson (Member) and Councillor M MacLaren (Substitute); Councillor McGee (Member) and Councillor Perrie (Substitute); and Councillor Audrey Doig (Member) and Councillor K MacLaren (Substitute).“

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

DECIDED: That Council agrees that the SNP Group representation on the Council’s Boards and the other bodies listed is changed to the following:

Audit, Scrutiny & Petitions – Councillors M Brown, McEwan (Depute Convener) and Perrie;
 Economy & Jobs – Councillors Cameron, Andy Doig, Nicolson and K MacLaren;
 Education & Children – Councillors Cameron, Lawson, McQuade, Mylet and Perrie;
 Environment – Councillors Andy Doig, Audrey Doig, McGurk and Nicolson;
 Finance & Resources – Councillors Audrey Doig, Lawson, K MacLaren, M MacLaren and Noon;
 Housing & Community Safety – Councillors Lawson, McEwan, McGurk and Noon;
 Leadership – Councillors Cameron, Andy Doig, Lawson, K MacLaren and M MacLaren;
 Planning & Property – Councillors Audrey Doig, McGee, McGurk, Nicolson and Perrie;
 Regulatory Functions – Councillors M Brown, McEwan, McQuade and Mylet;

Social Work, Health & Well-being – Councillors M Brown, Cameron, Andy Doig, McEwan and McGee;
 Adoption & Fostering – Councillors Audrey Doig and Perrie;
 Emergencies Board – Councillors Andy Doig and Lawson;
 Investment Review Board – Councillor Noon;
 JCB Non-Teaching – Councillors Audrey Doig and Noon;
 Licensing Board – Councillors McQuade and Perrie;
 Cross-Party Group on Child Protection – Councillor Lawson;
 Jobs & Economy Thematic Board – Councillor Andy Doig; and
 Valuation Board – Councillor Lawson (Member) and Councillor M MacLaren (Substitute);
 Councillor McGee (Member) and Councillor Perrie (Substitute); and Councillor Audrey Doig (Member) and Councillor K MacLaren (Substitute).

SEDERUNT

Councillor McCartin left the meeting prior to the consideration of the following item.

18 NOTICE OF MOTION (9) BY COUNCILLORS HOLMES AND WILLIAMS

There was submitted a notice of motion by Councillors Holmes and Williams in the following terms:-

“Council notes that the number of households in Renfrewshire living in the private rented sector has more than doubled to 8,300 in the past 10 years; notes that the average weekly rent for a two-bed property in the private rented sector is over 50% more than the equivalent council property. Council welcomes Shelter Scotland’s Make Renting Right campaign and supports its call for reform of the private rented sector, and, in particular, reforms to provide for tenants and support for the principle of the introduction of a cap on rent rises and the limitation of rent reviews to one per annum.”

Councillor Holmes, seconded by Councillor Williams, then moved the motion.

Councillor Nicolson, seconded by Councillor McEwan moved as an amendment, that Council welcomes Shelter Scotland’s ‘Making Renting Right’ campaign and it’s response to the Scottish Government’s consultation on a ‘New Tenancy for the Private Sector.’ Council also notes Shelter Scotland’s support for the SNP Scottish Government to reform the legislation and the introduction of a new private tenancy for all future Private Sector lets.

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

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

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

DECIDED: Council notes that the number of households in Renfrewshire living in the private rented sector has more than doubled to 8,300 in the past 10 years; notes that the average weekly rent for a two-bed property in the private rented sector is over 50% more than the equivalent council property. Council welcomes Shelter Scotland's Make Renting Right campaign and supports its call for reform of the private rented sector, and, in particular, reforms to provide for tenants and support for the principle of the introduction of a cap on rent rises and the limitation of rent reviews to one per annum.

Minute of Meeting

Renfrewshire Appointment Board - Head of ICT

Date	Time	Venue
Thursday, 25 June 2015	15:00	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors Grady, Holmes, M MacLaren, Macmillan and Noon.

CHAIR

Councillor M Macmillan, Convener, presided.

IN ATTENDANCE

A Russell, Director of Finance & Resources and R Laouadi, Principal HR Adviser.

APOLOGIES

Councillor Henry

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, 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 HEAD OF ICT - INTERVIEWS

The Board interviewed candidates for the post of Head of ICT.

DECIDED: That P Murray be appointed Head of ICT.

Minute of Meeting

Renfrewshire Appointment Board - Head of Finance

Date	Time	Venue
Friday, 26 June 2015	13:30	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors Grady, Holmes, Lawson, M Macmillan and Noon.

CHAIR

Councillor M Macmillan, Convener, presided.

IN ATTENDANCE

A Russell, Director of Finance & Resources and C Donnelly, HR & Organisational Development Manager.

APOLOGIES

Councillors Henry and J MacLaren.

DECLARATIONS OF INTEREST

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

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of the following item of business as it was likely in view of the nature of the business to be transacted, that if members of the press and public were present there 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 **APPOINTMENT OF HEAD OF FINANCE - INTERVIEWS**

The Board interviewed candidates for the post of Head of Finance.

DECIDED: That A MacArthur be appointed Head of Finance.

Minute of Special Meeting Regulatory Functions Board

Date	Time	Venue
Friday, 17 July 2015	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

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

CHAIR

Councillor Hood, Convener, presided.

IN ATTENDANCE

D Campbell, Assistant Managing Solicitor (Licensing), E Currie, Senior Committee Services Officer and K Whiteside, Licensing Officer (Paralegal) (all Finance & Resources).

APOLOGIES

Councillors M Brown, McEwan and Mullin.

DECLARATIONS OF INTEREST

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

1 **GRANT OF LANDLORD REGISTRATION - PERSONAL APPEARANCE**

There was submitted the undernoted application for the grant of Landlord Registration. The applicant had been asked to appear personally for the first time:-

Lynne O'Donnell, 27 Fisher Drive, Paisley

Mrs O'Donnell, the applicant, and her husband, Mr O'Donnell, were 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.

EXCLUSION OF PRESS AND PUBLIC

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

2 **GRANT OF PRIVATE HIRE CAR DRIVER'S LICENCE - PERSONAL APPEARANCE**

Under reference to item 2(b) of the Minute of the meeting of this Board held on 23 April, 2015 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 an objection to the application:-

Iain McGarrie, 47 Hart Street, Linwood

Mr McGarrie, the applicant, and his Solicitor, Mr Banks, were invited into the meeting together with Chief Inspector Nelson and Constable White, on behalf of the Chief Constable who had submitted a representation and an objection to the application. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

3 **HEARING INTO POSSIBLE SUSPENSION OF PRIVATE HIRE CAR DRIVER'S LICENCE - PERSONAL APPEARANCE**

The Board considered the possible suspension 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:-

William McIlroy, 52 Bathville Road, Kilbirnie

There was no appearance by Mr McIlroy. Mr Banks, his Solicitor, was invited into the meeting together with Chief Inspector Nelson and Constable White, on behalf of the Chief Constable. Mr Banks advised that due to the fact that his client had not appeared, he would not be representing him at this meeting. Mr Banks then left the meeting.

The Convener proposed that the matter be considered in Mr McIlroy's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that Mr McIlroy'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 McIlroy's Private Hire Car Driver's Licence be suspended for the unexpired portion of the duration of his licence with immediate effect.

Minute of Meeting

Social Work, Health & Well-being Policy Board

Date	Time	Venue
Tuesday, 18 August 2015	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors McEwan, J Sharkey, Glen, Cameron, Henry, McCartin, Hood, I McMillan, Bibby, Andy Doig, Gilmour, M Brown and Harte.

CHAIR

Councillor I McMillan, Convener, presided.

APOLOGIES

Councillor McGee.

IN ATTENDANCE

P Macleod, Director of Children's Services; D Leese, Chief Officer Designate and I Beattie, Acting Head of Adult Services (both Renfrewshire Health & Social Care Partnership); A McMillan, Head of Resources (Children's Services); and D Forbes, Finance Manager and D Low, Senior Committee Services Officer (both Finance & Resources).

DECLARATIONS OF INTEREST

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

1 REVENUE BUDGET MONITORING

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources and Children's Services for Social Work for the period 1 April to 26 June, 2015.

DECIDED:

(a) That the budget position be noted; and

(b) That it be noted that there had been no budget realignments processed since the budget had been approved.

2 CAPITAL BUDGET MONITORING

There was submitted a capital budget monitoring report by the Director of Finance & Resources for Social Work for the period 1 April to 26 June, 2015.

DECIDED: That the report be noted.

3 INTEGRATION OF HEALTH AND SOCIAL CARE IN RENFREWSHIRE - UPDATE REPORT

Under reference to item 3 of the Minute of the meeting of this Board held on 19 May, 2015 there was submitted a report by the Chief Officer Designate, Renfrewshire Health & Social Care Partnership relative to the work being undertaken to prepare for the practical implementation of the integrated working arrangements in relation to the establishment of the Integration Joint Board (IJB) including the development of the Strategic Plan for approval by the IJB and the establishment of a Strategic Planning Group (SPG); the structured programme of work to manage the development of the Strategic Plan and other key elements of integration, which the Council and the Health Board committed to in Renfrewshire's Integration Scheme; and the financial governance arrangements for the IJB including the appointment of the Chief Finance Officer.

Councillor I McMillan, seconded by Councillor Bibby moved that the formal legal establishment of the Integration Joint Board on 27 June, 2015 be noted; that the work being undertaken to develop the Strategic Plan for approval by the Integration Joint Board and the establishment of a Strategic Planning Group be noted; that the structured programme of work which was being taken forward to manage the local implementation of health and social care services up to April 2016 be noted; and that the current status and planned action in relation to the development of sound financial governance arrangements for the Integration Joint Board by 1 April, 2016, including the appointment of the Chief Finance Officer, be noted.

Councillor McEwan, seconded by Councillor M Brown, moved as an amendment that in view of the significant changes to Social Work service delivery in relation to Self Directed Support, the Social Work, Health and Well-being Policy Board should provide 6 weekly update reports for all Councillors, on service problems and finance issues regarding Self Directed Support.

On the roll being called, the following members voted for the amendment: Councillors McEwan, Cameron, McCartin, Andy Doig and M Brown.

The following members voted for the motion: Councillors J Sharkey, Glen, Henry, Hood, I McMillan, Bibby, Gilmour and Harte.

5 members having voted for the amendment and 8 members having voted for the motion, the motion was accordingly declared carried.

DECIDED:

(a) That the formal legal establishment of the Integration Joint Board on 27 June, 2015 be noted;

(b) That the work being undertaken to develop the Strategic Plan for approval by the Integration Joint Board and the establishment of a Strategic Planning Group be noted;

(c) That the structured programme of work which was being taken forward to manage the local implementation of health and social care services up to April 2016 be noted; and

(d) That the current status and planned action in relation to the development of sound financial governance arrangements for the Integration Joint Board by 1 April, 2016, including the appointment of the Chief Finance Officer, be noted.

4 SOCIAL CARE EMPLOYABILITY PARTNERSHIP PROJECT WITH WEST COLLEGE

There was submitted a report by the Chief Officer Designate, Renfrewshire Health and Social Care Partnership relative to an opportunity for Renfrewshire Council, the Health and Social Care Partnership and West College Scotland to work together to deliver a pre-employment programme which would provide learning opportunities within the College combined with a programme of work placement experience and job shadowing within the Renfrewshire Care at Home service.

West College had secured funding from Skills Development Scotland to deliver this employability programme and it was hoped that it would meet the dual aims of increasing participant employability and provide a source of work-ready social care staff for the Renfrewshire area.

The report proposed that a pilot project take place in the Health and Social Care Partnership Care at Home service. Approximately 15 participants would commence West College in the Autumn term and Renfrewshire officers would ensure that the participants were provided with induction training into the Care at Home service and that they operated in accordance with the service's policies and procedures. At the end of the programme the participants would be offered interviews for social care posts with the Council. If the pilot was successful, West College hoped to secure further funding to consolidate and extend the programme within Renfrewshire. A sample programme formed Appendix 1 to the report and the programme for the NHS Greater Glasgow and Clyde pilot programme in the Royal Alexandra Hospital site commencing in January 2016 formed Appendix 2 to the report.

DECIDED: That the partnership between the Council, the Health and Social Care Partnership and West College to provide employability opportunities in social care, as detailed in the report, be approved.

Minute of Meeting

Renfrew and Gallowhill Local Area Committee

Date	Time	Venue
Tuesday, 18 August 2015	18:30	Renfrew Town Hall, Renfrew Cross, Renfrew, PA4 8LJ

PRESENT

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

CHAIR

Councillor Grady, Convener, presided.

COMMUNITY REPRESENTATIVES

J Hill, Gallowhill Community Council; J Gamble, Renfrew Community Council; J Young, Friends of Renfrew; and A Philpot, Renfrewshire Visually Impaired Forum.

COMMUNITY PLANNING PARTNERS

Inspector Glass, Police Scotland and F Mackay, Renfrewshire Health and Social Care Partnership.

IN ATTENDANCE

K Anderson, Amenity Services Manager (Community Resources) and D Low, Senior Committee Services Officer (LACs) (Finance & Resources).

APOLOGIES

M Leitch, Gallowhill Senior Citizens Club.

ADJOURNMENT

As there was no suitable accommodation available to hold the meeting, the Convener moved that the meeting be adjourned. This was agreed.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Wednesday, 19 August 2015	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

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

CONVENER

Councillor Hood, Convener, presided.

APOLOGIES

Councillors McEwan and Mylet.

IN ATTENDANCE

M Conaghan, Legal & Democratic Services Manager (for items 5- 8) D Campbell, Assistant Managing Solicitor (Licensing); P Shiach, Committee Services Officer and K Whiteside, Licensing Officer (Paralegal) (all Finance & Resources).

DECLARATIONS OF INTEREST

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

EXCLUSION OF PRESS AND PUBLIC

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

1 GRANT OF PRIVATE HIRE CAR DRIVERS' LICENCES- PERSONAL APPEARANCES

There were submitted the undernoted applications for the grant of a Private Hire Car Driver's Licence. The applicants had been asked to appear personally for the second time in relation to items (a) and (b), and for the first time in relation to items (c) to (g) together with Police Scotland who had submitted an objection received outwith the statutory timescale to the applications at items (a) and (e) and a representation outwith the statutory timescale to application (b); and objections in relation to items (c) and (f), and representations in relation to applications (d) and (g) :-

(a) Brian Millar, 13 Dundonald Road, Gallowhill, Paisley

Under reference to item 5 (a) of the Minute of the meeting of the Board held on 27 May 2015 the Board resumed consideration of an application (a) for the grant of a Private Hire Car Driver's Licence.

Mr Millar, the applicant, was invited into the meeting together with Sergeant Curran and Constable McLeod, on behalf of the Chief Constable who had submitted an objection received outwith the statutory timescale to the application. On hearing the reasons for the objection being received outwith the statutory timescale it was decided that the objection be taken into account when the application was being considered.

After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that 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) Glen Manson, 5 Provost Driver Court, Renfrew.

Under reference to item 5 (b) of the Minute of the meeting of the Board held on 27 May 2015 the Board resumed consideration of an application (b) for the grant of a Private Hire Car Driver's Licence.

There was no appearance by or on behalf of Mr Manson. Sergeant Curran and Constable McLeod, on behalf of the Chief Constable who had submitted a representation received outwith the statutory timescale to the application, were invited into the meeting. On hearing the reasons for the representation being received outwith the statutory timescale it was decided that the representation be taken into account when the application was being considered. The Convener proposed that the application be considered in Mr Manson's absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

(c) Faheem Asif, 25 Tweedsmuir Road, Glasgow

Mr Asif, the applicant, his father and Mr Kasusula, trainee solicitor, were invited into the meeting together with Sergeant Curran and Constable McLeod on behalf of the Chief Constable who had submitted an objection to the application.

After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

(d) Stuart Drummond, 30 Mull Avenue, Paisley

Mr Drummond, the applicant, was invited into the meeting together with Sergeant Curran and Constable McLeod, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

(e) Gary Millar, 89 Candren Road, Paisley.

Mr Millar, the applicant, was invited into the meeting together with Sergeant Curran and Constable McLeod, on behalf of the Chief Constable who had submitted an objection received outwith the statutory timescale to the application. On hearing the reasons for the objection being received outwith the statutory timescale it was decided that the objection be taken into account when the application was being considered.

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

(f) Muhammed Yaseen, 1/1, 3 North Gower Street, Glasgow.

Mr Muhammad, the applicant, Mr Tanveer, Mr Rehman and Mr McKinnon, solicitor, were invited into the meeting together with Sergeant Curran and Constable MacLeod on behalf of the Chief Constable who had submitted an objection to the application.

After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

(g) Mohammed Younis, Flat 0/2, 24 Leven Street, Glasgow

Mr Younis, the applicant and his son were invited into the meeting together with Sergeant Curran and Constable McLeod, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

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

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

James Henderson Collins, 38 Ettrick Terrace, Johnstone.

Mr Collins, the applicant and Mr McKinnon, solicitor, were invited into the meeting together with Sergeant Curran and Constable McLeod, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

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

3 **GRANT OF A TAXI DRIVER'S LICENCE - PERSONAL APPEARANCE**

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

Tahseen Saleem, 5 Corran Avenue, Newton Mearns.

There was no appearance by or on behalf of Mr Saleem. The Convener proposed that the application be considered in Mr Saleem's absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

4 **RENEWAL OF A TAXI DRIVER'S LICENCE - T1085 - 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:

James Fleming, 117 Ravenscroft Drive, Priesthill, Glasgow.

Mr Fleming, the applicant was invited into the meeting together with Sergeant Curran and Constable McLeod, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

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

ADJOURNMENT

The meeting adjourned at 1.35 pm and reconvened at 2.00 pm.

SEDERUNT

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

5 RENEWAL OF A TAXI OPERATOR'S LICENCE TX205 - PERSONAL APPEARANCE

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

Stephen Heron, 21 Armour Street, Johnstone.

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

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

6 DECLARATION OF INTEREST

Prior to consideration of the following item of business, Councillors E Devine and M Devine declared a non-pecuniary interest, left the meeting and did not take part in any discussion or voting thereon.

7 HEARING INTO POSSIBLE SUSPENSION OF PRIVATE HIRE CAR DRIVER'S LICENCE P6220 - PERSONAL APPEARANCE

The Board considered the possible suspension of the undernoted Private Hire Car Driver's Licence. The licence holder had been asked to appear personally for the first time.

Craig Fleming, 17 Newark Drive, Paisley

Mr Fleming, the licence holder, was invited into the meeting together with Sergeant Curran and Constable MacLeod on behalf of the Chief Constable who had requested that the Board consider suspension of Private Hire Car Driver's Licence P6220. 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 on the possible suspension be taken at this time. This was agreed unanimously.

DECIDED: That no action be taken on the possible suspension of Private Hire Car Driver's Licence P6220 at this time.

SEDERUNT

Prior to consideration of the following item of business, Councillors E Devine and M Devine re-entered the meeting.

8 IMMEDIATE SUSPENSION AND HEARING INTO POSSIBLE SUSPENSION OF PRIVATE HIRE CAR DRIVER'S LICENCE P0163 AND HEARING INTO POSSIBLE SUSPENSION OF PRIVATE HIRE CAR LICENCE PH0910 - PERSONAL APPEARANCE

The Board considered the possible suspension of the undernoted Private Hire Car Driver's Licence and Private Hire Car Licence. The Licence holder had been asked to appear personally for the first time together with Police Scotland and Michelle McGettrick who had submitted a complaint against him:

Lovemore Chirwa, 146B Paisley Road, Renfrew.

Mr Chirwa, the licence holder, was invited into the meeting together with Sergeant Curran and Constable MacLeod on behalf of the Chief Constable who had requested that the Board consider suspension of Private Hire Car Driver's Licence P0163 and Private Hire Car Licence PH0910; and Michelle McGettrick. Mrs McGettrick left the meeting during submissions relating to the complaint from Police Scotland and returned thereafter. 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 Private Hire Car Driver's Licence P0163 be suspended with immediate effect for the duration of the Licence, and that Private Hire Car Licence PH0910 be suspended with immediate effect for the duration of the Licence. This was agreed unanimously.

DECIDED: The Board agreed:

- 1) That Private Hire Car Driver's Licence P0163 be suspended with immediate effect for the duration of the Licence; and
- 2) That Private Hire Car Licence PH0910 be suspended with immediate effect for the duration of the Licence.

9 RENEWAL OF LANDLORD REGISTRATION - PERSONAL APPEARANCE

There was submitted the undernoted application for the grant of Landlord Registration. The applicant had been asked to appear personally for the first time:

Jonah George Ditton, Ditton Holdings, Top Floor, Gordon Chambers, 90 Mitchell Street, Glasgow.

There was no appearance by or on behalf of Mr Ditton. Sergeant Curran and Constable McLeod, on behalf of the Chief Constable who had submitted a representation to the application were invited into the meeting. The Assistant Managing Solicitor (Licensing) advised that a request to continue the application had been received. The Convener proposed that consideration of the application be continued for the applicant to attend personally at a future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of the application be continued for the applicant to attend personally at a future meeting of the Board.

10 **GRANT OF LANDLORD REGISTRATION - PERSONAL APPEARANCE**

There was submitted the undernoted application for the grant of Landlord Registration. The applicant had been asked to appear personally for the first time:

Allan Hassan, 12 Greenwood Drive, Johnstone.

Mr Hassan, the applicant, was invited into the meeting together with Sergeant Curran and Constable McLeod, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board the Convener proposed that the application be granted for a period of three years. This was agreed unanimously.

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

11 **SURRENDER AND RE-ISSUE OF A TAXI OPERATORS' LICENCES**

There were submitted the undernoted applications for the surrender and re-issue of Taxi Operators' Licences.

(a) **PRESENT OPERATOR .**

Susan Curren Smith

PROPOSED OPERATOR

Susan Curren Smith

Executor for Iain Smith

10 Ravenswood Avenue Paisley

Paisley

LICENCE NO

TX026

Mrs Smith was invited into the meeting. The Convener proposed that the application be granted and this was agreed unanimously.

DECIDED: That the application be granted.

(b) **PRESENT OPERATOR .**

Catherine Foley Hynd

PROPOSED OPERATOR

Catherine Foley Hynd

Executor for Robert Hynd

10c Barrmill Road Beith

Beith.

LICENCE NO

TX167

Mrs Hynd was invited into the meeting. The Convener proposed that the application be granted and this was agreed unanimously.

DECIDED: That the application be granted.

(c) **PRESENT OPERATOR**

John Graham Galbraith
7 Melrose Avenue
Paisley

PROPOSED OPERATOR

Haichlo Limited
16 Redhurst Crescent
Paisley

LICENCE NO.

TX72

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

DECIDED: That the application be granted.

Minute of Meeting

Education and Children Policy Board

Date	Time	Venue
Thursday, 20 August 2015	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

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

CHAIR

Councillor Henry, Convener, presided.

IN ATTENDANCE

P Macleod, Director of Children's Services; G McKinlay, Head of Service, M Dewar, Acting Head of Service, A Conboy, Acting Education Manager, T McEwan, Education Manager (Planning & Performance), L McAllister, Education Manager (Curriculum & Early Years), A Ewan, Youth Services Manager and L Mair, Head Teacher, St Paul's Primary School (all Children's Services); and M Conaghan, Legal & Democratic Services Manager, F Johnstone, Senior Accountant and E Currie, Senior Committee Services Officer (all Finance & Resources).

DECLARATIONS OF INTEREST

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

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 3 of the agenda before item 13.

Prior to consideration of the following item the Convener welcomed Mr Barry Fisher, Duke of Edinburgh's Award together with Gold Award Duke of Edinburgh's Award winners and their parents to the meeting.

1 DUKE OF EDINBURGH'S AWARD

There was submitted a report by the Director of Children's Services relative to plans for the future development of the Duke of Edinburgh's Award (the Award) in Renfrewshire. The report intimated that ambitious targets had been set for Renfrewshire to become sector leading in terms of the number of young people participating and gaining the Award. A new five-year operating licence for the Award had been agreed in July 2015.

The development of the Award and its impact was aligned to the aims of the Renfrewshire Tackling Poverty Commission. The Award improved young people's physical and mental well-being, provided an alternative route to attainment and enhanced young people's employability skills.

The Award operated in all Renfrewshire secondary schools, Kersland and Mary Russell Schools, and two open award groups. Compared to other local authorities, Renfrewshire met the Scottish average in terms of the number of young people taking part in and completing the award. To date in 2015, 20 young people from Park Mains, Gleniffer, Castlehead and Johnstone High Schools had completed the Gold Award. Several of the young people who had gained their Gold Award were in attendance and the Convener presented them with their awards.

DECIDED:

- (a) That the renewal of the Duke of Edinburgh's Award licence for Renfrewshire Council for a further five years be noted;
- (b) That the achievement of the 20 young people who completed the Gold Duke of Edinburgh's Award in 2015 be noted; and
- (c) That the proposed development targets set out in the report be approved.

