

## Minute of Meeting Council

Date	Time	Venue
Thursday, 17 December 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, Grady, Provost Hall, Councillors Harte, Henry, Holmes, Hood, Kelly, Lawson, Mack, J MacLaren, M MacLaren, Macmillan, McEwan, McGurk, I McMillan, McQuade, Mullin, Murrin, Mylet, Nicolson, Noon, Perrie, J Sharkey, M Sharkey and Williams.

### CHAIR

Provost Hall presided.

### IN ATTENDANCE

S Black, Chief Executive; P Macleod, Director of Children's Services; S MacDougall, Director of Community Resources; M Crearie, Director of Development & Housing Services; A Russell, Director of Finance & Resources; D Leese, Chief Officer (Renfrewshire Health & Social Care Partnership); D Hawthorn, Head of Child Care & Criminal Justice (Children's Services); and K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, J Lynch, Head of Property Services, M Conaghan, Legal & Democratic Services Manager, L Belshaw, Democratic Services Manager and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

### ALSO ATTENDING

Chief Superintendent J Downie, Police Scotland; and A Lowe, Independent Chair, Renfrewshire Adult and Child Protection Committees.

## **APOLOGIES**

Councillors Glen, K MacLaren, McCartin and McGee.

## **DECLARATIONS OF INTEREST**

Councillor Andy Doig declared a financial interest in items 5 and 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 items and not to take part in any discussion or voting thereon.

Councillor Audrey Doig declared a financial interest in items 5 and 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 items and not to take part in any discussion or voting thereon.

Councillors M Devine, Harte and Nicolson declared a non-financial interest in items 1, 4 and 5 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.

## **1 MINUTES OF COUNCIL, BOARDS AND PANELS**

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

Council, 24 September 2015

Regulatory Functions Board, 8 October 2015

Social Work, Health & Well-being Policy Board, 15 October 2015

Local Review Body, 27 October 2015

Regulatory Functions Board, 4 November 2015

Education & Children Policy Board, 5 November 2015

Housing & Community Safety Policy Board, 10 November 2015

Local Review Body, 10 November 2015

Planning & Property Policy Board, 10 November 2015

Renfrew & Gallowhill Local Area Committee, 10 November 2015

Environment Policy Board, 11 November 2015

Finance & Resources Policy Board, 11 November 2015

Personnel Appeals & Applied Conditions of Service Appeals Panel, 12 November 2015

Paisley North Local Area Committee, 12 November 2015

Paisley South Local Area Committee, 17 November 2015

Economy & Jobs Policy Board, 18 November 2015

Regulatory Functions Board, 19 November 2015

Johnstone & The Villages Local Area Committee, 19 November 2015

Houston, Crosslee, Linwood, Riverside and Erskine Local Area Committee, 25 November 2015

Personnel Appeals & Applied Conditions of Service Appeals Panel, 26 November 2015  
 Audit, Scrutiny & Petitions Board, 30 November 2015  
 Leadership Board, 2 December 2015  
 Regulatory Functions Board, 3 December 2015

**DECIDED:** That the Minutes be approved except insofar as detailed separately in items 2 and 3 hereof.

## 2 **AUDIT, SCRUTINY & PETITIONS BOARD**

Under reference to item 10 of page 298 of the Minute of the meeting of the Audit, Scrutiny & Petitions Board held on 30 November 2015 – Ward 15 (Children’s Ward) Royal Alexandra Hospital - Councillor J Sharkey, seconded by Councillor Grady, moved that the Minute be approved.

Under reference to item 10 of page 298 of the Minute of the meeting of the Audit, Scrutiny & Petitions Board held on 30 November 2015 – Ward 15 (Children’s Ward) Royal Alexandra Hospital – Councillor McEwan, seconded by Councillor Perrie, moved as an amendment that the Minute required to be corrected to show that Councillor M Macmillan had been invited to attend the Board.

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

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

The following member abstained: Councillor J MacLaren.

14 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 Minute be approved.

## **DECLARATIONS OF INTEREST**

Councillors M Devine, Harte and Nicolson, having declared an interest in the following item of business, remained in the meeting.

## 3 **LEADERSHIP BOARD**

Under reference to item 2 of page 303 of the Minute of the meeting of the Leadership Board held on 2 December 2015 – Better Council Change Programme – Councillor M Macmillan, seconded by Councillor Holmes, moved that the Minute be approved.

Under reference to item 2 of page 303 of the Minute of the meeting of the Leadership Board held on 2 December 2015 – Better Council Change Programme – Councillor Nicolson, seconded by Councillor Lawson, moved as an amendment that the Minute required to be corrected in that there was a disparity between the Minute and a decision of the Renfrewshire Leisure Limited Board on 10 December, 2015.

On the roll being called, the following members voted for the amendment: Councillors Perrie, McEwan, Lawson, Mylet, M MacLaren, Mack, McGurk, Cameron, 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, Henry, M Macmillan, Caldwell, Hood, I McMillan, Bibby, Gilmour, Clark, Provost Hall, Councillors Holmes, Harte and Mullin.

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

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

## **ADJOURNMENT**

The meeting adjourned at 9.45 am to allow the children’s choir from Todholm Primary School to sing Christmas carols. The Provost thanked the children and staff for their performance. The meeting reconvened at 10.00 am.

## **4 JOINT INSPECTION OF SERVICES FOR CHILDREN AND YOUNG PEOPLE IN RENFREWSHIRE – REPORT OF JOINT INSPECTION**

There was submitted a report by the Chief Executive relative to the joint inspection of services for children and young people in Renfrewshire.

The inspection was part of a new national programme of scrutiny and was the first time that all children’s services in Renfrewshire had been inspected jointly. The inspection was led by the Care Inspectorate and included inspectors from Education Scotland, Healthcare Improvement Scotland and Her Majesty’s Inspectorate of Constabulary for Scotland. Two young people with experience of the care service were also part of the inspection team. The inspection had taken place between December 2014 and February 2015 and the findings, which were attached to the report, had been published on 11 December 2015.

The inspection measured progress against nine quality indicators marked against a six point scale. Renfrewshire received six “very good”, two “good” and one “adequate” grades which was a very positive result given the scale of the inspection. This placed Renfrewshire in the top four of such inspections undertaken to date.

The inspection recognised that the community planning partners and elected members were all highly committed to working together and had a compelling vision, value and aims, with meaningful ownership across the partnership to collaboratively realise the vision.

The report listed the outcomes of the joint inspection, detailed the feedback provided from inspectors, and intimated that the inspection report had identified five recommendations to further strengthen key processes and multi-agency practice. A joint action plan had been produced in response. Training and practice had progressed since the inspection and action had already been taken to deliver improvements.

**DECIDED:**

- (a) That the contents of the report be noted;
- (b) That the actions undertaken to strengthen processes in response to Care Inspectorate feedback be noted; and
- (c) That progress of the joint action plan be reported to a future meeting of the Education & Children Policy Board.

**5 UK GOVERNMENT AUTUMN STATEMENT AND COMPREHENSIVE SPENDING REVIEW (CSR) 2015**

There was submitted a report by the Director of Finance & Resources relative to the announcement by the Chancellor of the Exchequer on 25 November 2015 of the UK Government's Autumn Statement and Spending Review 2015.

The report highlighted key elements of the announcement in relation to the financial settlement for the Scottish Government and its potential impact on local government and the Council. Changes to specific UK Government departmental budgets had, under the Barnett formula, increased the Scottish Budget by an extra £1 billion by 2019/20.

The report intimated that the Scottish Government would announce its budget plans on 16 December 2015 and that these were likely to be for one year only with budgets for future years not expected to emerge until later in 2016. There was also a possibility that the local government finance settlement would be released on this date. At that point, clarity would emerge of the impact on the Council's grant settlement and the extent to which that aligned with projections underpinning the Council's budget planning process for 2016/17 through to 2017/18.

The Director of Finance & Resources intimated that the Scottish Government had announced its budget plans on 16 December 2015 for one year only and that, following analysis of the outcome for Renfrewshire, a comprehensive briefing would be provided for members on its impact on the Council budget.

Councillor Holmes, seconded by Councillor M Macmillan, moved that the content of the report and the announcement by the Scottish Government of its own budget on 16 December 2015 be noted.

Councillor Lawson, seconded by Councillor Perrie, moved as an amendment that, in addition, Council regrets the financial situation caused directly by the UK Government's Comprehensive Spending Review which had led to the Scottish Government's inability to increase its overall 2016/17 budget without raising taxes.

Council notes that despite this the Scottish Government had:-

Maintained teacher numbers at 2015 levels nationally and secured places for all probationers who required one under the teacher induction scheme.

Protected household budgets already hit by UK Government austerity by proposing the 9th successive freeze in Council Tax – a saving of £1,500 for an average band D household.

Provided a £500 million boost for NHS, taking total spending to a record of nearly £13 billion.

Protected the Small Business Bonus – sheltering around 100,000 small firms from business rates.

Increased the Scottish Police Authority budget by £17.6 million, fulfilling the pledge to protect the budget in real terms in every year of the next Parliament - a boost of £100 million over the period.

Provided housing investment of £690 million, with an increase of around £90 million in affordable housing compared with 2015/16 – the first step to providing 50,000 new affordable homes by 2020/21.

Provided further investment of £115 million in digital infrastructure to include next generation broadband access to 95% of the population by 2017.

Provided 600 hours free high-quality early learning and childcare offered to all 3 and 4-year olds and vulnerable 2-year olds, moving to 1140 hours by the end of the next parliament.

Provided £38 million for the Scottish Welfare Fund, up to £343 million for the Council Tax Reduction Scheme and £35 million to ensure no-one paid the 'bedroom tax'.

Maintained its commitment that higher education was based on ability to learn and not ability to pay.

Maintained free prescription and regular eye checks, along with free concessionary travel, free personal and nursing care.

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

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

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

**DECIDED:** That the content of the report and the announcement by the Scottish Government of its own budget on 16 December 2015 be noted.

## **DECLARATIONS OF INTEREST**

Councillors M Devine, Harte and Nicolson, having declared an interest in the following item of business, remained in the meeting.

### **6 A BETTER FUTURE, A BETTER COUNCIL – PROGRESS REPORT AND UPDATE TO COUNCIL PLAN (2016/17)**

There was submitted a report by the Chief Executive relative to the review of progress to deliver the Council's key objectives as set out in A Better Future, A Better Council (the Council Plan), approved for implementation in December 2013.

The report listed the progress made over the last two years to deliver outcomes for jobs and the economy; improved health, well-being and life chances for children and families; improved support to vulnerable adults; reduction in the causes and impact of poverty; a safer and stronger Renfrewshire; and a better Council.

The report highlighted that the Council was working well with its partners and despite financial challenges had achieved a significant amount for Renfrewshire. Progress had been confirmed through a range of external inspections and audits as well as comparison at a national level.

To take account of the changes that had occurred over the period and to take the organisation forward into 2017, the Council Plan had been revised and a copy of the Council Plan 2016/17 setting out the second phase of activity to deliver more long-term benefits to Renfrewshire was appended to the report.

### **DECIDED:**

- (a) That the progress made to deliver the Council Plan be noted;
- (b) That the revised Council Plan 2016/17 as appended to the report be approved; and
- (c) That the preparation and submission of a further progress report to Council in December 2016 be approved.

## **DECLARATIONS OF INTEREST**

Councillors Andy Doig and Audrey Doig having declared an interest in the following item, left the meeting and took no part in the discussion or voting thereon.

Councillors M Devine, Harte and Nicolson, having declared an interest in the following item of business, remained in the meeting.

## 7 UPDATE ON TRANSFER OF CULTURAL AND LEISURE SERVICES

There was submitted a progress report by the Chief Executive relative to the transfer of cultural and leisure facilities and services to Renfrewshire Leisure Limited (RLL).

The report confirmed that the transfer of community centres and bowling greens to RLL had been completed on 1 December 2015 and set out the level of investment and scope of works now proposed for Glenburn, Gallowhill, Foxbar and Ralston Community Centres in Paisley, the Cargill Hall, Bridge of Weir and Johnstone Castle Community Centre, Johnstone, at a total cost of £2,459,839.40 from the Council's £3 million community investment fund of which £50,000 had already been committed to support Linwood Community Development Trust (LCDT) plans to redevelop playing fields at the site of the former Clippens School.

A further £250,000 had been earmarked from this fund as match funding for LCDT to secure lottery funding subject to future consideration of detailed funding proposals from LCDT.

It was anticipated that future discussions would take place between the working group and the management committees of community-managed halls to implement the works detailed within the report.

Councillor M Macmillan, seconded by Councillor Holmes, moved that the Council notes the completion of the agreed transfer of cultural and leisure facilities and services approved by Council on 18 December, 2014; notes the successful transfer of community centres and bowling greens to Renfrewshire Leisure on 1 December, 2015, as planned; agrees the proposals for investment and scope of works as outlined in section 5 of the report for the six community facilities identified in the report to Council on 25 June, 2015; and notes that despite decreasing grant income from the Scottish Government this administration has not closed and will not close any community facilities. Council further notes the determination of this administration to enhance and improve our community facilities but recognises the challenge it faces in doing so whilst the Scottish Government continues to withhold funding and resources to enable these improvements. Council will bring forward an accelerated programme of improvements to our community facilities as soon as the Scottish Government reverses its strategy of imposing deeper and faster cuts on local councils.

Councillor Lawson, seconded by Councillor Perrie, moved as a first amendment that the report be not approved.

Councillor Nicolson, seconded by Councillor McGurk, moved as a second amendment that Council notes that the near 50% closure of Ralston Community Sports Centre was done without any clear plan in place to develop alternative usage. As sole member of Renfrewshire Leisure Limited, Council instructs its representatives on that body to pursue and develop a clear sustainable action plan to increase usage, opening hours and a long-term sustainable plan for the facility.

On the roll being called between the motion and the first amendment, the following members voted for the first amendment: Councillors Perrie, McEwan, Lawson, Mylet, M MacLaren, Mack, McGurk, Cameron, 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, Henry, M Macmillan, Caldwell, Hood, I McMillan, Bibby, Gilmour, Clark, Provost Hall, Councillors Holmes, Harte and Mullin.

13 members having voted for the first amendment and 21 members having voted for the motion, a vote was then taken between the motion and the second amendment.

On the roll being called the following members voted for the second amendment: Councillors Perrie, McEwan, Lawson, Mylet, M MacLaren, Mack, McGurk, Cameron, 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, Henry, M Macmillan, Caldwell, Hood, I McMillan, Bibby, Gilmour, Clark, Provost Hall, Councillors Holmes, Harte and Mullin.

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

**DECIDED:**

- (a) That the completion of the agreed transfer of cultural and leisure facilities and services approved by Council on 18 December, 2014 be noted;
- (b) That the successful transfer of community centres and bowling greens to Renfrewshire Leisure on 1 December, 2015, as planned be noted;
- (c) That the proposals for investment and scope of works as outlined in section 5 of the report for the six community facilities identified in the report to Council on 25 June, 2015 be agreed;
- (d) That it be noted that despite decreasing grant income from the Scottish Government this administration had not closed and will not close any community facilities;
- (e) That, further, the determination of this administration to enhance and improve our community facilities but recognises the challenge it faces in doing so whilst the Scottish Government continues to withhold funding and resources to enable these improvements be noted; and
- (f) That an accelerated programme of improvements to our community facilities as soon as the Scottish Government reverses its strategy of imposing deeper and faster cuts on local councils would be brought forward.

**SEDERUNT**

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

## 8 RENFREWSHIRE'S GAELIC LANGUAGE PLAN 2016-21

There was submitted a report by the Director of Children's Services relative to Renfrewshire's Gaelic Language Plan 2016/21 (the Plan) produced, in accordance with the Gaelic Language (Scotland) Act 2005, for Bòrd na Gaidhlig approval.

The Plan set out the Council's proposals to enhance the status of Gaelic; promote the acquisition and learning of Gaelic; and encourage the increased use of Gaelic. The Plan had been prepared in accordance with statutory requirements and with regard to the National Plan for Gaelic and the Guidance on the Development of Gaelic Language Plans. A copy of the Plan was appended to the report.

### **DECIDED:**

- (a) That the proposals set out the in Gaelic Language Plan 2016/21 be agreed; and
- (b) That the Gaelic Language Plan 2016/21 be submitted to Bòrd na Gaidhlig for approval

## 9 A PRUDENTIAL FRAMEWORK FOR CAPITAL FINANCE IN RENFREWSHIRE PROGRESS REPORT

There was submitted a progress report by the Director of Finance & Resources relative to the Council's prudential indicators for 2015/16. The report detailed the position as at 16 October 2015 and intimated that in relation to the capital expenditure indicators, there was a net increase of £4.984 million in the planned Non-Housing capital expenditure and a decrease of £0.091 million in the planned Housing capital expenditure during 2015/16. The report detailed the reasons for the proposed revisions to the indicators.

The report set out the capital financing requirement for 2015/16, based on the position at 16 October 2015 and intimated a marginal increase of £1 million in the probable capital financing requirement at 31 March 2016 in Non-Housing services and an anticipated decrease of £4 million in housing services compared to the estimate for the period. The report detailed the reasons for the proposed revisions to the indicators.

The report also detailed proposed revisions to the external debt indicators and the position with treasury management and affordability indicators.

**DECIDED:** That the changes to the capital expenditure indicator and capital financing requirement, as detailed in the report, be approved.

### **DECLARATIONS OF INTEREST**

Councillors Andy Doig 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.

## 10 COUNCIL PROTOCOL - UPDATE

There was submitted a report by the Director of Finance & Resources relative to the Council Protocol (the Protocol) to be observed following the death of a senior national figure or local holder of high office. The Protocol had been prepared with guidance from the National Association of Civic Officers and set out the ceremonial elements to be put in place, as appropriate, to mark such events in Renfrewshire. A copy of the Protocol was appended to the report.

The inclusion of HRH Princess Charlotte of Cambridge in the Protocol list appended to the report was noted.

### **DECIDED:**

(a) That the report be noted; and

(b) That the Protocol, as set out in the appendix to the report, with the inclusion of HRH the Princess Charlotte of Cambridge be approved.

## **ADJOURNMENT**

The meeting adjourned at 11.05 am and reconvened at 11.15 am.

## **SEDERUNT**

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

## 11 NOTICE OF MOTION (1)

There was submitted a Notice of Motion by Councillors I McMillan and Bibby in the following terms:-

"Council calls on the Scottish Government's Secretary for Health, Shona Robison, to look into the possibility of a centre of excellence for work-related lung disorders to be based at the Queen Elizabeth University Hospital."

Councillor I McMillan, seconded by Councillor Bibby, then moved the motion which was agreed unanimously.

**DECIDED:** That the Council calls on the Scottish Government's Secretary for Health, Shona Robison, to look into the possibility of a centre of excellence for work-related lung disorders to be based at the Queen Elizabeth University Hospital.

## 12 NOTICE OF MOTION (2)

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

"Council regrets reports that the UK Government may move to repeal the Human Rights Act from statute. Council recognises that the suggestion to replace this vital cornerstone of fundamental inalienable rights with the 'so-called' British Bill of Rights is viewed by many within Scotland with serious concern.

Council believes that any proposed 'British Bill of Rights' will serve as a vehicle to introduce opt outs of the fundamental and necessary protections required in a modern outward facing liberal society. Council calls on the UK Government to abandon any attempt to actively undermine the rights and protections of its citizens.

Council welcomes the comments of the First Minister on this issue and further calls on the Scottish Parliament to work with other such devolved UK legislatures to move to refuse consent of withdrawal of the protection and safeguards the HRA affords which is enshrined in the Scotland Act.

Council asserts its support in the strongest terms for retention of the rights and protections afforded by the HRA and recognises them as 'Constitutional statutes' and therefore not subject to the doctrine of implied repeal."

Councillor Nicolson, seconded by Councillor Doig, then moved the motion.

Councillor Holmes, seconded by Councillor M Macmillan, moved as an amendment that motion be amended to delete the third paragraph and insert "Council notes the HRA came into force in the UK in 2000 and further notes the provisions of the Scotland Act 1998 in relation to the rights contained in the European Convention of Human Rights. Council welcomes opposition to the repeal of the Human Rights Act from individuals, civil liberties and other organisations and from political parties including Labour, Liberal Democrats and SNP. Council calls on the Scottish Parliament to work with other such devolved UK legislatures to move to refuse the consent to withdrawal of the protections and safeguards the HRA affords, which are enshrined in the Scotland Act. Council asserts its support in the strongest terms for the retention of the rights and protections afforded by the HRA and recognises the HRA as a 'constitutional statute' and therefore not subject to the doctrine of implied repeal."

In terms of Standing Order 27, Councillors Nicolson and Audrey Doig, as mover and seconder of the motion agreed to the amendment. The motion as amended was agreed unanimously.

**DECIDED:** That the Council regrets reports that the UK Government may move to repeal the Human Rights Act (HRA) from statute. Council recognises that the suggestion to replace this vital cornerstone of fundamental inalienable rights with the 'so-called' British Bill of Rights is viewed by many within Scotland with serious concern.

Council believes that any proposed 'British Bill of Rights' will serve as a vehicle to introduce opt outs of the fundamental and necessary protections required in a modern outward facing liberal society. Council calls on the UK Government to abandon any attempt to actively undermine the rights and protections of its citizens.

