

Minute of Meeting Council

Date	Time	Venue
Thursday, 26 September 2019	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Chair

Provost L Cameron presided.

In Attendance

S Black, Chief Executive; S Quinn, Director of Children's Services; M Crearie, Director of Communities, Housing & Planning Services; G McNeil, Director of Environment & Infrastructure; A Russell, Director of Finance & Resources; L Mahon, Head of Marketing & Communications and L McIntyre, Head of Policy & Commissioning (both Chief Executive's); J Trainer, Head of Child Care and Criminal Justice (Children's Services); F Carlin, Head of Planning & Housing Services (Communities, Housing & Planning Services); K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, M Conaghan, Legal & Democratic Services Manager, D Low, Democratic Services Manager and C MacDonald, Senior Committee Services Officer (all Finance & Resources); and C O'Byrne, Head of Health & Social Care Services (Renfrewshire Health & Social Care Partnership).

Also Attending

J Cornett, Audit Director, Audit & Ethical Standards, Audit Scotland.

Additional Item

Councillor Burns intimated that he wished to table an emergency motion, seconded by Councillor McNaughtan, which had not been included in the notice calling the meeting and he requested that this be taken as an additional item.

Provost Cameron ruled, in terms of Standing Order 14, that as there were special circumstances which required the item to be considered at the meeting as a matter of urgency, the motion would be taken up as an additional item of business at the end of the agenda as Item 25.

Apology

Councillor Grady.

Declarations of Interest

Provost Cameron and Councillors Audrey Doig, Dowling and MacKay declared a financial interest in respect of Item 25 of the agenda (Notice of Motion 16) as they had been affected by the Thomas Cook collapse and indicated that it was their intention to leave the meeting and take no part in the discussion or voting thereon.

1 Minutes of Meetings of Council, Boards and Panels

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

Council, 27 June 2019

Special Council, 27 June 2019

Special Regulatory Functions Board, 27 June 2019

Special Regulatory Functions Board, 7 August 2019

Communities, Housing and Planning Policy Board, 20 August 2019

Regulatory Functions Board, 21 August 2019

Education and Children's Services Policy Board, 22 August 2019

Audit, Risk and Scrutiny Board, 26 August 2019

Infrastructure, Land and Environment Policy Board, 28 August 2019

Personnel Appeals and Applied Conditions of Service Appeals Panel, 29 August 2019

Finance, Resources and Customer Services Policy Board, 4 September 2019
 Regulatory Functions Board, 5 September 2019
 Placing Requests and Exclusions Appeals Panel, 5 September 2019
 Local Review Body, 10 September 2019
 Cross Party Sounding Board, 12 September 2019
 Leadership Board, 18 September 2019
 Audit, Risk and Scrutiny Board, 23 September 2019

DECIDED: That the Minutes be approved.

2 Audited Annual Accounts 2018/19 - Renfrewshire Council

Under reference to item 2 of the Minute of the meeting of the Council held on 27 June 2019, there was submitted a report by the Director of Finance & Resources relative to the audit of the Council's 2018/19 Annual Accounts, which had been undertaken by the Council's appointed external auditors, Audit Scotland.

The report advised that the audit process was not fully complete owing to the complexity experienced in the work associated with some of the amendments, predominantly classification adjustments, and had resulted in the external auditor being unable to issue their formal opinion with regard to the annual accounts. Notwithstanding this, there were no material changes anticipated to emerge from the audit process, in relation to the 2018/19 financial outturn position of the Council, or with regard to the level of usable reserves and balances, from that detailed in the approved unaudited accounts. The 2018/19 report to those Charged with Governance by Audit Scotland was attached as an appendix to the report and it advised that Audit Scotland would not be in a position to issue its audit opinions by the statutory deadline of 30 September 2019.