2 REVENUE BUDGET MONITORING

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources and Children's Services for the service for the period 1 April to 26 June, 2015.

DECIDED:

- (a) That the budget position be noted; and
- (b) That it be noted that since the budget had been approved there had been a number of budget adjustments resulting in a net increase of £13,452 primarily relating to adjustments for additional funding releases from the Scottish Government partially offset by a number of minor transfers in relation to previously agreed savings and the reallocation of business support funding to corporate landlord maintenance.

3 CAPITAL BUDGET MONITORING

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the service for the period 1 April to 26 June, 2015.

DECIDED: That the report be noted.

4 PROPOSAL TO CONSULT ON THE RELOCATION OF SPATESTON PRE-FIVE CENTRE TO A REFURBISHED ST ANTHONY'S PRIMARY SCHOOL BUILDING

There was submitted a report by the Director of Children's Services relative to a proposal to consult on the relocation of Spateston pre-5 Centre to a refurbished St Anthony's Primary School building, in line with legislative requirements detailed in the Schools (Consultation) (Scotland) Act 2010, amended through the enactment of the Children and Young People (Scotland) Act 2014.

The Council continually reviewed the performance of the school estate and had identified that the existing St Anthony's Primary School building was performing satisfactorily (rated 'B') for the school community. The process had also identified that the condition of Spateston Pre-5 was 'C' (poor) and that by integrating the Centre into the surplus accommodation within St Anthony's Primary School the Council could improve the efficiency of the school and the condition challenges facing the Pre-5 Centre.

DECIDED:

(a) That the consultation procedures for the relocation of Spateston Pre-5 Centre to a refurbished St Anthony's Primary School building, as detailed in Appendix 1 to the report, be approved;

(b) That the consultation document, which formed Appendix 2 to the report, "The relocation of Spateston Pre-5 Centre to a refurbished St Anthony's Primary School building" be approved; and

(c) That it be agreed that a report on the outcome of the consultation be submitted to the meeting of this Board to be held on 21 January, 2016.

5 EDUCATION SCOTLAND INSPECTION OF ST PAUL'S PRIMARY SCHOOL, PAISLEY

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

The inspection report and quality indicator evaluations, published by Education Scotland on 12 May, 2015, were appended to the report. The inspection report had identified four key strengths and four areas for further improvement. Education Scotland had concluded that the school would be able to make the necessary improvements in light of the inspection findings and as a result would make no further visits in connection with this inspection. An improvement action plan would be developed indicating how the main findings of the inspection report would be addressed. In addition the school would be supported in its improvement by Children's Services.

DECIDED: That the key strengths and the areas for improvement in the Education Scotland report on St Paul's Primary School, Paisley be noted.

6 **EDUCATION SCOTLAND INSPECTION OF LINWOOD HIGH SCHOOL**

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

The inspection report and quality indicator evaluations, published by Education Scotland on 29 April, 2015, were appended to the report. The inspection report had identified four key strengths and four areas for further improvement. Education Scotland had concluded that the school would be able to make the necessary improvements in light of the inspection findings and as a result would make no further visits in connection with this inspection.

An improvement action plan would be developed indicating how the main findings of the inspection report would be addressed. In addition the school would be supported in its improvement by Children's Services.

DECIDED: That the key strengths and the areas for improvement in the Education Scotland report on Linwood High School be noted.

7 **REVISED STANDARD CIRCULAR 60: DETERMINING PRIMARY SCHOOL CAPACITY**

There was submitted a report by the Director of Children's Services relative to a revision of the existing standard circular 60: 'The Capacity of Primary Schools'.

The report intimated that this standard circular was last updated in March 2001. Over time, local authorities had determined their own school capacity modelling policies and this had resulted in variations across the country in how school capacity was calculated.

In April 2013 the Commission on the Delivery of Rural Education recommended that 'a consistent approach to school capacity modelling should be agreed between the Scottish Government and local authorities'. Responding to this, the Scottish Government and other agencies worked together to develop an approach which could be applied to school capacity modelling. This process led to the production of guidance on determining primary school capacity. An analysis of this updated guidance had shown that there were no implications for decisions previously made in relation to school estate management planning.

DECIDED: That the revision of the existing standard circular 60: 'The Capacity of Primary Schools', which formed the appendix to the report, through the adoption of Scottish Government guidance 'Determining Primary School Capacity' be approved.

8 **CONSULTATION "EQUALLY SAFE - REFORMING THE CRIMINAL LAW TO ADDRESS DOMESTIC ABUSE AND SEXUAL OFFENCES"**

There was submitted a report by the Director of Children's Services relative to the Scottish Government consultation exercise 'Equally Safe – Reforming the criminal law to address domestic abuse and sexual offences' undertaken between 26 March and 19 June, 2015.

The consultation sought views on: creating a specific criminal offence concerning domestic abuse; if any specific offence of 'domestic abuse' should be restricted to people who were partners or ex-partners, or if it should cover other familial relationships; creating a specific criminal offence to share private, intimate images of another person without their consent; if there should be statutory jury directions which required the trial judge to make the jury aware that there may be good reasons why a victim of a sexual offence may not report that offence until sometime after it had been committed and that this did not, in and of itself, indicate that the allegation was more likely to be false; and if non-harassment orders should be available to the court after examination of the facts that the person did carry out the offence for which they were charged even when a perpetrator was not found criminally responsible for the offence or was unfit for trial.

Due to the timing of the consultation, Renfrewshire's multi-agency Gender Based Violence Strategy Group submitted a draft response, which formed the appendix to the report.

DECIDED: That the draft response, which formed the appendix to the report, be homologated as the Council's response to the Scottish Government consultation exercise 'Equally Safe – Reforming the criminal law to address domestic abuse and sexual offences'.

9 **ADOPTION REGISTER CONSULTATION RESPONSE**

There was submitted a report by the Director of Children's Services relative to the Scottish Government consultation on Scotland's Adoption Register Regulations 2016.

The report intimated that the Children and Young People (Scotland) Act 2014 became law on 27 March, 2014 and introduced a number of changes to the way children and young people in Scotland were cared for. One of these changes placed a duty on all local authorities to use Scotland's Adoption Register, a project funded by the Scottish Government and operated by the British Association of Adoption and Fostering (BAAF) Scotland, the remit of which was to facilitate family finding across Scotland with the aim of increasing the number of children that were placed for adoption.

The register would be placed on statute in 2016 and would have implications for how children were matched with potential adopters. Renfrewshire Council currently used the Adoption Register for some children when seeking an adoptive family but from August 2016 all children who were being considered for adoption would be required to be included on the register.

The closing date for responses to the consultation was 22 June, 2015. Due to the timing of the consultation, the Council's response, a copy of which formed the appendix to the report, had been submitted.

DECIDED: That the draft response, which formed the appendix to the report, be homologated as the Council's response to the Scottish Government's consultation on the remit of the Scottish Adoption Register.

10 **IMPLEMENTING EVIDENCE-BASED PROGRAMMES IN RENFREWSHIRE**

There was submitted a report by the Director of Children's Services relative to the implementation of evidence-based programmes to improve outcomes for children and young people.

The report intimated that the evidence-based programmes identified were the Positive Parenting Programme (Triple P); the Family Nurse Partnership; Incredible Years; Functional Family Therapy; Multidimensional Treatment Foster Care; Promoting Alternative Thinking Strategies (PATHS); Life Skills Training; Families and Schools Together; and CEDAR.

The report provided an update on the outcome of the investigation of the appropriateness and progress made on the delivery of the programmes for implementation in Renfrewshire. In line with the work of the Tackling Poverty Commission a further study of need would be conducted in partnership with the Social Research Unit early in 2016.

The Council was the first authority in Scotland to make use of the epidemiological study to inform the development of a children's services strategic approach across all partner agencies working to support children, young people and their families. Carrying out the second study of need would continue to have Renfrewshire at the forefront of innovation. The second study would show the distance travelled in terms of improving children's outcomes and assist in prioritising support to children, young people and their families over the next three years. As part of the second phase of work, the Council was exploring an innovative approach to reducing child neglect with the Wave Trust.

DECIDED:

(a) That the progress on the implementation of Triple P; Incredible Years; Functional Family Therapy; Promoting Alternative Thinking Strategies (PATH); Families and Schools Together; CEDAR and Family Nurse Partnership in Renfrewshire be noted;

(b) That it be noted that there was insufficient need for Multidimensional Treatment Foster Care in Renfrewshire and therefore this approach would not be pursued at this time;

(c) That it be noted that further work was being undertaken to conclude the investigation of funding to allow the introduction of Life Skills Training;

(d) That it be noted that a negotiated contract was being concluded with the Social Research Unit at Dartington to allow the second epidemiological study of need to be carried out in the early part of 2016; and

(e) That it be noted that exploratory work was being undertaken with the Wave Trust to explore an innovative approach to reducing child neglect.

11 **REVISED SCHEME FOR THE APPOINTMENT OF TEMPORARY TEACHERS TO PERMANENT POSTS**

There was submitted a report by the Director of Children's Services relative to the revised scheme for the appointment of temporary teachers to permanent posts.

The report intimated that Renfrewshire Council Joint Negotiating Committee for Teaching Staff (JNC) dealt with matters related to teachers' conditions of service which were devolved for local consideration and agreement from the Scottish Negotiating Committee for Teachers.

A JNC sub-group had met throughout session 2014/15 to review the scheme for the appointment of temporary teachers to permanent posts and to agree a way forward which would balance the interests of temporary teachers whilst safeguarding the future staffing needs of the Council.

The JNC had approved the revised scheme for the appointment of temporary teachers to permanent posts, a copy of which formed the appendix to the report.

DECIDED:

(a) That the revised scheme of appointment of temporary teachers to permanent posts which formed the appendix to the report and which had been approved by the JNC on 16 June, 2015, be noted; and

(b) That the revised Principles of Operation be implemented at the start of school session 2015/16.

12 **MEMBERSHIP OF EUROPEAN SOCIAL NETWORK**

There was submitted a report by the Director of Children's Services relative to membership of the European Social Network.

The report intimated that the social work service became a member of the European Social Network in 2014. Membership had supported social care staff to benchmark and learn from the experience of other organisations in order to ensure that social care services continued to modernise and improve to meet the evolving needs of local people. It had also allowed the work being progressed in Renfrewshire to be showcased on an international stage.

The European Social Network operated as an independent network for local public social services in Europe with the key aim of bringing people together who designed, managed and delivered social services in public authorities across Europe. The network supported the development of effective social policy and social care practice through the exchange of knowledge and expertise.

DECIDED: That membership of the European Social Network at an annual cost of £750 be approved subject to annual review by the Director of Children's Services.

13 TOWN TWINNING VISIT TO FÜRTH - OCTOBER 2015

There was submitted a report by the Director of Finance & Resources relative to an invitation, received from Dr Thomas Jung, the Oberbürgermeister of the Council's twin town of Furth, for a small delegation from Renfrewshire to visit Furth between 8 and 13 October, 2015 to strengthen town twinning links.

The report intimated that after discussion with the Provost and the Director of Children's Services, the Board was asked to approve a delegation comprising the Provost, Convener of the Education & Children Policy Board and two senior Education Officers to visit Furth to study their educational practices, in particular the steps being taken to tackle the adverse impact that living in poverty could have on educational attainment. The travel costs estimated at £3,000 would be met from the current international links budget.

Councillor Henry, seconded by Councillor Clark, moved that the travel arrangements in respect of the Furth educational visit be approved and that the Director of Finance & Resources be authorised to make the necessary arrangements in consultation with the Provost.

Councillor Cameron, seconded by Councillor Lawson, moved as an amendment that the Board acknowledges the position of the previous SNP/Lib Dem administration which stopped supporting Councillor delegations to twin towns. It was judged, at the time, that the visits did not produce results significant enough to justify the cost – given the increasing financial savings that the council had to make. They continued to support educational visits by schoolchildren to Furth, accompanied by teachers and officers of the council.

The Board does not support a Councillor delegation to Furth, Germany.

The Board approves a delegation comprising two senior Education Officers to visit Furth to study their educational practices, the costs to be met from the current International Links Budget.

ADJOURNMENT

The meeting adjourned at 1.55 pm and reconvened at 2.00 pm.

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

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

The following members abstained: I Keith and J Nellaney.

5 members having voted for the amendment, 10 members having voted for the motion, and 2 members having abstained, the motion was accordingly declared carried.

DECIDED: That the travel arrangements in respect of the Furth educational visit be approved and that the Director of Finance & Resources be authorised to make the necessary arrangements in consultation with the Provost.

Minute of Meeting

Paisley North Local Area Committee

Date	Time	Venue
Thursday, 20 August 2015	18:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors Lawson, K MacLaren, M MacLaren, Mylet, J Sharkey and M Sharkey.

CHAIR

Councillor J Sharkey, Convener, presided.

COMMUNITY REPRESENTATIVES

I Williams, Environmental Training Team; M Dymond, Maxwellton Court Tenants' Association; D Williams, Oakshaw Residents' Association; J Bunton, Paisley North Community Council; J Wilby, Paisley West & Central Community Council; M Fernie, Ralston Community Council; J McQuade, Renfrewshire Visually Impaired Forum; and W Colquhoun, West End Seniors Forum.

COMMUNITY PLANNING PARTNER

I Clocherty, Renfrewshire Health and Social Care Partnership.

IN ATTENDANCE

A Ewen, Youth Services Manager (Children's Services); M Corrigan, Community Resources Enforcement Manager and A Summers, Amenity Services Manager (Streetscene and Land Services) (both Community Resources); and D Low, Senior Committee Services Officer (LACs) and E Currie, Senior Committee Services Officer (both Finance & Resources).

APOLOGIES

Councillors Kelly, Williams and M Sharkey (for lateness); J Theodore, Hawhead & Lochfield Community Council and E Eck MSYP.

DECLARATIONS OF INTEREST

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

ADDITIONAL ITEMS

The Convener intimated that there were additional items in relation to applications for grant funding from West End Growing Grounds Association and Renfrewshire Effort to Empower Minorities; and a report by the Renfrewshire Health and Social Care Partnership which had not been included in the notice calling the meeting. The Convener, being of the opinion that the items, which were dealt with at items 4 and 6, respectively, of this Minute, were urgent, in order to consider the applications and report timeously, authorised their consideration.

Prior to the start of the meeting the Convener welcome Osama Nadeem, MSYP to his first meeting of the Paisley North Local Area Committee(LAC).

SEDERUNT

Councillors M Sharkey and M MacLaren entered the meeting during consideration of the following item of business.

1 COMMUNITY SAFETY AND PUBLIC PROTECTION

There was submitted a report by the Director of Community Resources providing an overview of the activities of the Safer & Stronger Renfrewshire Partnership, consisting of Renfrewshire Council, Police Scotland, Scottish Fire & Rescue Service and other community safety agencies for the Paisley North LAC area during the period 1 April to 30 June, 2015.

The report contained statistical information for the Paisley North area which had been provided by a number of community planning partners including Police Scotland, the Scottish Fire and Rescue Service and the Renfrewshire Community Safety Partnership on community safety; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; the integrated control room and CCTV system; and the work of the Renfrewshire Child Protection Committee. In addition, the appendix to the report detailed the Street Stuff initiative timetable between 29 June and 16 August, 2015.

Discussions took place relative to the relocation of the CCTV camera from King Street to George Street, Paisley and vehicles driving in the pedestrianised zone of Paisley High Street outwith permitted hours. The Community Resources Enforcement Manager indicated that she would investigate these matters and submit a report to the next meeting of the LAC to be held on 12 November, 2015.

DECIDED:

(a) That the report be noted; and

(b) That the Director of Community Resources investigate the matters raised in relation to the relocation of the CCTV camera from King Street to George Street, Paisley and vehicles driving in the pedestrianised zone of Paisley High Street outwith permitted hours and submit a report to the next meeting of the LAC to be held on 12 November, 2015.

2 COMMUNITY COUNCIL ELECTIONS 2015

There was submitted a report by the Director of Finance & Resources relative to the process, which would commence on 1 September, 2015, of electing members to community councils in Renfrewshire.

The report intimated that a public notice would be placed in local newspapers during the week commencing 31 August, 2015 announcing that community council elections to fill membership places were under way. Information about these elections would also be available on the Council's website and advertised on Facebook and Twitter. Existing community councils would receive publicity material to promote the election and raise awareness in their local area.

Candidates for membership of community councils must complete and return a nomination form to the Council by 30 September, 2015.

DECIDED: That it be noted that the four-yearly Council-wide elections to community councils would commence on 1 September, 2015.

3 OPEN SESSION/KEY LOCAL ISSUES

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

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

4 RENFREWSHIRE HEALTH & SOCIAL CARE PARTNERSHIP

There was submitted a report by the Head of Planning and Health Improvement, Renfrewshire Health and Social Care Partnership, relative to the integration of health and social care services in Renfrewshire.

DECIDED: That the report be noted.

5 BUDGET MONITORING

There was submitted a report by the Director of Finance & Resources relative to the Paisley North LAC budget for 2015/16.

Appendix 1 to the report provided details of the expenditure committed by the LAC to date together with available budgets.

The report advised that the LAC had also received funding from the Paisley Burgh Citizens Fund and that there were no further resources available within this Fund.

DECIDED: That the report be noted.

6 APPLICATIONS FOR LOCAL AREA COMMITTEE GRANT FUNDING

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

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

Friends of Barshaw Park – start up costs for group to improve and support the facilities of Barshaw Park - awarded £4,080 (£4,000 ring fenced at LAC meeting held on 14 May, 2015)

Rainbow Nursery Parents' Committee – purchase and redevelop outdoor plan resources – awarded £4,740

Thumbs Up Thursday Toddler Group – small equipment and storage, soft furnishings, sensory creative materials and play materials – awarded £2,000

Breastfeeding Network – salaries, training new volunteers, volunteer expenses and other associated costs – awarded £1,000

Cornerstone Drop-in Centre – utility costs and insurance – declined

Johnstone Phoenix Theatre Group – production expenses, hiring/let of premises, printing and stationery, costume hire, amp and laptop – declined

Lamont Farm – equipment and utilities – declined

Paisley Cat Rescue – vet bills and cat food – awarded £90

RCA Trust – refurbishment of office accommodation – awarded £500

Renfrewshire Environmental and Restoration Group – office start-up costs – declined

St Columba's Adult Social Club – activities and running costs – declined

St Peter's Mens Club – refurbishment – declined

Caledonia Glen Tenants and Residents Association – winter community event – continued

Maxwellton Court Tenants Association – to buy material for a Craft Cafe – awarded £500

Gallowhill Bowling Club – disabled toilet - £5,000, lease - £800, utilities - £800 and expenses - £240 – declined

Phoenix Activities Group – rent, insurance, art and sewing materials and repairs to sewing machine – awarded £1,325

St James' Friendly Hour – weekly hire of mini bus – awarded £400

West End Growing Grounds Association – purchase of strimmer, safety equipment and heavy duty mower to clear, cultivate and maintain stalled spaces in Paisley's West End – awarded £625

Renfrewshire Effort to Empower Minorities – assistance towards cost of producing a 'Black History Month' project - awarded £2,666.41

7 DATE OF NEXT MEETING

It was noted that the next meeting of the Paisley North Local Area Committee would be held in the Council Chambers, Renfrewshire House, Paisley at 6.00 pm on Thursday, 12 November, 2015 .

Minute of Meeting

Housing & Community Safety Policy Board

Date	Time	Venue
Tuesday, 25 August 2015	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

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

CHAIR

Councillor Williams, Convener, presided.

IN ATTENDANCE

S MacDougall, Director of Community Resources; M Crearie, Director of Development & Housing Services; O Reid, Head of Public Protection, D Farrell, Financial & Resource Services Manager and D Kerr, Service Co-ordination Manager (all Community Resources); E MacLean, Head of Housing Services and V Howie, Senior Financial Services Manager (both Development & Housing Services); and J Lynch, Head of Property Services, D Forbes, Finance Manager and D Low, Senior Committee Services Officer (all Finance & Resources).

ALSO IN ATTENDANCE

Chief Superintendent J Downie (Police Scotland) and M Gordon, Senior Local Officer (Scottish Fire and Rescue Service).

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 Development & Housing Services for the period 1 April to 26 June, 2015.

DECIDED:

(a) That the budget position be noted: and

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

2 CAPITAL BUDGET MONITORING REPORT

There was submitted a capital budget monitoring report by the Director of Finance & Resources in respect of the Housing Division of Development & Housing Services for the period 1 April to 26 June, 2015.

DECIDED: That the report be noted.

3 SCRUTINY - SCOTTISH FIRE & RESCUE SERVICE

There was submitted a report by the Local Senior Officer, Scottish Fire and Rescue Service (SFRS) relative to service performance and activities in the Renfrewshire area for the period April – May 2015.

The report highlighted improvements across a range of performance indicators and identified areas where further interventions were required. Over the period there had been no change in the number of all non-fatal fire casualties; there had been a slight increase in the number of incidences of deliberate fire-raising; the number of accidental primary fires and accidental dwelling fires had reduced; there was a slight increase in the number of non-domestic fires; the number of false alarms had increased; and the number of road traffic collisions had reduced by 50%. The appendix to the report provided an analysis of performance and activities on a ward basis.

DECIDED: That the report be noted.

4 **SCRUTINY - POLICE SCOTLAND**

There was submitted a report by the Chief Superintendent, K Division Police Scotland, relative to service performance in the Renfrewshire area during the period 1 April to 30 June, 2015. The report provided an analysis of key performance indicators for both recorded and detected crime and covered all local police plan priority areas as detailed in the local police plan.

DECIDED: That the report be noted.

5 **HMICS SCRUTINY PLAN 2015/16**

There was submitted an update report by the Director of Community Resources relative to the current HM Inspectorate of Constabulary in Scotland's (HMICS) annual scrutiny plan 2015/16 which covered the second year of the workplan 2014 – 2017 and which was attached as an appendix to the report.

The report intimated that the scrutiny plan had an appropriate focus on the issues highlighted in the Council's initial response to the consultation and included partnership work related to Children's Services and multi-agency public protection arrangements (MAPPA).

DECIDED: That the publication of the HMICS Annual Scrutiny Plan for 2015/16 be noted.

6 **COMMUNITY SAFETY PARTNERSHIP - OPERATIONAL UPDATE**

There was submitted an update report by the Director of Community Resources relative to the recent activities of the Renfrewshire Community Safety Partnership. The report included information about environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; and the development of the integrated control room and CCTV.

DECIDED: That the report be noted.

7 **CUSTOMER ENGAGEMENT ANNUAL REPORT 2014/15**

There was submitted a report by the Director of Development & Housing Services relative to the annual Customer Engagement report 2014/15.

The Annual Report reviewed progress made in relation to the Customer Engagement Strategy, set out the aims for 2015/16, outlined the financial and other resources made available by the Council to promote tenant involvement and highlighted the work undertaken in this connection during 2014/15. A copy of the Customer Engagement Annual Report 2014/15 was appended to the report.

The report made reference to the requirements for landlords in terms of the Housing (Scotland) Act 2011 to implement, monitor and review a tenant participation strategy; establish and maintain a register of tenants' and residents' organisation; and notify individual tenants and tenants' organisations on proposals relating to housing management, service standards and the Tenant Participation Strategy and take account of their views.

DECIDED: That the Customer Engagement Annual Report 2014/15 be noted.

8 SCOTTISH HOUSING QUALITY STANDARD - PROGRAMME COMPLETION REPORT

There was submitted a report by the Director of Development & Housing Services relative to the final outturn position for the Council in relation to meeting the requirements of the Scottish Housing Quality Standard (SHQS) by 1 April, 2015.

The report confirmed that after taking allowable exemptions and abeyances into consideration all of the Council's housing stock met the required standard by the due date. The report also summarised the extent of the work carried out since commencement of the programme in May 2010, the final financial position, issues that had arisen during the programme, the community benefits that had accrued over the course of the programme and the strategy for maintaining the stock at the levels required by the SHQS and the new Energy Efficiency standard for Social Housing (EESH).

DECIDED:

(a) That it be noted that all of the Council's housing stock met the requirements of the Scottish Housing Quality Standard by the 2015 deadline and taking into account allowable exemptions and abeyances net compliance with SHQS was 84.56%;

(b) That it be noted that the total HRA capital expenditure over the period of the programme, from 2011 to 2015, was approximately £138 million as set out in section 5 of the report;

(c) That it be noted that allowances for work required to address allowed abeyances would be incorporated within future HRA capital programmes, taking account of expected demand and the availability of funding;

(d) That the community benefits delivered over the course of the programme as set out within section 7 of the report be noted; and

(e) That it be noted that future HRA capital programmes would take account of the requirement to maintain the Council housing stock at the level required by the SHQS.