Council notes the HRA came into force in the UK in 2000 and further notes the provisions of the Scotland Act 1998 in relation to the rights contained in the European Convention of Human Rights. Council welcomes opposition to the repeal of the Human Rights Act from individuals, civil liberties and other organisations and from political parties including Labour, Liberal Democrats and SNP. Council calls on the Scottish Parliament to work with other such devolved UK legislatures to move to refuse the consent to withdrawal of the protections and safeguards the HRA affords, which are enshrined in the Scotland Act. Council asserts its support in the strongest terms for the retention of the rights and protections afforded by the HRA and recognises the HRA as a 'constitutional statute' and therefore not subject to the doctrine of implied repeal.

### 13 **NOTICE OF MOTION (3)**

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

"This Council notes that epilepsy is one of the most prevalent neurological conditions yet is also one of the least understood by the public, sympathises with the challenges faced by those suffering from epilepsy and their families, and seeks to support them in every way possible.

Council, accordingly, instructs the new Joint Integrated Social Work and Health Board to explore options for the provision of epilepsy seizure alarms for those Renfrewshire residents who require them, and recognises their role in both providing reassurance and promoting a more comprehensive package of care for epilepsy sufferers."

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

**DECIDED:** That this Council notes that epilepsy is one of the most prevalent neurological conditions yet is also one of the least understood by the public, sympathises with the challenges faced by those suffering from epilepsy and their families, and seeks to support them in every way possible.

Council, accordingly, instructs the new Joint Integrated Social Work and Health Board to explore options for the provision of epilepsy seizure alarms for those Renfrewshire residents who require them, and recognises their role in both providing reassurance and promoting a more comprehensive package of care for epilepsy sufferers.

### 14 **NOTICE OF MOTION (4)**

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

"Council agrees in principle, to endeavour to incorporate the return of the MOD to Paisley into the Paisley 2021 bid for UK City of Culture."

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

**DECIDED:** That the Council agrees in principle, to endeavour to incorporate the return of the Mod to Paisley into the Paisley 2021 bid for UK City of Culture.

## 15 NOTICE OF MOTION (5)

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

"Council welcomes the vote in the Scottish Parliament on 3 November 2015 in which it called on the UK Government NOT to renew Trident."

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

**DECIDED:** That this Council welcomes the vote in the Scottish Parliament on 3 November 2015 in which it called on the UK Government NOT to renew Trident.

## 16 NOTICE OF MOTION (6)

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

"Transatlantic Trade and Investment Partnership (TTIP)

Council notes that the European Union (EU) and the United States (USA) started negotiations in July 2013 on a Transatlantic Trade and Investment Partnership (TTIP). Council expresses a concern over the lack of transparency in these negotiations and that the stated ambitions for TTIP go well beyond traditional goals of trade agreements and seek to encompass a wide spectrum of public policies. These include the harmonisation of regulatory standards; opening markets in the service sector which could potentially include public services such as health, social services and higher education; opening up of public procurement markets; and a massive expansion of the Investor State Dispute Settlement (ISDS) mechanism allowing corporate investors to challenge state actions which they perceive as threatening their investments.

Council believes that TTIP could have a detrimental impact on local services, employment, suppliers and decision-making. Therefore, a thorough impact assessment of TTIP on local authorities must be undertaken and that local decision-making must be protected from ISDS before negotiations can be concluded.

Council therefore agrees to write to both the UK and Scottish Governments to raise our concerns about the potential impact of TTIP on local authorities. Council will also contact other local authorities across Scotland, the UK and Europe which are opposed to TTIP and to work with them and with local campaigners to raise awareness about the problems of TTIP."

Councillor M Macmillan, seconded by Councillor Holmes, moved as an amendment that the last paragraph of the motion be removed and thereafter be combined with the terms of Notice of Motion (10) set out at item 18 of the agenda as follows and that item 18 of the agenda would be withdrawn.

This Council notes that:

- discussions currently being conducted in secret between officials of the US and EU concerning the possible EU-US Transitional Trade and Investment Partnership (TTIP), may - in addition to affecting regulations in a range of areas such as food safety, employment rights and the environment, affect the future public ownership of services in areas such as the health service and in local government;
- recent reports on the TTIP discussions indicate that an agreement on TTIP may involve further tendering for public services by multi-national companies and allow these companies to sue elected administrations through an Investors State Dispute Settlement mechanism, an Investor Court System or an alternative but similar system, particularly when such elected administrations take previously privatised services back into public or common ownership;
- The UK government would play a role in the approval of the outcome of the TTIP discussions through the involvement of the relevant UK Government representatives in the EU Council of Ministers; and
- Many of the subject areas being considered by the TTIP discussions are areas over which local government and the Scottish Parliament has jurisdiction in Scotland.

Given the points above, this Council opposes TTIP and resolves to write to the UK and Scottish Governments, as well as Scottish MEPs, urging that they also declare their opposition to TTIP.

In terms of Standing Order 27, Councillors Lawson and Perrie, as mover and seconder of the motion, agreed to the amendment. The motion as amended was agreed unanimously.

**DECIDED:** That Council notes that the European Union (EU) and the United States (USA) started negotiations in July 2013 on a Transatlantic Trade and Investment Partnership (TTIP). Council expresses a concern over the lack of transparency in these negotiations and that the stated ambitions for TTIP go well beyond traditional goals of trade agreements and seek to encompass a wide spectrum of public policies. These include the harmonisation of regulatory standards; opening markets in the service sector which could potentially include public services such as health, social services and higher education; opening up of public procurement markets; and a massive expansion of the Investor State Dispute Settlement (ISDS) mechanism allowing corporate investors to challenge state actions which they perceive as threatening their investments.

Council believes that TTIP could have a detrimental impact on local services, employment, suppliers and decision-making. Therefore, a thorough impact assessment of TTIP on local authorities must be undertaken and that local decision-making must be protected from ISDS before negotiations can be concluded.

This Council notes that:

- discussions currently being conducted in secret between officials of the US and EU concerning the possible EU-US Transitional Trade and Investment Partnership (TTIP), may - in addition to affecting regulations in a range of areas such as food safety, employment rights and the environment, affect the future public ownership of services in areas such as the health service and in local government;

- recent reports on the TTIP discussions indicate that an agreement on TTIP may involve further tendering for public services by multi-national companies and allow these companies to sue elected administrations through an Investors State Dispute Settlement mechanism, an Investor Court System or an alternative but similar system, particularly when such elected administrations take previously privatised services back into public or common ownership;
- The UK government would play a role in the approval of the outcome of the TTIP discussions through the involvement of the relevant UK Government representatives in the EU Council of Ministers; and
- Many of the subject areas being considered by the TTIP discussions are areas over which local government and the Scottish Parliament has jurisdiction in Scotland.

Given the points above, this Council opposes TTIP and resolves to write to the UK and Scottish Governments, as well as Scottish MEPs, urging that they also declare their opposition to TTIP.

## 17 NOTICE OF MOTION (7)

There was submitted a Notice of Motion by Councillors M Macmillan and Holmes in the following terms:-

"Council notes that this year marks the fiftieth anniversary of the death of Willie Gallacher who played a leading role in advancing the rights of workers through the Clyde Workers Committee, the struggle for the 40 hour working week, the General Strike of 1926 and in his role as MP from 1935-50. Council believes the contribution of Willie Gallacher should be publicly recognised. To this end Council resolves to work with interested parties to ensure a memorial to him is erected at a suitable public location."

Councillor M Macmillan, seconded by Councillor Holmes, then moved the motion which was agreed unanimously.

**DECIDED:** That Council notes that this year marks the fiftieth anniversary of the death of Willie Gallacher who played a leading role in advancing the rights of workers through the Clyde Workers Committee, the struggle for the 40 hour working week, the General Strike of 1926 and in his role as MP from 1935-50. Council believes the contribution of Willie Gallacher should be publicly recognised. To this end Council resolves to work with interested parties to ensure a memorial to him is erected at a suitable public location.

## 18 NOTICE OF MOTION (8)

There was submitted a Notice of Motion by Councillors M Macmillan and Holmes in the following terms:-

"Council notes that next year will mark the 80th Anniversary of the beginning of the Spanish Civil War and the contribution of Renfrewshire residents who fought against the forces of Franco and fascism. Council will work with the International Brigade Memorial Trust to erect a suitable cairn (or similar) at a suitable public location in their memory and as a reminder of the contribution they made to internationalism and freedom."

Councillor M Macmillan, seconded by Councillor Holmes, then moved the motion which was agreed unanimously.

**DECIDED:** That Council notes that next year will mark the 80th Anniversary of the beginning of the Spanish Civil War and the contribution of Renfrewshire residents who fought against the forces of Franco and fascism. Council will work with the International Brigade Memorial Trust to erect a suitable cairn (or similar) at a suitable public location in their memory and as a reminder of the contribution they made to internationalism and freedom.

## 19 NOTICE OF MOTION (9)

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

"This Council condemns the scandalous waste of time and resources expended by Labour councillors in their constant reporting of opposition members to the Standards Commission, particularly as almost every examination by the commission results in no case to answer. Council agrees that, if some Labour councillors would look to their own behaviour in the council chambers and elsewhere, the public would have a higher opinion of all councillors."

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

In terms of Standing Order 37, Councillor M Macmillan, seconded by Councillor Holmes, moved that the question be now put.

On the roll being called, the following members voted in favour of the motion that the question be now put: B Brown, Murrin, M Devine, Grady, J Sharkey, M Sharkey, Kelly, Williams, E Devine, Henry, M Macmillan, Caldwell, Hood, I McMillan, Bibby, Gilmour, Clark, Provost Hall and Councillors Holmes, Harte and Mullen.

The following members voted against the motion that the question be now put: Councillors Perrie, McEwan, Lawson, Mylet, M MacLaren, Mack, McGurk, Cameron, Andy Doig, Audrey Doig, Noon, M Brown, J MacLaren, McQuade and Nicolson.

21 members having voted in favour of the motion that the question be now put, and 15 members having voted against, the motion was approved and a vote was then taken for or against the substantive motion with the vote against the motion being taken as an amendment by Councillor M Macmillan, seconded by Councillor Holmes, that the motion be not approved.

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, Henry, M Macmillan, Caldwell, Hood, I McMillan, Bibby, Gilmour, Clark, Provost Hall and Councillors Holmes, Harte and Mullin.

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

21 members having voted for the amendment, and 15 members having voted for the substantive motion, the amendment was approved.

**DECIDED**: That the motion be not approved.

20 **NOTICE OF MOTION (10)**

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

## Minute of Meeting Social Work, Health & Well-being Policy Board

Date	Time	Venue
Tuesday, 19 January 2016	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

Councillors Bibby, M Brown, Gilmour, Glen, Harte, Henry, Hood, M MacLaren, McCartin, McEwan, McGee, I McMillan and J Sharkey.

### CHAIR

Councillor I McMillan, Convener, presided.

### IN ATTENDANCE

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

### APOLOGY

Councillor Cameron.

### 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 13 November 2015.

Information in relation to the current occupancy levels of care homes was requested and it was proposed that the Chief Officer, Renfrewshire Health & Social Care Partnership provide details of the current occupancy levels of care homes to members of this Board. This was agreed.

### **DECIDED:**

(a) That the budget position be noted;

(b) That it be noted that there had been net budget realignments of £98,470 processed since the last report. These were primarily related to transfers to the corporate landlord, the transfer of advice works and IT funding to Finance and Resources and an adjustment to salary budgets for the impact of the living wage; and

(c) That the Chief Officer, Renfrewshire Health & Social Care Partnership provide details of the current occupancy levels of care homes to members of this Board.

## 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 13 November 2015.

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

## 3 INTEGRATION OF HEALTH AND SOCIAL CARE SERVICES IN RENFREWSHIRE - UPDATE

Under reference to item 8 of the Minute of the meeting of this Board held on 3 November 2015 there was submitted a report by the Chief Officer, Renfrewshire Health & Social Care Partnership relative to work being undertaken to prepare for the practical implementation of the integrated working arrangements to ensure that the new Integration Joint Board was appropriately organised and mobilised to effectively assume responsibility for delivering health and adult social care across Renfrewshire.

The report provided information on the development and approval of the Integration Joint Board's Strategic Plan which would set out the arrangements for carrying out the delegated functions; the programme of work to support health and adult social care integration; the financial and non-financial governance arrangements for the Integration Joint Board which must be in place by 1 April 2016; the Participation, Engagement and Communication Strategy; the work being undertaken to develop a performance framework and balanced scorecard to take into account the requirement to reflect locality working arrangements; the Renfrewshire Health and Social Care Partnership Workforce Plan which required to be approved by parent organisations before March 2016; clinical and care governance; and information sharing and ICT.

Councillor I McMillan, seconded by Councillor Bibby, moved (a) that the work being undertaken to develop the Strategic Plan be noted and that it be noted that approval of this plan by the Integration Joint Board triggered the legal delegation of adult services and the corresponding council budgets from 1 April 2016 to the Integration Joint Board; (b) that it be noted that the structured programme of work underway to ensure the local implementation of health and adult social care services by April 2016 was progressing to plan; (c) that the current status and planned action in relation to the development of sound financial governance arrangements for the Integration Joint Board and agreeing the 2016/17 budgets for delegated functions by 1 April 2016 be noted; and (d) that it be noted that the Renfrewshire Health and Social Care Partnership Workforce Plan reflecting more integrated working would be submitted to the Leadership Board on 17 February 2016 for approval.

Councillor M Brown, seconded by Councillor McEwan, moved as an amendment (a) that the work being undertaken to develop the Strategic Plan be noted and that it be noted that approval of this plan by the Integration Joint Board triggered the legal delegation of adult services and the corresponding council budgets from 1 April 2016 to the Integration Joint Board; (b) that it be noted that the structured programme of work underway to ensure the local implementation of health and adult social care services by April 2016 was progressing to plan; (c) that the current status and planned action in relation to the development of sound financial governance arrangements for the Integration Joint Board and agreeing the 2016/17 budgets for delegated functions by 1 April 2016 be noted; (d) that it be noted that the Renfrewshire Health and Social Care Partnership Workforce Plan reflecting a more integrated working would be submitted to the Leadership Board on 17 February 2016 for approval; and (e) that in order to reflect Audit Scotland guidance, the Social Work, Health and Well-being Policy Board recommends that the full Council creates a sub-section of the Audit, Scrutiny and Petitions Board, which will examine non finance related performance issues of the Integration Joint Board and ensure that non Integration Joint Board Councillors are kept apprised of progress.

On the roll being called, the following members voted for the amendment: Councillors McEwan, McCartin, McGee, M MacLaren 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 work being undertaken to develop the Strategic Plan be noted and that it be noted that approval of this plan by the Integration Joint Board triggered the legal delegation of adult services and the corresponding council budgets from 1 April 2016 to the Integration Joint Board;

(b) That it be noted that the structured programme of work underway to ensure the local implementation of health and adult social care services by April 2016 was progressing to plan;

(c) That the current status and planned action in relation to the development of sound financial governance arrangements for the Integration Joint Board and agreeing the 2016/17 budgets for delegated functions by 1 April 2016 be noted; and

(d) That it be noted that the Renfrewshire Health and Social Care Partnership Workforce Plan reflecting more integrated working would be submitted to the Leadership Board on 17 February 2016 for approval.

#### 4 **INTEGRATED CARE FUND 2015/16: MID-YEAR REPORT TO SCOTTISH GOVERNMENT**

There was submitted a report by the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the mid-year report on the Integrated Care Fund submitted to the Scottish Government, a copy of which formed the appendix to the report.

The report intimated that the Scottish Government had allocated £100 million across Scotland in 2015/16, the Integrated Care Fund, to support investment in integrated services for adults with a focus on prevention, early intervention and support for people with complex and multiple conditions. The Integrated Care Fund had been committed for three years and Renfrewshire's allocation for 2015/16 was £3.49 million.

The Integrated Care Fund Plan for Renfrewshire 2015/16 had two main themes: the roll-out of successful rehabilitation, reablement and technology-enabled models of service to all adult groups, building on the successful application of such models through the four year Change Fund Programme (Reshaping Care for Older People) and the delivery of a community capacity building plan, engaging a wide range of stakeholders in its development and delivery, with third sector organisations leading on a number of the work areas.

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

#### 5 **OCCUPATIONAL THERAPY**

There was submitted a report by the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the role and remit of the Community Occupational Therapy Service. The report provided information on performance management and detailed the current operational and financial pressures on the service.

**DECIDED:** That the report and the work of the Chief Officer, Renfrewshire Health & Social Care Partnership and the Director of Development & Housing Services to develop options for responding to the demand and financial pressures highlighted in the report be noted.

#### 6 **RESPONSE TO SCOTTISH GOVERNMENT CONSULTATION ON CHANGES TO SOCIAL WORK COMPLAINTS PROCESS**

There was submitted a report by the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the Council's response to the Scottish Government consultation on changes to the social work complaints process.

The report intimated that the Public Services Reform (Scotland) Act 2010 standardised complaints handling procedures across all local authority service areas except social work. Following consultation, the Scottish Government agreed that the same complaints handling procedure should be adopted for social work complaints which included extending the remit of the Scottish Public Services Ombudsman to enable them to consider the professional judgement of social work staff rather than simply whether the process had been handled correctly. A Draft Order which made legislative changes necessary for implementation had been published and it was this Order which was the subject of the consultation.

The Council's response to the consultation, which formed the appendix to the report, had been submitted to the Scottish Government by the due date of 14 December 2015, subject to Board approval.

**DECIDED:**

(a) That the report be noted; and

(b) That the Council's response submitted to the Scottish Government on 14 December 2015 be approved.

**7 RESPONSE TO SCOTTISH GOVERNMENT CONSULTATION ON CHANGES TO NATIONAL CARE STANDARDS**

There was submitted a report by the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the Council's response to the Scottish Government consultation on changes to national care standards.

The report intimated that in June 2014 the Scottish Government launched a public consultation exercise on reviewing existing national care standards. It proposed changes intended to simplify the current system for both providers and service users and to reflect closer working between health and social care services. Based on responses received, a further round of consultation had been launched setting out seven principals and seeking views as to their appropriateness. The consultation also sought views on how the principles could be put into practice.

The Council's response to the consultation, which formed the appendix to the report, had been submitted to the Scottish Government by the due date of 10 December 2015, subject to Board approval.

**DECIDED:**

(a) That the report be noted;

(b) That the Council's response submitted to the Scottish Government on 10 December 2015 be approved; and

(c) That the Renfrewshire Health & Social Care Partnership continue to participate in the development of new care standards.



## Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Wednesday, 20 January 2016	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

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

### CHAIR

Councillor Hood, Convener, presided.

### IN ATTENDANCE

D Campbell, Assistant Managing Solicitor (Licensing); P Shiach, Committee Services Officer, K Whiteside, Licensing Officer (Paralegal) and G McIntosh, Civic Government Enforcement Officer (for item 9 only) (all Finance & Resources).

### APOLOGIES

Councillor McEwan.

### DECLARATIONS OF INTEREST

Councillors E Devine and M Devine declared a non-financial interest in relation to item 2 of the agenda as one of the objectors was known to them and indicated their intention to leave the meeting during consideration of the item and not to take part in any discussion or voting thereon.

## 1 GRANT OF A PRIVATE HIRE CAR DRIVER'S LICENCE

There was submitted the undernoted application for the grant of a Private Hire Car Driver's Licence:-

Abid Mirza, 9 Ardgowan Street, Paisley

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.

## DECLARATIONS OF INTEREST

Councillors E Devine and M Devine having declared an interest in the following item of business left the meeting and did not take part in any discussion or voting thereon.

## 2 GRANT OF A HOUSE IN MULTIPLE OCCUPATION LICENCE

There was submitted the undernoted application for the grant of a House in Multiple Occupation Licence. The applicant had been asked to appear personally for the first time:-

Applicant: David John Bell, 5 Hurllehill Court, Glasgow  
Premises: Flat 2/1, 55 Underwood Road, Paisley

Mr Bell, the applicant, was invited into the meeting together with Mr D Smith and Ms K Johnstone who had submitted representations in relation to the application.

In terms of preliminary matters, the Assistant Managing Solicitor (Licensing) advised that a further two letters of representation from Ms M McNicol and Ms J McDonald had been received outside the statutory timescale for representations to the application. Neither of these parties was present, however Ms McNicol had further submitted a request that her representation be considered by the Board as her letter of representation had been received late as explained in the request.

The Convener proposed that the representation submitted by Ms McDonald be not considered and this was agreed unanimously.

The Convener then proposed that the Board adjourn to consider the remaining preliminary matters. This was agreed unanimously.

The Board reconvened and the Convener proposed that the preliminary issue in relation to the display of the site notice be determined in Mr Bell's favour. This was agreed unanimously. The Convener also proposed that the representation submitted by Ms McNicol outwith the statutory timescale for representations to the application be considered by the Board. This was agreed unanimously.

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

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

## **SEDERUNT**

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

### **3 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: -

Claire Reilly, 31 Langhaul Road, Crookston, Glasgow

Mrs Reilly, the applicant, and her husband Mr Reilly 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.

### **4 HEARING INTO POSSIBLE REMOVAL FROM THE REGISTER OF PRIVATE LANDLORDS - PERSONAL APPEARANCE**

The Board considered the possible removal of the undernoted Landlord from the Register of Private Landlords. The licence holder had been asked to appear personally for the first time: -

David MacLean, Flat 2/1, 73 Causeyside Street, Paisley

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

**DECIDED:** That it be noted that Mr MacLean had withdrawn his application.

## 5 **SKIN PIERCING AND TATTOOING LICENCE - PERSONAL APPEARANCE**

There was submitted the undernoted application for the grant of a Skin Piercing and Tattooing Licence. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted an objection to the application:-

Mowhawk Tattoo Studio, 9 Old Sneddon Street, Paisley

Mr Lazar, Director of Mowhawk Tattooing Studio and Mr Robertson, Solicitor were invited into the meeting together with Inspector Harvey, Sergeant Curran and Constable McEwan on behalf of the Chief Constable who had submitted an objection to the application.