The Renfrewshire Council audited Annual Accounts for 2018/19 had been scheduled to be considered by the Audit, Risk and Scrutiny Board on 23 September 2019, together with the Annual Audit Report which set out the issues identified in respect of the annual accounts and the conclusions from Audit Scotland's consideration of the four audit dimensions that framed the wider scope of public audit as set out in the Code of Audit Practice. Due to the delays, the report was not finalised and had not been considered by the Board at that meeting. The report therefore proposed that the Annual Audit Report would be available for full consideration at the Audit, Risk and Scrutiny Board meeting to be held in November 2019 and it was anticipated that the Annual Audit Report would provide further detail in respect of the issues encountered in finalising the audited annual accounts.

The report proposed to delegate authority to the Director of Finance & Resources, in consultation with the Convener of the Finance, Resources and Customer Services Policy Board, to agree any minor adjustment to the annual accounts to satisfy audit requirements. In the event a material adjustment was required, Council would require to agree this at a future meeting.

J Cornett, Audit Director, Audit & Ethical Standards, Audit Scotland confirmed that Audit Scotland would not be in a position to issue their audit opinions by the statutory deadline of 30 September 2019. However he indicated that there was nothing to give Audit Scotland cause for concern in terms of the final adjustments to be made.

Provost Cameron, seconded by Councillor Nicolson, moved:

(a) That it be noted that the audited annual accounts had been issued to members on 24 September 2019, along with the external auditor report to those charged with governance and proposed audit certificate; with the intention that these documents are considered by Council;

(b) That the audited annual accounts be approved for signature in accordance with the relevant regulations, subject to any further minor adjustments which may arise in concluding the audit process; in which case to further agree that authority is delegated to the Director of Finance & Resources, in consultation with the Convener of the Finance, Resources and Customer Services Policy Board to make any required minor adjustments to the audited annual accounts; and

(c) That it be noted that the Annual Audit Report would be submitted to the next meeting of the Audit, Risk and Scrutiny Board, which would provide further information with regard to the issues encountered in finalising the audited annual accounts.

Councillor Harte, seconded by Councillor Devine, moved as an amendment that the report not be accepted.

On the roll being called, the following members voted for the amendment: Councillors Bibby, Brown, Davidson, Devine, Andy Doig, Dowling, Harte, Hood, Kennedy, Mack, McCulloch, Montgomery, and Sheridan.

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

13 members having voted for the amendment and 28 members having voted for the motion, the motion was accordingly declared carried.

DECIDED:

(a) That it be noted that the audited annual accounts had been issued to members on 24 September 2019, along with the external auditor report to those charged with governance and proposed audit certificate; with the intention that these documents were considered by Council;

(b) That the audited annual accounts be approved for signature in accordance with the relevant regulations, subject to any further minor adjustments which may arise in concluding the audit process; in which case to further agree that authority is delegated to the Director of Finance & Resources, in consultation with the Convener of the Finance, Resources and Customer Services Policy Board to make any required minor adjustments to the audited annual accounts; and

(c) That it be noted that the Annual Audit Report would be submitted to the next meeting of the Audit, Risk and Scrutiny Board, which would provide further information with regard to the issues encountered in finalising the audited annual accounts.

3 Audited Annual Accounts 2018/19 - Common Good Funds and Coats Observatory Trust

Under reference to item 2 of the Minute of the meeting of the Council held on 27 June 2019, there was submitted a report by the Director of Finance & Resources relative to the Audited Annual Accounts 2018/19 – Common Good Funds and Coats Observatory Trust, which had been undertaken by the Council's appointed external auditors, Audit Scotland.

The report highlighted that the process was now complete, and the appointed auditor had provided an audit opinion which was free from qualification. A report to those charged with governance was considered by the Audit, Risk and Scrutiny Board on 23 September 2019. A copy of the audited financial statements for the Renfrewshire Council Common Good Funds controlled by the Council was attached as appendices to the report for approval.

DECIDED:

(a) That the Annual Accounts of the Common Good Funds and the Coats Observatory Trust for 2018/19 be approved for signature in accordance with the Local Authority Accounts (Scotland) Regulations 2014; and

(b) That authority be delegated to the Director of Finance & Resources to submit these accounts to the Office of the Scottish Charity Regulator in accordance with the relevant charities accounting regulations.