9 DEVELOPMENT & HOUSING SERVICES ANNUAL HEALTH AND SAFETY REPORT

There was submitted a report by the Director of Development & Housing Services relative to the Annual Health and Safety Report for Development & Housing Services.

The report outlined the arrangements for the management of health and safety within the Service and summarised achievements during 2014/15. A copy of the Annual Health and Safety Report 2014/15 for Development & Housing Services was attached as an appendix to the report and the report intimated that the Health and Safety Action Plan for 2015/16 would be reported separately to a future meeting of this Policy Board.

DECIDED: That the report be noted and that it also be noted that the report would be submitted to the meeting of the Planning & Property Policy Board in respect of Planning and Economic Development related activities.

10 **RESPONSE TO SHELTER SCOTLAND'S REQUEST FOR SUPPORT FOR THEIR 'MAKE RENTING RIGHT' CAMPAIGN**

There was submitted a report by the Director of Development & Housing Services relative to the Council's response to Shelter Scotland's request for support for their 'Make Renting Right' campaign which aimed to promote reform and improvement within the private rented sector. A copy of the letter from Shelter Scotland requesting the Council's support was appended to the report.

The report intimated that Shelter Scotland's campaign sought stability for people wanting to make rented housing their home; flexibility for people to stay in their home as long as they needed to; a modern tenancy that gave security and flexibility for tenants and landlords; a fair system for sorting out renting problems when they occurred; and predictable rents for tenants and landlords.

The report suggested that these aims were in line with the Council's own aspirations and were reflected in the responses from the Council to the two consultations on a New Tenancy for the Private Rented Sector recently submitted to the Scottish Government, with the recommendations included within Renfrewshire's Tackling Poverty Commission report and the recent agreement by the Council to invest £6 million in a scheme to tackle child poverty.

DECIDED: That Renfrewshire Council support Shelter Scotland's campaign as requested in their letter appended to the report.

11 **THE RENTAL EXCHANGE PROJECT**

There was submitted a report by the Director of Development & Housing Services relative to the Rental Exchange Programme which was intended to assist financially-excluded tenants, by helping them to build a profile with a credit reference agency and access mainstream/cheaper finance and avoid unregulated lending. The Rental Exchange also took tenants' rent data to create an electronic identity, which was essential when applying for direct debits and other credit-based services. Tenants would be notified prior to the commencement of the project and given the opportunity to opt out.

DECIDED: That it be agreed that the Council participate in the 'Rental Exchange Project' following tenant notification.

12 HOUSING IMPACTS OF WELFARE REFORM - PROGRESS UPDATE

There was submitted a report by the Director of Development & Housing Services relative to the position for Council tenants at end of financial year 2014/15 in relation to Housing Benefit reduction and the ongoing action being taken within Housing Services to support tenants through Welfare Reform changes. The report also provided an update on the latest position in relation to Universal Credit roll out in Renfrewshire as it affected Council tenants.

DECIDED:

(a) That the position for Council tenants at end of financial year 2014/15 and the ongoing action being taken within Housing Services be noted; and

(b) That the latest position in relation to Universal Credit roll out in Renfrewshire as it affected Council tenants be noted.

13 SCOTTISH HOUSING CHARTER ANNUAL RETURN 2014/15

There was submitted a report by the Director of Development & Housing Services relative to the Scottish Social Housing Charter annual return for 2014/15, a copy of which was appended to the report.

The annual return provided a summary of Renfrewshire Council's performance against the Charter indicators, highlighting both improved performance and also areas which required further improvement and gave details of some core contextual data which the Council also submitted as part of the Charter return.

DECIDED: That the outturn report on the Scottish Social Housing Charter 2014/15, as detailed in the appendix to the report, be noted.

14 HOUSING EQUALITIES ANNUAL MONITORING REPORT

There was submitted a report by the Director of Development & Housing Services relative to housing equalities monitoring information for 2014/15.

The report intimated that the Council was committed to promoting equal opportunities and outlined recent activity within Development & Housing Services to ensure equality in service delivery. The report also provided information on the work within the Service to embrace diversity, promote equal opportunities and eliminate discrimination. The Housing Equalities Monitoring Report 2014/15, a copy of which was appended to the report, identified further action to promote equal opportunities and to inform future planning.

DECIDED: That the Housing Equalities Monitoring Report 2014/15, as appended to the report, and the action taken by Housing Services to ensure equality in service delivery, as detailed within the report, be noted.

15 **ALLOCATION OF HOUSES: HOUSING RULE 10.7**

There was submitted intimation by the Director of Development & Housing Services in terms of Housing Rule 10.7, which required all housing allocations which involved either (i) Council members or their immediate families or (ii) members of staff of the Housing Division or their immediate families to be notified to the relevant Policy Board.

Address – 49 Spey Avenue, Foxbar
 Size – 1 bedroom
 Allocated to – sister of employee

Address – 12 Beith Road, Howwood
 Size – 2 bedroom
 Allocated to – employee

DECIDED: That the intimation be noted.

EXCLUSION OF PRESS AND PUBLIC

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

16 **BUILDING SERVICES TRADING BUDGET MONITORING REPORT**

There was submitted a report by the Director of Community Resources relative to the financial position of Building Services as at 26 June, 2015.

DECIDED: That the report be noted.

Minute of Meeting Local Review Body

Date	Time	Venue
Tuesday, 25 August 2015	14:00	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors B Brown, Hood, Kelly, J MacLaren and Nicolson.

Councillor Kelly, Convener, presided.

IN ATTENDANCE

D Bryce, Development Standards Manager (Planning Advisor to the Local Review Body (LRB) in relation to LRB 15.01 and 15.02) and C Purves, Assistant Manager-Development Standards (Planning Advisor to the LRB in relation to LRB 15.03); M Conaghan, Legal & Democratic Services Manager and M O'Neill, Senior Solicitor (both Legal Advisers to the LRB) and K Brown, 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 - LRB 15.01

Consideration was given to a Notice of Review against refusal of planning permission for the erection of a single storey side extension to existing large animal and equine veterinary practice to include reception area, feed store, animal pens and multi-species animal treatment rooms at the ground at Brown Egg Farm, Houston Road, Inchinnan (planning application 14/0801/PP)

PROCEDURE

The Convener confirmed that only the elected members were entitled to speak at meetings of the LRB and asked the Senior Solicitor, acting as Legal Adviser to the LRB, to provide further details regarding the procedure to be followed at this meeting of the LRB. The Legal Adviser confirmed that the role of the Planning and Legal Advisers at the meeting was to provide impartial advice to the LRB, and that neither of them had been previously involved in the planning applications before this meeting of the LRB. The Legal Adviser summarised the procedure that would be followed at this meeting of the LRB.

MATERIALS

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

- (i) Decision Notice dated 26 February, 2015;
- (ii) Report of handling together with extracts from (a) the Renfrewshire Local Development Plan 2014 in relation to Policy ENV 1 and (b) the New Supplementary Guidance in relation to the Green Belt and Environment Development Criteria;
- (iii) Planning application (14/0801/PP), together with the statement of intent and supporting plans;
- (iv) Notice of Review, together with the planning appeal statement; and
- (v) Original representations.

The Convener asked the members to confirm whether they had read and understood the papers submitted in relation to this case. The members responded that they had read and understood the papers.

The Convener asked whether any of the members had any questions or points that they would like to raise regarding this Notice of Review or any of the papers before this meeting of the Board. No questions were asked.

FURTHER PROCEDURE

The Convener confirmed that the applicant had requested a site visit. The Convener confirmed that the LRB had to decide whether it had enough information before it to make a decision on this matter at this meeting, or whether the further procedure requested by the applicant, or any other further procedure, was required to allow the LRB to reach a decision on whether to grant planning permission.

Councillor Kelly, seconded by Councillor B Brown, moved that there be no site visit in relation to this Notice of Review.

Councillor J MacLaren, seconded by Councillor Nicolson moved, as an amendment, that there be a site visit in relation to this Notice of Review.

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

On a vote being taken, 2 members voted for the amendment and 3 members voted for the motion. The motion that there be no site visit in relation to this Notice of Review was accordingly declared carried.

The Convener then asked the members whether they required any further written submissions from parties or a hearing. It was unanimously agreed that there was no requirement for further written submissions or a hearing.

CONSIDERATION OF MATERIALS

The members, having decided that they had sufficient information within the papers at this meeting to make a decision whether planning permission should be granted or not, and that no further procedure was required, continued with the meeting.

The Convener advised the members that when reaching a decision on whether planning permission should be granted that they must consider the following matters:

a) The policies against which the application was to be assessed. Those policies were:

- the Renfrewshire Local Development Plan 2014 in relation to Policy ENV 1; and
- the New Supplementary Guidance in relation to the Green Belt and Environment Development Criteria.

b) Whether the proposed development complied with the policies. The Convener referred members to the Planning Application on pages 27 to 46 of the agenda and the Report of Handling and copies of the policies on pages 15 to 26 of the agenda.

c) Any material considerations. The Convener asked the members to look at the Report of Handling on pages 15 to 21 of the agenda and the Notice of Review on pages 47 to 74 of the agenda.

d) The applicant's reasons for asking for a review as specified in the review notice. The Convener referred the panel members to pages 55 to 74 of the agenda.

The Convener asked whether anyone had any questions or points that they would like to raise with the Planning Adviser or the Legal Adviser regarding these matters. No questions were asked.

MATERIAL CONSIDERATIONS

The Convener confirmed that the LRB had to consider a number of questions in relation to material considerations. In particular he asked the following questions:

- Had the applicant identified any material considerations in the Notice of Review documents to support a departure from planning policy?
- If so, what were those material considerations?

- Had any member identified any material considerations which were not mentioned by the applicant?
- What were those material considerations?
- Whether they felt that they justified a departure from planning policy?

The members responded that they did not have any comments to make at this stage.

MEMBERS' DISCUSSION OF THE REASONS FOR THEIR DECISION

The Convener confirmed that the LRB was looking at the planning application afresh and, having considered all of the papers, was required to decide whether or not to grant planning permission.

The Convener confirmed that each member should now consider their opinion, and that the LRB could decide either that:

- a) Planning permission should be granted;
- b) If they were granting permission, reasons why planning permission was being granted must be confirmed by the members; and
- c) If any conditions were to be attached to the planning permission, the reasons for these conditions must be confirmed by the members.

Or

- a) Planning permission should not be granted;
- b) If they were not granting permission, reasons why planning permission was not being granted must be confirmed by the members; and
- c) If it was suggested that conditions could be attached to the planning permission to allow it to be granted, the reasons why the conditions did not allow permission to be granted must be confirmed by the members.

The Convener confirmed that he had not been persuaded by the applicant's position in relation to the application as set out in the Notice of Review and supporting statements and documentation. He confirmed that he was moving refusal of the application, and that his reason for that was the same reason as had been identified by the Planning Officer and was set out in the Report of Handling. The Convener confirmed that he had not identified any further reasons for refusal to grant planning permission than were set out in the Report of Handling.

Councillor Nicolson confirmed that his reason for granting planning permission was as follows:

- That he disagreed with the assessment of this particular application against the development plan as set out in the Report of Handling;

- In particular, he could not agree that this business was unacceptable and unsustainable at this location, nor could he agree that the proposed development was contrary to the development plan because the area lies within the green belt;
- That the site was at the edge of the green belt and this was an extension of an existing business, which meant that it was in line with policy rather than contrary to it; and
- That the factory premises very close to this location had been allowed to extend, on the basis that it was an existing business, and that the same permission ought to be granted here.

Councillor Kelly, seconded by Councillor B Brown, moved to refuse the application for planning permission.

Councillor Nicolson, seconded by Councillor J MacLaren moved as an amendment, that planning permission be granted subject to conditions to follow at a future date.

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

On a vote being taken, 2 members voted for the amendment and 3 members voted for the motion. The motion was accordingly declared carried.

DECIDED: That planning permission should not be granted for following reason:

1. The proposed development is contrary to the provisions of ENV1 and the New Development Supplementary Guidance (Green Belt) of the Adopted Renfrewshire Local Development Plan 2014. The proposed development includes areas for the treatment of unrestricted, multi-species animals, which would include domestic small animals. The proposed development does not require a specific green belt location and would constitute both unacceptable and unsustainable development within the Green Belt without the necessary justification. It is not considered that there are any material considerations which would justify a departure from the above policies and guidance.

2 **NOTICE OF REVIEW - LRB 15.02**

Consideration was given to a Notice of Review against refusal of planning permission for the formation of airport parking and associated landscaping at the Normandy Hotel, Inchinnan Road, Renfrew (planning application 14/0807/PP)

PROCEDURE

The Convener confirmed that procedure in relation to this item would be the same as had been followed in the consideration of item 1 of the agenda (LRB 15.01).

MATERIALS

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

- (i) Decision Notice dated 23 March, 2015;
- (ii) Report of handling together with extracts from (a) the Adopted Renfrewshire Local Development Plan 2014 in relation to Policy E3 & E4 and (b) the New Development Supplementary Guidance in relation to Delivering the Economic Strategy – Transition

Areas and Delivering the Economic Strategy – Tourism (Tourism Accommodation);
 (iii) Planning application (14/0807/PP), together with supporting statement, information and plans;
 (iv) Notice of Review, together with the planning appeal statement and supporting information and plans; and
 (v) Original representations.

FURTHER PROCEDURE

The Convener confirmed that the applicant had requested both a hearing and a site visit. The Convener confirmed that the LRB had to decide whether it had enough information before it to make a decision on the matter at this meeting, or whether the further procedure requested by the applicant, or any other further procedure, was required to allow the LRB to reach a decision on whether to grant planning permission.

The Convener advised that on page 172 of the agenda, the applicant had requested a hearing in order to understand why the planning officer had changed the description of the development. The Convener proposed that consideration of the Notice of Review be continued to enable a hearing be held in order to understand the planning officer's reasons behind the decision to change the description of the development. This was unanimously agreed.

The Convener then asked the members whether they required a site visit or any further written submissions in relation to this Notice of Review. It was unanimously agreed that there was no requirement for a site visit and that the decision regarding any further written submissions would be made following the hearing session.

DECIDED:

- (a) That there was no requirement for a site visit;
- (b) That a hearing be held in relation to the matter referred to in the Notice of Review, namely the Planning Officer's decision to change the description of the development; and
- (c) That a decision regarding the requirement for further written submissions should be determined following the hearing session.

3 NOTICE OF REVIEW - LRB 15.03

Consideration was given to a Notice of Review against refusal of planning permission for the erection of a 1.5 storey detached dwellinghouse at the site on the eastern boundary on No. 2 Johnshill, East End, Lochwinnoch (planning application 15/0089/PP)

PROCEDURE

The Convener confirmed that procedure in relation to this item would be the same as had been followed in the consideration of item 1 of the agenda (LRB 15.01).

MATERIALS

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

- (i) Decision Notice dated 8 April, 2015;
- (ii) Report of handling together with extracts from (a) the Renfrewshire Local Development Plan 2014 in relation to Policy P1 and Policy ENV3; (b) the New Supplementary Guidance in relation to Development within Conservation Areas, Listed Buildings, Trees, Woodland & Forestry and Natural Heritage; and (c) Historic Scotland's Managing Change in the Historic Environment Guidance Notes on Settings and New Design in Historical Settings;
- (iii) Planning application (15/0089/PP), together with the Planning, Design and Access Statement and supporting plans;
- (iv) Notice of Review, together with the planning appeal statement and supporting information and plans; and
- (v) Original and Further representations.

FURTHER PROCEDURE

The Convener confirmed that the applicant had requested a site visit. The Convener confirmed that the LRB had to decide whether it had enough information before it to make a decision on the matter at this meeting, or whether the further procedure requested by the applicant, or any other further procedure, was required to allow the LRB to reach a decision on whether to grant planning permission.

The Convener asked the members whether they required any further written submissions in relation to this Notice of Review. It was unanimously agreed that there was no requirement for further written submissions.

The Convener advised that the applicant had requested a site visit. It was proposed that a site visit be held in relation to this Notice of Review. This was unanimously agreed.

DECIDED:

- (a) That there was no requirement for further written submissions; and
- (b) That a site visit be arranged.

Minute of Meeting

Planning & Property Policy Board

Date	Time	Venue
Tuesday, 25 August 2015	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

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

CHAIR

Councillor Kelly, Convener, presided.

IN ATTENDANCE

M Crearie, Director of Development & Housing Services; F Carlin, Head of Planning & Development, D Bryce, Development Standards Manager, V Howie, Finance & Resource Manager, and S Marklow, Assistant Manager - Policy (all Development & Housing Services); and J Lynch, Head of Property Services, D Forbes, Finance Manager, F Hughes, Asset Manager, M O'Neill, Senior Solicitor, E Currie, Senior Committee Services Officer and K Brown, Committee Services Officer (all Finance & Resources).

DECLARATIONS OF INTEREST

Councillor B Brown declared a non-financial interest in Item 17 (A2, A3 and A4) of the agenda and indicated his intention to leave the meeting during consideration of the item and not to take part in any discussion or voting thereon.

Councillor Audrey Doig declared a non-financial interest in item 5 of the agenda and intimated that it was her intention to take no part in any discussion or determination of this item. 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 **REVENUE BUDGET MONITORING REPORT**

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources, Community Resources and Development & Housing Services for the Planning and Property & Construction Services Divisions for the period 1 April, 2015 to 26 June, 2015.

DECIDED:

(a) That the budget position be noted; and

(b) That it be noted that there had been net budget realignments of £11,618 processed since the last report which related to transfers to the corporate landlord.

2 **CAPITAL BUDGET MONITORING REPORT**

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the Planning Service and Corporate Projects (Property) Divisions for the period 1 April, 2015 to 26 June, 2015.

DECIDED: That the report be noted.

3 **CORPORATE ASSET STRATEGY 2015/18**

There was submitted a report by the Director of Finance & Resources relative to the Corporate Asset Strategy 2015/18, a copy of which was appended to the report.

The report outlined the progress and key achievements that had been made during that time. A summary of the key priorities for 2015/18 was also provided within the report.

DECIDED: That the Corporate Asset Strategy 2015/18 be approved.

4 **TELECOMMUNICATIONS INSTALLATIONS AT MAXWELLTON COURT, PAISLEY, PROVOST CLOSE, JOHNSTONE AND CRAIGENDHILL, ERSKINE**

There was submitted a report by the Director of Finance & Resources seeking authority to conclude lease renewals of the telecommunications installations at Maxwellton Court, Paisley, Provost Close, Johnstone and Craigendhill, Erskine.

DECIDED: That the Heads of Property Services and Corporate Governance be authorised to conclude lease renewals of the telecommunications installations at Maxwellton Court, Paisley, Provost Close, Johnstone and Craigendhill, Erskine, subject to the terms and conditions detailed within the body of the report.

DECLARATION OF INTEREST

Councillor Audrey Doig, having declared a non-financial interest in the following item of business, remained in the meeting.

5 REQUEST FOR A NEW 9 YEAR LEASE FROM THE EXISTING TENANTS OF 10 WALKINSHAW STREET, JOHNSTONE

There was submitted a report by the Director of Finance & Resources seeking authority to grant a new nine-year lease to the existing tenants of 10 Walkinshaw Street, Johnstone.

DECIDED:

(a) That the request for a nine-year lease from the existing tenants of the subject property be approved, subject to the terms and conditions detailed within the body of the report; and

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

6 DEVELOPMENT & HOUSING SERVICES ANNUAL HEALTH & SAFETY REPORT

There was submitted a report by the Director of Development & Housing Services relative to the annual Health & Safety report for Development & Housing Services for the period 2014/15, a copy of which was attached as Appendix 1 to the report. The Health & Safety Action Plan for 2015/16 was not available due to changes to Services and the new action plan would be reported separately.

DECIDED:

(a) That the report be noted; and

(b) That it be noted that the report was also being submitted to the Housing & Community Safety Policy Board.

SEDERUNT

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

7 RENFREWSHIRE LOCAL DEVELOPMENT PLAN - DEVELOPMENT PLAN SCHEME

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

The report intimated that the Planning etc (Scotland) Act 2006 required Local Authorities to prepare an annual Development Plan Scheme setting out the programme for preparing and reviewing their Local Development Plan (LDP) and a participation statement indicating when, how and with whom consultation on the plan would take place. The Renfrewshire LDP was adopted on 28 August, 2014 and work on the review of the LDP was underway as LDP2 was required to be adopted by 2019. The Development Plan Scheme 2015, a copy of which was appended to the report, outlined the timetable for the adoption of the next LDP.

Councillor Kelly, seconded by Councillor B Brown, moved that the Renfrewshire Development Plan Scheme and Participation Statement be approved.

Councillor Nicolson, seconded by Councillor McGurk, moved as an amendment that

in addition to the recommendations, that the Local Development Plan Participation Scheme be amended to include the formation of a LDP Working Group consisting of elected members on a cross party basis. This will foster a sense of ownership with elected members and the plan proposals.

It was proposed that the Head of Planning & Development discuss the formation of a LDP Working Group with members and draft a proposal for submission to a future meeting of the Board. This was agreed.

Having noted that the Head of Planning & Development had agreed to discuss the formation of a LDP Working Group with members and draft a proposal for submission to a future meeting of the Board, Councillors Nicolson and McGurk withdrew their amendment in terms of Standing Order 27.

DECIDED:

(a) That the Renfrewshire Development Plan Scheme and Participation Statement be approved; and

(b) That the Head of Planning & Development discuss the formation of a LDP Working Group with members and draft a proposal for submission to a future meeting of the Board.

8 REVIEW OF PLANNING ENFORCEMENT CHARTER

There was submitted a report by the Director of Development & Housing Services relative to a review of the Planning Enforcement Charter which was approved in 2007 and required to be reviewed every two years with the last review having being undertaken in 2013. The Enforcement Charter outlined the authority's policies and procedures regarding taking enforcement action under planning legislation; explained how the public could report a breach of planning control to the authority; and explained the procedures for dealing with complaints raised in relation to land use planning issues. A copy of the Planning Enforcement Charter was appended to the report.

It was proposed that the Head of Planning & Development discuss with members the criteria for the information retained on the planning portal. This was agreed.

DECIDED:

(a) That the Planning Enforcement Charter, as appended to the report, be approved as Renfrewshire Council's Enforcement Charter, in terms of Section 158A of the Town and Country Planning (Scotland) Act 1997, as amended by the Planning etc (Scotland) Act 2006; and

(b) That the Head of Planning & Development discuss with members the criteria for the information retained on the planning portal.

9 RENFREWSHIRE PLANNING PERFORMANCE FRAMEWORK 2014/15

There was submitted a report by the Director of Development & Housing Services relative to the preparation and submission of the fourth Renfrewshire Planning Performance Framework to the Scottish Government.

The report intimated that, as the planning authority, the Council was obliged to produce an annual Planning Performance Framework for submission to the Scottish Government. A copy of the Renfrewshire Planning Performance Framework 2014/15 was appended to the report.

It was proposed that in future the Renfrewshire Planning Performance Framework be submitted to the Board for approval, prior to submission to the Scottish Government. This was agreed.

DECIDED:

(a) That the Renfrewshire Planning Performance Framework 2014/15 as set out in Appendix 1 to the report and submitted to the Scottish Government on the 31 July 2015 be noted; and

(b) That in future the Renfrewshire Planning Performance Framework be submitted to the Board for approval, prior to submission to the Scottish Government.

10 RENFREW TOWN CENTRE SIMPLIFIED PLANNING ZONE

There was submitted a report by the Director of Development & Housing Services seeking approval of the Renfrew Town Centre Simplified Planning Zone (SPZ) Scheme, a copy of which was appended to the report.

The report intimated that consultation and engagement on the Draft Renfrew Town Centre SPZ Scheme had been undertaken over a six-week period with a wide variety of stakeholders, which included Renfrew Community Council, Renfrew Development Trust, local businesses, local residents and key agencies. No objections were received during this time and no modifications or alterations to the Scheme were requested.

DECIDED:

(a) That the Renfrew Town Centre SPZ Scheme be approved; and

(b) That the Director of Development & Housing Services be authorised to conclude the necessary procedures to enable the formal adoption of the SPZ Scheme.

11 ERSKINE TOWN CENTRE STRATEGY - CHARRETTE

There was submitted a report by the Director of Development & Housing Services relative to a proposed application to the Scottish Government's "Charrette Mainstreaming Programme Fund".

The report intimated that the Scottish Government had recently promoted the "Charrette Mainstreaming Programme Fund" which sought to support communities to actively participate in the design and development of plans for the future of their areas. A key area of focus for the fund was the development of town centre action plans. It was proposed to submit an application to the Fund to support the consultation exercise which would inform the final Erskine Town Centre strategy. The representations received during the consultation exercise would be reported to a future meeting of the Board with the finalised strategy and action plan in early 2016.