Mr Robertson requested that the Board consider additional material in respect of the application which had not been submitted with the Board papers. The Convener proposed that the Board adjourn to allow members to consider this matter. This was agreed unanimously.

The Board reconvened and the Convener proposed that consideration of the application be continued and that the applicant be invited to a future meeting of the Board and that any additional material that the applicant wished to be considered should be submitted timeously. This was agreed unanimously.

### **DECIDED:**

(a) That consideration of the application be continued and that the applicant be invited to a future meeting of the Board; and

(b) That any material the applicant wished to be considered be submitted timeously.

### **SEDERUNT**

Councillor M Brown left the meeting at this point.

## 6 **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:-

Scott Robert Young, Flat 1/1, 15 Dunn Street, Paisley

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

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

**7 HEARING INTO THE POSSIBLE SUSPENSION OF A TAXI DRIVERS LICENCE T1073 - PERSONAL APPEARANCE**

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

James Cumming, Flat 2/2, 21 Bowfield Avenue, Glasgow

There was no appearance by or on behalf of Mr Cumming. The Convener proposed that consideration of the possible suspension of Mr Cumming's Taxi Driver's Licence be continued and that the licence holder be invited to a future meeting of the Board. This was agreed unanimously.

**DECIDED:** That consideration of the possible suspension of Mr Cumming's Taxi Driver's Licence T1073 be continued and that the licence holder be invited to a future meeting of the Board.

**8 HEARING INTO THE POSSIBLE SUSPENSION OF A PRIVATE HIRE CAR DRIVER'S LICENCE P4262 - PERSONAL APPEARANCE**

The Board considered the possible suspension of the undernoted Private Hire Car Driver's Licence P4262. The licence holder had been asked to appear personally for the first time:-

Christopher Paterson, 75 Glenpark Road, Lochwinnoch

Mr Paterson, the licence holder, was invited into the meeting. After consideration of all matters before the Board, including an undertaking from Mr Paterson that he would not drive until he had passed an exercise tolerance test, the Convener proposed that the licence be not suspended. This was agreed unanimously.

**DECIDED:** That the licence be not suspended.

**9 HEARING INTO THE POSSIBLE SUSPENSION OF A PRIVATE HIRE CAR LICENCE PH1202 AND PRIVATE HIRE CAR DRIVER'S LICENCE P0328 - PERSONAL APPEARANCE**

The Board considered the possible suspension of the undernoted Private Hire Car Licence PH1202 and Private Hire Car Driver's Licence P0328. The licence holder had been asked to appear personally for the first time:-

David Brown, 37 Gifford Wynd, Paisley

Mr David Brown Junior, was invited into the meeting together Mrs McIntosh, Civic Government Enforcement Officer.

Mr Brown Junior advised that he was representing his father, Mr David Brown Senior, the holder of the Private Hire Car Licence PH1202. Mr Brown Junior further advised that he was the holder of the Private Hire Car Driver's Licence P0328 and that he had not been cited to appear at the Board.

The Civic Government Enforcement Officer indicted that the driver who was the subject of the complaint was Mr Brown Junior. The Convener proposed that the Board adjourn to allow members to consider this matter. This was agreed unanimously.

The Board reconvened and the Assistant Managing Solicitor (Licensing) advised that given the circumstances, the complaint could not be considered in its current form. The Civic Government Enforcement Officer requested that the complaint be withdrawn at this time.

The Convener proposed that the Board note that the complaint had been withdrawn. This was agreed unanimously.

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

## Minute of Meeting Education and Children Policy Board

Date	Time	Venue
Thursday, 21 January 2016	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

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

### CHAIR

Councillor Henry, Convener, presided.

### IN ATTENDANCE

P Macleod, Director of Children's Services, G McKinlay, Head of Schools, M Dewar, Acting Head of Service, J Trainer, Acting Head of Early Years and Inclusion, K McDonagh, Education Officer (Improvement) and J Thomas, Head of Ferguslie Pre-5 Centre (all Children's Services); and D Forbes, Finance Manager and E Currie, Senior Committee Services Officer (both Finance & Resources).

### APOLOGIES

Councillors Cameron and Perrie and I Keith.

### DECLARATIONS OF INTEREST

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

## **OBITUARY**

Prior to the start of the meeting, the Convener referred with sadness to the recent death of Donna Stevenson, Acting Head Teacher of Paisley Grammar School. The Convener paid tribute to Donna and on behalf of the Council, the Convener extended condolences to Donna's family and friends.

### **1 REVENUE BUDGET MONITORING**

There was submitted a joint report by the Directors of Finance & Resources and Children's Services for the service for the period 1 April to 13 November 2015.

#### **DECIDED:**

(a) That the budget position be noted; and

(b) That it be noted that there had been net budget re-alignments of £691,700 processed since the last report primarily related to the transfer of Healthy Lifestyles budgets to Leisure Services, transfers to the corporate landlord, the transfer of IT budgets to Finance and Resources and the reallocation of previously agreed savings partially offset by an adjustment to salary budgets for the impact of the Living Wage and additional funding received in relation to the Curriculum for Excellence.

### **2 CAPITAL BUDGET MONITORING**

There was submitted a report by the Director of Finance & Resources for the service for the period 1 April to 13 November 2015.

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

### **3 SERVICE IMPROVEMENT PLAN 2015/2018 MONITORING REPORT**

There was submitted a report by the Director of Children's Services relative to the Service Improvement Plan 2015/18 for Children's Services. The report detailed key achievements over the period 1 April to 30 September 2015; provided an update on delivery of the Service Improvement Plan action plan as detailed in Appendix 1 to the report; and assessed service performance in the scorecard of core performance indicators as detailed in Appendix 2 to the report.

#### **DECIDED:**

(a) That the progress made in terms of Children's Services service performance be noted;

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

(c) That it be agreed that progress on Service Improvement Plan implementation be reviewed in spring 2016.

#### 4 **RESPONSE TO THE CONSULTATION TO RELOCATE FOXLEA PRE-5 AND COMMUNITY LEARNING CENTRE TO A NEW BUILD ST PAUL'S PRIMARY SCHOOL**

Under reference to item 12 of the Minute of the meeting of this Board held on 14 May 2015 there was submitted a report by the Director of Children's Services relative to issues raised and comments made in the course of the consultation exercise and recommendations to progress the proposal.

The report intimated that, in line with legislative requirements, a formal consultation on the proposal to relocate Foxlea Pre-5 and Community Learning Centre to a new build St Paul's Primary School had been held. Responses to the proposal were positive and supportive and were detailed in Appendix 1 to the report. Education Scotland had also been consulted on the proposal in accordance with the Schools (Consultation) (Scotland) Act 2010. The response received was supportive of the Council's proposal and was attached to the report as Appendix 4.

#### **DECIDED:**

(a) That the issues raised through the formal consultation, detailed in Appendix 1 to the report, be noted;

(b) That the comments made by Education Scotland in relation to the educational benefits of the proposals, detailed in Appendix 4 to the report, be noted;

(c) That the relocation of Foxlea Pre-5 and Community Learning Centre to a new build St Paul's Primary School on the site of the existing establishments be approved;

(d) That the development of detailed project proposals, including project design, fully developed project costing, financial assessment and funding approach for construction of the new campus be approved; and

(e) That it be noted that the new facility would be delivered by the Council's property services section, augmented by external consultants as required.

#### 5 **RESPONSE TO THE PROPOSAL TO RELOCATE BARGARRAN PRIMARY SCHOOL AND ST JOHN BOSCO PRIMARY SCHOOL AND NURSERY CLASS TO A NEW SHARED CAMPUS**

Under reference to item 13 of the Minute of the meeting of this Board held on 14 May 2015 there was submitted a report by the Director of Children's Services relative to issues raised and comments made in the course of the consultation exercise and recommendations to progress the proposal.

The report intimated that, in line with legislative requirements, a formal consultation on the proposal to relocate Bargarran Primary School and St John Bosco Primary School and Nursery Class to a new shared campus had been held. Responses to the proposal were predominately positive and supportive and were detailed in Appendix 1 to the report. Education Scotland had also been consulted on the proposal in accordance with the Schools (Consultation) (Scotland) Act 2010. The response received was supportive of the Council's proposal and was attached to the report as Appendix 4.

**DECIDED:**

- (a) That the issues raised through the formal consultation, detailed in Appendix 1 to the report, be noted;
- (b) That the comments made by Education Scotland in relation to the educational benefits of the proposals, detailed in Appendix 4 to the report, be noted;
- (c) That the relocation of Bargarran Primary School and St John Bosco Primary School and Nursery Class to a new shared campus on the site of the existing schools be approved;
- (d) That the development of detailed project proposals, including project design, fully developed project costing, financial assessment and funding approach for the construction of the new campus be approved; and
- (e) That it be noted that the new facility would be delivered by the Council's property services section, augmented by external consultants as required.

**SEDERUNT**

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

**6 RESPONSE TO THE PROPOSAL TO RELOCATE SPATESTON PRE-5 CENTRE TO A REFURBISHED ST ANTHONY'S PRIMARY SCHOOL**

Under reference to item 4 of the Minute of the meeting of this Board held on 20 August 2015 there was submitted a report by the Director of Children's Services relative to issues raised and comments made in the course of the consultation exercise and recommendations to progress the proposal.

The report intimated that, in line with legislative requirements, a formal consultation on the proposal to relocate Spateston Pre-5 Centre to a refurbished St Anthony's Primary School had been held. Responses to the proposal were positive and supportive and were detailed in Appendix 1 to the report. Education Scotland had also been consulted on the proposal in accordance with the Schools (Consultation) (Scotland) Act 2010. The response received was supportive of the Council's proposal and was attached to the report as Appendix 4.

**DECIDED:**

- (a) That the issues raised through the formal consultation, detailed in Appendix 1 to the report, be noted;
- (b) That the comments made by Education Scotland in relation to the educational benefits of the proposals, detailed in Appendix 4 to the report, be noted;
- (c) That the relocation of Spateston Pre-5 Centre to a refurbished St Anthony's Primary School be approved;

(d) That the development of detailed project proposals, including project design, fully developed project costing, financial assessment and funding approach for the refurbishment be approved; and

(e) That it be noted that the refurbishment would be delivered by the Council's property services section, augmented by external consultants as required.

## 7 EDUCATION SCOTLAND INSPECTION OF FERGUSLIE PRE-5 CENTRE

There was submitted a report by the Director of Children's Services relative to the inspection by Education Scotland of Ferguslie Pre-5 Centre, Paisley, undertaken during November 2015, as part of a national sample of pre-5 education.

A copy of the inspection report together with quality indicator evaluations, published by Education Scotland on 22 December 2015, was appended to the report. The inspection report had identified five key strengths and one area for further improvement. It was noted that Education Scotland would make no further visits in connection with the inspection. An improvement action plan would be developed and shared with parents, indicating how the point for action of the inspection report would be addressed. The report stated that the pre-five centre would be supported in its improvement and arrangements would be made to inform parents of the progress made by the pre-five centre in addressing the main point identified for action within two years of the publication of the report.

**DECIDED:** That the key strengths and one area for further improvement identified in the Education Scotland report on Ferguslie Pre-5 Centre, Paisley be noted.

## SEDERUNT

Councillor M Macmillan left the meeting during consideration of the following item of business.

## 8 ALLOCATION OF FUNDING TO MEET THE NATIONAL TARGET FOR PHYSICAL EDUCATION IN PRIMARY AND SECONDARY SCHOOLS

There was submitted a report by the Director of Children's Services relative to the allocation of funding to meet the national targets for physical education in primary and secondary schools.

The report intimated that one of the Scottish Government manifesto commitments in 2011 was to deliver at least two hours of physical education in primary schools and at least two periods of physical education (PE) in secondary schools for pupils in S1-S4 by 2014. In March 2012, following the joint commitment by the Scottish Government and CoSLA, all 32 local authorities agreed an action plan with Education Scotland and sportscotland in which they committed to ensuring all their schools met the target by 2014. sportscotland had invested £3.4 million across all local authorities in 2013/14 to help deliver this commitment which Education Scotland had supplemented by a further £2.4 million package of national initiatives to increase the support available to local authorities and teachers.

Renfrewshire Council and sportscotland had put in place a partnership agreement and action plans for the period 2015/19 to support physical education across all primary and secondary schools. On this basis sportscotland had offered Renfrewshire Council further support and investment of £51,000 for the year ending 31 March 2016.

The report detailed how Renfrewshire Council had utilised the funding in 2013/15 and proposals for the use of funding in 2015/16.

**DECIDED:**

(a) That it be noted that in 2014 the national target in the delivery of physical education across all Renfrewshire schools had been met;

(b) That the report on use of funding in 2013/15 be noted;

(c) That the allocation of £51,000 from sportscotland, over the next financial year 2015/16, to ensure continuous progress in the delivery of high quality physical education in primary and secondary schools be approved; and

(d) That the continued employment of a Physical Education Lead Officer to build capacity and improve the skills of primary teachers in relation to the teaching of physical education, and to support those schools where additional equipment for physical education was required, be approved.

**9 PUBLIC ENQUIRY INTO HISTORICAL CHILD ABUSE IN SCOTLAND AND THE NATIONAL CONFIDENTIAL FORUM**

There was submitted a report by the Director of Children's Services relative to the Public Inquiry into Historical Child Abuse in Scotland and the National Confidential Forum.

The report intimated that on 17 December 2014 the Cabinet Secretary for Education and Lifelong Learning announced that in terms of the Inquiries (Scotland) Act 2005, a public inquiry would be undertaken into the historic abuse of children under 18 years and that a consultation process would take place involving survivors and others in relation to the terms of reference and the appointment of a suitable Chair. The draft terms of reference for the Inquiry were announced on 28 May 2015 and Susan O'Brien QC had been appointed as the Inquiry Chair.

The Inquiry commenced on 1 October 2015 and had been requested to report to Ministers within four years of the date of commencement. Details of the scope and purpose of the Inquiry were contained within the report.

It was noted that historic abuse was a key focus of the Renfrewshire Child Protection Committee annual conference held in September 2015.

In 2011, the Scottish Government announced its intention to establish a national acknowledgement forum to recognise the experiences of adults who were in institutional care as children. The intention was to build on the positive work of the "Time to be Heard" Pilot Forum which reported in 2011 and focused on the experiences of adults who had been placed in Quarriers.

Following a consultation on the proposal in 2012, the National Confidential Forum (NCF) was set up in 2014 as part of the Victims and Witnesses (Scotland) Act 2014. The NCF had been holding hearings since January 2015 and people who had spent time in institutional care as children had been invited to come forward and share their experiences, both good and bad. This would form an important record about children in care in Scotland in the past and the Head of the NCF would report annually to inform everyone what had happened over that year.

Renfrewshire Children's Services were undertaking a review of records and exploring options to publicise the work of the NCF to ensure that those eligible to participate were made aware of this.

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

#### 10 **JOINT THEMATIC REVIEW OF MULTI AGENCY PROTECTION ARRANGEMENTS (MAPPA) IN SCOTLAND**

There was submitted a report by the Director of Children's Services relative to the publication of the joint thematic review of the Multi-Agency Public Protection Arrangements (MAPPA) in Scotland by HM Inspectorate of Constabulary in Scotland and the Care Inspectorate.

The review report was published on 26 November 2015. The main findings were positive and identified that there was strong evidence that MAPPA was well established across Scotland and that Responsible Authorities discharged their duties effectively through joint working and information sharing.

The review report made 10 recommendations which required a multi-agency response facilitated by the Scottish Government to set policy and a strategic framework to strengthen the future delivery of MAPPA in Scotland. It also highlighted 17 areas for development across key processes that could be delivered locally and at an operational level and these were detailed in the report.

The Scottish Government and Responsible Authorities would be asked to provide an action plan in response to the recommendations and progress against the plan would be monitored, and findings published in line with HM Inspectorate of Constabulary in Scotland and Care Inspectorate annual reporting processes.

**DECIDED:**

(a) That the publication of the joint thematic review of MAPPA in Scotland on 26 November 2015 be noted; and

(b) That the work planned or undertaken across North Strathclyde Community Justice Authority and Renfrewshire Council to meet these recommendations or areas for development be noted.

#### 11 **MODERN LANGUAGE PROVISION IN RENFREWSHIRE SCHOOLS**

There was submitted a report by the Director of Children's Services relative to the provision of modern language in Renfrewshire Schools.

The report intimated that in May 2012 the Scottish Government published the “Language Learning in Scotland a 1+2 Approach” document, which set out 35 recommendations in relation to language learning across Scotland. The Scottish Government’s aspiration was that all young people would learn two languages, in addition to their mother tongue.

This aspiration had a significant impact on education and the model used for language acquisition in Scotland. To support this local authorities had developed a strategy for the delivery of 1+2 in their schools.

Renfrewshire Council had been allocated £243,000 for session 2015/16 to facilitate the strategy and assist the development of this new model of language acquisition.

**DECIDED:**

(a) That Renfrewshire Council’s Children’s Services’ significant progress to date in response to the Scottish Government’s commitment to introduce a 1+2 approach to modern language teaching be noted; and

(b) That the allocation of £243,000 provided by the Scottish Government, from the £7.2 million across Scotland, to support the development of the 1+2 approach across Renfrewshire’s schools be noted.

## 12 NATIONAL IMPROVEMENT FRAMEWORK

There was submitted a report by the Director of Children’s Services relative to the National Improvement Framework, published by the Scottish Government in January 2016, a copy of which formed the appendix to the report.

The framework set out how evidence would be gathered to help improve attainment in schools with a focus on six key drivers of improvement: school leadership; teacher professionalism; parental engagement; assessment of children’s progress; school improvement; and performance information.

The framework would result in evidence being gathered and an annual report being published by the Scottish Government. Local authorities would play a key role in providing the information to the Scottish Government.

**DECIDED:** That the report and implications for Renfrewshire Council’s Children’s Services be noted.

## 13 THE SCOTTISH ATTAINMENT CHALLENGE

There was submitted a report by the Director of Children’s Services relative to the Scottish Attainment Challenge announced by the Scottish Government on 2 February 2015 backed by an Attainment Scotland Fund of £100 million over four years to drive forward improvements on educational outcomes in Scotland’s most disadvantaged communities.

The report intimated that Renfrewshire Council was committed to ensuring that children get the best start in life and were able to achieve and attain to the highest level. The early years strategy and tackling poverty recommendations demonstrated this commitment through the significant investment made in each of these areas. Very good progress was being made as exemplified by the recent publication of the Glasgow University evaluation of Families First.

In August 2015 the Scottish Government announced that five primary schools in Renfrewshire, Glencoats, St Fergus, St Catherine's, St David's and Gallowhill, would receive Scottish Attainment Challenge funding of between £20,000 and £80,000 over a four-year period and planned spend would focus on improving attainment in literacy, numeracy and health and wellbeing in these schools.

The report highlighted the provision of additional resources which would compliment the work already being effectively implemented across all Renfrewshire schools.

**DECIDED:**

- (a) That the Scottish Government announcement of the new Scottish Attainment Challenge be noted;
- (b) That the allocation of funding to five schools in Renfrewshire be noted; and
- (c) That the planned areas of school improvement and focus across the five schools identified in Renfrewshire be noted.

**SEDERUNT**

Councillor Mack re-entered the meeting during the following item of business.

**14 ADOPTION AND FOSTERING ANNUAL REPORT**

There was submitted a report by the Director of Children's Services relative to the annual report of Renfrewshire Council's Adoption and Fostering Panel 2014/15.

The annual report, attached as an appendix to the report, set out the work that had been dealt with by the panel over the year 1 October 2014 to 30 September 2015 and set it in the context of the broader issues pertaining to looked after and accommodated children. The report made reference to the progress being made regarding Renfrewshire's own foster carers with five new carer households being registered in 2014/15.

The annual report considered the future work of the panel, the current work with the Scottish Government on improving timescales for adoptive placements and the outcome of the inspection of the Fostering and Adoption Service by the Care Inspectorate. It provided an update on the development of the Renfrewshire Fostering Service and detailed the new fostering training plan for both new and experienced carers.

Reverend Clark raised the matter of the Council working with 'Home for Good' and it was proposed that the Director of Children's Services meet with Reverend Clark to discuss this matter. This was agreed.

**DECIDED:**

- (a) That the annual report of the Fostering and Adoption Panel 2014/15 be noted; and
- (b) That the Director of Children's Services meet with Reverend Clark to discuss the matter of the Council working with 'Home for Good'.

**15 PRESENTATION**

The Director of Children's Services intimated that the presentation on the visit to Furth was not available due to staff illness and that the presentation would be delivered at the next meeting of this Board to be held on 10 March 2016.

**DECIDED:** That it be noted that this presentation would be delivered at the next meeting of this Board to be held on 10 March 2016.

## Minute of Meeting Audit, Scrutiny and Petitions Board

Date	Time	Venue
Monday, 25 January 2016	10:00	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

Councillors B Brown, M Brown, Caldwell, Grady, Provost Hall and Councillors J MacLaren, McEwan, Perrie and J Sharkey.