4 Financial Outlook

There was submitted a report by the Director of Finance & Resources relative to an update to the financial outlook previously outlined to Council in September 2018 and the updated financial position as presented to Council on 28 February 2019.

The report advised that the Council's financial outlook continued to be characterised by considerable ongoing uncertainty and was fluid and subject to material change over even a short-term time horizon. In the context of the wider economic and public spending environment across both the UK and Scotland and in particular the increasing uncertainty developing around the impact of the outcome of the UK's negotiations to withdraw from the European Union in October 2019, the Council's financial outlook over the short to medium term had the potential to move into a period of heightened uncertainty and change.

Key influential areas continued to relate predominantly to future levels of government grant support, future pay awards and a range of demand related service pressures. It was previously anticipated that moving into 2020/21, the Council would be transitioning into a period of greater certainty, with known pay award levels in place up to and including 2020/21 and the expectation of a UK Comprehensive Spending Review in November and three-year grant settlement for local government being provided from the Scottish Government towards the end of 2019. The ongoing political and economic uncertainty at a UK level had meant that the UK Government would provide only a single-year budget settlement for the UK which in turn was likely to constrain the ability of the Scottish Government to provide a multi-year financial settlement for local government.

It was anticipated that the Council's medium-term financial outlook would continue to be underpinned by uncertainty and continued risk of being subject to ongoing change and material movement.

The report advised that the Council's financial planning arrangements would remain subject to active review and in line with previous years, continue to be founded upon a scenario-based approach, in recognition of the scale of variability in the potential financial outcomes for the Council. A copy of the current range of forecast outcomes across key variables was appended to the report.

DECIDED:

- (a) That the update regarding the Council's current financial position be noted;
- (b) That the updated financial forecasts for the medium-term, the range of potential funding issues facing the Council and the requirement to continue to plan for further significant budget gaps in the period through to 2023 be noted; and
- (c) That the Council's ongoing commitment to the financial planning principles outlined in section 8 of the report be approved.

5 Audit on the Condition of Secondary Schools Mineral (Red Blaes) Pitches and Proposals for Future

Under reference to item 17 of the Minute of the meeting of the Council held on 9 May 2019, there was submitted a report by the Director of Environment & Infrastructure relative to an audit on the condition of all secondary schools red blaes pitches and detailing proposals for future investment.

The report advised that three secondary schools had mineral pitches as part of their school pitch provision, St Benedict's, Linwood and Gryffe High Schools. An audit had been carried out on the three mineral pitches used as part of the secondary school estate and audited against sportscotland standards for mineral pitches. All three pitches had been assessed as satisfactory which was the highest standard in the sportscotland criteria.

Future investment proposals for the mineral-based pitches at the schools were outlined in section 1.2 of the report and the work would be carried out through the lifecycle maintenance programme as outlined within the report.

Councillor Paterson, seconded by Councillor Nicolson, moved:

- (a) That it be noted that a full audit was undertaken of all secondary school mineral pitches;
- (b) That it be noted that the three secondary mineral pitches had been assessed as being in satisfactory condition as set out in section 4 of the report; and
- (c) That the future investment proposals as set out in section 6 of this report be approved.

Councillor Sheridan, seconded by Councillor Devine, moved as an amendment:

That this administration has failed to deliver SAFE modern playing fields in our schools failed to provide any tangible evidence to support their findings, nor provide any record of maintenance work to the mineral pitch at Gryffe high school. Reminds this SNP administration of Labour's costed budget proposals to allocate £200,000 to upgrade these facilities thereby demonstrating their political will to support Scotland's future sports stars. No attempt was made to seek external funding from sportscotland or any other source including the local communities.

We call on the Council to reject this report.

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

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

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

DECIDED:

- (a) That it be noted that a full audit was undertaken of all secondary school mineral pitches;
- (b) That it be noted that the three secondary mineral pitches had been assessed as being in satisfactory condition as set out in section 4 of the report; and
- (c) That the future investment proposals as set out in section 6 of this report be approved.