DECIDED:

(a) That the Director of Development & Housing Services be authorised to submit an application to the Scottish Government's "Charrette Mainstreaming Programme Fund" to support a consultation exercise to inform the Erskine Town Centre Strategy; and

(b) That it be noted that further reports would be submitted to the Board upon completion of the consultation process and prior to the approval of the final town centre strategy and action plan.

12 REVIEW OF FEES FOR APPLICATIONS SUBMITTED UNDER THE HIGH HEDGES (SCOTLAND) ACT 2013

There was submitted a report by the Director of Development & Housing Services relative to the operation of the statutory provisions of the High Hedges (Scotland) Act 2013 and proposed increase to the charges for such applications to align cost recovery more closely with costs actually incurred in processing applications for High Hedge Notices.

The report intimated that the Scottish Government had reviewed and increased charges for planning applications as of 1 November, 2014, which increased the minimum fee for a 'routine' planning application from £382 to £401. The level of resource input required to administer the provisions of the high hedge legislation was assessed to be at least equivalent to that required to deal with certain types of planning application and the requisite fee should be linked accordingly. It was proposed to increase the fee for a High Hedge Notice application to £401 and that in future this be linked to any increase in the statutory scale of fees for planning applications to ensure that it remained reflective of the costs incurred by the Council in dealing with such matters. When increases were made to the statutory fees for planning applications, the corresponding increase for high hedge applications would be reported to the Board for approval.

Councillor Kelly, seconded by Councillor B Brown, moved:

(a) That it be agreed that the cost charged to applicants for making a High Hedge Application be raised from £382 to £401, in order to better reflect the true costs involved; and

(b) That it be agreed that thereafter the fee should be increased in line with similar charges brought about through amendments to the Town & Country Planning (Fees for Applications and Deemed Applications) (Scotland) Regulation 2004 and subject to the increase being reported to and agreed by the Board.

Councillor Nicolson, seconded by Councillor McGurk, moved as an amendment that:

Delete all and replace with

"Board agrees that an excessive fee acts as a disincentive and presents a financial barrier to having access to a potential remedy. High and excessive charges in particular deter many on a fixed and low income. Board agrees that the fee be set to £134.20 which is the charge the Renfrewshire Council levies for Nuisance Abatement Work."

On the roll being called, the following members voted for the amendment: Councillors Audrey Doig, J McLaren, McGee, McGurk, Nicolson and Perrie.

The following members voted for the motion: Councillors B Brown, E Devine, Gilmour, Grady, Hood, Kelly, Murrin and M Sharkey.

6 members having voted for the amendment and 8 members having voted for the motion, the motion was accordingly declared carried.

DECIDED:

(a) That it be agreed that the cost charged to applicants for making a High Hedge Application be raised from £382 to £401, in order to better reflect the true costs involved; and

(b) That it be agreed that thereafter the fee should be increased in line with similar charges brought about through amendments to the Town & Country Planning (Fees for Applications and Deemed Applications) (Scotland) Regulation 2004 and subject to the increase being reported to and agreed by the Board.

13 UPDATE ON STATUTORY APPEALS & JUDICIAL REVIEW - RENFREWSHIRE LOCAL DEVELOPMENT PLAN AND BRAEHEAD PLANNING APPLICATION

There was submitted an update report by the Director of Development & Housing Services relative to the statutory appeals lodged with the Court of Session challenging the validity of the Adopted Renfrewshire Local Development Plan (LDP) and the outcome of the Judicial Review of the planning consent granted for Braehead.

The report intimated that the appeal by Retail Property Holdings Limited (RPHL) relative to Braehead's Town Centre status in the LDP was heard in the Court of Session from 23 to 25 June, 2015. The appeal was allowed and the sections in the LDP that referred to Braehead as a Town Centre had been quashed by the Court and as a consequence certain parts of the LDP had been deleted from the Plan. Under current Planning legislation an Adopted LDP cannot be amended by a Council in light of the Court's ruling, therefore the LDP was partially quashed and would remain in that format until a fresh LDP could be brought forward in accordance with the legislation. The written reasons for the Court's decision were still awaited. A copy of the Court's order was attached as Appendix 1 to the report and details of the effect of the Court's ruling on the Adopted LDP were attached as Appendix 2 to the report. The appeal by Mr Stuart McGregor relative to the needs of Gypsies and Travellers in the LDP was currently temporarily sisted and dates for a full hearing of this appeal had not yet been fixed.

A petition by RPHL for a Judicial Review of the Council's decision to grant planning permission in principle for the development at Braehead (planning application 13/0049/PP) had also been lodged in the Court of Session. Following the judgement by the Court upon the Braehead Town Centre status and advice from Senior Counsel, it was considered unadvisable to proceed to defend the petition for Judicial Review of Braehead's planning consent. The petitions for Judicial Review were unopposed by both the Council and Intu Properties PLC and no expenses were due to or by the Council in relation to conceding the petition. The effect of conceding the petition for Judicial Review was that the approved planning consent no longer stood and the planning application required to be determined afresh.

DECIDED:

(a) That the update in relation to the Statutory Appeals and Judicial Review submitted to the Court of Session be noted; and

(b) That the effect of the ruling of the Court of Session on the Adopted Renfrewshire Local Development Plan and the consent issued in relation to application 13/0049/PP be noted.

14 **RECOVERY OF FEES FOR THE ADVERTISEMENT OF PLANNING APPLICATIONS**

There was submitted a report by the Director of Development & Housing Services seeking approval to increase the cost charged to applicants for advertising planning applications from £125 to £160, to align cost recovery more closely with the actual costs incurred.

DECIDED: That it be agreed that the cost charged to applicants for the purposes of advertising planning applications be raised from £125 to £160 in order to better reflect the true costs involved and reduce the shortfall currently being absorbed by the Council.

15 PLANNING AND RELATED APPEAL DECISIONS

There was submitted a report by the Director of Development & Housing Services relative to the outcome of planning and related appeals which had been submitted to the Scottish Government's Directorate of Planning & Environmental Appeals between 1 August, 2014 and 1 August, 2015.

DECIDED: That the outcome of the appeals, as detailed within the report, be noted.

16 PROPOSAL OF APPLICATION NOTICES

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

DECIDED: That the key issues identified to date be noted.

17 PLANNING APPLICATIONS

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

DECLARATION OF INTEREST

Councillor B Brown, having previously declared a non-financial interest in the following items of business left the meeting and took no part in the discussion thereof.

(a) 14/0831/PP – WARD 10: PLANNING PERMISSION – FULL: ERECTION OF RESIDENTIAL DEVELOPMENT COMPRISING 43 DWELLINGHOUSES WITH ASSOCIATED INFRASTRUCTURE, OPEN SPACE AND LANDSCAPING: SITE ON NORTHERN BOUNDARY OF SHILLINGWORTH STEADINGS, KILGRASTON ROAD, BRIDGE OF WEIR – PERSIMMON HOMES

ADJOURNMENT

The meeting adjourned at 3.50 pm and reconvened at 3.55 pm.

Councillor Kelly, seconded by Councillor Grady, moved that the application be granted, subject to the conditions and reasons detailed in the report.

Councillor J MacLaren, seconded by Councillor Audrey Doig moved as an amendment, that the application be refused.

On the roll being called, the following members voted for the amendment: Councillors Audrey Doig, J MacLaren, McGee, McGurk, Nicolson and Perrie.

The following members voted for the motion: Councillors E Devine, Gilmour, Grady, Hood, Kelly, Murrin and M Sharkey.

6 members having voted for the amendment and 7 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: That the application be granted subject to the conditions and reasons contained in the report.

(b) 15/0045/LB – WARD 3: LISTED BUILDING CONSENT: DEMOLITION OF BLACKHALL HOUSE INCLUDING TOWER, ANCHOR HOUSE AND HAMILTON HOUSE: LAND AT BLACKHALL LANE, BLACKHALL STREET, PAISLEY – VINEMEADOW LTD

Councillor Kelly, seconded by Councillor Murrin, moved that the listed building consent be granted, subject to the conditions and reasons detailed in the report.

Councillor J MacLaren, seconded by Councillor Audrey Doig moved as an amendment, that the application be refused for the following reason:

"1. The demolition of the listed buildings would be contrary to Scottish Historic Environment Policy and Policy ENV3 and the Built Heritage Supplementary Guidance of the adopted Renfrewshire Local Development Plan. The buildings are of architectural and historic interest; the buildings are not incapable of repair; the demolition is not essential to delivering benefits to economic growth or the wider community; and it has not been demonstrated that the repair of the buildings is not economically viable. Their demolition would therefore be detrimental to the architectural and historic interest of the buildings and to Paisley's heritage."

On the roll being called, the following members voted for the amendment: Councillors Audrey Doig, Gilmour, Hood, J MacLaren, McGee, McGurk, Nicolson, Perrie and M Sharkey.

The following members voted for the motion: Councillors E Devine, Grady, Kelly and Murrin.

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

DECIDED: That the application be refused subject to the following reason:

1. The demolition of the listed buildings would be contrary to Scottish Historic Environment Policy and Policy ENV3 and the Built Heritage Supplementary Guidance of the adopted Renfrewshire Local Development Plan. The buildings are of architectural and historic interest; the buildings are not incapable of repair; the demolition is not essential to delivering benefits to economic growth or the wider community; and it has not been demonstrated that the repair of the buildings is not economically viable. Their demolition would therefore be detrimental to the architectural and historic interest of the buildings and to Paisley's heritage.

(c) 15/0047/PP – WARD 3: PLANNING PERMISSION IN PRINCIPLE: DEMOLITION OF INDUSTRIAL BUILDINGS AND ERECTION OF RESIDENTIAL DEVELOPMENT WITH ASSOCIATED ACCESS ROADS, PARKING AND LANDSCAPING (IN PRINCIPLE): LAND AT BLACKHALL LANE, BLACKHALL STREET, PAISLEY – VINEMEADOW LTD

The Convener proposed that in view of the refusal of listed building consent under application 15/0045/LB that this application be continued to allow the applicants the opportunity to withdraw the application or to otherwise proceed to determination following discussion with the Director of Development & Housing Services and that the Director of Development & Housing Services submit a supplementary report to the next meeting of this Policy Board. This was agreed.

DECIDED: That the application be continued to allow the applicants the opportunity to withdraw the application or to otherwise proceed to determination following discussion with the Director of Development & Housing Services and that the Director of Development & Housing Services submit a supplementary report to the next meeting of this Policy Board.

(d) 15/0044/PP – WARD 3: PLANNING PERMISSION IN PRINCIPLE: DEMOLITION OF INDUSTRIAL BUILDINGS AND ERECTION OF RESIDENTIAL DEVELOPMENT WITH ASSOCIATED ACCESS ROADS, PARKING AND LANDSCAPING (IN PRINCIPLE): LAND AT BLACKHALL LANE, BLACKHALL STREET, PAISLEY – VINEMEADOW LTD

The Convener proposed that in view of the refusal of listed building consent under application 15/0045/LB that this application be continued to allow the applicants the opportunity to withdraw the application or to otherwise proceed to determination following discussion with the Director of Development & Housing Services and that the Director of Development & Housing Services submit a supplementary report to the next meeting of this Policy Board. This was agreed.

DECIDED: That the application be continued to allow the applicants the opportunity to withdraw the application or to otherwise proceed to determination following discussion with the Director of Development & Housing Services and that the Director of Development & Housing Services submit a supplementary report to the next meeting of this Policy Board.

SEDERUNT

Councillor B Brown returned to the meeting prior to consideration of the following item.

(e) 15/0182/PP – WARD 11: PLANNING PERMISSION – FULL: ERECTION OF OFFICE ACCOMMODATION (CLASS 4): 6A NEWMAINS AVENUE, INCHINNAN, RENFREW, PA4 9RR – WRC RECYCLING

DECIDED: That the application be granted subject to the conditions and reasons contained in the report.

(f) 15/0294/PP – WARD 11: PLANNING PERMISSION – FULL: RE-CLADDING OF BUILDING: 6 NEWMAINS AVENUE, INCHINNAN, RENFREW, PA4 9RR – WRC RECYCLING

DECIDED: That the application be granted subject to the conditions and reasons contained in the report.

(g) 15/0339/PP – WARD 11: PLANNING PERMISSION – FULL: TEMPORARY SITING OF WEIGHBRIDGE AND PORTABLE OFFICE BUILDING: 6 NEWMAINS AVENUE, INCHINNAN, RENFREW, PA4 9RR – WRC RECYCLING

DECIDED: That the application be granted subject to the conditions and reasons contained in the report.

(h) 02/0660/PP – WARD 1: PLANNING PERMISSION IN OUTLINE: ERECTION OF RESIDENTIAL DEVELOPMENT WITH ANCILLARY RETAIL AND RESTAURANTS – SUPPLEMENTARY REPORT: KING’S INCH ROAD/FERRY ROAD/MEADOWSIDE STREET/NEIL STREET, RENFREW – PARK LANE DEVELOPMENTS/CLYDEPORT PLC

DECIDED: That the amended terms of the Section 69 Agreement be approved and the agreement be discharged.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved to exclude the press and public 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 could be disclosure to them of exempt information as defined in paragraph 6 of Part I of Schedule 7A of the Local Government (Scotland) Act, 1973.

DECLARATION OF INTEREST

Councillor McGee declared a non-financial interest in the following item. 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.

18 FORMER REGISTRY OFFICE 16-18 MACDOWALL STREET JOHNSTONE

There was submitted a report by the Director of Finance & Resources seeking authority to progress with the offers received, following the outcome of marketing of the former Registry Office, 16-18 MacDowall Street, Johnstone, as detailed in the plan appended to the report.

DECIDED:

(a) That the Director of Finance & Resources be authorised to accept the top offer, in the best financial and other interests of the Council, and subject to any other terms and conditions as considered necessary by the Heads of Property Services and Corporate Governance to protect the interests of the Council;

(b) That it be agreed that in the event of an agreement not being concluded timeously and if it was in the interests of the Council, that an approach be made to the second top offer, to endeavour to conclude a bargain on suitable terms; and

(c) That it be agreed that the subjects would be remarketed if a suitable bargain could not be concluded with either of the two preferred parties.

19 **FORMER ST CUTHBERT'S HIGH SCHOOL SITE, HALHILL ROAD, JOHNSTONE**

There was submitted a report by the Director of Finance & Resources seeking authority to dispose of the Former St Cuthbert's High School site, Halhill Road, Johnstone to Persimmon Homes at a revised price to enable the sale to be concluded and a capital receipt received for the site.

DECIDED:

(a) That the Head of Corporate Governance be authorised to conclude the sale of this land to Persimmon Homes; and

(b) That the adjustment of the original price offered by Persimmon Homes be agreed in order to reflect the abnormal costs associated with developing this site which was now based on a revised site layout to accommodate 126 residential units.

20 **ARNOTTS PAISLEY - SUBLEASE**

There was submitted an update report by the Director of Finance & Resources relative to the sub-lease of the shop premises at Arnotts, Paisley.

DECIDED:

(a) That the report be noted; and

(b) That the Heads of Property Services and Corporate Governance be authorised to enter into a sub-lease of the shop premises at Arnotts with the proposed tenant based on the terms and conditions detailed within the report.

Minute of Meeting

Paisley South Local Area Committee

Date	Time	Venue
Tuesday, 25 August 2015	18:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors E Devine, Glen, Henry and McCartin.

CHAIR

Councillor Glen, Convener, presided.

COMMUNITY REPRESENTATIVES

P Campbell, Charleston Tenants & Residents Association; H Muir, Foxbar Resource Centre; D Polson, Greater Foxbar Community Building; S McLean, Glenburn Community Forum; J Creighton, Glenburn Tenants' & Residents' Association; E McWaters, Hawkhead & Lochfield Community Council; J McQuade, Renfrewshire Visually Impaired Forum; O Nadeem, Renfrewshire Youth Voice; and F Dolan, Thursday Club.

COMMUNITY PLANNING PARTNERS

Inspector S Thompson, Police Scotland.

IN ATTENDANCE

A Dobie, Project Co-ordinator, Wardens Service (Community Resources); D Low, Senior Committee Services Officer (LACs) and R Devine, Committee Services Officer (both Finance & Resources); and A McMillan, Head of Resources (Children's Services) (Lead Officer).

APOLOGIES

Councillors Cameron, McGurk and M Macmillan.

DECLARATIONS OF INTEREST

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

1 REPRESENTATION ON PAISLEY SOUTH LOCAL AREA COMMITTEE

Consideration was given to requests for representation on the Local Area Committee from (i) Renfrewshire Environmental & Restoration Group with their nominated representative being Jordan McPhail; and (ii) Foxbar & Brediland Community Council with their nominated representative being Kara McKee and substitute representative being Bronwyn Gray.

DECIDED: That Renfrewshire Environmental & Restoration Group and Foxbar & Brediland Community Council be represented on the Local Area Committee.

2 HEALTH & SOCIAL CARE PARTNERSHIP - UPDATE

There was submitted a report by the Head of Planning and Health Improvement, Renfrewshire Health and Social Care Partnership, relative to the integration of health and social care services in Renfrewshire. In the absence from the meeting having been intimated on behalf of D Leese, Chief Officer designate Renfrewshire Health & Social Care Partnership, the Lead Officer presented the report.

DECIDED: That the report be noted.

3 COMMUNITY SAFETY & PUBLIC PROTECTION

There was submitted a report by the Director of Community Resources providing an overview of the activities of the Safer & Stronger Renfrewshire Partnership, consisting of Renfrewshire Council, Police Scotland, Scottish Fire & Rescue Service and other community safety agencies for the Paisley South LAC area during the period 1 April to 30 June, 2015.

The report contained statistical information for the Paisley South area which had been provided by a number of community planning partners including Police Scotland, the Scottish Fire and Rescue Service and the Renfrewshire Community Safety Partnership on community safety; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; the integrated control room and CCTV system; and the work of the Renfrewshire Child Protection Committee. In addition, the appendix to the report detailed the Street Stuff initiative timetable between 29 June and 16 August, 2015.

DECIDED: That the report be noted.

4 **COMMUNITY COUNCIL ELECTIONS 2015**

There was submitted a report by the Director of Finance & Resources relative to the process, which would commence on 1 September, 2015, of electing members to community councils in Renfrewshire.

The report intimated that a public notice would be placed in local newspapers during the week commencing 31 August, 2015 announcing that community council elections to fill membership places were under way. Information about these elections would also be available on the Council's website and advertised on Facebook and Twitter. Existing community councils would receive publicity material to promote the election and raise awareness in their local area. Candidates for membership of community councils must complete and return a nomination form to the Council by 30 September, 2015.

DECIDED: That it be noted that the four-yearly Council-wide elections to community councils would commence on 1 September, 2015.

5 **BUDGET MONITORING REPORT**

There was submitted a report by the Director of Finance & Resources relative to the Paisley South LAC budget for 2015/16, totalling £111,670 consisting of £65,430 General Grant Fund, £15,000 Paisley Common Good Fund and £31,240 Youth Challenge Fund.

Appendix 1 to the report provided details of the expenditure committed to date by the LAC in 2015/16. The report also advised that the LAC had also received funding from the Paisley Burgh Citizens Fund and details of the expenditure committed to date together with the remaining balance were contained in Appendix 2 to the report.

DECIDED: That the report be noted.

6 **APPLICATION TO PAISLEY CITIZEN FUND**

There was submitted a report by the Director of Finance & Resources relative to the Paisley Burgh Citizens Fund.

The report intimated that an application had been received from Paisley Sea Scouts seeking funding amounting to £3,846.38 from the Paisley Burgh Citizens Trust Fund. Details of the application were attached as an appendix to the report.

DECIDED: That it be recommended to the Finance & Resources Policy Board that £3,846.38 be awarded towards the application by Paisley Sea Scouts.

7 **DATE OF NEXT MEETING**

DECIDED: That it be noted that the next meeting of the Paisley South Local Area Committee would be held in the Council Chambers, Renfrewshire House, Paisley at 6.00 pm on Tuesday, 17 November, 2015.

Minute of Meeting

Environment Policy Board

Date	Time	Venue
Wednesday, 26 August 2015	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors Bibby, Caldwell, E Devine, M Devine. Andy Doig, Audrey Doig, Grady, Provost Hall and Councillors Gilmour, J MacLaren, McGurk and I McMillan.

CHAIR

Councillor E Devine, Convener, presided.

IN ATTENDANCE

S MacDougall, Director of Community Resources; S Allan, Head of Amenity Services, K Anderson, Amenity Services Manager (Waste), D Farrell, Finance & Resources Service Manager, A Summers, Amenity Services Manager (Streetscene & Land Services) and G Hannah, Consumer Protection Manager (all Community Resources) and J Lynch, Head of Property Services, D Forbes, Finance Manager, F Hughes, Asset Manager 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 Community Resources for the period 1 April to 26 June, 2015.

DECIDED:

(a) That the budget position be noted; and

(b) That it be noted that there had been budget realignments of £166,381 processed since the budget was approved related to the transfer of community halls from Leisure Services, the re-allocation of previously agreed savings and an adjustment to salary budgets for the impact of Council approval relating to the payment of the Renfrewshire Living Wage.

2 CAPITAL BUDGET MONITORING REPORT

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the period 1 April to 26 June, 2015.

DECIDED: That the report be noted.

3 OPERATIONAL PERFORMANCE REPORT

There was submitted an update report by the Director of Community Resources relative to the operational performance of the services and key projects delivered by Community Resources.

Reference was made within the report to specific activities undertaken in terms of (i) the Renfrewshire Community Safety Partnership; (ii) Regulatory Services; (iii) Amenity Services Waste; (iv) Amenity Services, StreetScene and Land Services; and (v) Amenity Services, Roads & Transportation (Fleet and Infrastructure). A summary of targets and actual performance during period 3 in respect of the key performance indicator and benchmarking targets for 2015/16 under each of the themes was also provided.

DECIDED: That the operational performance update contained within the report be noted.

4 BUSINESS REGULATION SERVICE PLAN 2015/16

There was submitted a report by the Director of Community Resources relative to the statutory Business Regulation Service Plan 2015/16.

The report advised that the Community Business Regulation Team was responsible for the provision of statutory, regulatory services on behalf of the Council in relation to Food Safety and Health & Safety at Work. Guidance was issued by Food Standards Scotland (FSS) and the Health & Safety Executive (HSE) to aid delivery of these services.

A copy of the Business Regulation Service Plan 2015/16 was appended to the report and detailed how outcomes consistent with the requirements of FFS and HSE would be delivered. It was highlighted that the Plan was linked to both the Community Resources Service Improvement Plan, the Council and Community Plans and performance was monitored and reported to this Board.

DECIDED: That the Business Regulation Service Plan 2015/16, a copy of which was appended to the report, be approved.

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.

5 NORTH RENFREW FLOOD PREVENTION SCHEME 2007 - PAYMENT TO CLYDEPORT/PEEL HOLDINGS

There was submitted a joint report by the Director of Finance & Resources and Director of Community Resources relative to payment, in terms of the North Renfrew Flood Prevention Scheme, to Clydeport/Peel Holdings in respect of occupation of parts of land owned by them.

DECIDED:

(a) That the Head of Corporate Governance and the Head of Property Services be authorised to make a payment to Clydeport/Peel Holdings in terms of Section 11 of the Flood Prevention (Scotland) Act 1961; and

(b) That it be noted that a further request for payment was anticipated from Clydeport/Peel Holdings in respect of phase 3 of the North Renfrew Flood Prevention Scheme and would be reported to this Board.

6 TRADING ORGANISATIONS - TRADING & BUDGET MONITORING STATEMENTS

There were submitted trading and budget monitoring reports by the Director of Community Resources relative to the vehicle maintenance, catering and roads trading organisations for the period 1 April to 26 June, 2015.

DECIDED: That the reports be noted.

Minute of Meeting

Finance & Resources Policy Board

Date	Time	Venue
Wednesday, 26 August 2015	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors Bibby, Audrey Doig, Gilmour, Grady, Harte, Henry, Lawson, K MacLaren, M MacLaren, Murrin, Noon and Williams

CHAIR

Councillor Holmes, Convener, presided.

IN ATTENDANCE

A Russell, Director of Finance & Resources; and K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, D Marshall, Head of HR & Organisational Development, M Carberry, Head of Reform & Change Management, C Donnelly, HR & Organisational Development Manager, E Shields, Operational Services Manager, H Syme, Solicitor (Information Management) and A McNaughton, Senior Committee Services Officer (all Finance & Corporate Services).

DECLARATIONS OF INTEREST

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

1 **PROCUREMENT SUB COMMITTEE**

There were submitted the Minutes of the meetings of the Procurement Sub Committee held on 13 May and 3 June 2015 which formed Appendices I and II hereto.

DECIDED: That the Minutes be approved.

2 **INVESTMENT REVIEW BOARD**

There was submitted the Minute of the meeting of the Investment Review Board held on 3 June 2015, which formed Appendix III hereto.