### CHAIR

Councillor J Sharkey, Convener, presided.

### IN ATTENDANCE

A McMillan, Head of Resources and G Fitzpatrick, Management Information Officer, Lead Officer (both Children's Services); D McNab, Transportation Manager (Community Resources); and A MacArthur, Head of Finance and A McNaughton, Senior Committee Services Officer (both Finance & Resources).

### DECLARATIONS OF INTEREST

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

Prior to the start of the meeting the Convener welcomed A McGregor, Senior Audit Manager, Audit Scotland to the meeting.

## 1 **AUDIT APPOINTMENTS AND THE ROLE OF AUDIT SCOTLAND**

The Senior Audit Manager Audit Scotland gave a presentation which indicated that the external auditors for Renfrewshire Council for financial years 2016/17 to 2020/21 were likely to change from Audit Scotland to a private firm.

Audit Scotland teams and private firms followed the same standards and guides namely Audit Scotland's Code of Audit Practice, International Standards on Auditing and ethical standards. It was intimated that there would be no change until at least autumn 2016 when the outgoing audit team would meet with the incoming audit team to share information. It was noted that the appointment of all auditors to public sector bodies was made by the Accounts Commission or the Auditor General for Scotland. The audit of 2015/16 was the last year of the current audit appointment. Audit Scotland's audit strategy team was now arranging auditors for the next five years. A mixed market of private firms and Audit Scotland staff would still be used in order to ensure continued comparisons on methodologies and cost and to spread the workload during the final audit periods. The Council was currently due to be audited by a private firm as it had been audited by Audit Scotland for the previous three audit appointments.

The presentation outlined the appointment process, the procurement timeline whereby the appointments would be confirmed in May 2016, and handover arrangements. It was noted that the audit of financial year 2015 would be undertaken before any changes took place and that members would be kept up to date on progress.

It was noted that, in due course, the new auditors would be invited to a meeting of the Board.

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

## 2 **AUDIT SCOTLAND: HEALTH AND SOCIAL CARE INTEGRATION**

There was submitted a report by the Chief Officer Renfrewshire Health and Social Care Partnership relative to the Audit Scotland report outlining progress towards the integration of health and social care in Scotland.

The report focused on the transition year and auditors had highlighted a number of risks and issues that integration authorities should be aware of as they moved towards full delegation of functions from 2016/17. The report made recommendations for the Scottish Government, for integration authorities and jointly for integration authorities, councils and health boards. The report detailed the main findings from the Audit Scotland report and outlined some areas of local progress which showed how work in Renfrewshire was addressing national issues raised by Audit Scotland.

**DECIDED:**

(a) That the Audit Scotland report be noted;

(b) That the progress to date to establish the Renfrewshire Health and Social Care Partnership be noted; and

(c) That the contents of future Audit Scotland reports and Health and Social Care integration would be brought to the Board for consideration.

## **SEDERUNT**

Councillor Perrie entered the meeting during discussion of the following item.

Prior to consideration of the following item, the Convener welcomed Mr Hunter, petitioner, to the meeting.

### **3 PETITION: RENFREW ROAD, PAISLEY**

There was submitted a report by the Director of Finance & Resources relative to a petition which had been received from Leslie Hunter in the following terms:

“I would like Renfrew District Council to remove the safety hazard caused by the position of parking bays outside my house at 86A Renfrew Road. I would like a health and safety assessment of the risk and I would like the pavement to be reinstated and metal bollards on the pavement to prevent on-pavement parking”.

The report advised that the Head of Amenity Services had intimated that the lay-bys should remain. They performed the function for which they had been created in 2006, which was to provide a location in the local area that made up for the shortfall in residential and visitor parking while maintaining two free running lanes and a right turn filter lane to West College Scotland. A clear passage was particularly relevant to ensure buses into Paisley along the inside lane of this route were not delayed. Prior to the construction of the lay-bys, residents and visitors would park either on the footway creating a danger and obstruction to pedestrians or on the carriageway which created congestion on this main approach into Paisley. The report also advised that a traffic regulation order (TRO) had been considered. However, as this would have required agreement through the statutory TRO process from those residents along this route who would be displaced and had no feasible alternative parking location it was not considered viable at this time.

The Head of Amenity Services advised that the design of the lay-bys and associated private access visibility splays (2m by 20m for a 30mph restricted road) accorded with Section 5.4.2 of the former Strathclyde Region Roads Development Guide, there being no relevant Renfrewshire Council guidance available.

The Board heard from Mr Hunter in support of his petition and from the Transportation Manager.

It was proposed that it be recommended to the Director of Community Resources that further investigation be undertaken relative to (a) the date and time of recent health and safety inspections; (b) evidence of the identified need for parking bays in the area; (c) ownership of the pavement; (d) shortening the overall length of parking bays; and (e) road traffic accident statistics for Renfrew Road and that the outcome be reported to a future meeting of the Board at which consideration of the petition would be resumed. This was agreed.

**DECIDED:** That it be recommended to the Director of Community Resources that further investigation be undertaken relative to (a) the date and time of recent health and safety inspections; (b) evidence of the identified need for parking bays in the area; (c) ownership of the pavement; (d) shortening the overall length of parking bays; and (e) road traffic accident statistics for Renfrew Road, and that the outcome be reported to a future meeting of the Board at which consideration of the petition would be resumed.

Prior to consideration of the following item, the Convener welcomed Mr Rollo, petitioner, to the meeting.

#### 4 **PETITION: INCHINNAN JUNCTION, A8, GREENOCK ROAD**

There was submitted a report by the Director of Finance & Resources relative to a petition received from Martin Rollo, Secretary, Inchinnan Community Council, in the following terms:

“To reduce the speed limit at Inchinnan Junction A8 Greenock Road, currently 50mph. ICC are promoting a petition to reduce the speed limit on approximately 500 metres of two carriageways of the Greenock Road A8 Inchinnan Junction at Old Greenock Road. This is a dangerous and badly sited intersection with massive traffic at peak times displaying complicated and confusing rights of way and is an area of frequent accidents. The road is bounded by a very busy bus depot, a Post Office/ supermarket and a public house which have non-controlled exits joining on to a 50mph A road. Vehicle parking also contributes to the overall confusion of lane use. A junction improvement plan promised by Renfrewshire Council this year has again been delayed for budgetary reasons leaving the public and the village with no near-term safety improvement for users. We consider that the speed limit of this road is too fast and would like to have it lowered and by doing so would help alleviate accidents.

Action requested from Council: Renfrewshire Council Roads are requested to pursue the reduction of the petitioned speed, communicate and engage with appropriate government departments to make this change and to install the appropriate signage and structures”.

The report intimated that the Head of Amenity Services had indicated that in line with the guidelines for setting speed limits, and in consultation with the Police, the Council reduced the speed limit to 50mph. Whilst the Council desired a lower limit the guidelines and the position taken by the then Strathclyde Police did not support this. For the Council to pursue a lower limit it would be necessary to gain the support of Police Scotland and promote a traffic order. The Head of Amenity Services advised that the petitioners meet with Council representatives and Police Scotland to discuss these issues.

The Board heard from Mr Rollo in support of the petition and from the Transportation Manager who intimated that plans for a re-designed junction to include traffic lights at the location had been approved and an application had been made to Strathclyde Partnership for Transport (SPT) for funding of £500,000 to deliver this project.

As the outcome of the bid for funds from SPT could not be guaranteed, it was proposed that meanwhile, discussions be arranged between the petitioner, Council representatives and Police Scotland to promote the appropriate traffic order to reduce the speed limit in the event that the application was not successful. This was agreed.

It was further proposed that the outcome of the application to SPT for funding to deliver a re-designed road layout at the junction and the outcome of the discussions to promote a traffic order to reduce the speed limit in the event that the application to SPT was not successful, should be reported to a future meeting of the Board at which consideration of the petition would be resumed. This was also agreed.

### **DECIDED:**

(a) That it be noted that an application had been made to SPT for funding of £500,00 to deliver a re-designed road layout, including traffic lights, at the junction;

(b) That the Director of Community Resources arrange discussions between the petitioner, Council representatives and Police Scotland to promote the appropriate traffic order required to reduce the speed limit in the event that the application to SPT was not successful; and

(c) That the outcome of both the discussions to promote the traffic order to reduce the speed limit and the application to SPT for funding to deliver the re-designed junction from the A8 Greenock Road to Inchinnan be reported to a future meeting of the Board at which consideration of the petition would be resumed.

### **ADJOURNMENT**

The meeting adjourned at 11.31 am and reconvened at 11.36 am.

## **5 WARD 15 (CHILDREN'S WARD) ROYAL ALEXANDRA HOSPITAL (LEAD OFFICER GAYLE FITZPATRICK)**

Under reference to item 10 of the Minute of the meeting of the Board held on 30 November 2015, there was submitted a report by the Lead Officer relative to progress since that meeting in terms of the Board's review.

Prior to consideration of the report, the Convener introduced two local residents who were members of the Kids Need Our Ward (KNOW) campaign and invited them to address the meeting. Sandra Webster and Karen Meikle advised that they both had children with complex medical needs who were frequent users of the paediatric services provided at Ward 15 (Children's Unit) at the Royal Alexandra Hospital (RAH), Paisley. They detailed the detrimental medical, financial and emotional impact that closure of Ward 15 and the transfer of paediatric services to the newly-opened Royal Hospital for Sick Children, in Glasgow, would have on their lives and the lives of their children.

Thereafter, the Board considered the report which intimated that NHS Greater Glasgow and Clyde (NHSGG&C) had indicated that they were happy to be part of the Board's review process as outlined in the scoping paper agreed at the 30 November 2015 meeting. Their Director of Planning and Policy, Catriona Renfrew, had agreed to be the contact and to share NHSGG&C materials on the proposals around Ward 15. NHSGG&C had also offered the Board the opportunity to visit the newly-opened Royal Hospital for Sick Children in Glasgow. The report advised that the provisional timescales for the review were evolving to reflect progress made to date.

Councillor J Sharkey, seconded by Councillor Caldwell, moved that the information provided by witnesses be noted; that it be noted that the Lead Officer would collect witness statements from interested parties to further inform the review; that progress of the review be noted; that it be noted that the provisional dates outlined in the initial review programme for Ward 15 (Children's Unit) at the RAH had been and would continue to be subject to change; and that the Lead Officer be authorised to initiate negotiations with NHS GG&C to secure visits to both the RAH and the new Royal Hospital for Sick Children on the preferred date of 10 March 2016.

Councillor M Brown, seconded by Councillor McEwan, moved as an amendment that an additional recommendation be approved, namely; that an invitation be given to Councillor M Macmillan, Leader of Renfrewshire Council and a member of the NHS GG&C Board, to give evidence in respect of providing information regarding the NHS GG&C Board's view as to the future of Ward 15 at the RAH. This would help in giving a well-informed Council view.

The amendment was accepted by the mover and seconder of the motion and the motion, as amended, was carried unanimously.

**DECIDED:**

- (a) That the information provided by witnesses be noted;
- (b) That it be noted that the Lead Officer would collect witness statements from interested parties to further inform the review;
- (c) That progress of the review be noted;
- (d) That it be noted that the provisional dates outlined in the initial review programme for Ward 15 (Children's Unit) at the Royal Alexandra Hospital had been and would continue to be subject to change;
- (e) That the Lead Officer be authorised to initiate negotiations with NHS GG&C to secure visits to both the RAH and the new Royal Hospital for Sick Children on the preferred date of 10 March 2016; and
- (f) That an invitation be extended to Councillor M Macmillan, Leader of Renfrewshire Council and a member of the NHS GG&C Board, to give evidence in respect of providing information regarding the NHS GG&C Board's view as to the future of Ward 15 at the RAH. This would help in giving a well-informed Council view.

## Minute of Meeting Housing & Community Safety Policy Board

Date	Time	Venue
Tuesday, 26 January 2016	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, M MacLaren, McCartin, McEwan, McGurk, Murrin, Noon, 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); F Carlin, Head of Planning & Housing Services and V Howie, Finance Business Partner (both Development & Housing Services); and J Lynch, Head of Property, D Forbes, Finance Manager and D Low, Senior Committee Services Officer (all Finance & Resources).

### ALSO IN ATTENDANCE

Chief Superintendent J Downie (Police Scotland) and P Nelis, Group Manager (Scottish Fire and Rescue Service).

### APOLOGY

Councillor J Sharkey.

### 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 13 November 2015.

**DECIDED:**

(a) That the budget position be noted: and

(b) That it be noted that since the last report there had been net budget realignments of £1,175,000 relative to discretionary housing payments received.

## 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 13 November 2015.

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

## 3 SCOTTISH FIRE & RESCUE SERVICE - SCRUTINY REPORT

There was submitted a report by the Local Senior Officer, Scottish Fire & Rescue Service (SFRS) relative to service performance and activities in the Renfrewshire area for the period August to October 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 a reduction in the number of all non-fatal fire casualties; there had been a significant decrease 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 decreased; and the number of road traffic collisions had decreased from 13 to 11. The appendix to the report provided an analysis of performance and activities on a ward basis.

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

## 4 POLICE SCOTLAND - SCRUTINY REPORT

There was submitted a report by the Chief Superintendent, K Division Police Scotland, relative to service performance in the Renfrewshire area during the period 1 April to 30 November 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 **DRAFT ANNUAL POLICE PLAN 2016/17**

There was submitted a report by the Director of Community Resources relative to the Police Scotland review of their Annual Plan 2016/17, a copy of the draft plan was appended to the report.

The report intimated that Police Scotland were seeking views of key stakeholders on the proposed plan which had been developed with a focus on the themes of localism, prevention, collaboration and equality and participation. Comments on the plan were being sought by 5 February 2016 with the aim to develop and publish a final version of the plan by April 2016. Section 3 of the report set out a proposed response which suggested a number of points which could be considered as Police Scotland finalised the plan.

### **DECIDED:**

- (a) That the Draft Annual Police Plan attached as an appendix to the report be noted; and
- (b) That the draft response set out in section 3 of the report be approved.

## 6 **HM INSPECTORATE OF CONSTABULARY, SCOTLAND – SCRUTINY PLAN 2016-17**

There was submitted a report by the Director of Community Resources relative to Her Majesty's Inspectorate of Constabulary, Scotland (HMICS) review of their annual Scrutiny Plan to develop a planned inspection programme for 2016/17.

The report intimated that an amended version of the HMICS Scrutiny Plan 2015/16, a copy of which was appended to the report, was being used as the basis for the review. Forensic Services, Cyber Crime, National Crime Recording, together with follow up work on both Stop & Search and Call Handling form a number of the planning inspections within the current proposed programme which ran from 2014/17. HMICS were seeking views of key stakeholders on the proposed inspections and any topical, high risk or emerging areas in policing that could be included within the 2016/17 annual inspection programme.

**DECIDED:** That the HMICS Scrutiny Plan for 2016/17, as detailed in the appendix to the report, be noted.

## 7 **RENFREWSHIRE COMMUNITY SAFETY PARTNERSHIP OPERATIONAL UPDATE**

There was submitted an amended 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.

## 8 LAND ADJACENT TO 58 MEADSIDE ROAD, KILBARCHAN

There was submitted a report by the Director of Finance & Resources seeking approval to declare the area of land adjacent to 58 Meadside Road, Kilbarchan surplus to requirements, as outlined on plan E2422, a copy of which was appended to the report.

### **DECIDED:**

(a) That the land adjacent to 58 Meadside Road, Kilbarchan which equated to 118 square metres of thereby as indicated on plan E2422 be declared surplus to requirements;

(b) That it be noted that the sale of the land to the proprietors of 58 Meadside Road should be on such terms and conditions as may be negotiated by the Head of Property utilising delegated powers;

(c) That the Head of Corporate Governance be authorised to conclude the sale of the land which would include any such terms and conditions that may be deemed necessary to protect the Council's interests;

(d) That the Head of Planning & Housing Services be authorised to place an advert in the local press in terms of the Town & Council Planning (Scotland) Act 1959 for the proposed sale of an area of open space; and

(e) That it be noted that the Director of Finance & Resources would seek Scottish Ministers consent in terms of Section 12(7) of the Housing (Scotland) Act 1987 for the disposal of land from the Housing Revenue Account.

## 9 DRAFT LOCAL HOUSING STRATEGY 2016 - 2021

There was submitted a report by the Director of Development & Housing Services relative to the draft Local Housing Strategy (LHS) 2016/21 which was attached as an appendix to the report.

The report intimated that the draft LHS had been developed in line with the Scottish Government guidance issued in 2014 which set out a number of issues for consideration in relation to housing and housing related topics. The draft LHS proposed seven key outcomes that the Council and its partners sought to achieve over the period of the LHS. Following a period of public consultation the final version of the LHS would be submitted for approval to a future meeting of this Policy Board.

**DECIDED:** That the summary version of the draft LHS 2016/21 which was currently being consulted on, and the options available for providing feedback on this draft strategy during the consultation phase be noted.

**EXCLUSION OF PRESS AND PUBLIC**

The Board resolved that the press and public be excluded from the meeting during consideration of the following 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.

**10 BUILDING SERVICES TRADING ACCOUNT**

There was submitted a report by the Director of Community Resources relative to the financial position of Building Services as at 13 November 2015.

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



## Minute of Meeting Planning & Property Policy Board

Date	Time	Venue
Tuesday, 26 January 2016	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, McGurk, Murrin, Nicolson, Perrie and M Sharkey.

### CHAIR

Councillor Kelly, Convener, presided.

### IN ATTENDANCE

M Crearie, Director of Development & Housing Services; F Carlin, Head of Planning & Housing Services, A Morrison, Head of Regeneration, D Bryce, Development Standards Manager, V Howie, Finance Business Partner and S Marklow, Assistant Manager - Policy (all Development & Housing Services); and J Lynch, Head of Property, D Forbes, Finance Manager, F Hughes, Asset Manager, M O'Neill, Senior Solicitor, N Young, Assistant Managing Solicitor (Litigation & Advice) and K Brown, Committee Services Officer (all Finance & Resources).

### APOLOGY

Councillor McGee.

### 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, Community Resources and Development & Housing Services for the Planning and Property & Construction Services Divisions for the period 1 April to 13 November 2015.

### **DECIDED:**

(a) That the budget position be noted; and

(b) That it be noted that there had been net budget realignments of £17,208 processed since the last report which primarily related to transfers to 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 to 13 November 2015.

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

## 3 LAND ADJACENT TO 202 LINBURN ROAD, ERSKINE

There was submitted a report by the Director of Finance & Resources seeking consent to declare the area of land adjacent to 202 Linburn Road, Erskine surplus to requirements and to dispose of the ground to the adjacent proprietors, Mr and Mrs Scullion.

### **DECIDED:**

(a) That it be agreed that the land adjacent to 202 Linburn Road, Erskine be declared surplus to requirements, which equated to 38 square metres or thereby as indicated on plan E2419, a copy of which was appended to the report;

(b) That it be noted that the sale of the land to the proprietors of 202 Linburn Road, Erskine should be on such terms and conditions as may be negotiated by the Head of Property Service using delegated powers;

(c) That the Head of Corporate Governance be authorised to conclude the sale of the land which would include any such terms and conditions that may be deemed necessary to protect the Council's interests; and

(d) That the Head of Planning & Housing be authorised to place an advert in the local press in terms of the Town & Country Planning (Scotland) Act 1959 for the proposed sale of an area of open space.

#### 4 **SHOP PREMISES AT 36 GLENBURN ROAD, PAISLEY**

There was submitted a report by the Director of Finance & Resources relative to the provisional terms and conditions agreed for a new lease of the shop premises at 36 Glenburn Road, Paisley.

**DECIDED:**

(a) That the Heads of Property and Corporate Governance be authorised to conclude a new lease of the shop premises at 36 Glenburn Road, Paisley, on the basis of the main terms and conditions contained within the report; and

(b) That it be noted that the Head of Property, in conjunction with the Head of Corporate Governance, would agree under delegated powers to a renunciation of the existing lease of the shop premises at 26 Glenburn Road, Paisley.

#### 5 **SHOP PREMISES AT 64 NETHERHILL ROAD, PAISLEY**

There was submitted a report by the Director of Finance & Resources relative to the provisional terms and conditions agreed for a new lease of the shop premises at 64 Netherhill Road, Paisley.

**DECIDED:** That the Heads of Property and Corporate Governance be authorised to conclude a new lease of the shop premises at 64 Netherhill, Paisley, on the basis of the main terms and conditions contained within the report.

#### 6(a) **MUSEUM STORE PREMISES AT 7 HIGH STREET, PAISLEY**

There was submitted a report by the Director of Finance & Resources seeking approval to enter into a lease of the lower ground floor store at 7 High Street, Paisley for the purpose of establishing a publicly accessible Museum Store.

**DECIDED:** That the Heads of Property and Corporate Governance be authorised to enter into a lease of the lower ground floor at 7 High Street, Paisley, based on the main terms and conditions outlined within the report.

#### 6(b) **PAISLEY 2021 HUB**

There was submitted a report by the Director of Development & Housing Services seeking approval to enter a short-term lease of premises at 5 High Street, Paisley to host the Paisley 2021 core team and act as the focus for the Paisley 2021 bid events and community engagement process.

**DECIDED:**

(a) That it be agreed that the Council enter into a lease for premises at 5 High Street, Paisley for use as a hub for the Paisley 2021 bid events and engagement; and

(b) That the Director of Finance & Resources be authorised to conclude a lease, subject to the terms and conditions detailed within the report and any other terms and conditions considered necessary by the Heads of Property and Corporate Governance in order to protect the interests of the Council.