6 Statutory Review of Polling Places and Polling Districts

Under reference to item 6 of the Minute of the meeting of the Council held on 27 June 2019, there was submitted a report by the Director of Finance & Resources relative to the conclusion of the first stage of the statutory review of polling places and polling districts.

The report intimated that the current polling arrangements following the previous statutory review, for use in all elections thereafter in the period to the next review, were approved by the Council at its meeting held on 27 February 2014. However, the Boundary Commission's Fifth Electoral Review resulted in the creation of an additional Council Ward and significant changes to the Council's Ward boundaries. A revised Polling Plan was therefore adopted by the Council on 15 December 2016.

As part of the review, a public notice had been published giving details of the timetable for and scope of the review, the consultation process and inviting comments on the current arrangements. In addition, notice was given to key groups, including councillors, Council departments, community councils, Renfrewshire Valuation Joint Board, the local Disability Liaison Group and Capability Scotland for their interest. The comments received and consideration which had been given to them in preparing the draft scheme were attached as Appendix 1 to the report. The appendix also set out alternative arrangements for two polling places which had become unavailable since the last review in 2015. The local housing developments that might impact on polling arrangements were identified in Appendix 2.

Following the Scottish Local Government Boundary Review in 2015 there were a number of changes made to the previous polling plan to reflect new ward boundaries. This resulted in the creation of a number of new polling districts. The review proposed to rationalise the number of polling districts and to renumber as appropriate certain polling districts to make the numbering more consistent across the wards. The details of the proposed changes were outlined in Appendix 3.

A preliminary polling scheme and plans showing the polling places and polling district boundaries were attached as Appendices 4 and 5 for consideration and adoption for formal public consultation.

The draft polling scheme had been the subject of consultation with the Returning Officer who had endorsed the proposals. At the meeting of the Council held on 27 June 2019 a revised timetable for the review process was agreed and this was set out in paragraph 3.5 of the report.

DECIDED: That the polling districts and polling places, as set out in the appendices to the report, be agreed as the draft polling scheme for public consultation.

Adjournment

The meeting adjourned during the following item of business at 10.10 am and then reconvened at 10.25 am.

7 Annual Report of the Chief Social Work Officer 2018/19

There was submitted a report by the Chief Social Work Officer relative to the 2018/19 annual report by the Chief Social Work Officer (CSWO). In Renfrewshire this role was held by the Head of Child Care and Criminal Justice.

The report provided an overview of the role of the CSWO, outlined local arrangements for the discharge of the functions of the post, highlighted key areas of activity of the CSWO locally, detailed the issues and challenges encountered during 2018/19 and provided an overview of activities undertaken by social work services together with the key priorities.

A copy of the annual report by the CSWO was appended to the report. The report intimated that the scope of the CSWO role covered all social work and social care services, whether provided directly by the local authority, or in partnership with others. Where these services were purchased or commissioned from external providers, the CSWO had responsibility to advise on the specification, quality and standards of services commissioned.

DECIDED:

- (a) That the key activities outlined in the report be noted;
- (b) That it be noted that the report would be submitted to the Office of the Chief Social Work Advisor at the Scottish Government; and
- (c) That it be agreed that the next update to Council would be presented in Autumn 2020.

8 Review of Scheme of Delegated Functions

There was submitted a report by the Director of Finance & Resources relative to changes to the Council's Scheme of Delegated Functions (the Scheme).

The report advised that there had been a number of amendments to the Scheme over the last few years, including changes to the Council decision-making structure at the statutory meeting in May 2017, to take account of other changes to the Council's management structures and some legislative changes. It was considered appropriate that a full review be undertaken at this time to ensure that the Scheme was as up-to-date as possible. It was also considered beneficial to have an up-to-date version of the Scheme in place to form the starting point for any changes to the Council's governance arrangements arising from the current change programme. The revised Scheme was appended to the report.