DECIDED: That the Minute be approved.

3 **JOINT CONSULTATIVE BOARD (NON-TEACHING)**

There was submitted the Minute of the meeting of the Joint Consultative Board: Non Teaching held on 21 May 2015, which formed Appendix IV hereto.

DECIDED: That the Minute be approved.

4 **REVENUE BUDGET MONITORING TO 26 JUNE 2015**

There was submitted a joint revenue budget monitoring report by the Chief Executive and the Director of Finance & Resources in respect of the Chief Executive's service, Finance & Resources and miscellaneous expenditure for the period to 26 June 2015.

DECIDED:

(a) That the report be noted; and

(b) That it be noted that since the last report there had been net budget realignments of (£56,008) mainly related to the transfer of Children and Young People Act funding to Education and Children's Services and the impact of Council approval for payment of the Living Wage, partially offset by a number of minor transfers in relation to previous agreed savings and the reallocation of Business Support funding.

5 **REVENUE BUDGET MONITORING - COUNCIL OVERVIEW TO 26 JUNE 2015**

There was submitted a revenue budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on general fund services and the Housing Revenue Account for the period to 26 June 2015.

DECIDED: That the report be noted.

6 CAPITAL BUDGET MONITORING REPORT TO 26 JUNE 2015

There was submitted a capital budget monitoring report by the Director of Finance & Resources in respect of capital expenditure relative to corporate projects (non-property) for the period to 26 June 2015.

DECIDED: That the report be noted.

7 CAPITAL BUDGET MONITORING REPORT - OVERVIEW TO 26 JUNE 2015

There was submitted a capital budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on the Housing and Non-Housing Capital Programmes for the period to 26 June 2015.

DECIDED: That the report be noted.

8 REVENUES COLLECTION STATEMENT

There was submitted a report by the Director of Finance & Resources relative to the collection of Council Tax and Non-Domestic Rates for the period to 28 July 2015 and detailing the total amount collected from 1 April 2015 to 31 March 2015.

DECIDED: That the report be noted.

9 BENEFITS ADMINISTRATION - WELFARE REFORM AND PERFORMANCE STATEMENT

There was submitted a progress report by the Director of Finance & Resources relative to the delivery of housing benefit and the Scottish Welfare Fund, for the period to 31 July 2015. The appendix to the report detailed performance of the service against a range of indicators.

The report also provided an update on funding and expenditure in relation to Discretionary Housing Payments and the Scottish Welfare Fund and included information about the recent risk assessment of Housing Benefits administration carried out by Audit Scotland.

It was proposed (a) that the Board note the pressure on the Scottish Welfare Fund and Discretionary Housing Payments; (b) in recognition of this, that the Board approve an additional £100,000 and £180,000 to be allocated from existing welfare reform resources to the Scottish Welfare Fund and Discretionary Housing Payments respectively; and (c) that the Board also agree that the Convener make representation to the Scottish and UK Governments seeking re-imbursement of these funds. This was agreed.

DECIDED:

(a) That the pressure on the Scottish Welfare Fund and Discretionary Housing Payments be noted;

(b) That, in recognition of this pressure, approval be granted to add an additional £100,000 and £180,000 from existing welfare reform resources to the Scottish Welfare Fund and Discretionary Housing Payments respectively; and

(c) That the Convener be authorised to make representation to the Scottish and UK Governments seeking re-imbursement of these funds.

10 **NON-DOMESTIC RATES: ACCOUNTS FOR WRITE OFF**

There was submitted a report by the Director of Finance & Resources relative to the proposed write off of a sundry debtor account for over £10,000, in accordance with the Council's Financial Regulations.

The report indicated that the Council's procedures for the recovery of the debt had been pursued without success. The value of the debt to be written off was £23,707.95.

DECIDED: That the sum of £23,797.95, as detailed in the report, be written off.

11 **ANNUAL EFFICIENCY STATEMENT 2014/15**

There was submitted a report by the Director of Finance & Resources relative to the Annual Efficiency Statement 2014/15. The statement appended to the report summarised efficiency activity and savings achieved during 2014/15.

DECIDED: That the Annual Efficiency Statement 2014/15, a copy of which was appended to the report, be approved.

12 **CONSULTATION ON REGULATIONS AND STATUTORY GUIDANCE UNDER THE WELFARE FUNDS (SCOTLAND ACT 2015) - PROPOSED RESPONSE**

There was submitted a report by the Director of Finance & Resources relative to consultation by the Scottish Government on the regulations and statutory guidance for the delivery of social welfare funds by local authorities in compliance with the Welfare Funds (Scotland) Act 2015.

The proposed response to the consultation was attached to the report as Appendix 1.

DECIDED: That the response to the consultation on regulations and statutory guidance for delivery of welfare funds, as set out in Appendix 1 to the report, be approved.

13 **RE-USE OF PUBLIC SECTOR INFORMATION REGULATIONS 2015**

There was submitted a report by the Director of Finance & Resources relative to the Re-use of Public Sector Information Regulations 2015 that came into force on 18 July 2015.

The Regulations implemented the revised European Directive on the Re-use of Public Sector Information and replaced the Re-use of Public Sector Information Regulations 2005.

The report summarised the provisions and exemptions of the 2015 Regulations, which retained a protection for personal data and set out a procedure to deal with requests for re-use of information.

DECIDED:

- (a) That the report be noted;
- (b) That the Information Governance Team (Legal & Democratic Services) be authorised to establish procedures, including an internal complaints process, to meet the requirements of the Re-use of Public Sector Information Regulations 2015; and
- (c) That responsibility for dealing with internal complaints be delegated to the Managing Solicitor (Information Governance) who was also responsible for handling internal reviews under the Freedom of Information (Scotland) Act 2002.

14 **DATA SHARING CODE**

There was submitted a report by the Director of Finance & Resources relative to a review of the Data Sharing Code. The code required to be updated at least every three years.

The report explained that the Council, for a number of reasons, was required to disclose data to third party organisation(s) and to share data between different Council services and, in order to manage this effectively, had in place a Data Sharing Code based on guidance from the Information Commissioner's Office. The code explained how the Data Protection Act 1998 applied to the disclosure and sharing of personal data and provided good practice advice for employees.

The code, introduced in 2012, had now been reviewed and minor updates were set out in the appendix to the report and included revision of the current arrangements for information governance within the Council; more detail about the application of Privacy Impact Assessments; and an appendix of Data Standards.

DECIDED:

- (a) That the revised Data Sharing Code, as set out in the appendix to the report, be approved;
- (b) That it be agreed that the Data Sharing Code be reviewed on a three-yearly basis by the Information Governance team (Finance & Resources) and approved by the Data Protection Working Group; and
- (c) That it be noted that an earlier review would be carried out should any legislative change require it, or should new guidance be received from the Information Commissioner's Office.

15 **PUBLIC HOLIDAYS FOR RENFREWSHIRE COUNCIL EMPLOYEES: 2016**

There was submitted a report by the Director of Finance & Resources relative to public holidays for Renfrewshire Council employees in 2016. The proposed holidays followed the pattern set over previous years.

DECIDED: That the public holidays in 2016 for Renfrewshire Council employees, detailed in the appendix to the report, be approved.

16 **JOHNSTONE & THE VILLAGES AND RENFREW & GALLOWHILL LOCAL AREA COMMITTEES - APPLICATIONS TO THE RENFREWSHIRE COUNCIL AND RENFREW BURGH CITIZENS FUNDS**

There was submitted a report by the Director of Finance & Resources relative to applications for funding from the Renfrew Burgh Citizens Fund and the Renfrewshire Council Citizens Fund.

The report advised that the Renfrew & Gallowhill Local Area Committee had recommended that Renfrew Development Trust be awarded £20,000 from the Renfrew Burgh Citizens Fund to help build community capacity and regenerate Renfrew town centre.

The report also advised that the Johnstone & The Villages Local Area Committee had recommended that (a) Kilbarchan Singers be awarded £3,000 from the Kilbarchan element of the Renfrewshire Council Citizens Fund towards the cost of music and securing assistance from the Royal Conservatoire of Scotland for a season; and (b) that an award of £6,000 also from the Kilbarchan element of the Renfrewshire Council Citizens Fund be provided to erect a memorial cairn, park bench and interpretive board on Low Green, Kilbarchan, in recognition of Kilbarchan-born, radical visionary Mary Barbour.

DECIDED:

(a) That £20,000 be awarded to Renfrew Development Trust from the Renfrew Burgh Citizens Fund;

(b) That £3,000 be awarded to Kilbarchan Singers from the Renfrewshire Council Citizens Fund; and

(c) That £6,000 be provided from the Renfrewshire Council Citizens Fund to create a memorial on Low Green, Kilbarchan in recognition of Mary Barbour.

17 **RENFREW 600 TAPESTRY**

There was submitted a report by the Director of Finance & Resources relative to the relocation of the Renfrew 600 tapestry from Renfrew Town Hall to the intu Braehead shopping centre given that there was no suitable area to display the tapestry within the refurbished town hall.

The cost of transporting and hanging the tapestry in a suitable protective case was approximately £15,140.

DECIDED: That £15,140 be allocated from the Renfrew Common Good Fund towards the cost of relocating the Renfrew 600 tapestry to the intu Braehead shopping centre.

18 FLY THE RED ENSIGN FOR MERCHANT NAVY DAY - 3 SEPTEMBER 2015

There was submitted a report by the Director of Finance & Resources relative to an invitation from Commodore Bryant, Director General of Seafarers UK and Captain J Sail, National Chairman, Merchant Navy Association, to fly the Merchant Navy flag (the Red Ensign) at Council offices on 3 September 2015 to commemorate Merchant Navy Day.

DECIDED:

(a) That the Council participate in Merchant Navy Day by flying the Red Ensign at Renfrewshire House on 3 September 2015 and annually thereafter; and

(b) That should 3 September fall on a weekend, the flag be raised on the preceding Friday in September.

19 CIVIC HOSPITALITY

There was submitted a report by the Director of Finance & Resources relative to requests received for civic hospitality as undernoted:

(a) Paisley Art Institute – for civic hospitality in the form of a drinks reception with canapés for 300 people at Paisley Museum on 2 October 2015 at an estimated cost of £2,500 to mark two centenaries at the opening of their 127th Annual Exhibition;

(b) Chartered Trading Standards Institute Scotland– for civic hospitality in the form of a drinks reception at their annual conference being held in the Glynhill Hotel at an estimated cost of £400 to mark the centenary of the opening of their Scottish branch;

(c) Erskine Hospital – for civic hospitality by hosting a table for 10 at the 2015 annual Charity Ball at a cost of £800;

(d) Renfrew Over-50's Swimming Club – for civic hospitality in the form of a buffet lunch for 100 people in Renfrew Town Hall on the occasion of its 25th Anniversary at an estimated cost of £1,600; and

(e) International Federation of Social Workers Europe (IFSW) – for civic hospitality in the form of a contribution of £1,000 toward the cost of a lunch for delegates at the Older People's workshop in Paisley being held as part of the 2015 IFSW European Conference and Social Work Expo event in Edinburgh.

DECIDED:

(i) That approval be granted to: provide civic hospitality to Paisley Art Institute; the Chartered Trading Standards Institute Scotland and Renfrew Over-50's Club; take a table at the 2015 Erskine Ball and contribute £1,000 towards the cost of a lunch for delegates to the IFSW Older People's workshop event in Paisley; and

(ii) That it be delegated to the Director of Finance & Resources, in consultation with the Provost, to make the necessary arrangements.

Minute of Meeting Procurement Sub-Committee

Date	Time	Venue
Wednesday, 13 May 2015	14:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors Bibby, Audrey Doig, Gilmour, Grady, Harte, Henry, Holmes, Mack, Murrin, Noon and Williams.

CONVENER

Councillor Holmes, Convener, presided.

IN ATTENDANCE

A Russell, Director of Finance & Resources; F Hughes, Procurement Manager, K Scott, Assistant Category Manager and P Shiach, Committee Services Officer (all Finance & Resources).

APOLOGIES

Councillor McGurk.

DECLARATIONS OF INTEREST

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

1(a) CONTRACT AUTHORISATION REPORT - MEASURED TERM CONTRACT FOR CCTV/INTRUDER FIRE ALARM/VESDA AND WARDEN AID CALL MAINTENANCE WITHIN RENFREWSHIRE COUNCIL PUBLIC BUILDINGS

There was submitted a joint report by the Directors of Finance & Resources and Community Resources relative to the award of a Measured Term Contract (MTC) for CCTV/Intruder Fire Alarm/VESDA and Warden Aid Call Maintenance within Renfrewshire Council Public Buildings.

The report indicated that at the deadline for the return of tenders, eight bids had been received. Following evaluation all eight submissions met the bid selection criteria. Details of the criteria and ratings used to evaluate the bids were contained in the report.

DECIDED:

- (i) That the initial term of the MTC for a period of three years from the date of commencement, which was anticipated to be 6 July, 2015 with an option to extend to a further one plus one years, be approved;
- (ii) That the Head of Corporate Governance be authorised to award the contract for a MTC, RC1502_3433 (ITT7062) to SPIE Scotshield Limited; and
- (iii) That it be noted that the value of the contract over the three-year period would not exceed £630,000 and over five years would not exceed £1,050,000.

1(b) CONTRACT AUTHORISATION REPORT - RESIDUAL WASTE AND BULKY WASTE

There was submitted a joint report by the Directors of Finance & Resources and Community Resources relative to the award of two contracts for the provision of treatment of residual waste and the treatment of bulky waste.

The report advised that the contracts would be commissioned under the following lots within the Scotland Excel Framework for the Treatment of Recyclable and Residual Waste:

- Lot 1:- Treatment of Residual Waste, approximately 39,000 tonnes per annum; and
- Lot 2:- Treatment of Bulky Waste, approximately 600 tonnes per annum.

The report intimated that a contract strategy document for the Treatment of Residual Waste and Bulky Waste was signed in April 2015 by the Procurement Manager and the Director of Community Resources.

The report indicated that Scotland Excel had established a framework agreement for the treatment of recyclable and residual waste in July 2014 and all 32 Local Authorities had the opportunity to participate in the agreement. Details of the procurement process were contained in the report.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award the following contracts under the Scotland Excel Framework for the Treatment of Recyclable and Residual Waste (contract schedule number 14-23);

- Treatment of Residual Waste to William Tracey Limited, it being noted that spend on the contract would not exceed £16,497,000 over the maximum four year contract duration; and

- Treatment of Bulky Waste to William Tracey Limited, it being noted that spend on the contract would not exceed £252,000 over the maximum four year contract duration; and

(ii) That it be agreed that both contracts would commence on 5 July, 2015 for an initial period of three years, until 4 July, 2018, with an option to extend for up to 12 months subject to contract performance and agreement on cost.

1(c) CONTRACT AUTHORISATION REPORT - SEGREGATED GARDEN WASTE

There was submitted a joint report by the Directors of Finance & Resources and Community Resources relative to the award of the contract for the provision of treatment of segregated garden waste.

The report indicated that Scotland Excel had established a framework agreement for the treatment of organic waste. All 32 Local Authorities had the opportunity to participate in the agreement. Details of the procurement process were contained in the report.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award the following contract under the Scotland Excel framework for the treatment of organic waste (contract schedule number 10-12):

- Treatment of Segregated Garden Waste to GP Green Recycling Limited, it being noted that spend on the contract would not exceed £1,370,000 over the maximum four year contract duration; and

(ii) That it be agreed that the contract would commence on 1 June, 2015 for an initial period of three years, until 31 May, 2018, with an option to extend for up to 12 months subject to contract performance and agreement on cost.

1(d) CONTRACT AUTHORISATION REPORT - SUPPLY AND INSTALLATION OF PHOTOVOLTAIC SOLAR PANELS - PHASE 2

There was submitted a joint report by the Directors of Finance & Resources and Development & Housing Services relative to the award of a package order for the supply and installation of photovoltaic solar panels – phase 2 in 10 schools throughout the Renfrewshire area.

The report indicated that the award of a framework agreement for the design supply and installation of photovoltaic solar panels was approved by the Procurement Sub-Committee on 22 January, 2014 and four contractors were accepted onto the framework.

The report advised that all four contractors on the framework were invited to participate in a mini competition for the supply and installation of photovoltaic solar panels – phase 2. At the deadline for the return of tenders, three bids had been received. Following evaluation all three submissions met the bid selection criteria. Details of the criteria and ratings used to evaluate the bids were contained in the report.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award the contract for the supply and installation of photovoltaic solar panels – phase 2 to Emtec Group Limited, it being noted that the contract value was £197,094 excluding VAT;

(ii) That it be noted that the term of the contract was estimated as six weeks; and

(iii) That it be noted that the anticipated site start date was Monday 29 June, 2015 with an anticipated completion date of Monday 10 August, 2015.

1(e) CONTRACT AUTHORISATION REPORT - WATER AND WASTE WATER SERVICES

There was submitted a report by the Director of Finance & Resources relative to the renewal of the agency agreement to utilise the current extension of Scottish Procurement's Water and Waste Water Services contract with the current provider, from 1 April, 2015.

The report advised that a new national contract for water and waste water services was due to commence on 1st April, 2015 however the award had been delayed and Scottish Procurement had extended the existing agreement with the current provider.

DECIDED:

(i) That the Procurement Manager be authorised to renew the agency agreement for the supply of water and waste water services from 1 April, 2015 to 30 June, 2018, or such a period as may be permitted under its terms;

(ii) That any contract extensions with Business Stream (the current provider) be utilised until Scottish Procurement's new water and waste water services contract had been awarded; and

(iii) That it be noted that the value of any extensions would be approximately £101,000 per month until the new contract was available.

1(f) **CONTRACT AUTHORISATION REPORT - PROVISION OF HOUSING SUPPORT SERVICES FOR SINGLE HOMELESS PEOPLE AND CHILDLESS COUPLES WHO MAY HAVE COMPLEX NEEDS**

There was submitted a joint report by the Directors of Finance & Resources and Development & Housing Services relative to the award of the contract for the provision of housing support services for single homeless people and childless couples who may have complex needs.

The report indicated that at the deadline for the return of tenders, one submission had been received. The tender was evaluated against a pre-determined voluntarily published set of bid selection criteria, details of which were contained within the report.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award the contract for the provision of housing support services for single homeless people and childless couples who may have complex needs (contract reference RC1411_3133ITT 6380) to Loretto Care, who were the incumbent provider of the existing service; and

(ii) That the contract term of three years from 1 June, 2015 be approved, it being noted that the value of the contract would be up to £567,108.73 excluding VAT, with an option to extend for a further one-year period on two occasions, bringing the total length of the contract, if extended, to five years with a maximum value of £945,181.21 excluding VAT.

Minute of Meeting Procurement Sub-Committee

Date	Time	Venue
Wednesday, 03 June 2015	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors Bibby, Audrey Doig, Gilmour, Grady, Harte, Henry, Holmes, Mack, Murrin, Nicolson and Williams.

IN ATTENDANCE

K Graham, Head of Corporate Governance and J Lynch, Head of Property Services (both Finance & Resources); K Anderson, Amenity Services Manager (Waste) (Community Resources); F Hughes, Procurement Manager, K Scott, Assistant Category Manager and P Shiach, Committee Services Officer (all Finance & Resources).

CONVENER

Councillor Holmes, Convener, presided.

APOLOGIES

Councillors McGurk and Noon.

DECLARATIONS OF INTEREST

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

1(a) CONTRACT AUTHORISATION REPORT -TREATMENT OF CO-MINGLED DRY RECYCLATES

There was submitted a joint report by the Director of Finance & Resources and the Director of Community Resources relative to the award of a contract for the treatment of co-mingled dry recyclates.

The report advised that the contract would be called off under Lot 8 as detailed within the Scotland Excel Framework for the treatment of recyclable and residual waste.

The report indicated that following a contract default by the Council's contractor for the treatment and disposal of this waste stream, the Council required to put in place a temporary arrangement. An interim arrangement was agreed with William Tracey Limited to treat and dispose of the Council's co-mingled dry recyclate waste.

The report intimated that the interim arrangement commenced on 7 April, 2015 and would expire on commencement of a new contractual arrangement.

The report indicated that a mini-competition was conducted under the Scotland Excel Framework to award a short term contract to allow sufficient time to develop a contract strategy for a longer term arrangement for the treatment and disposal of co-mingled dry recyclate. The mini-competition was issued to a total of three companies under the Lot 8 framework. At the deadline for the return of tenders three bids had been received. Following evaluation all three submissions met the bid selection criteria. Details of the criteria and ratings used to evaluate the bids were contained in the report.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award the contract under the Scotland Excel Framework for the treatment of recyclable and residual waste (contract schedule number 14-13) to Regen Waste Limited for a one-year period;

(ii) That it be noted that spend on the contract was estimated at £1,317,345, with actual spend dependent on the actual tonnage of co-mingled dry recyclates collected from households;

(iii) That it be noted that the contract would commence on 15 June, 2015 for a period of 12 months to 14 June, 2016; and

(iv) That it be noted that an interim arrangement for the treatment of dry recyclates with William Tracey Limited was implemented on 7 April, 2015 following a contract default by the Council's contractor for this service, and spend on this arrangement was estimated to be approximately £250,000.

1(b) CONTRACT AUTHORISATION REPORT - TREATMENT AND DISPOSAL OF MECHANICAL STREET SWEEPING WASTE

There was submitted a joint report by the Director of Finance & Resources and the Director of Community Resources relative to the award of a contract for the treatment and disposal of mechanical street sweeping waste.

The report advised that the contract would be commissioned under Lot 3 within the Scotland Excel Framework for the Treatment of Recyclable and Residual Waste – Treatment and Disposal of Mechanical Street Sweeping Waste.

The report intimated that a contract strategy document for the Treatment and Disposal of Mechanical Street Sweeping Waste was agreed in March 2015 by the Procurement Manager and the Director of Community Resources.

The report indicated that the Scotland Excel Framework for treatment of recyclable and residual wastes provided the facility to make the direct award of a contract to a supplier where best value could be demonstrated. The Council considered the framework rates, existing volumes and transportation costs to run a comparison exercise with suppliers on Lot 3 of the framework. The analysis demonstrated that William Tracey Limited provided best value for the Council for the treatment and disposal of mechanical street sweeping waste.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award the contract for the treatment and disposal of mechanical street sweeping waste, under the Scotland Excel Framework for the treatment of recyclable and residual waste to William Tracey Limited for a period of two years and 11 months;

(ii) That it be noted that the spend on the contract was estimated at £720,000; and

(iii) That it be noted that the contract would commence on 15 June, 2015 for a period of three years to 31 May, 2018.

1(c) CONTRACT AUTHORISATION REPORT - INSTALLATION OF A DUAL-PURPOSE 3G FOOTBALL/RUGBY SPORTS PITCH AT CASTLEHEAD HIGH SCHOOL, PAISLEY

There was submitted a report by the Director of Finance & Resources relative to the award of a contract for the installation of a 3G dual-purpose football/rugby sports pitch at Castlehead High School, Paisley.

The report indicated that at the deadline for the return of tenders, seven bids had been received. Following evaluation all seven submissions met the bid selection criteria. Details of the criteria and ratings used to evaluate the bids were contained in the report.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award the contract for the installation of a dual-purpose football/rugby 3G pitch at Castlehead High School, Paisley, RC1503 _3652 (ITT7496) to Allsports Construction and Maintenance Limited;

(ii) That it be noted that the value of the contract was £353,417.57 excluding VAT; and

(iii) That it be noted that the contract would commence on 29 June, 2015 with completion anticipated on 18 September, 2015.

1(d) CONTRACT AUTHORISATION REPORT - INSTALLATION OF BIOMASS BOILER AT BRIDGE OF WEIR PRIMARY SCHOOL

There was submitted a report by the Director of Finance & Resources relative to the award of the contract for the installation of a biomass boiler at Bridge of Weir Primary School.

The report indicated that at the deadline for the return of tenders, seven bids had been received. Following evaluation five submissions met the bid selection criteria. Details of the criteria and ratings used to evaluate the bids were contained in the report.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award the contract for the installation of a biomass boiler at Bridge of Weir Primary School, RC1504_3822 (ITT7799) to Alternative Heat Limited for the value of £304,545.15 excluding VAT:

(ii) That it be noted that the installation works were anticipated to commence on 29 June, 2015 for a period of 11 weeks, the exact date to be confirmed in the Council's Letter of Acceptance; and

(iii) That it be noted that after installation of the new biomass boiler, the Contractor shall provide planned and reactive maintenance services and supply wood fuel for the new biomass boiler for a period of two years from the completion of the installation works (maintenance and supply) and that a one year's manufacturer's warranty shall also form part of the contract.

1(e) CONTRACT AUTHORISATION REPORT - JOHNSTONE HIGH SCHOOL DANCE STUDIO

There was submitted a report by the Director of Finance & Resources relative to the award of a minor works contract for Johnstone High School Dance Studio.