## 7 DEVELOPMENT PLANS UPDATE

There was submitted an update report by the Director of Development & Housing Services relative to progress on the preparation of the replacement Strategic Development Plan (SDP) for the Glasgow & the Clyde Valley (GCV) area and the appeal lodged with the Court of Session challenging the validity of the Adopted Renfrewshire Local Development Plan (LDP).

The report intimated that the replacement SDP for the GCV area, which was now known as Clydeplan, had reached the next stage in the statutory plan preparation process with the approval of the GCV Joint Committee of the Proposed Plan and was issued for formal consultation on 18 January 2016 for a period of six weeks.

The report highlighted that the statutory appeal in relation to the need of Gypsies and Travellers in the Renfrewshire LDP, which had been lodged in the Court of Session by Mr Stuart McGregor had now been awarded legal aid by the Scottish Legal Aid Board. A procedural hearing was to be held on 27 January 2016 with the appeal likely to be heard at the Court of Session in April/May 2016. Further progress reports would be submitted to future meetings of the Board.

### **DECIDED:**

(a) That it be noted that the Proposed SDP “Clydeplan” had been approved by the SDP Joint Committee and that consultation on the document had commenced on 18 January 2016 for a period of six weeks; and

(b) That the progress made in relation to the statutory appeal challenging the validity of the Renfrewshire LDP be noted.

## 8 5 EAST FULTON HOLDINGS - ENFORCEMENT UPDATE

There was submitted an update report by the Director of Development & Housing Services relative to the breach of planning control in relation to the site at 5 East Fulton Holdings, Clippens Road, Linwood.

The report intimated that the area of 5 East Fulton Holdings had been subject to unauthorised development since May 2010, when the site owner began to bring caravans and mobile homes onto the site and carried out associated works to enable the site to be used for residential purposes. Following failure to comply with two enforcement notices, which had been served on the owner(s) of the site since October 2011, the Procurator Fiscal had raised proceedings against an owner of the site. The case had been called at Paisley Sheriff Court and continued on a number of occasions. The last Court date was 23 November 2015 and the matter was continued to 19 February 2016.

The report detailed that in January 2014, two planning applications were submitted for the site which were refused in May 2014 under the Council's Scheme of Delegation to Officers and Notices of Review in respect of these decisions were lodged with the Council to be considered by the Local Review Body (LRB). At its meeting in November 2014, the LRB rejected both Notices of Review and refused planning permission. Both applicants lodged appeals with the Court of Session challenging the validity of the decisions taken by the LRB. The Council conceded both appeals on one ground only, which related to the adequacy of reasons given by the LRB for its decision in respect of each Notice of Review. The effect of the appeals being allowed was that the decision of the LRB to refuse planning permission was quashed and the Notices of Review were 'revived' and would require to be considered entirely afresh. For the Council to demonstrate an entirely open, transparent, fair and objective process the reconvened LRB would require to be comprised of Members who had not previously been party to earlier decisions of the LRB on these particular matters.

**DECIDED:**

(a) That the current position with regard to the unauthorised development of the site at 5 East Fulton Holdings be noted; and

(b) That it be noted that following the decisions of the Court of Session in November 2015 that the decisions of the LRB on 11 November 2014 were quashed and that the Notices of Review were 'revived' and a new meeting of the LRB was required to be held to consider afresh the Notices of Review.

**9 SOLAR FARMS IN RENFREWSHIRE**

There was submitted a report by the Director of Development & Housing Services relative to an increase in interest from developers seeking to take forward proposals for Solar Farms and the proposed development of a criteria based Planning Advice Note related to Solar Farms for submission to the next meeting of the Board.

**DECIDED:** That the Director of Development & Housing Services be authorised to prepare a Planning Advice Note related specifically to the development of Solar Farms.

**10 RENFREWSHIRE'S CENTRES STRATEGIES & ACTION PLAN - UPDATE**

There was submitted an update report by the Director of Development & Housing Services relative to the Centre Strategies and Action Plans for Erskine, Johnstone, Linwood, Renfrew and Braehead.

The report intimated that a series of draft Centre Strategies and Action Plan for Erskine, Johnstone, Linwood, Renfrew and Braehead were presented to the Board in early 2015 and formed the basis for consultation with the local community and key stakeholders. Consultation on the draft strategies for Erskine, Johnstone, Linwood and Renfrew was undertaken for a period of 12 weeks from 14 August to 6 November 2015, during which time 34 representations were received. The draft strategy for Braehead was currently out for consultation until 12 February 2016. The finalised Centre Strategies and Action Plan documents would be presented to the Board at its meeting in August 2016.

**DECIDED:** That the progress made in relation to the Centre Strategies and Action Plan and the representations made through the Centre Strategies consultation be noted.

## 11 REVIEW OF THE SCOTTISH PLANNING SYSTEM

There was submitted a report by the Director of Development & Housing Services relative to the review of the Scottish planning system.

The report intimated that the Scottish Government had appointed an independent panel to undertake a strategic level review of the Scottish planning system to identify the scope for further targeted improvements. A call for written evidence was issued in late October 2015 with responses to be submitted by 1 December 2015. The Renfrewshire Council submission was prepared and submitted by the Head of Planning & Housing in consultation with the Convener, a copy of which was attached as an appendix to the report.

**DECIDED:** The response to the call for written evidence on the review of the Scottish Planning System, as set out in the appendix to the report, which was submitted to the Scottish Government on the 1 December 2015, be noted.

## 12 WESTWAY - REQUEST TO ESTABLISH A SIMPLIFIED PLANNING ZONE

There was submitted a report by the Director of Development & Housing Services relative to a formal request from WB Westway LP to work in partnership to establish a Simplified Planning Zone (SPZ) at Westway Business Park.

**DECIDED:**

(a) That the Director of Development & Housing Services be authorised to progress the necessary processes required to establish a SPZ at Westway, as detailed in the appendix to the report, in partnership with WB Westway LP and other interested parties; and

(b) That it be agreed that following the negotiations with key agencies and other statutory consultees on the SPZ scheme's form and content, the completion of statutory procedures, including publicity and consultation, that the SPZ Scheme be referred to the Board for determination.

## 13 RENFREWSHIRE OUTDOOR ACCESS STRATEGY 2016 - "OUTDOORS FOR YOU"

There was submitted a report by the Director of Development & Housing Services relative to the preparation of a draft Outdoor Access Strategy 2016 - "Outdoors for You", a copy of which was appended to the report and seeking authority to submit the document for public consultation and publicity from 1 February to 28 March 2016.

**DECIDED:**

(a) That the Director of Development & Housing Services be authorised to progress the necessary publicity and consultation in relation to the Renfrewshire Outdoor Access Strategy 2016 – "Outdoors for You"; and

(b) That it be noted that following consultation and consideration of the comments received, the final Access Strategy would be referred to the Board for determination.

#### 14 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.

#### 15 PLANNING APPLICATIONS

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

**(a) 15/0831/PP – WARD 10: FULL PLANNING PERMISSION: SUBSTITUTION OF HOUSE TYPES ON PLOTS 9 & 29 AND AMENDMENTS TO LAYOUTS ADJACENT TO PLOT 29 (AMENDMENT TO APPLICATION REFERENCE NUMBER 14/0831/PP): SITE ON NORTHERN BOUNDARY OF SHILLINGWORTH STEADINGS, KILGRASTON ROAD, BRIDGE OF WEIR – PERSIMMON HOMES LIMITED**

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

**(b) 15/0731/PP – WARD 9: FULL PLANNING PERMISSION: ERECTION OF RESIDENTIAL DEVELOPMENT COMPRISING 268 DWELLING HOUSES WITH ASSOCIATED ACCESS, INFRASTRUCTURE AND LANDSCAPING: FORMER MERCHISTON HOSPITAL, BRIDGE OF WEIR ROAD, BROOKFIELD, JOHNSTONE – NHS GREATER GLASGOW & CLYDE AND BDW TRADING LTD**

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

Councillor Audrey Doig, seconded by Councillor Nicolson moved as an amendment, that the application be refused for the following reasons:-

The application constitutes an over development of the site and onto undeveloped green space to the west of Merchiston Drive. The applicant stated in their Pre Application Consultation that development was to be ‘guided towards the open/cleared areas, which follows the former building footprint.’

The application report fails to define an amount of tree cover removal or retention in a clear or concise manner or provide any measures to protect the remaining trees from damage or removal.

The application does not state if a ‘development viability assessment’ had been carried out with regards to provision of affordable housing as per Scottish Planning Policy.

The application fails to consider the Local Housing strategy which clearly states that the North and West Renfrewshire HNDA shows that there is a need for affordable housing 4.2.2.

The application fails to meet structure plan policies Policy 6 of providing and meeting a range of tenures across a housing market.

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

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

8 members having voted for the amendment and 5 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.

**(c) 15/0739/PP – WARD 1: FULL PLANNING PERMISSION: ERECTION OF RESIDENTIAL DEVELOPMENT COMPRISING 59 DWELLING HOUSES AND 18 FLATS WITH ASSOCIATED ACCESS, PARKING AND LANDSCAPING: LAND TO WEST OF, ANDREW AVENUE, RENFREW – ASHLEIGH (SCOTLAND) LTD AND MCL ESTATES (BRAEHEAD) LTD**

**DECIDED:** That the application be granted subject to the conditions and reasons contained in the report and a Section 69 Agreement.

**(d) 15/0740/PP – WARD 5: PLANNING PERMISSION IN PRINCIPLE: ERECTION OF MIXED USE DEVELOPMENT COMPRISING CLASS 1 RETAIL STORE AND RESIDENTIAL DEVELOPMENT WITH ASSOCIATED ACCESS, CAR PARKING, LANDSCAPING AND INFRASTRUCTURE WORKS (SECTION 42 APPLICATION TO VARY CONDITION 1 OF PLANNING PERMISSION 12/0421/PP WITH RESPECT TO THE NUMBER OF RESIDENTIAL UNITS PERMITTED IN PHASE 2): 2 PRINTERS PLACE, PAISLEY, PA2 7RX – ALDI STORES LTD**

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

**(e) 15/0754/LB – WARD 5: LISTED BUILDING CONSENT FOR DEMOLITION: PART DEMOLITION OF HOSPITAL WARD COMPRISING THE REMOVAL OF WALLS AND CHIMNEY STACKS FROM FRONT, SIDES AND REAR OF BUILDING (IN RETROSPECT): MAIN BUILDING AND GROUNDS, DYKEBAR HOSPITAL, GRAHAMSTON ROAD, PAISLEY, PA2 7DE – NHS GREATER GLASGOW & CLYDE**

**DECIDED:** That the application be disposed to grant subject to the condition and reason contained in the report.

**(f) 15/0755/LB – WARD 5: LISTED BUILDING CONSENT FOR DEMOLITION: DEMOLITION OF HOSPITAL WARD: MAIN BUILDING AND GROUNDS, DYKEBAR HOSPITAL, GRAHAMSTON ROAD, PAISLEY, PA2 7DE – NHS GREATER GLASGOW & CLYDE**

**DECIDED:** That the application be disposed to grant subject to the condition and reason contained in the report.

**(g) 15/0802/PP – WARD 8: FULL PLANNING PERMISSION: INSTALLATION OF 4.9 MW SOLAR FARM WITH ASSOCIATED INFRASTRUCTURE INCLUDING ACCESS, ERECTION OF COMMUNICATION BUILDING, STORAGE SHED, SUBSTATIONS, CCTV CAMERAS AND BOUNDARY FENCE: WEST MITCHELTON, BRIDESMILL ROAD, LOCHWINNOCH – ENVIRONMENTAL ENERGY INVESTMENTS (SCOTLAND) LTD**

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

**(h) 15/0821/PP – WARD 8: FULL PLANNING PERMISSION: INSTALLATION OF 4.9 MW SOLAR FARM WITH ASSOCIATED INFRASTRUCTURE INCLUDING ACCESS, ERECTION OF COMMUNICATION BUILDING, STORAGE SHED, SUBSTATIONS, CCTV CAMERAS AND BOUNDARY FENCE: WEELS FARM, KAIM ROAD, LOCHWINNOCH – ENVIRONMENTAL ENERGY INVESTMENTS (SCOTLAND) LTD**

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



## Minute of Meeting Environment Policy Board

Date	Time	Venue
Wednesday, 27 January 2016	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

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

### CHAIR

Councillor E Devine, Convener, presided.

### IN ATTENDANCE

S MacDougall, Director of Community Resources; S Allan, Head of Amenity Services, D Leask, Head of Facilities Management, O Reid, Head of Public Protection, D Farrell, Financial & Resource Services Manager, G Hannah, Consumer Protection Manager, D Kerr, Service Co-ordination Manager, K Carr, Site Services Manager and A Summers, Amenity Services Manager (StreetScene & Land Services) (all Community Resources); and 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 13 November 2015.

### **DECIDED:**

(a) That the budget position be noted: and

(b) That it be noted that there had been net budget realignments of £78,585 processed since the last report related to the transfer of IT budgets to Finance & Resources and an adjustment to salary budgets for the impact of the 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 13 November 2015.

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

## 3 RESIDENTS' PARKING/PAY AND DISPLAY RESTRICTIONS - CROSEBAR ROAD ADJACENT TO ROYAL ALEXANDRA HOSPITAL

There was submitted a report by the Director of Community Resources relative to the management of parking between 52–74 Corsebar Road, Paisley.

The report proposed that a residents' parking scheme combined with pay and display parking be introduced between 52–74 Corsebar Road, Paisley with the aim of better managing parking at the location for the benefit of residents who did not have access to off-road parking. It was highlighted that residents at the location were adversely affected by commuter parking associated with the Royal Alexandra Hospital. Consultation had been undertaken with residents affected by the proposal through a residents group.

Councillor E Devine, seconded by Councillor Gilmour, moved that the Director of Community Resources be authorised to commence the statutory process to promote a Traffic Regulation Order (TRO) to enable a residents' parking scheme combined with pay and display parking to be introduced between numbers 52 and 74 on the west side of Corsebar Road, Paisley.

Councillor K MacLaren, seconded by Councillor Mylet, moved as an amendment that in addition residents parking will reflect all the same rules as parking zones 2 and 3 including the same conditions in regard to the number of resident parking permits per household. This would mean two permits per household.

On the roll being called the following members voted for the motion: Councillors Bibby, Caldwell, E Devine, M Devine, Gilmour, Grady, Provost Hall, and Councillors J MacLaren and I McMillan.

The following members voted for the amendment: Councillors Audrey Doig, K MacLaren, McGurk and Mylet.

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

**DECIDED:** That the Director of Community Resources be authorised to commence the statutory process to promote a Traffic Regulation Order to enable a residents' parking scheme combined with pay and display parking to be introduced between numbers 52 and 74 on the west side of Corsebar Road, Paisley.

#### **4 FOOD STANDARDS SCOTLAND - AUDIT OF RENFREWSHIRE COUNCIL**

There was submitted a report by the Director of Community Resources relative to the audit, undertaken by Food Standards Scotland (FSS) between 22 and 24 September 2015, of the Council's food law enforcement service. A summary of the local arrangements and activities relating to food law enforcement was provided.

The audit report prepared by FSS had been received and detailed a very positive audit outcome with no recommendations raised and one area of good practice highlighted. A copy of the Core Audit of Local Authority Official Controls in relation to Regulation (EC) No 852/2004 on the Hygiene of Foodstuffs in Food Business Establishments and the Application of the Food Hygiene Information Scheme was appended to the report.

**DECIDED:** That the report and positive audit outcome be noted.

#### **5 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 operational 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; (v) Amenity Services, Roads & Transportation (Fleet and Infrastructure); and (vi) Facilities Management. A summary of targets and actual performance during the period 1 April to 13 November 2015 in respect of the key performance indicator and benchmarking targets for 2015/16 under each of the change themes was also provided, together with supporting information.

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

#### **6 DISPOSAL OF LAND AT SANDYFORD ROAD, PAISLEY**

There was submitted a joint report by the Directors of Community Resources and Finance & Resources relative to the proposed declaration of an area of land at Sandyford Road, Paisley as surplus to the Council's requirements and detailing arrangements for its disposal.

**DECIDED:** That the area of land at Sandyford Road, Paisley, as indicated on the plan appended to the report, be declared surplus to requirements.

**7 RENFREWSHIRE'S LOCAL AIR QUALITY MANAGEMENT: 2015 UPDATING AND SCREENING ASSESSMENTS AND DETAILED ASSESSMENTS FOR JOHNSTONE, RENFREW AND MONTGOMERY ROAD, PAISLEY.**

There was submitted a report by the Director of Community Resources relative to the findings of the most recent 2015 Updating & Screening Assessment, and advising of the conclusions of the detailed assessments undertaken at High Street, Johnstone, Montgomery Road, Paisley and the Renfrew area.

The report intimated that following the introduction of the Environment Act 1995, all Scottish local authorities required to undertake a regular review and assessment of air quality within their area and submit their findings to the Scottish Government. The Council had completed annual reviews and assessments of local air quality across Renfrewshire since 1998. Where a review of air quality indicated that there was a risk of a limit value or objective being exceeded, local authorities were required to follow a clear process. The process was outlined within the report.

The report provided the findings of the 2015 Updating & Screening Assessment, which reviewed 2014 air quality data, as well as the conclusions of the detailed assessments undertaken at High Street, Johnstone, Montgomery Road, Paisley and the Renfrew area. The 2015 Updating & Screening Assessment had identified that there was a risk that nitrogen dioxide (NO<sub>2</sub>) levels were being breached at West Walkinshaw, Paisley and Inchinnan Road, Renfrew and that a detailed assessment would require to be carried out for NO<sub>2</sub> at those locations.

The Detailed Assessment reports for High Street, Johnstone, Montgomery Road, Paisley and the Renfrew area had been undertaken as the 2014 Updating & Screening Assessment had identified that the annual mean NO<sub>2</sub> objective had been exceeded at these locations. The key conclusions of the detailed assessment reports were provided. The report stated that there were currently 693 air quality management areas declared in the UK, one of which was in Paisley town centre. Options included the expansion of the current Air Quality Management Area in Renfrewshire to include the above areas or the creation of a number of additional smaller air quality management areas. There were perceived benefits and disadvantages in both approaches and it was proposed that a detailed analysis of these be undertaken and a further report be submitted to a future meeting of this Board setting out options and recommendations.

**DECIDED:**

(a) That the outcome of the 2015 Updating & Screening Assessment on air quality throughout the Council area and the requirement to proceed to two further Detailed Assessments for the annual mean NO<sub>2</sub> objective at West Walkinshaw, Paisley and for the one hour NO<sub>2</sub> objective at Inchinnan Road, Renfrew be noted;

(b) That the outcome of the Johnstone High Street Detailed Assessment and the requirement to declare an Air Quality Management Area in the Johnstone High Street area be noted;

(c) That the outcome of the Renfrew Detailed Assessment and the requirement to declare an Air Quality Management Area at the M8 and Town Centre areas be noted;

(d) That the outcome of the Montgomery Road, Paisley Detailed Assessment and that there was no current requirement for further action in this area be noted; and

(e) That it be agreed that a further report be submitted to a future meeting of this Board setting out options and recommendations for the establishment of a wider or multiple Air Quality Management Areas within Renfrewshire and proposals for monitoring and reviewing performance on air quality that reflected the impact that the Council could have on addressing this issue.

## **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

### **8 TRADING ORGANISATIONS: TRADING AND BUDGET MONITORING STATEMENTS**

There were submitted reports by the Director of Community Resources relative to the vehicle maintenance, catering and roads trading organisations for the period 1 April to 13 November 2015 providing an update on financial and operational issues arising during the period.

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



## Minute of Meeting

### Finance & Resources Policy Board

Date	Time	Venue
Wednesday, 27 January 2016	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

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

#### CHAIR

Councillor Holmes, Convener, presided.

#### IN ATTENDANCE

A Russell, Director of Finance & Resources; K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, R McGrath, Head of Business Services, C Donnelly, Head of HR, OD & Workforce Strategy, E Shields, Business Services Manager and A McNaughton, Senior Committee Services Officer (all Finance & Resources); and P Rub, Lead Data Research & Analysis (Chief Executive's).

#### DECLARATIONS OF INTEREST

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

## 1 **PROCUREMENT SUB COMMITTEE**

There were submitted the Minutes of the meetings of the Procurement Sub-Committee held on 11 November and 2 December 2015 which form 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 25 November 2015 which forms Appendix III hereto.

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

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

There were submitted the Minutes of the meetings of the Joint Consultative Board (Non-Teaching) held on 29 October and 10 December 2015 which form Appendices IV and V hereto.

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

## 4 **REVENUE BUDGET MONITORING TO 13 NOVEMBER 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, Finance & Resources and miscellaneous expenditure for the period to 13 November 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 £294,061 primarily related to the transfer of IT budgets to Finance & Resources, an adjustment to salary budgets for the impact of the Living Wage, the transfer of Advice Works from Social Work and the reallocation of previously agreed savings.

## 5 **REVENUE BUDGET MONITORING OVERVIEW TO 13 NOVEMBER 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 13 November 2015.

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

## 6 CAPITAL BUDGET MONITORING TO 13 NOVEMBER 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 13 November 2015.

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

## 7 CAPITAL BUDGET MONITORING OVERVIEW TO 13 NOVEMBER 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 13 November 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 as at 28 November 2015 and detailing the total amount collected for the last year.