DECIDED:

- (a) That the revised Scheme of Delegated Functions attached as an appendix, be approved and that it be agreed that it would come into force with immediate effect; and
- (b) That it be agreed that the previous Scheme be revoked.

9 Timetable of Meetings

There was submitted a report by the Director of Finance & Resources relative to a proposed timetable of meetings of the Council and its Boards covering the period August 2020 to June 2021, a copy of which was appended to the report.

The timetable was based on the current governance arrangements and incorporated recess periods at summer, October, Christmas/New Year and spring. Whilst meetings of the Appeals Board and Local Review Body had been included in the timetable the report intimated that there could be occasions when these meetings were not required and would be cancelled in consultation with the respective Convener.

It was highlighted that an additional meeting of the Audit, Risk and Scrutiny Board had been incorporated into the timetable on 21 September 2020 to allow the Board to consider the Council's audited annual accounts and the Renfrewshire Joint Negotiating Committee for Teaching Staff (JNC) at their meeting held on 3 September agreed that an additional meeting be held at 2pm on Tuesday 12 May 2020.

DECIDED:

(a) That the timetable of meetings of the Council and its Boards to June 2021, including the dates during which there were to be recesses, as detailed in the appendix to the report, be approved;

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

(c) That it be agreed that an additional meeting of the Renfrewshire Joint Negotiating Committee for Teaching Staff (JNC) be held at 2pm on Tuesday 12 May 2020 and an additional meeting of the Audit, Risk and Scrutiny Board be held at 10am on 21 September 2020.

10 Notice of Motion 1 by Councillors McCartin and Andy Doig

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

“Grass cutting

At a previous Council meeting we were told that the council would re-examine the policy of leaving certain areas to natural growth to encourage wildlife, as some of these areas, particularly those in front of residential areas, were now totally overgrown and unsightly. Council asks that the results of this re-examination are now made public, that the areas are listed, and that the report identifies those areas which will now revert to full cutting and landscaping.”

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

Councillor McEwan, seconded by Councillor Don, moved as an amendment that in addition:

“Council also agrees that the findings/report also highlights the areas which have potential for conversion to wildflower areas and the necessary budgetary requirements and programme timescales.”

In terms of Standing Order 27, Councillors McCartin and Andy Doig, being the mover and seconder of the motion accepted the addition to the motion. The motion, as amended, was agreed unanimously.

DECIDED: Grass Cutting

That at a previous Council meeting we were told that the council would re-examine the policy of leaving certain areas to natural growth to encourage wildlife, as some of these areas, particularly those in front of residential areas, were now totally overgrown and unsightly. Council asks that the results of this re-examination are now made public, that the areas are listed, and that the report identifies those areas which will now revert to full cutting and landscaping; and

That Council also agrees that the findings/report also highlights the areas which had potential for conversion to wildflower areas and the necessary budgetary requirements and programme timescales.

11 Notice of Motion 2 by Councillors Andy Doig and McCartin

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

“Waste Services

Renfrewshire Council re-affirms the principles behind the current Waste Service strategy in terms of the imperative to recycle. However, the current collection practice requires a comprehensive review, as there are some very poor services in some areas of Renfrewshire which require root and branch re-examination to bring the standards up to the expectation of the public. There is an attitude of complacency that the system is now working well, which it is not.”

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

Councillor McEwan, seconded by Councillor Don, moved as an amendment:

“Waste Services

Renfrewshire Council re-affirms the principles behind the current Waste Service strategy in terms of the imperative to recycle. Council notes that the performance of the waste collection service is regularly reported to Council and refers to the report presented to and agreed at Infrastructure, Land and Environment Board on 28th August 2019. This report confirmed that issues with bin collection in specific areas remain a focus for Waste Officers, and work continues to resolve particular issues.

Council also notes that any Councillor who has ongoing issues with any particular service area can raise this with Waste Managers to discuss potential solutions.”

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

The following members voted for the motion: Councillors Begg, Bibby, Binks, Brown, Davidson, Devine, Andy Doig, Dowling, Graham, Harte, Hood, Kennedy, Kerr, Mack, Mackay, J MacLaren, McCartin, McCulloch, McIntyre, Montgomery, Sheridan and Strang.