The report indicated that at the deadline for the return of tenders, five bids had been received. Following evaluation all five submissions met the bid selection criteria. Details of the criteria and ratings used to evaluate the bids were contained in the report.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award the contract for Johnstone High School Dance Studio, RC1501_3435 (ITT7097) to Brick and Steel Construction Company Limited at a value of £181,067.94 excluding VAT; and

(ii) That it be noted that the proposed commencement date of the contract was 23 June, 2015 with the anticipated completion of the contract of 16 weeks from the date of commencement of the works, to be confirmed in the letter of acceptance.

Minute of Meeting Investment Review Board

Date	Time	Venue
Wednesday, 03 June 2015	11:30	CMR 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors Bibby, Grady, Holmes and J MacLaren.

CHAIR

Councillor Holmes, Convener, presided.

APOLOGIES

Councillor Noon.

IN ATTENDANCE

A MacArthur, Acting Head of Corporate Finance, and P Shiach, Committee Services Officer (both Finance & Resources).

ALSO IN ATTENDANCE

A Galbraith, Investment Consultant, Hymans Robertson LLP, and M Connor, Senior Portfolio Manager, Standard Life Wealth Limited.

DECLARATIONS OF INTEREST

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

1 **MINUTE OF PREVIOUS MEETING**

There was submitted the Minute of the meeting of the Investment Review Board held on 26 November, 2014.

DECIDED: That the Minute be noted.

2 **INFORMATION SESSION**

There was submitted a report by A Galbraith, Hymans Robertson LLP, which made reference to UK and Overseas equities during the period 1 July 2010 to 18 May, 2015; equities versus bonds; UK, US, Eurozone and Japan's gross domestic product between quarter one 2008 to quarter two 2014; Global Equities, value versus growth for the period quarter two 2006 to quarter two 2014; and Headline CPI inflation and Core CPI inflation during the period December 2012 to March 2015.

The Investment Consultant commented on economic and market conditions relative to economic growth, in terms of the global perspective; economic growth in the United Kingdom, quantitative easing in the Eurozone, short term negative inflation and its influence on economic policy, and the performance of different asset classes over the period to the end of May 2015.

She indicated that the fall in inflation had been primarily the result of falling oil and energy prices however oil prices had begun to recover. In addition she intimated that equity and bond markets remained positive.

There followed a question and answer session during which information on quarterly GDP and economic growth relative to the US, Europe, Japan and the UK was provided.

DECIDED: That the information be noted.

3 **PAISLEY AND RENFREW COMMON GOOD FUNDS - REVIEW OF INVESTMENT AND INCOME PERFORMANCE**

There was submitted a report by the Director of Finance & Resources relative to the performance of the Paisley and Renfrew Common Good Funds during the quarter to 31 March, 2015. A performance review report by Hymans Robertson LLP was appended thereto.

M Connor presented a report in relation to the performance of the Paisley and Renfrew Common Good Funds to 31 March, 2015. The report provided information on world markets; investment guidelines; asset attribution; inflation and deflation and currency divergence.

There followed a question and answer session during which Mr Connor indicated that the income estimates for the Renfrew and Paisley Common Good Funds were presented as net figures after tax, and not gross pre-tax figures. The income targets were also discussed, and it was agreed that the targets remained appropriate.

DECIDED: That the reports be noted.

4 DATE OF NEXT MEETING

It was noted that the next meeting of the Investment Review Board would be held in Renfrewshire House on Wednesday, 25 November, 2015.

Minute of Meeting

Joint Consultative Board (Non Teaching)

Date	Time	Venue
Thursday, 21 May 2015	15:00	CMR 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Representing Renfrewshire Council Management - Councillors Audrey Doig, Glen, Noon and Williams.

Representing Trade Unions - J Boylan, M Ferguson and S Hicks, (UNISON); S McAllister and R Stewart (Unite).

IN ATTENDANCE

D Marshall, Head of HR & Organisational Development; S Fanning, Senior Health & Safety Officer; M Armstrong Senior Human Resources Adviser; and P Shiach, Committee Services Officer (all Finance & Resources).

APPOINTMENT OF CHAIRPERSON

It was proposed and agreed that J Boylan chair the meeting.

APOLOGY

Councillor Harte.

DECLARATIONS OF INTEREST

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

1 MINUTE OF PREVIOUS MEETING

There was submitted the Minute of the meeting of the Joint Consultative Board: Non-Teaching held on 19 March, 2015.

DECIDED: That the Minute be noted.

2 MATTERS ARISING

The Head of HR & Organisational Development referred to item 5 of the minute of the previous meeting in relation to temporary workers and submitted a report advising that the number of temporary workers within the remit of the board totalled 880 out of a workforce of approx 6500. This represented an increase of 120 since the previous meeting. He indicated that this figure included approximately 85 seasonal workers.

The Head of HR & Organisational Development was then heard in response to questions from members, and undertook to provide for a future meeting a report detailing a breakdown of the reasons for temporary contracts within the various services.

DECIDED: The Board agreed that the Head of HR & Organisational Development submit a report to a future meeting of the Board detailing the reasons for temporary contracts within the various services.

3 DEVELOPMENTS IN HEALTH & SAFETY

There was submitted a report by the Head of HR & Organisational Development 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 policies and guidance in relation to control of contractors; manual handling operations; and tobacco policy were being revised. The health and safety section continued to work with IT, enhancing and developing electronic applications in line with service changes across the Council. Following the commencement of the new occupational health supplier, People Asset Management Limited on 1 February, 2015, 207 employees had attended appointments.

The report indicated that prostate cancer posters had been displayed within Renfrewshire House and at the main depots, and 15 staff members continued to participate in the quit and win smoking cessation campaign.

DECIDED: That the report be noted.

4 DETAILS OF GRIEVANCES

There was submitted a report by the Head of HR & Organisational Development relative to details of grievances received.

The report provided information on grievances at both the informal and formal stages.

The report indicated that there were a total of five grievances as at May, 2015.

DECIDED: That the information provided be noted.

5 AGENCY WORKERS

There was submitted a report by the Head of HR & Organisational Development relative to the number of agency staff employed within the Council as at March, 2015, and detailing the capacity in which they were engaged. The report provided a breakdown by Service, and indicated that the number of agency workers in all services had reduced to 12.

The Head of HR & Organisational Development Manager was then heard further in response to questions from Members of the Board on the report.

DECIDED: That the report be noted.

6 ABSENCE MANAGEMENT STATISTICS

There was submitted a report by the Head of HR and Organisational Development relative to the quarterly absence management statistics.

The report provided statistics on the number of employee days lost through absence by Department, and provided a comparison for the period from 24 March, 2014 to 23 March, 2015. Information was also provided in relation to absence statistics by service and category of staff, together with comparisons on how services had performed against targets. An analysis of the reasons for absences during the period was also outlined in the report.

DECIDED: That the report be noted.

ADDITIONAL ITEM

The Chair, being of the opinion that the following item was relevant and competent, agreed to its consideration at this time.

DECLARATIONS OF INTEREST

Prior to consideration of the following item of business, Councillor Audrey Doig declared a pecuniary interest as an employee of Renfrewshire Leisure Limited and left the meeting. Councillor Glen declared a non-pecuniary interest and left the meeting.

7 RENFREWSHIRE LEISURE LIMITED

M Ferguson raised a number of issues in relation to Renfrewshire Leisure Limited which were of concern to UNISON, and sought clarification thereon. The Head of HR & Organisational Development provided an initial response to the points raised but confirmed he would seek further clarification and a response would be provided to Unison.

DECIDED: That the information be noted.

8 DATE OF NEXT MEETING

It was noted that the next meeting of the JCB Non-Teaching would be held at 3 pm on Thursday 3 September, 2015.

Minute of Meeting

Johnstone and the Villages Local Area Committee

Date	Time	Venue
Thursday, 27 August 2015	18:00	Johnstone Town Hall, Ludovic Square, Johnstone, PA5 8EG

PRESENT

Councillors Caldwell, Andy Doig, Gilmour, Hood, and I McMillan.

CHAIR

Councillor Gilmour, Convener, presided.

COMMUNITY REPRESENTATIVES

L Brown, Elderslie Community Council; J Anderson, Howwood Sports & Hobbies Group; A Stevenson, Johnstone Castle Community Learning Centre; A McBain, Johnstone Seniors Forum; D Blair, Kilbarchan Community Council; M Lavery, Quarrelton Tenants' & Residents' Association; N McBride, Renfrewshire Early Years Forum; W Crawford, Renfrewshire Walking Network; and J Black, Sandyflats Tenants' & Residents' Association.

COMMUNITY PLANNING PARTNERS

Inspector S Wright (Strathclyde Police); S Lavers (Renfrewshire Health & Social Care Partnership) and S Gallacher (Renfrewshire Leisure)

IN ATTENDANCE

S Allan, Head of Amenity Services (Lead Officer) and M Corrigan, Enforcement Manager (both Community Resources); D Low, Senior Committee Services Officer (LACs) and A McNaughton, Senior Committee Services Officer (both Finance & Resources); and J McCrystal, Community Learning Officer (Children's Services).

APOLOGIES

Councillors Bibby and McGee, D Wadsworth (Elderslie Community Council), J Ross (Greensyde Carers), G Nicholl (Lochwinnoch Community Council) and M Dougan and C McIntyre (both MSYPs).

DECLARATIONS OF INTEREST

Councillor I McMillan declared a non-financial interest in item 6 on the agenda with regard to the application for funding from St Paul's Kirk and intimated that he would remain in the meeting during discussion of the application but would not take part in any discussion and decision thereon

ADDITIONAL ITEM

The Convener intimated that an additional application had been received for grant funding from Johnstone Business Consortium that had not been included in the notice calling the meeting. The Convener, being of the opinion that the item which is dealt with at item 6 of this Minute was urgent, authorised its consideration.

1 RENFREWSHIRE HEALTH & SOCIAL CARE PARTNERSHIP

There was submitted a report by the Head of Planning and Health Improvement, Renfrewshire Health and Social Care Partnership relative to the integration of health and social care services in Renfrewshire.

It was proposed that further information on the composition of the Integration Joint Board be submitted to the next meeting of this Local Area Committee (LAC). This was agreed.

DECIDED:

(a) That the report be noted; and

(b) That further information on the composition of the Integration Joint Board be submitted to the next meeting.

2 COMMUNITY SAFETY & PUBLIC PROTECTION

There was submitted a report by the Director of Community Resources providing an overview of the activities of the Safer & Stronger Renfrewshire Partnership, consisting of Renfrewshire Council, Police Scotland, Scottish Fire & Rescue Service and other community safety agencies for the Johnstone & the Villages LAC area during the period 1 April to 30 June, 2015.

The report contained statistical information for the Johnstone & the Villages LAC area which had been provided by a number of community planning partners including Police Scotland, the Scottish Fire and Rescue Service and the Renfrewshire Community Safety Partnership on community safety; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; the integrated control room and CCTV system; and the work of the Renfrewshire Child Protection Committee. In addition, the appendix to the report detailed the Street Stuff initiative timetable between 29 June and 16 August, 2015.

The Community Resources Enforcement Officer delivered a presentation about diversionary activities to reduce youth disorder, highlighting the wide range of services working together to address youth disorder and its causes.

DECIDED: That the report and presentation be noted.

3 OPEN SESSION/KEY LOCAL ISSUES

(a) TOWN CENTRE REGENERATION

J Anderson, Howwood Sports & Hobbies Group requested that information about the regeneration of Johnstone town centre be provided at the next meeting. This was agreed.

DECIDED: That information about the regeneration of Johnstone town centre be submitted to the next meeting.

(b) WARD BOUNDARIES

J Anderson, Howwood Sports & Hobbies Group requested that maps detailing the proposed new boundaries for local authority Wards be provided at the next meeting.

It was noted that full details of the Local Government Boundary Review for Scotland (LGBRS), including maps of the proposed new Wards boundaries for Renfrewshire were available for examination in all local libraries, at Renfrewshire House, and on both the Council website and the LGBRS website. Members were encouraged to share their views with the LGBRS by participating in the consultation.

DECIDED:

(i) That it be noted that full details of the Local Government Boundary Review for Scotland (LGBRS) proposals, including maps, were available for examination in local libraries, at Renfrewshire House, and through both the Council and the LGBRS websites; and

(ii) That it be noted that members were encouraged to share their views with the LGBRS by participating in the consultation.

(b) REVIEW OF LOCAL AREA COMMITTEES

Howwood Sports & Hobbies Group requested that feedback be provided in relation to the review of Local Area Committees being undertaken by Engage Renfrewshire and, in particular, the results of the questionnaire issued to members.

It was noted that an update would be sought from Engage Renfrewshire.

DECIDED: That an update be sought from Engage Renfrewshire on the review of LACs..

4 COMMUNITY COUNCIL ELECTIONS 2015

There was submitted a report by the Director of Finance & Resources relative to the process, which would commence on 1 September, 2015, of electing members to community councils in Renfrewshire.

The report intimated that a public notice would be placed in local newspapers during the week commencing 31 August, 2015 announcing that community council elections to fill membership places were under way. Information about these elections would also be available on the Council's website and advertised on Facebook and Twitter. Existing community councils would receive publicity material to promote the election and raise awareness in their local area.

Candidates for membership of community councils must complete and return a nomination form to the Council by 30 September, 2015.

DECIDED: That it be noted that the four-yearly Council-wide elections to community councils would commence on 1 September, 2015.

5 FINANCIAL ARRANGEMENTS: BUDGET MONITORING

There was submitted a report by the Director of Finance & Resources relative to the Johnstone & The Villages LAC budget for 2015/16.

Appendix 1 to the report provided details of the expenditure committed by the LAC to date together with available budgets.

The report advised that the LAC also received funding from the Renfrewshire Council Citizens Fund and details of the expenditure committed to date together with the remaining balance were contained in Appendix 2 to the report.

DECIDED: That the report be noted.

6 APPLICATIONS FOR LOCAL AREA COMMITTEE GRANT FUNDING

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

It was proposed that, due to the urgent nature of an application by Johnstone Activity Group, which had been omitted from the agenda for consideration at the meeting held on 21 May 2015, the action of the Director of Finance & Resources in consultation with the Convener to approve an award of £300 be homologated. This was agreed.

It was noted that Johnstone Food Co-op Group had returned £1,820.88 being the unspent portion of the grant awarded previously.

It was further proposed that £1,000 be ring-fenced to meet the potential costs incurred due to the late cancellation of the Lillas Day event in Kilbarchan due to severe weather. This was agreed.

DECIDED:

(a) That the action of the Director of Finance & Resources in consultation with the Convener to award £300 to Johnstone Activity Group be homologated;

(b) That the return of £1,820.88 from Johnstone Food Co-operative be noted and that the group, and in particularly Isabel Hamilton, be thanked for many years of service to the community;

(c) That £1,000 be ring-fenced to meet the potential costs incurred due to the late cancellation of Lillas Day event in Kilbarchan due to severe weather; and

(d) That the applications for funding be determined as follows:-

Elderslie Community Council – provision of a community notice board – awarded £1,000;

Farrier Court Sheltered Housing Tenants Association – craft classes – awarded £499;

Johnstone St Paul's Kirk – help towards cost of marquee for 2015 commemorations – awarded £1,350;

Lochwinnoch Elderly Forum – rent, administration costs and art materials – awarded £1,500;

Johnstone Business Consortium – cost of licences and hall hire for events – awarded £500; and

Breastfeeding Network – salaries, training new volunteers, expenses etc – awarded £500 and any balance remaining in budget.

7 DATE OF NEXT MEETING

It was noted that the next meeting of the Johnstone & The Villages Local Area Committee would be held in Johnstone Town Hall at 6.00 pm on Thursday, 19 November, 2015 .

Minute of Meeting

Economy & Jobs Policy Board

Date	Time	Venue
Wednesday, 02 September 2015	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors Caldwell, Cameron, Andy Doig, Glen, Provost Hall and Councillors Harte, Holmes, Hood, K MacLaren, J Sharkey and Nicolson.

CHAIR

Councillor Glen, Convener, presided.

IN ATTENDANCE

M Crearie, Director of Development & Housing Services; F Carlin, Head of Planning & Economic Development, A Morrison, Head of Regeneration, R Cooper, Economic Development Manager and V Howie, Finance & Resource Manager (all Development & Housing Services) and D Forbes, Finance Manager and R Devine, Senior Committee Services Officer (both Finance & Resources).

WELCOME

Prior to the start of the meeting the Convener welcomed Councillor K MacLaren to his first meeting of the Policy Board since his appointment as a member and also took the opportunity to welcome A Morrison to his first meeting since his appointment as Head of Regeneration.

APOLOGIES

Councillors McCartin, Mack and Mullin.

DECLARATIONS OF INTEREST

There were no declarations of interest intimated prior to 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 Development & Housing Services for the period 1 April to 26 June, 2015.

DECIDED:

(a) That the budget position be noted; and

(b) That it be noted that there had been net budget re-alignments of £113,834, related to the drawdown of ringfenced Town Centre reserves, processed since the budget was approved.

2 CAPITAL BUDGET MONITORING REPORT

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the period 1 April to 26 June, 2015.

DECIDED: That the report be noted.

3 SCOTLAND'S EMPLOYER RECRUITMENT INCENTIVE (SERI)

There was submitted a report by the Director of Development & Housing Services relative to the Scotland's Employer Recruitment Incentive (SERI) and specifically outlining how the programme would contribute to Renfrewshire's intended recruitment incentives over the next three-year period.

The report made reference to wage incentive programmes available to local employers, who created jobs for young, unemployed people, which had assisted in significantly reducing youth unemployment. These initiatives were funded with support from Renfrewshire Council and the Scottish Government via the Invest in Renfrewshire (IIR) programme, European Social Fund monies and the Employer Recruitment Incentive. The report stated that the previous programme of Scottish Government support had ended on 30 June, 2015, and a new programme, Scotland's Employer Recruitment Incentive (SERI), launched on 1 July, 2015 for a period of nine months.

The Council had been offered SERI grant funding, for the period 1 July, 2015 to 31 March, 2016, of up to £370,429 for 83 fully-funded places subject to the posts being sustained for 12 months. The Chief Executive had accepted the offer on behalf of the Council. It was proposed to integrate the SERI offer into the wider IIR programme and to match the allocation into the Youth Employment Initiative (YEI) to offer a total of 249 additional places. Full details of the eligibility criteria and conditions of the SERI 2015/18 programme, which would be operated by Invest in Renfrewshire from 1 July, 2015, were provided.

DECIDED:

- (a) That the actions of the Chief Executive in accepting the offer of SERI support from the Scottish Government for the period 1 July, 2015 to 31 March, 2016, be homologated; and
- (b) That it be agreed that further updates on the project be submitted to future meetings of this Board.

4 BUSINESS GATEWAY DELIVERY

There was submitted a report by the Director of Development & Housing Services relative to the delivery of the Business Gateway Service in Renfrewshire.

The report provided an overview of the services provided by Business Gateway and Business Gateway in Renfrewshire, together with details of performance attained against key performance indicators. It was highlighted that Renfrewshire Council managed the Business Gateway contract, which had been awarded to Lanarkshire Enterprise Services Limited, in respect of the East Renfrewshire, Inverclyde and Renfrewshire Council areas. The three Councils involved wished to undertake an assessment in relation to options for delivery and achievement of the objectives of the local Business Gateway. The delivery options included (i) the status quo; (ii) tendering some elements of the programme; and (iii) delivery in-house. The findings and recommendations of the options appraisal would be submitted to a future meeting of the Policy Board.

The existing Business Gateway contract, which expired on 30 September, 2015, included the option to renew for a further two individual years and the report intimated that pending the outcome of the options assessment the contract would be continued for a further one year period to 30 September, 2016.

DECIDED:

- (a) That the ongoing delivery and performance of the Business Gateway service in the Renfrewshire Council area be noted;
- (b) That it be noted that the existing Business Gateway contract would continue for a further one year period to 30 September, 2016; and
- (c) That the Director of Development & Housing Services undertake an options appraisal to consider the most appropriate delivery model for the Business Gateway service and submit a report detailing the outcomes and recommendations to a future meeting of the Board.

5 RENFREWSHIRE BUSINESS INCUBATOR "INCUBE" - UPDATE

There was submitted a report by the Director of Development & Housing Services relative to the development of InCube, the Council's creative retail business incubator, at 27 High Street, Paisley.

The report detailed the core services provided within InCube, provided an update in respect of the programme of support available and outlined proposed future developments.

DECIDED:

- (a) That the progress made in the delivery of the Business Incubator at 27 High Street, Paisley be noted; and
- (b) That it be agreed that further updates on the project be submitted to future meetings of the Policy Board.

6 COMMUNITY TRAINEESHIPS

There was submitted a report by the Director of Development & Housing Services relative to progress made in respect of the delivery of traineeships to unemployed Renfrewshire residents and seeking approval for the delivery, as a pilot project, of ten places through local social economy organisations.

The report made reference to the decision taken at the meeting of this Policy Board held on 4 September, 2013, to commit £200,000 of Invest in Renfrewshire resources to establish a range of Council-based traineeship programmes. It was highlighted that in this connection, between January 2014 and March 2015, 46 full-time traineeships had been created across the Council, with 26 trainees moving into employment on completion of their traineeship. During the programme a need had been identified for a part-time entry-level traineeship model for young people who required additional support, training and personal development work to address their barriers to work. As a result entry level traineeships, in vocational areas, which offered 21 hours per week of work experience, supplemented by appropriate additional training, had been created within the Council. It was highlighted that participants received a training allowance, based on the living wage rate for the hours of work experience, provided that the training hours were undertaken by the trainee. The report proposed that a similar initiative be piloted with ten local social enterprises. A summary of the aims of the pilot project, eligibility criteria, and delivery and management arrangements was provided.

DECIDED:

- (a) That the successful introduction of the entry level traineeship model for young people requiring significant levels of training and support be noted;
- (b) That the allocation of ten similar traineeships for use within the local social economy sector be approved; and
- (c) That it be agreed that further updates on the use of traineeships to address unemployment in Renfrewshire and deliver projects of community benefit be provided.

7 EMPLOYABILITY FUND 2015/16

There was submitted a report by the Director of Development & Housing Services relative to the Employability Fund contract secured for the 2015/16 period.

The report advised that the Employability Fund was a national training programme managed by Skills Development Scotland which offered employability training to unemployed people at stages 2, 3 and 4 of the employability pipeline. It was highlighted that the Employability Fund supported financially the Council's Training Opportunities in the Public Sector (TOPS) programme, which delivered vocational training and work experience to unemployed residents of Renfrewshire.

Renfrewshire Council had participated in the delivery of the Employability Fund since its inception, being awarded 65 places in 2013/14 and 32 places in 2014/15. Intimation had recently been received that the Council's 2015/16 application had been successful with 60 places awarded at a range of skill levels for each of the three age groups within the Employability Fund criteria. The maximum contract value was £96,579, comprising £45,000 for starts on the programme; £25,329 for qualifications and positive outcomes; and £26,250 for training and travel allowances.

The total funding awarded to the Council would depend on the outcomes achieved and the allowances provided. The current programme was on track to deliver, and potentially exceed, the outcomes required.

DECIDED:

(a) That the success in securing 60 Employability Fund places in 2015/16 to support the Council's Training Opportunities in the Public Sector (TOPS) programme be noted; and

(b) That it be agreed that a further report providing an update on contract performance in 2015/16 be submitted to a future meeting of the Policy Board.

8 EU STRUCTURAL FUNDS PROGRAMME 2014/20 - BUSINESS COMPETITIVENESS

There was submitted a report by the Director of Development & Housing Services relative to the 2014/20 European Structural Fund Competitiveness Programme (ERDF).

The report stated that Renfrewshire Council utilised the ERDF programme to augment Council-led business support activities and better integrate local and national business support services. In addition it was noted that Renfrewshire Council was the lead partner for the Business Gateway services across the East Renfrewshire, Inverclyde and Renfrewshire Council areas.

A summary of the key objectives of the new ERDF programme was provided and the requirement for lead partners to be accountable for managing the Business Competitiveness strategic intervention at a local level was highlighted. Details of how Renfrewshire Council currently managed the Business Gateway service process were outlined and it was proposed that Renfrewshire Council also act as lead partner for future ERDF applications to the European Structural Fund (ESF).

It was noted that an outline application for funding had been submitted in terms of the Business Competitiveness element of the ESF Programme 2014/20 and that £706,112 had been awarded notionally to the wider Renfrewshire area. The Director of Development & Housing Services had accepted the offer on behalf of the Council. The report advised that a finalised application, detailing a range of business development proposals to be funded by the monies awarded and the anticipated outcomes, would be submitted in due course.