**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 up to the end of November 2015. The appendix to the report detailed performance of the service against a range of key indicators including the average time to process applications.

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

## 10 COMMISSION ON LOCAL TAX REFORM

There was submitted a report by the Director of Finance & Resources relative to the published findings of the Commission on Local Tax Reform, a copy of which was appended to the report.

The Commission had concluded that the current Council Tax system must end and made no single option recommendation in this regard. However, the Commission acknowledged that any replacement tax should be progressive, stable, efficient and locally empowering. The Commission also acknowledged that the distribution of local government funds would need to be reviewed and adjusted should a new tax be introduced.

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

## 11 INITIAL OPEN DATA STRATEGY

There was submitted a report by the Chief Executive relative to the Initial Open Data Strategy for Renfrewshire (the Strategy) which had been approved by the Renfrewshire Community Planning Partnership. A copy of the Strategy was appended to the report.

The report advised that the Strategy would help take forward the Scottish Government vision that, by 2020, non-personal and non-commercially sensitive data from public services would be recognised as a resource for wider societal use and as such would be made open in an intelligent manner and available for re-use by others. The Strategy had been developed in accordance with Scottish Government guidance and set out how the Council, together with its community planning partners, would ensure data was made open. The report also outlined the broad technical architecture that required to be put in place to deliver the Strategy.

**DECIDED:** That the Initial Open Data Strategy for Renfrewshire be approved for implementation insofar as it related to Renfrewshire Council.

## 12 PAISLEY & RENFREW COMMON GOOD FUNDS 2016/17

There was submitted a report by the Director of Finance & Resources relative to the estimated funding available during 2016/17 for disbursement from the Paisley and Renfrew Common Good Funds.

The report indicated that income from both Common Good Funds was used to fund ongoing projects and commitments made previously by this Board and its predecessor Boards. In addition, an annual allocation was made to the relevant Local Area Committees with delegated authority to disburse grants to local organisations from whom they received bids for funding and/or to use the funding to support appropriate projects.

A forecast income and expenditure statement for both Common Good Funds, including the cost of recurring projects, was appended to the report.

**DECIDED:**

(a) That the 2016/17 budget allocations to Local Area Committees be approved as follows:

Renfrew Common Good - Renfrew & Gallowhill - £67,360  
 Paisley Common Good - Renfrew & Gallowhill - £2,000  
 Paisley Common Good - Paisley North - £13,000  
 Paisley Common Good - Paisley South - £15,000; and

(b) That the continued funding of recurring projects as outlined in the appendix to the report be approved.

### 13 **APPLICATIONS TO RENFREW BURGH AND RENFREWSHIRE COUNCIL CITIZENS FUNDS**

There was submitted a report by the Director of Finance & Resources relative to four applications for grant funding that had been recommended for approval of an award by Local Area Committees (LACs) from either the Renfrew Burgh Citizens Fund, Paisley Burgh Citizens Fund or the Renfrewshire Council Citizens Fund.

The Renfrew & Gallowhill LAC meeting held on 10 November 2015 had recommended that an award of £5,330 be made from the Renfrew Burgh Citizens Fund to cover the cost of removal and re-instatement of an ultra heavy-duty 10 metre fibreglass flagpole and new flag at Ferry Green, Renfrew.

The Paisley South LAC meeting held on 17 November 2015 had recommended that an award of £500 be made from the Paisley Burgh Citizens Fund to Glenburn Seniors Club towards the cost of a excursion.

The Johnstone & The Villages LAC meeting held on 19 November 2015 had recommended that an award of £2,000 be made to Kilbarchan Pipe Band towards the cost of participating in the Anniversary Remembrance Events to mark the Battle of the Somme; and an award of £700 be made to Kilbarchan Community Nursery towards the cost of cloakroom improvements from the Renfrewshire Council Citizens Fund.

#### **DECIDED:**

- (a) That an award of £5,330 from the Renfrew Burgh Citizens Fund to cover the cost of removal and re-instatement of an ultra heavy-duty 10 metre fibreglass flagpole and new flag at Ferry Green, Renfrew, be approved;
- (b) That an award of £500 to Glenburn Seniors Club from the Paisley Burgh Citizens Fund be approved;
- (c) That an award of £2,000 to Kilbarchan Pipe Band from the Renfrewshire Council Citizens Fund be approved; and
- (d) That an award of £700 to Kilbarchan Community Nursery from the Renfrewshire Council Citizens Fund be approved.

### 14 **CIVIC HOSPITALITY**

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

- (a) Dates-n-Mates Renfrewshire - for civic hospitality in the form of a civic reception on 15 January 2016 in Johnstone Town Hall at a cost of £500 to mark the launch of this new service for people with learning disabilities in Renfrewshire;
- (b) Glasgow Kelvin College - for civic hospitality in the form of a civic reception on 22 January 2016 at a cost of £1,000 to mark the Paisley Pattern Fashion Show held at the college, funded by the UK India Education Research Initiative (UKIERI) who, with their partners in India, designed this 'East meets West' fashion show;

(c) The Soroptimists International of Paisley - for civic hospitality in the form of a drinks reception prior to their 70th Anniversary Dinner for around 100 guests at a cost of approximately £400;

(d) Erskine Hospital - for civic hospitality in the form of a drinks and canapes reception on 29 March 2016 for around 250 guests at a cost of approximately £4,500 in the City Chambers, Glasgow to mark the Centenary of the agreement to form the hospital;

(e) PAs and Secretaries to Chief Executives of Scottish Local Authorities Group - for civic hospitality in the form of a wine reception on 25 August 2016 in the Lynnhurst Hotel for around 20 guests prior to the 19th Annual Seminar networking dinner; and

(f) Holocaust Memorial Service - to co-host the Service with East Renfrewshire Council on 23 January 2016 and contribute £1,300 towards the Service (which included participation by Renfrewshire schools and Councillors) and hospitality arrangements.

**DECIDED:**

(a) That the provision of civic hospitality for The Soroptimists International of Paisley; Erskine Hospital and the PAs and Secretaries to Chief Executives of Scottish Local Authorities Group be approved;

(b) That the action taken by the Director of Finance & Resources, in consultation with the Provost, to provide civic hospitality for Dates-n-Mates Renfrewshire; Glasgow Kelvin College (UKIERI); and the Holocaust Memorial Service held jointly with East Renfrewshire Council be homologated; and

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

## Minute of Meeting Procurement Sub-Committee

Date	Time	Venue
Wednesday, 11 November 2015	14:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

Councillors Bibby, Gilmour, Harte, Henry, Holmes, K MacLaren, M MacLaren, Murrin and Williams.

### CONVENER

Councillor Holmes, Convener, presided.

### IN ATTENDANCE

D Amos, Head of Policy & Commissioning, F Hughes, Procurement Manager, K Scott, Category Manager and K Thomson, Category Manager - Community Resources (all Chief Executive's); J Lynch, Head of Property Services and R Devine, Senior Committee Services Officer (both Finance & Resources).

### APOLOGIES

Councillors Grady and Mack.

### DECLARATIONS OF INTEREST

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

1(a) **CONTRACT AUTHORISATION REPORT - FRESH BREAD AND ROLLS AND OTHER FRESH BAKERY PRODUCE**

There was submitted a joint report by the Chief Executive and the Director of Community Resources relative to the award of a framework agreement for the supply and delivery of fresh bread and rolls and other fresh bakery produce.

The report indicated that the Council in collaboration with East Renfrewshire Council had a framework agreement with D McGhee and Sons Limited for this provision which was due to expire on 13 December, 2015.

The report advised that three suppliers had noted an interest, and at the deadline for the return of tenders one bid had been received. Following evaluation the bid, from D McGhee and Sons Limited met all the mandatory requirements as outlined in the report. 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 a framework agreement to D McGhee and Sons Limited for the Supply and Delivery of Fresh Bread and Rolls and other Fresh Bakery Produce;

(ii) That it be noted that the framework agreement would cover the period from 14 December 2015 to 31 December, 2017 with an option to extend for a further two periods of one year; and

(iii) That it be noted that the contract value across both councils was estimated to be £728,000 excluding VAT over the maximum four-year period with spend pertaining to Renfrewshire Council being £488,000.

1(b) **CONTRACT AUTHORISATION REPORT - DEMOLITION OF 21-31 HALLHILL ROAD, SPATESTON, JOHNSTONE**

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to the award of a standard building contract with quantities (SBC/Q/Scot 2011) for the demolition of 21-31 Hallhill Road, Johnstone utilising Renfrewshire Council's Framework Agreement for Demolition Works.

The report indicated that the contract was tendered as a mini-competition under Lot 2 of the Framework Agreement for Demolition Works. All three suppliers on the Framework were invited to tender. At the deadline for the return of tenders, three bids had been received and were evaluated against a set of award criteria which was based on a price/quality ratio of 70:30. Details of the scores relative to the award criteria of each tenderer were contained within the report.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for the demolition of 21-31 Hallhill Road, Johnstone to Reigart Contracts Limited;

(ii) That it be noted that the value of the contract was £382,0472.08; and

(iii) That it be noted that the contract period was 10 weeks, with the start date subject to the completion of the new build shops including the tenants fit-out programme, with the start date to be confirmed in the Council's letter of acceptance.

1(c) **CONTRACT AUTHORISATION REPORT - EXTENSION AND REFURBISHMENT OF MOSSVALE/ST JAMES' PRIMARY SCHOOL**

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to the award of a standard building contract with quantities (SBC/Q/Scot (2011)) for the extension and refurbishment of Mossvale/St James' Primary School.

The report indicated that at the deadline for the return of tenders, three bids had been received, one of which failed to meet the minimum requirements. The remaining two submissions were evaluated against a set of award criteria based on a price/quality ratio of 50:50. Details of the scores relative to the award criteria of each tenderer were contained within the report.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for the extension and refurbishment of Mossvale/St James' Primary School (Reference RC1505\_408 (ITT8542)) to Clark Contracts Limited;

(ii) That it be noted that the spend under the contract was anticipated to be £3,899,407.71 excluding VAT;

(iii) That it be noted that the contract was anticipated to commence on 6 December, 2015 for a period of 66 weeks, with work commencing on site on 25 January, 2016 and completion no later than 28 April, 2017; and

(iv) That it be noted that once the work was complete, there would be a 12 month defect period.

1(d) **CONTRACT AUTHORISATION REPORT - CROWN COMMERCIAL SERVICE (CCS) FUEL CARDS AND ASSOCIATED SERVICES**

There was submitted a joint report by Chief Executive and the Director of Community Resources relative to the award of the contract for fuel cards and associated services under the CCS Framework for Fuel Cards and Associated Services RM1027, from 26 November, 2015 to 13 May, 2018.

The report indicated that CCS provided commercial services putting in place national contracts for central government and the wider public sector to utilise in order to make savings.

The report advised that a direct award could be made from the Fuel Cards and Associated Services Framework RM1027.

The report intimated that Allstar Business Solutions Limited provided the best coverage of fuel stations for the Renfrewshire area with no transaction charge, and fuel pricing would be set weekly at Platts pricing - market based price information on the oil industry - rather than fuel pumps.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for fuel cards and associated services to Allstar Business Solutions Limited from 26 November, 2015 to 13 May, 2018; and

(ii) That it be noted that spend under the call-off contract would be approximately £1.1million.

1(e) **CONTRACT AUTHORISATION REPORT - LEAD CONSULTANCY AND DESIGN TEAM SERVICES FOR NEW BUILD SOCIAL HOUSING (JOHNSTONE CASTLE AND DARGAVEL VILLAGE, BISHOPTON)**

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to the award of the contract for Lead Consultancy and Design Team Services for new build social housing projects at Johnstone Castle and Dargavel Village, Bishopton sites.

The report advised that the contract was advertised in terms of two lots, Lot 1 Johnstone Castle and Lot 2 Dargavel Village, Bishopton, it being noted that the land transfer process in relation to Lot 2 was still in progress and was expected to conclude by December 2015. At the deadline for the return of tenders, 15 submissions had been received with all 15 contractors bidding for both Lots. All 15 submissions were evaluated against a set of award criteria based on a price/quality ratio of 40:60. Each Lot was then evaluated separately. Details of the scores relative to each award criteria were contained within the report.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract, both Lot 1 Johnstone Castle and Lot 2 Dargavel Village, Bishopton, for Lead Consultancy and Design Team Services for New Build Social Housing (Johnstone Castle and Dargavel Village, Bishopton) RC1507\_4513\_ITT9384, to Anderson Bell Christie (Partnership), subject to the transfer of land being successful;

(ii) That it be noted that spend under this contract was anticipated to be in the region of £624,000, with an anticipated breakdown per lot as noted below;

- a. Lot one: Johnstone Castle - £290, 250
- b. Lot two: Darvage Village, Bishopton - £328,950

and that it be noted this estimated spend was based on the rates tendered in line with the RIBA Plan of Work 2013 stages; and

(iii) That the contract would commence in December 2015 or alternatively on the date confirmed in the Council's letter of acceptance and that it be noted that the current programme showed construction commencing in September 2016 with completion in March 2018.

1(f) **CONTRACT AUTHORISATION REPORT- QUANTITY SURVEYOR/CLERK OF WORK SERVICES FOR NEW BUILD SOCIAL HOUSING (JOHNSTONE CASTLE AND DARGAVEL VILLAGE BISHOPTON)**

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to the award of the contract for Quantity Surveyor/Clerk of Work Services for new build social housing projects at Johnstone Castle and Dargavel Village, Bishopton sites.

The report advised that the contract was advertised in terms of two lots, Lot 1 Johnstone Castle and Lot 2 Dargavel Village, Bishopton, it being noted that the land transfer process in relation to Lot 2 was still in progress and was expected to conclude by December 2015. At the deadline for the return of tenders, five submissions had been received with all five contractors bidding for both Lots. All five submissions were evaluated against a set of award criteria based on a price/quality ratio of 40:60. Each Lot was then evaluated separately. Details of the scores relative to each award criteria were contained within the report.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract, both Lot 1 Johnstone Castle and Lot 2 Dargavel Village, Bishopton, for Quantity Surveyor/Clerk of Work Services for New Build Social Housing (Johnstone Castle and Dargavel Village, Bishopton) RC1507\_4524\_ITT9437, to Reid Associates (Partnership), subject to the transfer of land being successful;

(ii) That it be noted that spend under this contract was anticipated to be in the region of £202,405, with an anticipated breakdown per lot as noted below;

- a. Lot one: Johnstone Castle - £102,942.50
- b. Lot two: Dargavel Village, Bishopton - £99,462.50

and that it be noted this estimated spend was based on the rates tendered in line with the RIBA Plan of Work 2013 stages; and

(iii) That the contract would commence in December 2015 or alternatively on the date confirmed in the Council's letter of acceptance and that it be noted that the current programme showed construction commencing in September 2016 with completion in March 2018.

1(g) **CONTRACT AUTHORISATION REPORT - LIFT REPLACEMENT AND UPGRADES: SHELTERED HOUSING**

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to the award of a Standard Building Contract with Contractors Design (SBCC/D/Scot 2011) for Lift Replacement and Upgrades: Sheltered Housing.

The report indicated that at the deadline for the return of tenders, seven bids had been received, one of which failed to meet the bid selection criteria. The remaining six submissions were evaluated against a set of award criteria based on a price/quality ratio of 70:30. Details of the scores relative to the award criteria of each tenderer were contained within the report.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for Lift Replacement and Upgrades: Sheltered Housing (RC1507\_4499(ITT9335) to Consult Lift Services Limited;

(ii) That it be noted that the value of the contract was £210,468,30 excluding VAT; and

(iii) That it be noted that the contract was expected to commence in January 2016 for a period of three years, and that the date of commencement would be confirmed in the letter of acceptance.

1(h) **CONTRACT AUTHORISATION REPORT - SCOTTISH PROCUREMENT SP-15-005-01 LIQUID FUELS**

There was submitted a joint report by the Chief Executive and the Director of Community Resources relative to the award of a contract for Liquid Fuels utilising Lot 103 – Heating Oils, Central Region and Lot 203 – Automotive Fuels, Central Region, of Scottish Procurement’s Liquid Fuels contract SP-15-005-1 from 14 October, 2015 to 31 October, 2017 with an option to extend for a further two 12- month periods.

The report indicated that national contracts for commercial utilities for water services, electricity, gas and fuel were tendered by Scottish Procurement for the public sector in order to achieve economies of scale. Scottish Procurement’s call-off for Lots 103 and 104 was under the Crown Commercial Service Liquid Fuels Framework Agreement RM 1013.

The report advised that Scottish Procurement had carried out a call-off against the Crown Commercial Services Framework which resulted in estimated savings compared to previous rates and volumes from utilising the contract would be approximately £19,000 per annum.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for Liquid Fuels to Ceritas Energy t/a Scottish Fuels from 14 October, 2015 to 13 October, 2017 with an option to extend for a further two 12 month periods; and

(ii) That it be noted that spend under the call-off contract would be approximately £6million over the four years of the contract if the extension period was utilised.

1(i) **CONTRACT AUTHORISATION REPORT - MINI-COMPETITION FOR DEMOLITION WORK: JOHNSTONE CASTLE (ELM DRIVE)**

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to the award of a contract for demolition works at Elm Drive, Johnstone Castle.

The report indicated that a mini-competition had been run in terms of Lot 2 – Low Complexity Demolition of Renfrewshire Council’s Framework for Demolition.

The report advised that at the deadline for the return of submissions, three tender bids had been received. All three submissions were evaluated against a set of criteria which was based on a price/quality ratio of 70:30. Details of the scores relative to the award criteria of each tenderer were contained within the report.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for Demolition Works at Johnstone Castle (Elm Drive), reference RC1509\_4768\_ITT9933 to JCJ (Demolition and Construction) Limited;

(ii) That it be noted that spend under the contract would be approximately £346,087.50; and

(iii) That it be noted that the anticipated contract commencement date was 11 January, 2016, or alternatively on the date confirmed in the Letter of Acceptance, and would be completed within 20 weeks of the start date.

1(j) **CONTRACT AUTHORISATION REPORT - PROVISION OF SPECIALIST SERVICES IN SUPPORTED ACCOMODATION AND RELATED SPECIALIST SERVICES TO WOMEN AND THEIR CHILDREN AFFECTED BY DOMESTIC ABUSE**

There was submitted a joint report by the Chief Executive and the Director of Children’s Services relative to the award of the contract for the provision of specialist services in supported accommodation and related specialist support services to women and their children affected by domestic abuse.

The report advised that approval had been granted in November 2014 to enter into a negotiated contract with Renfrewshire Women’s Aid in accordance with Schedule 5, clause C.1 (e) and clause 12.2 (b) of the Council’s Standing Orders relating to Contracts as the Head of Policy and Commissioning had confirmed that the services required by service users would be best provided by the existing provider and that therefore there was only one suitable source that could be identified, that the requirement of the contract was unique, or, after research, that only one suitable source of supply could be identified.

The report also indicated that tender documentation was issued to Renfrewshire Women’s Aid and on its submission, was assessed by representatives from the Corporate Procurement Unit, Officers from Renfrewshire Council’s Criminal Justice team and officers from the Renfrewshire Health and Social Care Partnership, and was considered acceptable on both technical and commercial grounds.

The report intimated that the budget for the current requirement was £221,708 per annum. The negotiated amount for the new service was £221,708 and that amount would remain fixed for the duration of the contract.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for the Provision of Specialist Services in Supported Accommodation and related Specialist Support Services to Women and their Children Affected by Domestic Abuse to Renfrewshire Women's Aid, a charity registered with the Office of the Scottish Charity Regulator;

(ii) That it be noted that the proposed contract start date was 1 December, 2015 for an initial three-year period with the option to extend the contract for up to two extensions of one year each where such option(s) would be taken at the sole discretion of the Council; and

(iii) That the total value of the contract, including the maximum option period, in the sum of £1,108,540, excluding VAT, be approved.

**1(k) CONTRACT AUTHORISATION REPORT - GROUND MAINTENANCE EQUIPMENT**

There was submitted a joint report by the Chief Executive and the Director of Community Resources relative to the award of contracts for the purchase of various grounds maintenance equipment under the Council's Vehicle Replacement Programme for 2015/16.

The report indicated that Scotland Excel had established a Framework Agreement for Grounds Maintenance Equipment. All 32 Local Authorities in Scotland had the opportunity to utilise this Agreement. Details of the Grounds Maintenance equipment were contained in Appendix 1 to the report.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award contracts up to the following values with the suppliers noted below for the provision of grounds maintenance equipment as detailed in Appendix 1 to the report, it being noted that all contracts were individual direct awards under the Scotland Excel Framework for Grounds Maintenance:-

- Fairways GM Limited: up to £361,084,30;
- Fraser C Robb: up to £70,000;
- Hamilton Brothers Engineering Limited: up to £58,100; and

(ii) That it be noted that the delivery dates for the Grounds Maintenance Equipment were detailed in Appendix 1.

**1(l) CONTRACT AUTHORISATION REPORT - STRATEGIC REVIEW OF STREET LIGHTING - LED LANTERN REPLACEMENT 2016/17**

There was submitted a joint report by the Chief Executive and the Director of Community Resources relative to the award of the contract for the strategic review of street lighting - LED lantern replacement 2016/17.