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

DECIDED: Waste Services

Renfrewshire Council re-affirms the principles behind the current Waste Service strategy in terms of the imperative to recycle. However, the current collection practice requires a comprehensive review, as there are some very poor services in some areas of Renfrewshire which require root and branch re-examination to bring the standards up to the expectation of the public. There is an attitude of complacency that the system is now working well, which it is not.

12 Notice of Motion 3 by Councillors Andy Doig and McCartin

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

“Democracy in Hong Kong

Renfrewshire Council believes that Hong Kong is an integral part of the Peoples Republic of China, but views with great concern the denial of fundamental rights and freedoms: of assembly, of association, and of belief, by the Peking Government to the people of Hong Kong.

Council further declares that such an attack on human rights by the Chinese Government is unacceptable, at odds with the UN Declaration of Human Rights, and seeks to write to the Chinese Consulate in Edinburgh reminding them of their international treaty obligations as a UN member of the Security Council.”

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

Councillor Graham, seconded by Councillor McIntyre, moved as an amendment:

“Renfrewshire Council notes that Hong Kong is a special administrative region which continues to maintain governing and economic systems separate from those of China.

Renfrewshire Council calls on the Chinese government to respect the “one country two systems” principle.

Council notes the hard work done by the UK FCO to negotiate the release of Simon Cheng a Scottish Government consul and employee of the British Consulate in Hong Kong.

Council agrees to write to the UK Government as the UK is a member of the UN Security Council to remind China of their obligations.”

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

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

8 members having voted for the amendment and 33 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: Democracy in Hong Kong

That Renfrewshire Council believes that Hong Kong is an integral part of the Peoples Republic of China, but views with great concern the denial of fundamental rights and freedoms: of assembly, of association, and of belief, by the Peking Government to the people of Hong Kong; and

That this Council further declares that such an attack on human rights by the Chinese Government is unacceptable, at odds with the UN Declaration of Human Rights, and seeks to write to the Chinese Consulate in Edinburgh reminding them of their international treaty obligations as a UN member of the Security Council.

13 Notice of Motion 4 by Councillors Andy Doig and Mack

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

“Renfrewshire Local Development Plan

Renfrewshire Council declares that all Elected Members of the Council shall be able to propose amendments to the Local Development Plan when the Plan is out to consultation with the public in terms of its proposals and therefore is, by definition, provisional in its nature.”

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

Councillor McNaughtan, seconded by Councillor McGurk, moved as an amendment that in addition:

“Council further notes that elected members already have the ability to propose suggestions or amendments to the Local Development Plan during public consultation and when it is presented to the Board. It is recognised that all of the representations received will be considered through the Examination of the Plan that will be carried out by an independent Reporter and that the findings and recommendations arising from this Examination will be considered by the Communities, Housing & Planning Board prior to the final Adoption of the Plan.”

In terms of Standing Order 27, Councillors Andy Doig and Mack, being the mover and seconder of the motion accepted the amendment to the motion. The motion, as amended, was agreed unanimously.

DECIDED: Renfrewshire Local Development Plan

That Renfrewshire Council declares that all Elected Members of the Council shall be able to propose amendments to the Local Development Plan when the Plan is out to consultation with the public in terms of its proposals and therefore was, by definition, provisional in its nature; and

That Council further notes that elected members already have the ability to propose suggestions or amendments to the Local Development Plan during public consultation and when it is presented to the Board. It is recognised that all of the representations received will be considered through the Examination of the Plan that will be carried out by an independent Reporter and that the findings and recommendations arising from this Examination will be considered by the Communities, Housing & Planning Board prior to the final Adoption of the Plan.

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Councillors McCulloch and Montgomery left the meeting prior to consideration of the following item of business.