The report also advised that the payment model for ESF programmes had been changed from a flat rate of payment to an outputs and outcome model. A range of business development proposals for the area and a set of targets would be established in due course and form the basis for the future drawdown of ERDF awards.

DECIDED:

(a) That the action of the Director of Development & Housing Services in accepting the notional offer of European Union grant of £706,112 for the delivery from 1 October, 2015, of the Business Competitiveness Programme in East Renfrewshire, Inverclyde and Renfrewshire Council areas be homologated;

(b) That it be agreed that Renfrewshire Council continue to be lead partner for ERDF applications spanning East Renfrewshire, Inverclyde and Renfrewshire Council areas;

(c) That the Director of Development & Housing Services be authorised to develop a range of business development proposals for the area to draw down the offer of grant; and

(d) That regular reports on the activity funded through this programme be submitted to future meetings of the Policy Board.

9 PROJECT SEARCH - UPDATE ON DELIVERY

There was submitted a report by the Director of Development & Housing Services relative to the progress attained in respect of the delivery of Project Search.

The report made reference to the decision taken at the meeting of this Policy Board held on 20 May, 2015 to commit £200,000 over two years to Project Search, an employability programme. A summary of the arrangements made to deliver the project locally was provided.

DECIDED:

(a) That the progress to date in delivering Project Search be noted; and

(b) That it be agreed that a further report providing an update on Project Search performance be submitted to a future meeting of the Policy Board.

10 LABOUR MARKET UPDATE

There was submitted an update report by the Director of Development & Housing Services relative to labour market statistics for Renfrewshire as at 30 June, 2015, and providing comparisons, where data was available, with Scottish and UK markets. The Renfrewshire Economic Development Newsletter – August 2015, which contained information on wider Economic Development activities within Renfrewshire and the most up-to-date statistics on the Invest in Renfrewshire programme, was appended to the report.

The report highlighted that the percentage of Job Seeker Allowance (JSA) claimants in Renfrewshire, although higher than the UK average figure, had fallen from 3.3% in June 2014 to 2.8% in June 2015. Youth unemployment had fallen from 5.9% in June 2014 to 4.1% in the same period. Adult unemployment for JSA claimants aged 25 – 49 had fallen from 3.7% in June 2014 to 3.2% in June 2015 while the adult JSA rates for those aged 50+ had decreased, in line with the average Scottish reduction, by 0.1% from May 2015.

Following discussion about the decrease in adult JSA rates for those aged 50+ it was proposed that a presentation be made at a future meeting of this Board on the challenges and barriers faced by people aged 50+ to access the workplace, in order to analyse and identify options for further assistance. This was agreed.

DECIDED:

(a) That the report and the improving unemployment figures across Renfrewshire be noted; and

(b) That a presentation be made at a future meeting of this Board on the challenges and barriers faced by people aged 50+ to access the workplace, in order to analyse and identify options for further assistance.

Minute of Meeting

Houston, Crosslee, Linwood, Riverside and Erskine Local Area Committee

Date	Time	Venue
Wednesday, 02 September 2015	18:00	Cargill Hall, Lintwhite Crescent, Bridge of Weir, PA11 3LJ

PRESENT

Councillor Clark, Provost Hall, Councillors Holmes, J MacLaren and Noon.

CHAIR

Councillor Clark, Convener, presided.

COMMUNITY REPRESENTATIVES

A Clark (Bridge of Weir Community Council); G Lethorn (Bridge of Weir Tenants' and Residents' Association); A Johnstone, Brighter Bridge of Weir); M Dundas (Brookfield Community Council); J Taggart, (Erskine); R Finnie (Houston Community Council); N Barrington (Langbank Community Council); and P Brown, Linwood Community Council).

COMMUNITY PLANNING PARTNERS

Inspector Wight (Police Scotland) and Dr Van Der Lee (Renfrewshire Health & Social Care Partnership).

IN ATTENDANCE

A McNab, Transportation Manager and M Hendry, ASIST Mediation Co-ordinator (both Community Resources); and K Graham, Head of Corporate Governance (Lead Officer) and D Low, Senior Committee Services Officer (LACs) (both Finance & Resources).

APOLOGIES

Councillors M Brown and Harte; and I Cameron (Houston & Killellan Kirk).

DECLARATIONS OF INTEREST

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

ADDITIONAL ITEMS

The Convener intimated that there were additional items in relation to applications for grant funding from St Conval's 2002, The Breastfeeding Network and Brookfield Community Council which had not been included in the notice calling the meeting. The Convener, being of the opinion that the items, which were dealt with at item 6 of this Minute, were urgent, in order to consider the applications timeously, authorised their consideration.

1 COMMUNITY SAFETY AND PUBLIC PROTECTION - PROGRESS UPDATE

There was submitted a report by the Director of Community Resources providing an overview of the activities of the Safer & Stronger Renfrewshire Partnership, consisting of Renfrewshire Council, Police Scotland, Scottish Fire & Rescue Service and other community safety agencies for the Houston, Crosslee, Linwood, Riverside & Erskine Local Area Committee (LAC) area during the period 1 April to 30 June, 2015.

The report contained statistical information which had been provided by a number of community planning partners including Police Scotland, the Scottish Fire and Rescue Service and the Renfrewshire Community Safety Partnership.

The report provided information on Houston, Crosslee, Linwood, Riverside & Erskine community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; the integrated control room and CCTV system; and the work of the Renfrewshire Child Protection Committee. In addition, the appendix to the report detailed the Street Stuff initiative timetable in relation to the five LACs between 29 June and 16 August, 2015.

DECIDED: That the report be noted.

2 HEALTH AND SOCIAL CARE PARTNERSHIP - UPDATE

There was submitted a report by the Head of Planning and Health Improvement, Renfrewshire Health and Social Care Partnership relative to the integration of health and social care services in Renfrewshire.

DECIDED: That the report be noted.

3 **COMMUNITY COUNCIL ELECTIONS 2015**

There was submitted a report by the Director of Finance & Resources relative to the process of electing members to community councils in Renfrewshire which would commence on 1 September, 2015.

The report intimated that a public notice would be placed during local newspapers in the week commencing 31 August, 2015 announcing that community council elections to fill membership places were under way. Information about these elections would also be available on the Council's website and advertised on Facebook and Twitter. Existing community councils would receive publicity material to promote the election and raise awareness in their local area.

Candidates for membership of community councils must complete and return a nomination form to the Council by 30 September, 2015.

DECIDED: That it be noted that the four-yearly Council-wide elections to community councils would commence on 1 September, 2015.

4 **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.

5 **BUDGET MONITORING REPORT**

There was submitted a report by the Director of Finance & Resources relative to the Houston, Crosslee, Linwood, Riverside & Erskine LAC budget for 2015/16.

The appendix to the report provided details of the expenditure committed by the LAC to date together with available budgets.

DECIDED: That the report be noted.

SEDERUNT

Councillor Noon entered the meeting during the following item of business.

6 **APPLICATIONS FOR LAC 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:-

Fusion Youth Ministries – fireworks display - awarded £2,000 from the Youth Challenge Fund

React Basketball Ministries – restructure of leadership team at React Basketball – declined

Erskine Music & Media Studio – refurbishment costs – awarded £3,500 from the Youth Challenge Fund

St Conval's 2002 – winter training equipment – awarded £850

Johnstone Phoenix Theatre Group – production expenses, hiring/let of premises, printing and other production costs – declined

RCA Trust – refurbishment of office accommodation – awarded £500, being £361.26 from the Youth Challenge Fund and £138.74 from the General Grant Fund

Renfrewshire Environmental and Restoration Group – office start-up costs – declined

The Breastfeeding Network – salaries, training new volunteers, volunteer expenses and other associated costs – declined

Environmental Training Team – Heavy duty equipment and protective clothing – declined

Erskine new Interest Group – Rent and speaker costs – awarded £405, subject to the group attending the November meeting of this LAC to provide further information on the application

Erskine Parish Church of Scotland – community cinema project - declined

Brookfield Community Council – purchase and installation of defibrillator – awarded the balance of the General Grant Fund if required

7 DATE OF NEXT MEETING

It was noted that the next meeting of the Houston, Crosslee, Linwood, Riverside & Erskine Local Area Committee would be held at 6.00 pm on Wednesday, 25 November, 2015.

Minute of Reconvened Meeting Renfrew and Gallowhill Local Area Committee

Date	Time	Venue
Thursday, 03 September 2015	18:30	Renfrew Town Hall, Renfrew Cross, Renfrew, PA4 8LJ

PRESENT

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

CHAIR

Councillor Grady, Convener, presided.

COMMUNITY REPRESENTATIVES

J Young, Friends of Renfrew; J Gamble, Renfrew Community Council; J George, St James Pastoral Council; and E Harkness and M Dougan, both Scottish Youth Parliament.

COMMUNITY PLANNING PARTNERS

Inspector Espie, Police Scotland.

IN ATTENDANCE

A Dobie, Community Regulation Manager (Community Resources); F Carlin, Head of Planning & Development (Development & Housing Services) (Lead Officer); and D Low, Senior Committee Services Officer (LACs) (Finance & Resources).

APOLOGIES

M Leitch, Gallowhill Senior Citizens' Club, D Hoey, Renfrew Burgh Band and P Watson, St Margaret's Episcopal Church.

DECLARATIONS OF INTEREST

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

ADDITIONAL ITEMS

The Convener intimated that there were additional items in relation to a report by the Renfrewshire Health and Social Care Partnership and applications for grant funding from Loud 'n' Proud and Friends of Knockhill Park which had not been included in the notice calling the meeting. The Convener, being of the opinion that the items, which were dealt with at items 2 and 6, respectively, of this Minute, were urgent, in order to consider the report and applications timeously, authorised their consideration.

1 COMMUNITY SAFETY & PUBLIC PROTECTION

There was submitted a report by the Director of Community Resources providing an overview of the activities of the Safer & Stronger Renfrewshire Partnership, consisting of Renfrewshire Council, Police Scotland, Scottish Fire & Rescue Service and other community safety agencies for the Paisley North Local Area Committee (LAC) area during the period 1 April to 30 June, 2015.

The report contained statistical information which had been provided by a number of community planning partners including Police Scotland, the Scottish Fire and Rescue Service and the Renfrewshire Community Safety Partnership.

The report provided information on Renfrew & Gallowhill community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; the integrated control room and CCTV system; and the work of the Renfrewshire Child Protection Committee. In addition, the appendix to the report detailed the Street Stuff initiative timetable in relation to the five LACs between 29 June and 16 August, 2015.

DECIDED: That the report be noted.

2 RENFREWSHIRE HEALTH AND SOCIAL CARE PARTNERSHIP

There was submitted a report by the Head of Planning and Health Improvement, Renfrewshire Health and Social Care Partnership relative to the integration of health and social care services in Renfrewshire.

DECIDED: That the report be noted.

3 **COMMUNITY COUNCIL ELECTIONS 2015**

There was submitted a report by the Director of Finance & Resources relative to the process of electing members to community councils in Renfrewshire which would commence on 1 September, 2015.

The report intimated that a public notice would be placed in local newspapers during the week commencing 31 August, 2015 announcing that community council elections to fill membership places were under way. Information about these elections would also be available on the Council's website and advertised on Facebook and Twitter. Existing community councils would receive publicity material to promote the election and raise awareness in their local area.

Candidates for membership of community councils must complete and return a nomination form to the Council by 30 September, 2015.

DECIDED: That it be noted that the four-yearly Council-wide elections to community councils would commence on 1 September, 2015.

4 **OPEN SESSION AND KEY LOCAL ISSUES**

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

He referred to a recent meeting of the Council's Finance & Resources Policy Board where it had been agreed (a) that £15,140 be allocated from the Renfrew Common Good Fund towards the cost of relocating the Renfrew 600 tapestry to the intu Braehead shopping centre and (b) that, in keeping with the LAC's previous recommendation at its meeting held in May 2015, £20,000 be awarded to Renfrew Development Trust from the Renfrew Burgh Citizens Fund.

DECIDED:

(a) That it be noted that no questions had been submitted for consideration at the Open Session;

(b) That it be noted that the Council's Finance & Resources Policy Board had agreed to allocate £15,140 towards the cost of relocating the Renfrew 600 tapestry to the intu Braehead shopping centre; and

(c) That it be noted, in keeping with the LAC's previous recommendation at its meeting held in May 2015, £20,000 had been awarded to Renfrew Development Trust from the Renfrew Burgh Citizens Fund by the Finance & Resources Policy Board.

5 **BUDGET MONITORING**

There was submitted a report by the Director of Finance & Resources relative to the Renfrew & Gallowhill LAC budget for 2015/16.

Appendix 1 to the report provided details of the expenditure committed by the LAC to date together with available budgets.

The report advised that the LAC had also received funding from the Renfrew Burgh Citizens Fund and the Paisley Burgh Citizens Fund and Appendix 2 to the report highlighted available resources within those funds.

DECIDED: That the report be noted.

6 APPLICATIONS FOR LAC 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:-

Breastfeeding Network – salaries, training new volunteers, volunteer expenses and other associated costs – awarded £1,989

Environmental Training Team – machine tools, protective equipment and rent – awarded £2,000

Ferguslie Cricket Club – funding of junior cricket coaching programme – awarded £994 from the Youth Challenge Fund

Johnstone Activity Group – assistance towards cost of respite weekend – awarded £100

Johnstone Phoenix Theatre Group – production expenses, hiring/let of premises, printing and stationery, costume hire, amp and laptop – declined

RCA Trust – refurbishment of office accommodation – awarded £500

Renfrewshire Deaf Group – interpreters costs, hall hire, printing and stationery and coach hire – awarded £500

Renfrewshire Environmental and Restoration Group – office start-up costs – declined

St Columba's Adult Social Club – activities and running costs – declined

St Peter's Mens Club – refurbishment – declined

Gallowhill Bowling Club – disabled toilet - £5,000, lease - £800, utilities - £800 and expenses - £240 – awarded £5,000 to be split between the Paisley Common Good Fund and the General Grant Fund

React Basketball – restructure of leadership team and running costs – awarded £2,000 from the Youth Challenge Fund

St James' Friendly Hour – weekly hire of mini bus – awarded £400

Loud 'n' Proud – equipment for rehearsal room – awarded £5,333 from the Youth Challenge Fund

Friends of Knockhill Park – equipment for outdoor gym – awarded £9,800

7 DATE OF NEXT MEETING

It was noted that the next meeting of the Renfrew & Gallowhill Local Area Committee would be held in Renfrew Town Hall at 6.30 pm on Tuesday, 10 November, 2015.

Minute of Meeting Leadership Board

Date	Time	Venue
Wednesday, 16 September 2015	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors Devine, Glen, Harte, Henry, Holmes, Kelly, Lawson, K MacLaren, M MacLaren, McCartin, I McMillan and Williams.

IN ATTENDANCE

S Black, Chief Executive; M Crearie, Director of Development & Housing Services; S MacDougall, Director of Community Resources; P Macleod, Director of Children's Services; and A Russell, Director of Finance & Resources, D Amos, Head of Policy & Commissioning (Chief Executive's); K Graham, Head of Corporate Governance, E Shields, Operational Services Manager and L Belshaw, Democratic Services Manager (all Finance & Resources).

CHAIR

Councillor Holmes, Depute Convener, presided.

APOLOGIES

Councillors Cameron and M Macmillan.

DECLARATIONS OF INTEREST

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

1 **BETTER COUNCIL CHANGE PROGRAMME UPDATE**

There was submitted a report by the Chief Executive relative to the Better Council Change Programme (BCCP), providing an update on the implementation of the programme and seeking approval to proceed to the procurement phase for two projects, replacement of the ICT system and the introduction of a customer portal.

The report intimated that the BCCP had been set up to identify, manage and deliver changes across the Council that would improve efficiency, modernise ways of working and support long-term financial sustainability as well as delivering savings specifically to contribute to addressing the Council's forecast medium-term budget deficit of £30m through to 2017/18.

Two key elements of the BCCP were replacement of the current ICT system and the customer access project. The report outlined the projected costs and potential savings of each of these proposals.

The current ICT systems required to be replaced as they were complex, relatively expensive and, being housed in the same building, could constitute business continuity risks. A business case had been developed which forecast savings arising from replacement of the current disparate systems with an ERP (Enterprise Resource Planning) system.

The customer access project aimed to maintain and enhance the quality of services provided to customers and deliver future cost savings through the introduction of online delivery channels for transactional services with the largest volume of contacts. A business case had been developed which had identified that the implementation of a full customer portal solution had the potential to realise significant savings whilst improving the service to customers.

DECIDED:

- (a) That the progress made with the implementation of the Better Council Change Programme be noted;
- (b) That the proposal for the Enterprise Resource Planning (ERP) project be approved and that it be agreed to move to the procurement phase of the project; and
- (c) That the proposal for the Customer Access Portal for the delivery of Council digital services be approved and that it be agreed to move to the procurement and implementation phase of the project.

2 **WELFARE REFORM UPDATE**

There was submitted a report by the Chief Executive relative to changes to welfare and personal taxation announced by the UK Government. The report summarised the key reforms and provided an initial assessment of the impact on households in Renfrewshire. In addition, the report highlighted measures introduced previously as a result of welfare reform.

The report intimated that in total the welfare measures announced by the Chancellor would cut welfare spending across the UK by £13 billion per year by 2020/21. The key reforms included a freeze on the level of benefits paid to people of working age and changes to tax credits for working age people, including restricting child tax credit; changes to housing benefit rules for families and for people aged 18-21; to the length of time housing benefit could be backdated; to the overall amount of welfare support a household could receive; to the amount paid to people receiving Employment and Support Allowance; and to the rules for receiving Universal Credit for lone parents. These changes would result in significant implications for a range of Council services and citizens. The report proposed that a welfare reform work stream be established within the Tackling Poverty Programme to develop an effective response to manage the financial and social impact on the most vulnerable; to identify and assess the impact of the proposed changes on Council finances, policies and strategies; and to propose effective strategies to mitigate the impact. The report highlighted the plans that would be developed to take account of these objectives.

DECIDED: That the report be noted.

3 DEVOLUTION OF FURTHER POWERS - WELFARE REFORM COMMITTEE CALL FOR EVIDENCE

There was submitted a report by the Chief Executive relative to the Smith Agreement Inquiry. The report intimated that a report by the Smith Commission was published on 27 November, 2014 which outlined the agreement reached among all of Scotland's main political parties to devolve more powers to the Scottish Parliament. Thereafter in January 2015 the UK government published its report which presented draft clauses in response to the Smith Agreement which would form part of a future Scotland Bill. The Bill was introduced to Parliament on 28 May, 2015 and included the proposed devolution of powers across a number of sectors including the welfare system. The Scottish Parliament's Welfare Reform Committee, which was focusing on the practical implementation of the social security schemes outlined in the Smith Agreement, had invited all interested individuals and organisations to submit written evidence on the Smith Agreement and the proposed devolved powers to better deliver benefits in Scotland. The deadline for receipt of written evidence was 28 August, 2015 and the draft response, as detailed in Appendix 2 to the report, had been submitted on behalf of the Council, subject to approval by this Board.

DECIDED: That the content of the response be approved.

4 SUPPORT FOR VETERANS

There was submitted a report by the Director of Development & Housing Services relative to the work of the Council to support service veterans living locally in accordance with the Armed Forces Community Covenant to which the Council and its Community Planning Partners signed up in February, 2012.

The report provided an update on the work of the Veterans' Support Co-ordinator in developing pathways for service veterans through the customer service model being developed in partnership with East Renfrewshire and Inverclyde Councils and also recommended a change, following an approach from Poppy Scotland, to the treatment of war disablement pension income in calculations for non-residential social care costs for veterans who were injured prior to 5 April, 2005.

DECIDED:

- (a) That the work of the Council in supporting service veterans and the progress made in development of a customer service model and pathways for veterans of the armed forces be noted;
- (b) That it be agreed that the War Disablement Pension income be disregarded in full when calculating clients' contribution towards non-residential care costs with effect from 1 October, 2015; and
- (c) That an in-year adjustment to the adult services budget for 2015/16 be approved and that an appropriate base budget adjustment be made moving into 2016/17 as part of the budget process.

Minute of Meeting

Regulatory Functions Board

Date	Time	Venue
Thursday, 17 September 2015	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

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

CHAIR

Councillor Hood, Convener, presided.

IN ATTENDANCE

M Conaghan, Legal & Democratic Services Manager (for item 8); D Campbell, Assistant Managing Solicitor (Licensing); P Shiach, Committee Services Officer and K Whiteside, Paralegal Administrative Assistant (all Finance & Resources).

APOLOGIES

Councillor M Brown.

DECLARATIONS OF INTEREST

Councillor B Brown declared a non-financial interest in relation to item 3 (a) 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.

Councillor E Devine declared a non-financial interest in relation to item 2(b) of the agenda as the Convener of the Environment Policy Board and intimated his intention not to participate in the Board's consideration of this item and not take part in any discussion or voting thereon.

ORDER OF BUSINESS

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

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of the following 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 3 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

1 GRANT OF A PRIVATE HIRE CAR DRIVER'S LICENCE - PERSONAL APPEARANCE

There was submitted the undernoted application for the grant of a Private Hire Car Driver's Licence. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted a representation to the application:

Alan Pringle, 129 Kirklandneuk Road, Renfrew

Mr Pringle, the applicant was invited into the meeting together with Inspector Glass and Sergeant Curran, on behalf of the Chief Constable who had submitted a representation to the application.

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

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

RE-ADMISSION OF THE PRESS AND PUBLIC

The press and public were re-admitted to the meeting prior to consideration of the following item of business.

DECLARATION OF INTEREST

Councillor E Devine 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.

2 SKIN PIERCING AND TATTOOING LICENCE - PERSONAL APPEARANCE

APPLICANT: Shona Weir, 52 Lang Avenue, Renfrew

TRADING FROM: mobile locations

ACTIVITY: semi-permanent make-up Hours of Operation:

MONDAY TO SATURDAY – 9.00 am to 7.00 pm

There was no appearance by or on behalf of Ms Weir. R Marshall and R Flannigan, on behalf of the Director of Community Resources who had submitted a representation outwith the statutory timescale to the application, were invited into the meeting.

There was no appearance by or on behalf of Bishopton Community Council who had submitted an objection to the application.

The Assistant Managing Solicitor (Licensing) advised that a request to continue the application had been received. The Convener proposed that consideration of the application be continued for the applicant to appear personally at a future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of the application be continued for the applicant to appear personally at a future meeting of the Board.

SEDERUNT

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

EXCLUSION OF THE 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.

DECLARATION OF INTEREST

Councillor B Brown 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.

3 GRANT AND RENEWAL OF PRIVATE HIRE CAR DRIVERS' LICENCES – PERSONAL APPEARANCES

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

(a) William Jamieson, 21 Tirry Way, Deanpark, Renfrew – Renewal of a Private Hire Car Driver's Licence.

Mr Jamieson, the applicant was invited into the meeting together with Inspector Glass and Sergeant Curran, 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.

Councillor Hood, seconded by Provost Hall, moved that the application be granted for a period of one year.

Councillor E Devine, seconded by Councillor M Devine, moved as an amendment that the application be refused.

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

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

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

SEDERUNT

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

(b) Anwar Ul-Haq Shafi, 23 Campsie Drive, Renfrew – Renewal of a Private Hire Car Driver's Licence.

Mr Shafi, the applicant, was invited into the meeting together with Inspector Glass and Sergeant Curran on behalf of the Chief Constable who had submitted an objection to the application.

The Board adjourned to allow the applicant to receive further information from Police Scotland in relation to his application form. The meeting was reconvened.

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. This was agreed unanimously.

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

(c) Peter Heron, 18B Nightingale Place, Johnstone – Grant of a Private Hire Car Driver's Licence.

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

The Convener proposed that the application be considered in Mr Heron's absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

(d) John Glen, 70 Glenburn Road, Paisley – Grant of a Private Hire Car Driver’s Licence.

Mr Glen, the applicant was invited into the meeting together with Inspector Glass and Sergeant Curran, on behalf of the Chief Constable who had submitted an objection to the application.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened and the Convener proposed that the application be granted. This was agreed unanimously.

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

(e) Alan Huey, Fordbank Cottage, Hallhill Road, Johnstone – Renewal of a Private Hire Car Driver’s Licence.

Mr Huey, the applicant was invited into the meeting together with Inspector Glass and Sergeant Curran, on behalf of the Chief Constable who had submitted an objection to the application.

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

Councillor Hood, seconded by Councillor Mullin, moved that the application be granted.

Councillor McQuade, seconded by Councillor McEwan, moved as an amendment that the application be refused.

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

On a vote being taken, 3 members voted for the amendment and 5 members voted for the motion. The motion was accordingly declared carried.

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

(f) Asif Mohammed, 25 Brent Avenue, Glasgow – Grant of a Private Hire Car Driver’s Licence.