The report advised that at the deadline for the return of submissions, three tender bids had been received. All three submissions were evaluated against a set of criteria which was based on a price/quality ratio of 70:30. Details of the scores relative to the award criteria of each tenderer were contained within the report.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for the Strategic Review of Street Lighting – LED Lantern Replacement 2016/17 to Lightways Contractors Limited to the value of £1,700,688.88; and

(ii) That it be noted that the contract would commence on 14 January, 2016, for 63 weeks with a completion date of 31 March, 2017.



## Minute of Meeting Procurement Sub-Committee

Date	Time	Venue
Wednesday, 02 December 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, Lawson, Mack, Murrin and Noon.

### CHAIR

Councillor Holmes, Convener, presided.

### IN ATTENDANCE

D Amos, Head of Policy & Commissioning, F Hughes, Procurement Manager, B Lambert, Senior Procurement Specialist, D Taggart Procurement Category Manager and S Gibb, Assistant Category Manager (all Chief Executive's); and J Lynch, Head of Property Services and P Shiach, Committee Services Officer (both Finance & Resources).

### APOLOGIES

Councillors K MacLaren, M MacLaren and Williams.

### DECLARATIONS OF INTEREST

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

1(a) **CONTRACT AUTHORISATION REPORT - BUILDING MANAGEMENT SYSTEMS (BMS) INSTALLATION AND BUREAU SERVICE**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a NEC3 Term Service Short Contract for a Building Management Service (BMS) and Bureau Service.

The report advised that at the deadline for the return of tenders three bids had been received. The bids were evaluated against a set of award criteria which was based on a price/quality ratio of 70:30. Details of the scores relative to the award criteria of each tenderer were contained within the report.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for Building Management Systems (BMS) Installation and Bureau Service, reference RC1507\_4332\_ITT8994, to Advanced Energy Management Services Limited;

(ii) That it be noted that the spend under the contract was anticipated to be approximately £362,350 excluding VAT; and

(iii) That it be noted that it was anticipated that the contract would commence on 11 January, 2016, or alternatively on the date confirmed in the Council's letter of acceptance and run for a period of three years, with two possible one-year extension periods.

1(b) **CONTRACT AUTHORISATION REPORT - SUPPLY OF PREPARED MEALS TO SUPPORT THE PROVISION OF THE COMMUNITY MEALS SERVICE**

There was submitted a joint report by the Chief Executive and the Head of Adult Services relative to the award of a contract for the provision of prepared meals through direct award using Lot 1 of the Scotland Excel Framework Agreement for Community Meals.

The report indicated that the contract exercise had been conducted in accordance with Renfrewshire Council's Standing Order 27.5 and in accordance with the Public Contracts (Scotland) Regulations 2012.

The report advised that the Head of Policy & Commissioning was satisfied that a direct award could be made to Apetito Limited using the Scotland Excel scoring. Of the three suppliers accepted on to Lot 1 – Bulk Delivery to a Central Distribution Point, Apetito scored the highest with a final score of 95.42% against scores of 85.56% and 43.31% by ICare (GB) Limited and MacLean's Bakery (Benbecula) Limited respectively.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for the supply of prepared meals to support the provision of the community meals service to Apetito Limited;

(ii) That it be noted that the proposed contract start date was 15 December, 2015 and that the contract would be for an initial period of one year with the option to extend the contract for up to one year, with such option to be taken up at the Council's sole discretion; and

(iii) That it be noted that the estimated value of the contract, including the extension period based on historic consumption was approximately £720,000 excluding VAT.



## Minute of Meeting Investment Review Board

Date	Time	Venue
Wednesday, 25 November 2015	13:00	CMR 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

Councillors Bibby, Grady, Holmes, J MacLaren, and A Noon.

### CHAIR

Councillor Holmes, Convener, presided.

### IN ATTENDANCE

A MacArthur, Head of Finance, R Conway, Finance Manager Corporate Accounting and R Devine, Senior Committee Services Officer (all Finance & Resources).

### ALSO IN ATTENDANCE

A Galbraith, Investment Consultant and D Millar, Senior Investment Analyst, Hymans Robertson LLP, and M Connor, Senior Portfolio Manager and J Gordon, Regulatory Controls 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 3 June, 2015.

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

## 2 REVIEW OF INVESTMENT PRINCIPLES

There was submitted a report by the Director of Finance & Resources relative to the Statement of Investment Principles in relation to the Paisley and Renfrew Common Good Funds.

The report indicated that the Council had arranged for the investments of the Paisley and Renfrew Common Good Funds to be managed by Standard Life Wealth Limited, and had agreed with the manager a number of principles which governed decisions regarding these investments. These principles covered a range of issues such as which benchmark should be employed to assess the manager's performance, and restrictions which the manager required to observe when choosing sectors or classes of asset in which to invest. The Statement of Investment Principles had last been reviewed during November 2014 and was due for review.

The report indicated that there were no proposed changes to the Statement previously approved other than the updating of job titles. It was highlighted that the proposed Statement of Investment Principles, a copy of which was appended to the report, contained a typographical error and required to be amended by inserting the words 'relating to the' after the word 'issues' in the first sentence of paragraph 12.

**DECIDED:** That the Statement of Investment Principles, as amended, be approved.

## 3 INFORMATION SESSION

There was submitted a report by A Galbraith, Hymans Robertson LLP, which made reference to UK and Overseas equities during the period 1st July 2010 to 16 November, 2015; equities versus bonds; UK, US, Eurozone and Japan's gross domestic product between quarter one 2008 and quarter three of 2015; Global Equities, value versus growth, for the period quarter two 2006 to quarter three 2015; and Headline CPI inflation and Core CPI inflation during the period December, 2012 to September 2015.

A Galbraith, Investment Consultant commented on economic and market conditions relative to economic growth, in terms of the global perspective; the performance of equities and bonds over the period to 16 November, 2015; and provided information in relation to the general performance, asset allocation and performance by asset class of the Paisley and Renfrew Common Good Funds.

There followed a question and answer session during which reference was made to factors influencing the performance of equities during Quarters two and three, the resultant impact on the Funds and the strategy employed by the investment managers which was biased towards a higher global equity allocation.

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

#### 4 **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 for the six-month period ending 30 September, 2015. A performance review report by Hymans Robertson LLP was appended thereto.

M Connor, Senior Portfolio Manager, presented a report in relation to the performance of the Paisley and Renfrew Common Good Funds to 30 September, 2015. The report provided information relative to the portfolio manager; world markets; investment guidelines and restrictions; asset attribution in relation to the three months to 30 September, 2015; and commodities and inflation, together with an economic and market summary.

There followed a question and answer session during which Mr Connor confirmed that in the absence of specified target percentage proportions for UK Equities and International Equities it was not anticipated that the actual proportions within the Fund portfolios would be significantly different from the current ratios. There was also discussion regarding the requirement for the Funds to meet demanding income targets.

It was proposed that a report be submitted to the next meeting of the Board relative to the rationale for adoption of the specified target percentage proportions for UK Equities and International Equities. This was agreed.

**DECIDED:**

(a) That a report be submitted to the next meeting of the Board relative to the rationale for adoption of the specified target percentage proportions for UK Equities and International Equities; and

(b) That the reports be otherwise noted.

#### 5 **DATE OF NEXT MEETING**

It was noted that the next meeting of the Investment Review Board would be held in Renfrewshire House at 1pm on Wednesday, 1 June, 2016.



## Minute of Meeting Joint Consultative Board (Non Teaching)

Date	Time	Venue
Thursday, 29 October 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: Stephen Hicks and Thomas McCarthy (UNISON);and Stephen McAllister (UNITE).

### IN ATTENDANCE

P McConnachie, Business Resources Manager (Community Resources); M Armstrong Senior Human Resources Adviser, R Cree, Principal Human Resources & Organisational Development Adviser, C Donnelly, Human Resources & Organisational Development Manager; S Fanning, Senior Health & Safety Officer; and R Devine, Senior Committee Services Officer (all Finance & Resources).

### APPOINTMENT OF CHAIRPERSON

It was proposed and agreed that Stephen McAllister chair the meeting.

**DECIDED**: That Stephen McAllister chair the meeting.

### APOLOGIES

J Boylan and M Ferguson (UNISON).

### 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 3 September, 2015.

Concern was expressed that the report, referred to in Item 2 of the Minute, detailing the levels of overtime being worked by employees at the Community Resources Underwood Road depot was not available. In the absence from the meeting of an officer from the relevant Service capable of providing the information, concern was also expressed in respect of the lack of representation, by officials, of Council Services at meetings of the JCB Non Teaching. It was agreed that a communication be issued to all Directors demanding that all Council Services be represented by an appropriately senior officer at future meetings of the JCB Non Teaching.

### **DECIDED:**

(a) That the concern expressed in connection with the non-availability of the report referred to in item 2 of the Minute be noted

(b) That the concern expressed in respect of the lack of representation, by officials, of Council Services at meetings of the JCB Non Teaching be noted and that a communication be issued to all Directors demanding that all Council Services be represented by an appropriately senior officer at future meetings of the JCB Non Teaching; and

(c) That that otherwise the Minute be noted.

## 2 **DEVELOPMENTS IN HEALTH AND 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; statutory inspections; CDM 2015; manual handling operations; and tobacco/smoke free were being revised. The health and safety section continued to assist Services to retain accreditation to BS OHSAS 18001;2007. Details of the next audit schedule were provided.

The report indicated that information and participative campaigns continued to be delivered across the Council as part of the Healthy Working Lives Gold award programme. The report also advised that the Council had received a silver RoSPA Occupational Health & Safety Award.

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

## 3 **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 September, 2015, and detailing the capacity and Service in which they were engaged.

Clarification was sought in respect of the data provided within the report. Concern was expressed regarding the absence from the meeting of an officer, from the relevant Service, capable of providing the requested clarification.

**DECIDED:** That the concern expressed, regarding the absence from the meeting of an officer from the relevant Service, capable of providing clarification in respect of the data provided within the report be noted and that the content of the report be otherwise noted.

#### 4 **DETAILS OF GREVIANCES**

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 29 October, 2015.

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

#### 5 **SUPPORTING ATTENDANCE**

There was submitted a report by the Head of HR and Organisational Development relative to the quarterly absence management statistics for the period ending 22 June, 2015.

The report provided statistics on the number of employee days lost through absence by Service, and provided a comparison for the period ending 22 June 2014. 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 and trends during the period was also provided in the report, together with a summary of supporting attendance activity undertaken.

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

#### 6 **DATE OF NEXT MEETING**

It was noted that the next meeting of the JCB Non-Teaching would be held at 3 pm on Thursday 10 December, 2015.



## Minute of Meeting Joint Consultative Board (Non Teaching)

Date	Time	Venue
Thursday, 10 December 2015	15:00	CMR 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

Representing Renfrewshire Council Management - Councillors Harte, Noon and Williams.  
Representing Trade Unions – S Hicks, J McGinlay and T McCarthy (UNISON); and G Hamilton (UNITE).

### IN ATTENDANCE

J Trainer, Acting Head of Early Years and Inclusion (Childrens Services); F Carlin, Head of Planning & Development, K Anderson, Amenity Services Manager - Waste and K Carr, Site Services Manager (all Community Resources); C Donnelly, Head of HR, Organisational Development & Workplace Strategy; S Fanning, Senior Health & Safety Officer; R Laouadi, Principal Human Resources Adviser; and D Low, Senior Committee Services Officer (all Finance & Resources).

### APPOINTMENT OF CHAIR

It was proposed and agreed that Councillor Harte chair the meeting.

**DECIDED:** That Councillor Harte chair the meeting.

## **APOLOGIES**

Councillors Audrey Doig and Glen, J Boylan and M Ferguson (UNISON) and S McAllister (UNITE).

## **DECLARATIONS OF INTEREST**

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

## **ADDITIONAL ITEM**

The Convener intimated that there was an additional item of business in relation to the report of the Fatal Accident Inquiry into the Glasgow bin lorry crash, which had not been included in the notice calling the meeting. The Convener being of the opinion that the item, which was dealt with at item 9 of this Minute, was urgent, authorised its consideration.

### **1 MINUTE OF PREVIOUS MEETING**

There was submitted the Minute of the meeting of the Joint Consultative Board: Non-Teaching held on 29 October, 2015.

**DECIDED:** That that Minute be noted.

### **2 DEVELOPMENTS IN HEALTH & SAFETY**

There was submitted a report by the Head of HR, Organisational Development & Workplace Strategy relative to developments with regard to health and safety issues. The report detailed policies and guidance that were currently being revised and outlined training courses which had been undertaken since the last meeting of the Board. In particular, it was noted that policies and guidance in relation to control of contractors; risk assessments; statutory inspections; CDM 2015; manual handling operations; and tobacco/smoke free were being revised.

The report stated that the Health & Safety section continued to support event organisers to ensure safe, controlled and enjoyable events were delivered locally and that a comprehensive events document, incorporating multi-agency input, had been developed. In addition, the Board was informed that the outcome of the employee wellbeing survey, referred to within the report, which had been undertaken as part of the Healthy Working Lives Gold award programme, would be submitted to a future meeting of the Board.

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

### 3 DETAILS OF GREVIENCES

There was submitted a report by the Head of HR, Organisational Development & Workplace Strategy relative to details of grievances received.

The report provided information on grievances at both the informal and formal stages. The report indicated that there were a total of seven grievances as at 30 November, 2015.

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

### 4 AGENCY WORKERS

There was submitted a report by the Head of HR, Organisational Development & Workplace Strategy relative to the number of agency staff employed within the Council as at October 2015, and detailing the capacity and Service in which they were engaged.

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

### 5 WASTE SERVICES - UNDERWOOD ROAD, PAISLEY

Concerns were expressed by the trade union representatives in respect of the level of overtime, shift imbalances and the lack of protective clothing for refuse collection employees based at Underwood Road, Paisley.

In response, the Amenity Services Manager – Waste provided information relative to the various reasons for overtime levels at the Underwood Road depot, confirmed that both refuse collection shifts should be equally staffed and advised that proper footwear and protective clothing had been ordered.

In response to a trade union request, it was noted that consultation would take place with the unions in relation to the closure of amenity sites.

**DECIDED:**

(a) That a report be submitted to the next meeting of the Joint Consultative Board: Non-Teaching detailing the areas where overtime had occurred:

(b) That confirmation be given at the next meeting that all reuse collection employees based at Underwood Road, Paisley had been provided with proper footwear and protective clothing; and

(c) That it be noted that consultation would take place with the unions in relation to the closure of amenity sites.

## 6 STAFF DEVELOPMENT

The trade unions requested that the staff development programme agreed at the SMT and Leadership Board be rolled out in the first instance to home care staff. In response, the Head of HR, Organisational Development & Workplace Strategy confirmed that the trades unions would continue to be engaged with the staff development process and that it was the intention of the process that employees at all levels would be developed.

**DECIDED:** That once the detailed implementation plan had been developed and agreed, an update report update would be submitted to a future meeting of the Board.

## 7 CITY OF CULTURE BID 2021

The UNISON representatives intimated that UNISON had a wide range of experience relating to the competition process arising from the bid processes for Derry/Londonderry's UK City of Culture award and Liverpool's European City of Culture award. He suggested that, taking into account this experience, UNISON be involved in the decision making structure for the Paisley 2021 UK City of Culture bid.

**DECIDED:** That Unison's offer to be involved in the decision making structure for the Paisley 2021 UK City of Culture bid be investigated further.

## 8 TIMETABLE OF MEETINGS

There was submitted a report by the Director of Finance & Resources relative to the proposed timetable of meetings of the Joint Consultative Board: Non-Teaching during 2016.

It was proposed that meetings of the Board be held at 3pm on 10 February, 27 April, 8 June, 15 September, 26 October and 8 December, 2016

**DECIDED:** That the timetable of meetings for 2016 of the Joint Consultative Board: Non-Teaching, detailed in the report, be approved.

## 9 FATAL ACCIDENT INQUIRY: GLASGOW BIN LORRY CRASH

The Amenity Services Manager-Waste advised that Renfrewshire Council would be examining the report of the Fatal Accident Inquiry into the Glasgow bin lorry crash and, in particular, looking at the recommendations for Glasgow City Council and identifying the implications for Renfrewshire Council.

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

## Minute of Meeting Economy & Jobs Policy Board

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

### PRESENT

Councillors Caldwell, Cameron, Glen, Provost Hall and Councillors Harte, Holmes, Hood, Lawson, K MacLaren, McCartin, Mullin and J Sharkey.

### CHAIR

Councillor Glen, Convener, presided.

### IN ATTENDANCE

M Crearie, Director of Development & Housing Services; S Roberts, Communications Manager (Chief Executive's); A Morrison, Head of Regeneration, R Cooper, Economic Development Manager and V Howie, Finance Business Partner (all Development & Housing Services); and D Forbes, Finance Manager and R Devine, Senior Committee Services Officer (both Finance & Resources).

### APOLOGY

Councillor Nicolson.

### 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 13 November 2015.

**DECIDED:** That the report be noted

## 2 CAPITAL BUDGET MONITORING REPORT

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the period 1 April to 13 November 2015.

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

## 3 LEADER PROGRAMME 2014/20 AWARD

There was submitted an update report by the Director of Development & Housing Services relative to progress in securing a new LEADER Funding programme for the wider Renfrewshire rural area in 2014/20.

The report intimated that formal approval of the Renfrewshire LEADER Programme was received in December 2015 with a subsequent offer of grant of £2,324,196 by the Scottish Government. Renfrewshire Council had accepted the role of accountable body and returned the Service Level Agreement (SLA) to the Scottish Government. The SLA was signed off by the Minister on 30 December 2015.

The report highlighted that Renfrewshire Council was leading the delivery of the LEADER 2014/20 for the rural areas within Renfrewshire, East Renfrewshire and Inverclyde, acting on behalf of the Local Action Group (LAG). The Greater Renfrewshire and Inverclyde LEADER Programme was now live and that the LEADER staff team would support the LAG in launching the programme across the three local authority areas during February/March 2016. Although guidelines for the LEADER Programme were still awaited from Scottish Government it was anticipated that the Programme would be open for applications in April 2016.

**DECIDED:**

(a) That the formal approval and Scottish Government offer of grant for Greater Renfrewshire and Inverclyde LAG be noted; and

(b) That it be agreed that further reports, providing updates on progress, be submitted to future meetings of this Board.

#### 4 **PIAZZA MULTI-STOREY CAR PARK**

There was submitted a report by the Director of Development & Housing Services relative to the proposed refurbishment of the Piazza shopping centre multi-storey car park.

The report intimated that at the meeting of the Planning & Economic Development Policy Board held on 28 February 2012 it was agreed to contribute approximately £166,000 from the Paisley Town Centre Project Fund to towards the proposed refurbishment of the Piazza shopping centre multi-storey car park. The total cost of the proposed refurbishment was approximately £2.5 million.

The report intimated that the refurbishment of the car park had never been carried out and the owners, New River Retail Limited, had approached the Council again in 2015 with a new proposal for refurbishment of the car park at a cost of approximately £1.2 million. It was proposed that, due to the lower expenditure by the owners on the project, the Council revise its contribution to £80,000 and that no funds be released by the Council until the refurbishment works were complete.

**DECIDED:** That the revised offer of contribution to New River Retail Limited of £80,000 to assist with the cost of the car park refurbishment at the Piazza Shopping Centre be agreed.

#### 5 **MODERN APPRENTICESHIP PROGRAMME - UPDATE**

There was submitted a report by the Director of Development & Housing Services relative to the Modern Apprenticeship Programme.

The report provided an update on the performance to date for 2015/16 and information regarding the tender submission to Skills Development Scotland to continue the programme during 2016/17. During 2015/16 Skills Development Scotland had awarded the Council a contract to start up to 26 new Modern Apprentices, all of whom had been placed by October 2015, significantly ahead of schedule. Renfrewshire Council had subsequently requested and were awarded an additional 15 new start places. Currently 38 apprentices were agreed or in place and arrangements had been made to utilise the remaining three places prior to March 2016. Accordingly it was anticipated that the Council would claim the full contract award of £153,000 by March 2016.

The report also advised that the Council's tender submission for 2016/17 was for 37 new Modern Apprenticeship starts and that Skills Development Scotland had indicated that the outcome of the tender process would be advised during March 2016.

**DECIDED:**

(a) That the current performance levels be noted; and

(b) That it be agreed that further update reports on progress for this area of service provision be submitted on a regular basis to future meetings of the Board.

## 6 EMPLOYABILITY FUND - UPDATE

There was submitted a report by the Director of Development & Housing Services relative to delivery of training places through the Skills Development Scotland Employability Fund.

The report advised that the Council had been awarded a contract by Skills Development Scotland which facilitated up to 60 starts across the various stages of the employability pipeline. The places were for a range of skills levels for each of the three age groups under Employability Funds. To date 45 starts were in place, with a commitment for a further 15 places beginning prior to March 2016. The report stated that the Council had implemented pre-recruitment programmes to enable participants to enhance their knowledge and skill and then move seamlessly into traineeships and also utilised roles which enhanced the work of community initiatives, resulting in 79% of participants moving into employment with the Council. The outcome of the Council's 2016/17 tender submission to Skills Development Scotland for a further 60 new starts would be advised during March 2016.

### **DECIDED:**

- (a) That the current performance levels be noted; and
- (b) That it be agreed that further update reports on progress for this area of service provision be submitted to future meetings of this Board on a regular basis.

## 7 SCOTLAND'S EMPLOYMENT RECRUITMENT INCENTIVE - SERI

There was submitted a report by the Director of Development & Housing Services relative to the suspension of the Scotland's Employer Recruitment Incentive (SERI) Programme.

The report advised that the Scottish Government had recently announced that the SERI programme was suspended with immediate effect and that no additional starts would be approved after 4 December 2015. The Chief Executive, on behalf of the Council, had previously accepted an allocation of SERI support of 83 places and a financial contribution of up to £370,429 for the period 1 July 2015 to 31 March 2016.

Reference was made to the decision taken at the meeting of this Board held on 2 September 2015 to integrate the SERI offer into the wider Invest in Renfrewshire Programme and to match the SERI grant into the Youth Employment Initiative to offer a total of 249 additional places and a fund of up to £1,111,287 over a three year period. The integrated programme would be known as Renfrewshire Recruitment Incentive (RRI) programme. A summary of the current position in terms of the SERI programme and the impact of the suspension on the current programme and RRI was provided. The report proposed that RRI continue in its current format to 31 March 2016 and a new Incentive Programme be launched to local businesses in April 2016. This action would provide continuity to those companies currently involved in the programme and time to identify and promote a new lower cost scheme.

**DECIDED:**

- (a) That the suspension of the SERI Programme be noted;
- (b) That the actions of the Chief Executive in continuing with the Invest in Renfrewshire Recruitment Incentive until March 2016 be homologated; and
- (c) That it be agreed that further update reports on the project be submitted to future meetings of this Board.

**SEDERUNT**

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

**8 FULL YOUTH EMPLOYMENT INITIATIVE**

There was submitted a report by the Director of Development & Housing Services relative to Youth Employment.

The report advised that since the launch of Invest in Renfrewshire in 2012, youth employment levels in Renfrewshire had increased by over 50% and youth unemployment had fallen by over 80%. Due to this success, it was proposed that the Council aim to further reduce youth unemployment and strive to eliminate structural unemployment for young people in Renfrewshire.

The report proposed that the Council, via the Employability Services, focused on supporting unemployed young people into work within the first six months of being unemployed. An allocation of £2.1 million of Youth Employment Initiative (YEI) funding had previously been reported to the Board to support youth employment programmes across Renfrewshire to 2018. An outline proposal to increase the YEI funding in Renfrewshire to £5,030,253.40 over three years had been received on 6 January 2016, and would enable existing Council budgets for youth employment through Invest in Renfrewshire and mainstream Economic Development funding to be matched. The funding request had been approved and an acceptance of grant signed by the Chief Executive. This funding would be used to assist in supporting the Council's ambitions to further reduce youth unemployment until June 2018.

**DECIDED:**

- (a) That the current youth employment levels and the significant increase in youth employment in Renfrewshire over the last three years be noted;
- (b) That it be agreed that the Council introduce an initiative to further reduce youth unemployment and strive to eliminate structural unemployment for young people in Renfrewshire;
- (c) That it be noted that Renfrewshire Council had been successful in securing additional YEI (ESF) resources to support youth employment until June 2018;
- (d) That the Chief Executive be authorised to accept a new offer of EU grant to Renfrewshire Council of £5.03 million for the delivery of the YEI in Renfrewshire; and

(e) That it be agreed that further update reports on progress for this area of service provision be submitted on a regular basis to future meetings of the Board.

## 9 **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 December 2015 and providing comparisons, where data was available, with Scottish and UK markets.

The percentage of Job Seeker Allowance (JSA) claimants in Renfrewshire for December 2015 was 1.9% having fallen from 2.7% in December 2014. Youth unemployment had fallen from 3.8% in December 2014 to 1.6% in December 2015. It was highlighted that for the third month running Renfrewshire had a youth JSA rate below both the Scottish and UK average. Adult JSA claimants aged 25-49 had remained static at 2.2 % with 1,250 people claiming JSA. This rate had fallen from 3.0% in December 2014 while the JSA rates for those aged 50+ had remained static.

**DECIDED:** That the report and the improvements in unemployment figures across Renfrewshire be noted.

## Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 04 February 2016	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

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

### 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 B Brown and Mullin, and McEwan (for lateness).

### DECLARATIONS OF INTEREST

Councillor E Devine declared a non-financial interest in relation to item 4 of the agenda as he had knowledge of the background to the application and indicated his intention to leave the meeting during consideration of the item and not to take part in any discussion or voting thereon.

### ORDER OF BUSINESS

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 6 of the agenda before item 1 of the agenda and item 4 of the agenda after item 1 of the agenda.

## **EXCLUSION OF PRESS AND PUBLIC**

The Board resolved that the press and public be excluded from the meeting during consideration of items 2, 4 and 5 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 SECOND HAND DEALER'S LICENCE - PERSONAL APPEARANCE**

There was submitted the undernoted application for the grant of a Second Hand Dealer's Licence. The applicant had been asked to appear personally for the first time together with Brian Kelso, who had submitted an objection to the application and John Roxburgh, Robert Gibson, Lilian Johnstone, Kenneth Simpson, K A McLennan, Joan and Robert Benson, Harold Allan, Gary and Lynne Fraser, Sarah Milnes, Kenny Sorley and Ronald and Elizabeth Taylor who had submitted objections received outwith the statutory timescale to the application:-

Applicant: Scott Elliott, T/A Scott Elliott Motor Company  
 Premises: 34 Carrick Road, Bishopton  
 Authorised goods: used motor vehicles  
 Operating hours: Monday to Friday – 10.00 am to 5.00 pm and  
 Saturday and Sunday – 10.00 am to 4.00 pm

There was no appearance by or on behalf of Mr Elliott. Brian Kelso, the objector to the application and John Roxburgh, Robert Gibson, Lilian Johnstone, K A McLennan, Harold Allan, Gary and Lynne Fraser, Kenny Sorley and Ronald Taylor, all late objectors to the application, were invited into the meeting. There was no appearance by Joan and Robert Benson, late objectors to the application, and it was noted that K A McLennan was their representative. There was also no appearance by Elizabeth Taylor and Sarah Milnes, late objectors to the application and it was noted that Ronald Taylor was their representative.

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

After consideration of matters before the Board, the Board adjourned to allow members to consider this request. The meeting reconvened and the Convener proposed that consideration of the application be continued and that the applicant, objector and late objectors be invited to a future meeting of the Board likely to be held on 9 March 2016. This was agreed unanimously.

**DECIDED:** That consideration of the application be continued and that the applicant, objector and late objectors be invited to a future meeting of the Board likely to be held on 9 March 2016.

## 2 GRANT OF 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 an objection to the application:-

Saad Yousaf, 37 Tinto Road, Glasgow

Mr Yousaf, the applicant, was invited into the meeting together with Inspector Harley 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 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.

## SEDERUNT

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

## DECLARATION OF INTEREST

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

## 3 GRANT OF SKIN PIERCING AND TATTOOING LICENCE - PERSONAL APPEARANCE

There was submitted the undernoted application for the grant of a Skin Piercing and Tattooing Licence. The applicant had been asked to appear personally for the first time together with the Director of Community Resources who had submitted a representation to the application and Linwood Community Council who had submitted an objection received outwith the statutory timescale to the application:-

Applicant: Sanda Ionut-Silviu

Trading from: Renfrewshire area (mobile)

Authorised activity: Tattooing

Operating hours: 7 days per week – 10.00 am to 7.00 pm

There was no appearance by or on behalf of Mr Ionut-Silviu. The Assistant Managing Solicitor (Licensing) advised that Mr Ionut-Silviu had intimated that he was unable to attend the meeting and had requested that consideration of his application be continued to a future meeting of the Board. He further advised that the Director of Community Resources had submitted an objection to the application and not a representation as stated in the citation letters and agenda.

Mr Marshall and Mr Wands, on behalf of the Director of Community Resources, the objector to the application, were invited into the meeting. There was no appearance by or on behalf of Linwood Community Council, the late objector to the application.

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

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

## **SEDERUNT**

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

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

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

Alexander Hampson, 35 Glenshiel Avenue, Dykebar, Paisley

Mr Hampson, the applicant, and Ms McCulloch, 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 two years. This was agreed unanimously.

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

### **5 REQUEST FOR EXEMPTION FROM ASSISTING WHEELCHAIR PASSENGERS - PERSONAL APPEARANCE**

There was submitted the undernoted request for exemption from assisting wheelchair passengers. The applicant had been asked to appear personally for the first time:-

Iain Urquhart, Partridge Corner, West Glen Road, Langbank

Mr Urquhart, the applicant, was invited into the meeting. After consideration of all matters before the Board the Convener proposed that Mr Urquhart's request for exemption from assisting wheelchair passengers be granted for the duration of his current Taxi Driver's Licence. This was agreed unanimously.

**DECIDED:** That Mr Urquhart's request for exemption from assisting wheelchair passengers be granted for the duration of his current Taxi Driver's Licence.

### **6 SURRENDER AND RE-ISSUE OF TAXI LICENCES - PERSONAL APPEARANCES**

There were submitted the undernoted applications for the surrender and re-issue of Taxi Licences. The applicants had been asked to appear personally for the first time:-

(a) Present Operator: Janet Barclay, 14 Camps Crescent, Renfrew  
 Proposed Operator: Partnership of J & T Taxis, 14 Camps Crescent, Renfrew  
 Licence No.: TX150

(b) Present Operator: Janet Barclay, 14 Camps Crescent, Renfrew  
Proposed Operator: Partnership of J & T Taxis, 14 Camps Crescent, Renfrew  
Licence No.: TX199

(c) Present Operator: Janet Barclay, 14 Camps Crescent, Renfrew  
Proposed Operator: Partnership of J & T Taxis, 14 Camps Crescent, Renfrew  
Licence No.: TX096

(d) Present Operator: Janet Barclay, 14 Camps Crescent, Renfrew  
Proposed Operator: Partnership of J & T Taxis, 14 Camps Crescent, Renfrew  
Licence No.: TX078

There was no appearance by or on behalf of the applicants. The Assistant Managing Solicitor (Licensing) advised that Ms Barclay had intimated that Mr Healy was unable to attend the meeting. The Convener proposed that the applications be considered together and in the applicants' absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the applications be granted. This was agreed unanimously.

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



## Minute of Meeting Renfrew and Gallowhill Local Area Committee

Date	Time	Venue
Tuesday, 09 February 2016	18:30	Gallowhill Community Centre, Netherhill Road, Paisley, PA3 4SF

### PRESENT

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

### CHAIR

Councillor Grady, Convener, presided.

### COMMUNITY REPRESENTATIVES

J Hill, Gallowhill Community Council; J Shaw, Renfrew Community Council; J Young, Friends of Renfrew; M Henderson, Renfrew YMCA; M Dougan, Scottish Youth Parliament; P Watson, St Margaret's Episcopal Church; D Graham, Renfrew Cricket Club; and A Philpot, Renfrewshire Visually Impaired Forum.

### COMMUNITY PLANNING PARTNERS

H Cunningham, Renfrewshire Health & Social Care Partnership and Inspector Wright, Police Scotland.

### IN ATTENDANCE

J Trainer, Acting Head of Early Years and Inclusion (Children's Services); K Anderson, Amenity Services Manager – Waste and C Robertson, Warden Services Manager (both Community Resources); S McMillan, Policy & Regeneration Manager (Development & Housing Services); and J Lynch, Head of Property (for Lead Officer) and D Low, Senior Committee Services Officer (LACs) (both Finance & Resources).

## **APOLOGY**

D Hoey, Renfrew Burgh Band.

## **DECLARATIONS OF INTEREST**

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

### **1 REPRESENTATION ON THE RENFREW & GALLOWHILL LOCAL AREA COMMITTEE**

Consideration was given to a request for a change of representation on the Local Area Committee (LAC) from Renfrew Cricket Club with their nominated representative becoming David Graham and their substitute representative, Paul Goodman.

**DECIDED:** That the change of representation on the LAC be approved.

### **2 RENFREWSHIRE HEALTH AND SOCIAL CARE PARTNERSHIP - LOCAL AREA COMMITTEE UPDATE - STRATEGIC PLAN CONSULTATION DRAFT**

There was submitted an update report by Renfrewshire Health and Social Care Partnership relative to the development of a draft Strategic Plan for the Partnership which set out what the Partnership wanted to achieve, how it planned to improve services and make best use of available resources. The draft Strategic Plan had been the subject of a consultation exercise which ended on 3 February 2016. The finalised Strategic Plan would be presented to a future meeting of this LAC.

**DECIDED:**

(a) That the consultation exercise be noted and that it also be noted that feedback had been sought from members of the LACs; and

(b) That it be noted that a further report would be brought to a future meeting of the LAC providing a copy of the final Strategic Plan.

### **3 COMMUNITY SAFETY & 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 and Rescue Service and other community safety agencies for the Renfrew & Gallowhill LAC area during the period 1 October to 31 December 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 development of the integrated control room and CCTV system; and work related to tackling gender based violence. In addition, the appendix to the report detailed the Street Stuff initiative timetable in relation to the five LACs between January and March 2016.

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

#### 4 PAISLEY'S BID FOR UK CITY OF CULTURE

The Policy & Regeneration Manager gave a presentation on Paisley's bid to become UK City of Culture 2021.

The presentation included background to the UK City of Culture competition, the assets Paisley had to offer in terms of objects, stories and people and the potential benefits of becoming UK City of Culture.

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

#### 5 OPEN SESSION/KEY LOCAL ISSUES

J Young, Friends of Renfrew, asked a question relative to planning enforcement for properties that had been built in contravention of planning regulations. Mr Young was advised to contact the Director of Development & Housing Services directly on the matter.

**DECIDED:** That the position be noted

#### 6 EXTENSION OF FAMILIES FIRST CORE TEAM

There was submitted a report by the Director of Children's Services relative to the progress made in establishing additional Families First Core Teams in Gallowhill, Johnstone and Foxbar localities.

The report intimated that the Council at its meeting held on 25 June 2015 approved proposals for deploying significant investment in response to the recommendations contained in the Tackling Poverty Commission report. The Council agreed to allocate £1 million from the tackling poverty fund to extend the successful and innovative Families First Core Team approach into three new localities of Gallowhill, Johnstone and Foxbar.

Work was being taken forward to recruit staff to Core Teams and it was expected that the new service would commence early in 2016. In addition a community engagement process had commenced to ensure that the priorities for the Families First Core Team would be identified by local parents and children in each of the localities.

**DECIDED:**

(a) That the Council decision to allocate £1 million to extend the provision of the Families First model to Gallowhill, Johnstone and Foxbar be noted;

(b) That it be noted that the recruitment process had commenced and the additional Families First Core Teams service were expected to commence in Gallowhill, Johnstone and Foxbar early in 2016; and

(c) That it be noted that a process of engaging the local community had commenced to ensure that the Families First priorities were identified by local parents and children.

## 7 **GRANT FEEDBACK**

The Convener welcomed S McBain, Renfrew YMCA, to the meeting. Josh and Paige, two of the young people involved in delivering the digital inclusion project that had been funded by the LAC, gave a presentation on the intergenerational project that had attracted 35 participants.

The representative of the Association of African Communities in Renfrewshire had been unable to attend the meeting and would report to a future meeting.

### **DECIDED:**

(a) That the presentation be noted; and

(b) That it be noted that the representative of the Association of African Communities in Renfrewshire would report to a future meeting of this LAC.

## 8 **BUDGET MONITORING REPORT**

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

The Senior Committee Services Officer (LACs) advised that a small balance remained in the Renfrew Common Good Budget for 2015/16 and suggested that the Director of Finance & Resources, in consultation with the Convener, be authorised to identify suitable projects for funding. Any awards made would be reported to the meeting of this LAC to be held on 10 May 2016. This was agreed.

### **DECIDED:**

(a) That the report be noted; and

(b) That the Director of Finance & Resources, in consultation with the Convener, be authorised to identify suitable projects for funding. Any awards made would be reported to the meeting of this LAC to be held on 10 May 2016.

## 9 **DATE OF NEXT MEETING**

It was noted that the next meeting of the Renfrew & Gallowhill LAC would be held at 6.30 pm on 10 May 2016 in Renfrew Town Hall.

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

Date	Time	Venue
Thursday, 11 February 2016	09:30	CMR 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

Councillors B Brown, Glen, Hood, McEwan, Mullin and Perrie.

### CHAIR

Councillor Mullin, Convener, presided.

### IN ATTENDANCE

E Simpson, Senior HR Adviser and R Devine, Senior Committee Services Officer (both Finance & Resources).

### APOLOGY

Councillor McCartin.

### DECLARATIONS OF INTEREST

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

## **EXCLUSION OF PRESS AND PUBLIC**

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

### **1 CHILDREN'S SERVICES - APPEAL AGAINST DISMISSAL**

Consideration was given to an appeal against dismissal submitted by a former Children's Services employee. The appellant appeared, together with J Boylan, UNISON, in relation to her appeal.

A Scott, Criminal Justice Services Manager (Children's Services) and L Finlay, HR Adviser (Finance & Resources) represented management. Both parties presented their cases to the panel. J Munro, Senior Social Worker and J Davidson, Senior Social Worker, both Children's Services, appeared as witnesses for management.

Both sides summed up their position and withdrew to allow the Panel to consider the matter and reach a decision.

Both parties were then recalled and advised by the Convener that the Appeals Panel had agreed that the grounds of the appeal had been substantiated in part and that the appeal was upheld to the extent that the disciplinary action be reduced to a final written warning and that the appellant be redeployed to an appropriate post within the Council.

**DECIDED:** That the grounds of the appeal had been substantiated in part and that the appeal was upheld to the extent that the disciplinary action be reduced to a final written warning and that the appellant be redeployed to an appropriate post within the Council.

## Minute of Meeting Paisley North Local Area Committee

Date	Time	Venue
Thursday, 11 February 2016	18:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

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

### CHAIR

Councillor J Sharkey, Convener, presided.

### COMMUNITY REPRESENTATIVES

I Williams, Environmental Training Team; J Theodore, Hawkhead & Lochfield Community Council; 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 PARTNERS

A McNiven, Chief Executive, Engage Renfrewshire; Inspector G Fitzpatrick, Police Scotland; and K Philips, Renfrewshire Health and Social Care Partnership.

### IN ATTENDANCE

A Ewen, Youth Services Manager (Children's Services); A Summers, Amenity Services Manager (StreetScene and Land Services) and M Corrigan, Community Resources Enforcement Manager (both Community Resources); F Carlin, Head of Planning & Housing Services (Development & Housing Services) (for Lead Officer); and D Low, Senior Committee Services Officer (LACs) and E Currie, Senior Committee Services Officer (both Finance & Resources).

## **APOLOGY**

O Nadeem, Scottish Youth Parliament.

## **DECLARATIONS OF INTEREST**

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

### **1 RENFREWSHIRE HEALTH & SOCIAL CARE PARTNERSHIP: LOCAL AREA COMMITTEE UPDATE**

There was submitted an update report by Renfrewshire Health and Social Care Partnership relative to the development of a draft Strategic Plan for the Partnership which set out what the Partnership wanted to achieve, how it planned to improve services and make best use of available resources. The draft Strategic Plan had been the subject of a consultation exercise which ended on 3 February 2016. The finalised Strategic Plan would be presented to a future meeting of this Local Area Committee (LAC).

#### **DECIDED:**

(a) That the consultation exercise be noted and that it also be noted that feedback had been sought from members of the LACs; and

(b) That it be noted that a further report would be brought to a future LAC meeting providing a copy of the final Strategic Plan.

### **2 COMMUNITY SAFETY & PUBLIC PROTECTION, PROGRESS REPORT**

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 and Rescue Service and other community safety agencies for the Paisley North LAC area during the period 1 October to 31 December 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 Paisley North community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; the development of the integrated control room and CCTV system; and work related to tackling gender based violence. In addition, the appendix to the report detailed the Street Stuff initiative timetable in relation to the five LACs between January and March 2016.

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

### 3 OPEN SESSION/KEY LOCAL ISSUES

The Senior Committee Services Officer (LACs) advised that the Association of African Communities in Renfrewshire would give a presentation on their organisation, activities and use of LAC grant funding after the following item of business - Paisley's bid for UK City of Culture.

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

### 4 PAISLEY'S BID FOR UK CITY OF CULTURE

The Chief Executive, Engage Renfrewshire, gave a presentation on Paisley's bid to become UK City of Culture 2021.

The presentation included background to the UK City of Culture competition, the assets Paisley had to offer in terms of objects, stories and people and the potential benefits of becoming UK City of Culture.

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

### 5 ASSOCIATION OF AFRICAN COMMUNITIES IN RENFREWSHIRE

The Convener welcomed Mr S Yerokun of the Association of African Communities in Renfrewshire to the meeting. Mr Yerokun gave a presentation on the origins of the Association and the educational, social and cultural activities undertaken by it to promote community integration, cultural identity and encourage capacity building.

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

### 6 MSYP PRESENTATION

Since no Members of the Scottish Youth Parliament were present at the meeting the item was removed from the agenda.

**DECIDED:** That the presentation be removed from the agenda.

### 7 BUDGET MONITORING REPORT

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

The Senior Committee Services Officer (LACs) advised that he had been contacted by Interfaith Renfrewshire shortly before this meeting of the LAC with a request for funding for a Hate Crime Seminar which would take place in Paisley on 17 April 2016. The Convener proposed that £200 be awarded towards the cost of this seminar. This was agreed.

**DECIDED:**

(a) That the report be noted; and

(b) That £200 be awarded towards the cost of Interfaith Renfrewshire Hate Crime Seminar.

## 8 **DATE OF NEXT MEETING**

It was noted that the next meeting of the Paisley North LAC would be held at 6.00 pm on 12 May 2016 in Renfrewshire House.