There was no appearance by or on behalf of Mr Asif. Inspector Glass and Sergeant Curran, on behalf of the Chief Constable who had submitted an objection received outwith the statutory timescale to the application, were invited into the meeting.

The Convener proposed that the application be considered in Mr Asif’s absence and this was agreed unanimously. On hearing the reasons for the objection being received outwith the statutory timescale it was decided that the objection be taken into account when the application was being considered.

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

DECIDED: That the application be refused.

4 **SKIN PIERCING AND TATTOOING LICENCE - PERSONAL APPEARANCE**

APPLICANT: Adele Logan, 4 Craigiehall Way, West Freeland, Erskine

TRADING FROM: Mirren Court (One) 119 Renfrew Road, Paisley and other mobile locations

ACTIVITY: Acupuncture

HOURS OF OPERATION: Monday to Sunday – 9.00 am to 9.00 pm

Mrs Logan, the applicant and Mr Logan, her business partner were invited into the meeting. The Assistant Managing Solicitor (Licensing) advised that the representation submitted outwith the statutory timescale to the application by the Director of Community Resources had been withdrawn.

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.

ADJOURNMENT

The meeting adjourned at 1.35 pm and reconvened at 2.00 pm.

5 **RENEWAL OF STREET TRADER'S LICENCE - PERSONAL APPEARANCE**

APPLICANT: Theodorus Bouwmans, 52 Park Gardens, Kilbarchan

AUTHORISED GOODS: Dutch and Scottish snacks

TRADING FROM: Middleton Road, Linwood

OPERATING HOURS: Monday to Saturday 7.00 am to 5.00pm

There was no appearance by or on behalf of Mr Bouwmans. After consideration of all matters before the Board the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

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

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

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

Samuel Phelps, 21 Whinhill Road, Glasgow

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

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

7 REQUEST FOR EXEMPTION FROM ASSISTING WHEELCHAIR PASSENGERS

There was submitted the undernoted request for exemption from assisting wheelchair passengers. The applicant had been asked to appear personally for the first time:

John Clark, 26 Raasay Drive, Glenburn, Paisley.

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

After consideration of all matters before the Board the Convener proposed that the request for exemption for assisting wheelchair passengers be granted for a period of two years. This was agreed unanimously.

DECIDED: That the request for exemption for assisting wheelchair passengers be granted for a period of two years.

8 RENEWAL OF LANDLORD REGISTRATION - PERSONAL APPEARANCE

Under reference to paragraph 8 of the Minute of the meeting of this Board held on 19 August, 2015 there was submitted the undernoted application for renewal of Landlord Registration. The applicant had been asked to appear personally together with Police Scotland:

Jonah Ditton, Ditton Holdings, Top Floor, Gordon Chambers, 90 Mitchell Street, Glasgow

Mr Ditton, applicant and Mr Banks, solicitor were invited into the meeting together with Sergeant Divers on behalf of the Chief Constable who had submitted a representation in respect of the application.

Sergeant Divers advised that there had been a typographical error in the correspondence where the date of April 2013 should have read April 2011. In addition he clarified the position in relation in relation to a Police interview with Mr Ditton.

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.

9 GRANT OF LANDLORD REGISTRATIONS - PERSONAL APPEARANCES

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

(a) Craig Earl, 10 Macduff, Erskine (joint owner Lynette Earl)

Mr Earl, the applicant and Mrs Earl were invited into the meeting together with Sergeant Divers, Police Scotland.

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) Alison Will, Kingarth, 6 High Street, Fortrose

There was no appearance by or on behalf of Mrs Will. Sergeant Divers, Police Scotland 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.

(c) Jonathon Woodall, 5 Arran Terrace, Ayr

There was no appearance by Mr Woodall. Mr Mann, solicitor representing Mr Woodall was invited into the meeting along with Sergeant Divers, Police Scotland.

Sergeant Divers clarified the position in relation to correspondence from the Chief Constable, advising that there was no pending case against Mr Woodall.

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

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

(d) Alan Mackin, Cami Son Toells, 21 Edificio Pitacoras, Flat 3b, Black 2, San Agustin, Palma De Mallorca.

There was no appearance by Mr Mackin. Mr Murphy, agent and Mr MacIver, solicitor were invited into the meeting along with Sergeant Divers, Police Scotland.

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.

(e) Marc Lomas, 550 Ritchie Park, Johnstone (joint owner Claire Lomas)

Mr Lomas, the applicant and Mrs Lomas, together with Sergeant Divers, Police Scotland were invited into the meeting.

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

After further consideration, 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.

(f) Maurice Baxter, Flat 2/2, 14 John Neilson Avenue, Paisley.

There was no appearance by Mr Baxter. Sergeant Divers, Police Scotland was invited into the meeting.

After consideration of all matters before the Board the Convener proposed that consideration of the application be continued for the applicant to attend personally at a future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of the application be continued for the applicant to attend personally at a future meeting of the Board.

10 **GRANT OF HOUSE IN MULTIPLE OCCUPATION LICENCES - PERSONAL APPEARANCES**

There were submitted the undernoted applications for the grant of Houses in Multiple Occupation Licences. The applicant had been invited to appear personally for the first time.

(a) **APPLICANT:** Acheson McKnight, 20 Darluith Park, Brookfield, Johnstone.
PREMISES: Flat 3/2, 55 Love Street, Paisley.

There was no appearance by Mr McKnight. The Assistant Managing Solicitor (Licensing) advised the Board that the application had been granted by the Head of Corporate Governance under delegated authority for a period of three years.

DECIDED: That it be noted that the application had been granted by the Head of Corporate Governance under delegated authority for a period of three years.

(b) **APPLICANT:** Acheson McKnight, 20 Darluith Park, Brookfield, Johnstone.
PREMISES: 32A St James Street, Paisley.

There was no appearance by Mr McKnight. The Assistant Managing Solicitor (Licensing) advised the Board that the application had been granted by the Head of Corporate Governance under delegated authority for a period of three years.

DECIDED: That it be noted that the application had been granted by the Head of Corporate Governance under delegated authority for a period of three years.

11 **RENEWAL OF LATE HOURS CATERING LICENCE**

There was submitted the undernoted application for renewal of a Late Hours Catering Licence:

APPLICANT: Shell UK Oil Products Limited
AUTHORISED GOODS: refreshments and food
TRADING FROM: Shell Hillington, Hillington Road, Glasgow
OPERATING HOURS: 7 days per week – 11.00 pm – 5.00 am

The Assistant Managing Solicitor (Licensing) advised the application required to be considered by the Board as the hours requested were outwith current policy.

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.

Minute of Meeting

Audit, Scrutiny and Petitions Board

Date	Time	Venue
Monday, 21 September 2015	10:00	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors B Brown, Caldwell, McEwan, Grady, Provost Hall, Councillors J MacLaren, Perrie and J Sharkey.

CHAIR

Councillor J Sharkey, Convener, presided.

IN ATTENDANCE

O Reid, Head of Public Protection and D McNab, Transportation Manager (both Community Resources); P McLean, Senior Performance Review Officer (Development & Housing Services) A MacArthur, Head of Finance, R McGrath, Head of Business Services, A McMahon, Chief Auditor, L Belshaw, Democratic Services Manager, D Campbell, Assistant Managing Solicitor (Licensing) and D Briggs, Senior Solicitor (lead officer) (all Finance & Resources).

APOLOGIES

Councillor M Brown.

DECLARATIONS OF INTEREST

Councillor McEwan declared an interest in item 8a of the agenda as she had signed the petition and indicated that it was her intention not to take part in any discussion or voting thereon.

Prior to consideration of the following item, the Convener welcomed B Howarth, Assistant Director and A McGregor, Senior Audit Manager, both Audit Scotland, to the meeting.

1 **AUDIT OF ANNUAL ACCOUNTS 2014/15**

There was submitted a report by the Director of Finance & Resources relative to the report to members and the Controller of Audit on the audit of the Council's 2014/15 accounts. The report intimated that the audit process had been completed in accordance with international auditing standards, in terms of which Audit Scotland were obliged to report to those charged with the governance of the organisation matters which had arisen in the course of the audit. The report outlined Audit Scotland's findings from the audit of the 2014/15 Council, Common Good and Charitable Trust financial statements. Under the Local Authority Accounts (Scotland) Regulations 2014, which came into force on 10 October 2014, the Council must meet to consider the annual accounts and aim to approve those accounts for signature no later than 30 September. In order to comply with these requirements the audited financial statements would be presented to the Council for approval at its meeting to be held on 24 September 2015.

DECIDED: That the report be noted.

2 **SCOTTISH HOUSING REGULATOR - RISK ASSESSMENT SUMMARY OUTCOME**

There was submitted a report by the Director of Development & Housing Services relative to feedback from the Scottish Housing Regulator following their assessment of the Council's Scottish Social Housing Charter return for 2013/14. The report intimated that all local authorities' housing services and registered social landlords were required to submit their annual return on the Scottish Social Housing Charter to the Scottish Housing Regulator. The Regulator wrote to the Council in May 2015 and concluded that the Council demonstrated a high level of commitment to delivering the requirements of the Charter; that the Council used the Charter to determine and monitor its performance and report this information to members and tenants. In July 2015 the Scottish Housing Regulator published its risk assessment summary outcome for local authorities and Renfrewshire Council was one of only nine local authorities where the Regulator had sufficient assurance about performance that monitoring of the delivery of Housing and Homelessness Services would be conducted through the annual return.

DECIDED: That the report be noted.

3 **AUDIT SCOTLAND REPORT: AUDIT OF HOUSING AND COUNCIL TAX BENEFIT RISK**

There was submitted a report by the Director of Finance & Resources relative to the requirement that the Council's external auditor, Audit Scotland, as part of their remit carried out Housing Benefit Audit Risk Assessments across all 32 Scottish local authorities. The main objective of the benefit performance audit was to help councils improve their benefit services but it also held councils to account for any failing services. During May 2015 Audit Scotland carried out a follow-up Housing Benefit Risk Assessment for Renfrewshire and provided a report to the Council's Chief Executive which overall was very positive, noting improvements in key areas. Two risks to continuous improvement had been identified and the report intimated that these were already being addressed. An improvement plan had been developed in response to the risks and this had been approved by Audit Scotland.

One of the risks identified was the Council not being routinely notified of the outcomes of prosecutions by the Procurator Fiscal and as a result not routinely publicising successful outcomes of fraud. It was proposed that the Chief Auditor discuss with the Council's communications team the best way of dealing with publication of relevant information in relation to fraud activity. This was agreed.

DECIDED:

(a) That the Audit of Housing and Council Tax Benefit Risk Assessment Report, as appended to the report, and the improvement plan submitted in response be noted; and

(b) That the Chief Auditor discuss with the Council's communications team the best way of dealing with publication of relevant information in relation to fraud activity.

4 AUDIT SCOTLAND REPORT – BENEFITS PERFORMANCE AUDIT ANNUAL UPDATE

There was submitted a report by the Director of Finance & Resources relative to the requirement that the Council's external auditor, Audit Scotland, carry out Housing Benefit Audit Risk Assessments. The main objective of the benefit performance audit was to help councils improve their benefit services but it also held councils to account for any failing services. The appendix to the report provided a summary of the performance audit work carried out by Audit Scotland and the Scottish Councils Housing Benefit Services during 2014/15. The report highlighted key issues from the Risk Assessments carried out and identified good practice. The Risk Assessment carried out at Renfrewshire was not covered by the annual report as it was part of the 2015/16 programme, as detailed in item 3 of this Minute.

DECIDED: That the Audit Scotland report 'Benefits Performance Audit Annual Update 2014/15', as appended to the report, be noted.

5 SUMMARY OF FINDINGS 1 APRIL TO 30 JUNE 2015

There was submitted a report by the Chief Auditor relative to the requirements 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 April to 30 June 2015.

The report intimated that, in addition to the reports listed in the appendix, Internal Audit had an ongoing commitment to a range of corporate and service initiatives, progressing of information security matters in partnership with ICT and Legal Services, providing regular advice to the associated bodies for which Renfrewshire Council was the lead authority and to Renfrewshire Leisure Limited, co-ordination of the Council's corporate risk management activity and management of the counter fraud and risk management and insurance teams.

DECIDED: That the summary of audit findings reported during the quarter 1 April to 30 June 2015, be noted.

6 INTERNAL AUDIT AND COUNTER FRAUD PROGRESS AND PERFORMANCE FOR PERIOD TO 30 JUNE 2015

There was submitted a report by the Chief Auditor relative to Internal Audit and Counter Fraud progress and performance for the period 1 April to 30 June 2015, in terms of the delivery of the audit plan. The report compared the percentage of audit work completed against targets, within time and the percentage of audit reports issued within three weeks of completion of audit fieldwork. It was noted that performance was ahead of target in all areas. The number of overpayments identified by the Counter Fraud Team during the period was also detailed as was progress against local and national initiatives involving Internal Audit and the Counter Fraud Team including the National Fraud Initiative and the Scottish Local Authorities Chief Internal Auditors Group.

DECIDED: That the report be noted.

7 TRAINING FOR AUDIT, SCRUTINY AND PETITIONS BOARD MEMBERS

There was submitted a report by the Chief Auditor relative to training for Board members undertaken in line with guidance produced by the Chartered Institute of Public Finance and Accountancy on the implementation of Audit Committee principles in Scottish Local Authorities in terms of which training in audit and risk related matters was provided to members of the Board. The current briefing, by the Head of Public Protection, related to serious and organised crime (SOC). The briefing outlined the scale and nature of SOC, strategic links and levels of activity, the national agenda to disrupt the activities of SOC groups, to divert individuals from engaging in or using the products of SOC, to deter SOC through measures to protect communities, business and the public sector from SOC and to detect SOC by boosting capacity and improving coordination. Types of SOC were highlighted including alcohol and drugs, child sexual exploitation, people trafficking/slavery, fraud, data theft, metal theft, money laundering and cash businesses. Insider threat was also identified, by contractors and staff, including details of how this could be recognised and addressed.

It was proposed that the Head of Corporate Governance be asked to give consideration to publication of the chief officers' registers of interests. This was agreed.

DECIDED:

(a) That the briefing be noted; and

(b) That the Head of Corporate Governance be asked to give consideration to publication of the chief officers' registers of interests.

DECLARATION OF INTEREST

Councillor McEwan, having previously declared an interest in the following item, indicated that it was her intention to stay in the meeting as local member and to act as supporter to the petitioner if required.

Prior to consideration of the following item, the Convener welcomed Mrs Quigley and her son, acting as her supporter, to the meeting.

8 PETITION: BUS STOP, TRIDENT HOUSE, RENFREW

Under reference to Item 12 of the Minute of the meeting of the Board held on 1 June 2015, there was submitted a report by the Director of Finance & Resources relative to the Board's continued consideration of the petition which had been submitted in the undernoted terms:

"To move the bus stop from outside Trident House in the Renfrew Road because of dangers to passengers alighting from buses at this stop and then having to either cross at the entrance to the M8 Motorway in order to access the Abbotsinch Estate or either crossing the exit from the M8 Motorway to access the bottom end of Gallowhill. Residents of Gallowhill want the bus stop put back to where it was previously sited before a serious injury or a fatal accident occurs."

The report intimated that at its meeting held on 30 March, 2015 the Head of Amenity Services had advised that the bus stop had been moved to make way for the access road for the new retail development on Renfrew Road so it could not go back to its original position. In terms of the road layout this was a very difficult area to find a suitable location for a bus stop and there was no other place to put it except at Trident House, where it had been operating safely for the past 10 months. He further advised that a pedestrian survey had been undertaken to determine the routes people used near the stop including the roundabout to the retail park and the slip roads to the M8 motorway. At that meeting it had been agreed that consideration of the petition be continued to enable a site visit to take place. The site visit had subsequently taken place on 15 May 2015, and the report intimated that the Head of Amenity Services had indicated that arising from the site visit there appeared to be confusion relating to where the petitioners wanted the stop to be moved and had provided a plan for clarification. The report noted that a survey of pedestrian movements had been carried out in the vicinity of the current location outside Trident House and would be further assessed to establish pedestrian desire lines over the Renfrew Road between the roundabout and the retail park and the roundabout at Arkleston. This work would be ongoing in the current financial year.

Councillor J Sharkey, seconded by Councillor Caldwell, moved that the petition be referred to the Director of Community Resources with the recommendation that no action be taken on moving the bus stop and that the survey to determine the routes people used near the stop including the roundabout to the retail park and the slip roads to the M8 motorway continue to be progressed. This was agreed.

DECIDED: That the petition be referred to the Director of Community Resources with the recommendation that no action be taken on moving the bus stop and that the survey to determine the routes people used near the stop including the roundabout to the retail park and the slip roads to the M8 motorway continue to be progressed.

Prior to consideration of the following item, the Convener welcomed Mrs Park and her supporter Mrs Gallagher, to the meeting.

9 **PETITION: SANDY ROAD, RENFREW**

Under reference to Item 11 of the Minute of the meeting of the Board held on 1 June 2015 there was submitted a report by the Director of Finance & Resources relative to the Board's continued consideration of the petition which had been submitted in the undernoted terms.

“This petition is for something to be done to prevent further accidents at the corner of Sandy Road and Newmains Road and also Broadloan Road/Sandy Road (both Renfrew). I realise traffic lights could be the only answer before someone is killed or badly injured”.

It was noted that the Board at its meeting held on 16 February 2015 having heard from the principal petitioner and her supporter agreed that the matters contained in the petition be referred to the Director of Community Resources for further investigation and that a report on the outcome be submitted to a future meeting of the Board to which the petitioner would be invited. The report provided information on the outcome of the further investigations which had been undertaken and it was noted that the Head of Amenity Services had indicated that a review of the phasing of the signals on Paisley Road had been undertaken with a view to making this road more efficient thus negating the need for drivers to use alternative routes. Alternations to the signals were likely to commence during summer, 2015.

Councillor McEwan, seconded by Councillor B Brown, moved that the the petition be referred to the Director of Community Resources with the recommendation that consideration be given to converting the two existing zebra crossings on Sandy Road at Broadloan and Sandy Road at Newmains Road to pedestrian controlled traffic lights. This was agreed.

DECIDED: That the the petition be referred to the Director of Community Resources with the recommendation that consideration be given to converting the two existing zebra crossings on Sandy Road at Broadloan and Sandy Road at Newmains Road to pedestrian controlled traffic lights.

Prior to consideration of the following item, the Convener welcomed Ms Campbell and her supporter, Mr McGuigan, to the meeting.

10 **PETITION: SPEED BUMPS, TIREE AVENUE, RENFREW**

There was submitted a report by the Director of Finance & Resources relative to a petition comprising around 40 signatures which had been received from Ms J Campbell in the undernoted terms.

“Renfrewshire Council: agree to place speed bumps in Tiree Avenue for the safety of local children and drivers”.

The principal petitioner together with her supporter had been invited to this meeting of the Board to speak to the petition.

The report intimated that the Head of Amenity Services had advised that the Council was unaware of speeding instances in Tiree Avenue Renfrew. However any injury accidents history in this street would be investigated and a meeting with Police Scotland would be arranged to discuss the issues in detail. It was indicated that further supporting information from the petitioners would be helpful.

The Board heard from the principal petitioner and her supporter and from the Transportation Manager in relation to matters raised in the petition. The principal petitioner indicated that over 100 people had now signed the petition.

It was proposed that consideration of the petition be continued to allow a site meeting to take place to establish the extent of the problem, attended by the Transportation Manager, other officers as appropriate, Police Scotland, the principal petitioner and supporter, and the Convener and Depute Convener of the Board. This was agreed.

DECIDED: That consideration of the petition be continued to allow a site meeting to take place to establish the extent of the problem, attended by the Transportation Manager, other officers as appropriate, Police Scotland, the principal petitioner and supporter, and the Convener and Depute Convener of the Board.

11 PETITION: COUNCIL TENANT

There was submitted a report by the Director of Finance & Resources relative to a petition which had been received and which the Head of Corporate Governance considered not to be valid in terms of the Council's procedures for dealing with petitions mainly paragraphs 3(b)(i) "petitions about complaints or issues that should go through normal procedures"; (vi) "petitions which could be defamatory or discriminatory" and (vii) "petitions which accuse someone of breaking the law or codes of practice". The petition was seeking the removal of a tenant from their council property. It was noted that the Director of Development & Housing Services had advised that the local housing officer had visited the principal petitioner to discuss her concerns and what assistance if any could be offered.

It was proposed that the petition be not heard as it was invalid in terms of the Council's procedures and that the matter be referred to the Director of Development & Housing Services. This was agreed.

DECIDED: That the petition be not heard as it was invalid in terms of the Council's procedures for dealing with petitions and that the matter be referred to the Director of Development & Housing Services.

12 PETITION: EMPLOYEE

There was submitted a report by the Director of Finance & Resources relative to a petition which had been received and which the Head of Corporate Governance considered not to be valid in terms of the Council's procedures for dealing with petitions namely Paragraph 3(b)(v) of the procedures "petitions about an employee's terms and conditions of employment".

It was proposed that the petition be not heard as it was invalid in terms of the Council's procedures for dealing with petitions and that the matter be referred to the Director of Children's Services. This was agreed.

DECIDED: That the petition be not heard as it was invalid in terms of the Council's procedures for dealing with petitions and that the matter be referred to the Director of Children's Services.

SEDERUNT

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

Prior to consideration of the following item, the Convener welcomed Mr Smith, Cleaner, Greener Neighbourhoods Manager, River Clyde Homes, to the meeting.

13 THE TERMS AND CONDITIONS OF A RENFREWSHIRE HOUSING LEASE/CONTRACT IN RELATION TO THE UPKEEP OF COUNCIL PROPERTY

Under reference to item 7 of the Minute of the meeting of the Board held on 30 March 2015, there was submitted a report by the Lead Officer.

The report intimated that the Council did not provide the majority of housing within the Renfrewshire Council area and dwelling stock by tenure was outlined. It was noted that owner occupiers represented the highest dwelling stock by tenure, with figures for 2013 being 55,144 owner occupier, 12,728 local authority; 8,286 private rented accommodation and 7,775 housing association. The number of properties available for private rent had increased significantly during the period 2006 to 2013 from 3,748 to 8,286. The statutory position in relation to the registration of private landlords was detailed.

Mr Smith provided information regarding the practise in River Clyde Homes, the organisation to which Inverclyde Council had transferred their housing stock. He referred to neighbourhood walkabouts, how tenants were made aware of and could participate; provided copies of inspection templates and the pictorial guide to cleaner, greener neighbourhoods, which set out objectives, standards and responsibilities for cleaner, greener neighbourhoods, including the gold, silver, bronze rating system for communal entrances; floors, stairwells and landings; walls and doors, glass and windows, bin and chute rooms; car parks; open spaces; lighting; lifts and garages; common paths, laundries and drying areas.

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

Councillor J Sharkey, seconded by Councillor Caldwell, moved that the evidence presented by the representative from River Clyde Homes be noted; that the evidence presented in relation to private landlord registration be noted; that the information provided by Development & Housing Services in relation to the breakdown of housing stock within Renfrewshire be noted; and that the Board had heard sufficient evidence to allow the Lead Officer to submit the Board's draft final report to a future meeting of the Board.

Councillor McEwan, seconded by Councillor Perrie, moved as an amendment that councillors contact tenants with a view to them attending a future meeting of the Board to give evidence.

On the roll being called, the following members voted for the amendment: Councillors McEwan and Perrie.

The following members voted for the motion: Councillors B Brown, Caldwell, Grady, J MacLaren and J Sharkey.

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

DECIDED:

- (a) That the evidence presented by the representative from River Clyde Homes be noted;
- (b) That the evidence presented in relation to private landlord registration be noted;
- (c) That the information provided by Development & Housing Services in relation to the breakdown of housing stock within Renfrewshire be noted; and
- (d) That the Board had heard sufficient evidence to allow the Lead Officer to submit the Board's draft final report to a future meeting of the Board.

14 **AUDIT, SCRUTINY AND PETITIONS BOARD ANNUAL REPORT**

There was submitted a report by the Director of Finance & Resources relative to the Board's 2014/15 annual report which was prepared in terms of the Council's Code of Corporate Governance. The report highlighted those issues considered by the Board during the period September 2014 to June 2015 when the Board met on five occasions.

The report intimated that during the course of the year members had considered many different subjects including those agreed in terms of their annual programme, annual reports by the Scottish Public Services Ombudsman and the Commissioner for Ethical Standards in Public Life in Scotland; a number of audit related matters including the audit of accounts and strategic internal audit plan, internal and external audit findings, corporate governance and risk. Members had also undertaken a comprehensive training programme in terms of their audit committee role. In addition the Board had considered a number of petitions during the course of the period covered by the report and details of petitions received and their outcomes were provided in the appendix to the report.

DECIDED: That the Audit Scrutiny and Petitions Board's annual report 2014/15, including the report on petitions received and their outcomes, be noted.