14 Notice of Motion 5 by Councillors Mack and Andy Doig

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

“Webcasting of the Communities, Housing and Planning Policy Board

In order to prevent a further obnoxious smell of mendacity emanating from the Communities, Housing and Planning Policy Board further meetings will be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Convener will confirm if all or part of the meeting is being filmed.

Generally the public seating areas will not be filmed. The cameras focus on the main participants.”

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

Councillor Nicolson, seconded by Councillor Campbell, moved as a first amendment:

“Webcasting of the Communities, Housing and Planning Policy Board

Council notes the previous decision regarding webcasting at its meeting on the 27th September 2018 and agrees that webcasting continues at its present level.

Council at its meeting on 27th September 2018 agreed the following “The cost of webcasting the full council over the last 8 meetings was approximately £14,000 per annum. Council also noted that the average number of views over these meetings had been 302, at a cost of £5.79 per viewer and at a cost of £1750 per meeting. Council agrees that webcasting was of interest to the public and that webcasting of council meetings continues at its present level.”

Councillor Devine, seconded by Councillor Sheridan, moved as a second amendment:

“That Education and Children’s Services, Infrastructure, Land and Environment, Communities, Housing and Planning and Leadership Policy Boards are webcast.”

Councillor Devine then added Finance, Resources & Customer Services Policy Board and the Audit, Risk & Scrutiny Board to the second amendment.

In terms of Standing Order 27, Councillors Mack and Andy Doig, being the mover and seconder of the motion accepted the second amendment as amended as an addition to the motion and the motion, as amended, became the substantive motion.

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

The following members voted for the motion: Councillors Begg, Bibby, Binks, Brown, Davidson, Devine, Andy Doig, Dowling, Graham, Harte, Hood, Kennedy, Kerr, Mack, J MacLaren, McIntyre, Sheridan and Strang.

The following members abstained: Councillors Mackay and McCartin.

19 members having voted for the amendment, 18 members having voted for the motion, and 2 members having abstained, the amendment was accordingly declared carried.

DECIDED: Webcasting of the Communities, Housing and Planning Policy Board

That Council notes the previous decision regarding webcasting at its meeting on the 27th September 2018 and agrees that webcasting continues at its present level; and

That Council at its meeting on 27th September 2018 agreed the following “The cost of webcasting the full council over the last 8 meetings was approximately £14,000 per annum. Council also noted that the average number of views over these meetings had been 302, at a cost of £5.79 per viewer and at a cost of £1750 per meeting. Council agrees that webcasting was of interest to the public and that webcasting of council meetings continues at its present level.

Sederunt

Councillors McCulloch and Montgomery returned to the meeting prior to consideration of the following item of business.

15 Notice of Motion 6 by Councillors Mack and Andy Doig

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

“Staff Parking at Renfrewshire House

The Council should reconsider introducing parking fees for staff earning under £30,000 per annum at Renfrewshire House.”

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

Councillor McNaughtan, seconded by Councillor Paterson, moved as a first amendment:

“Staff Parking at Renfrewshire House

Officers should examine the current policy on the use of the car parking at Renfrewshire House and bring forward recommendations on how it is used, taking account of:

- (a) The Council's declaration of Climate Emergency;
- (b) Trends towards the use of electric vehicles;
- (c) Bicycle use and access;
- (d) The efficient delivery of Council services; and
- (e) Supporting the Town Centre."

Councillor Graham, seconded by Councillor Kerr, moved a second amendment:

"Renfrewshire Council will cease providing dedicated parking spaces for elected members at Renfrewshire House.

These spaces will be allocated via ballot to staff who are based at Renfrewshire House and earn less than £30,000 pa.

Elected members will be able to participate in the ballot but will no longer have any special parking entitlement."

In terms of Standing Order 27, Councillors Mack and Andy Doig, being the mover and seconder of the motion agreed to accept the first amendment moved by Councillor McNaughtan and seconded by Councillor Paterson.

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

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

The following members abstained: Councillors Bibby and Davidson.

8 members having voted for the amendment, 31 members having voted for the motion, and 2 members having abstained, the motion was accordingly declared carried.

DECIDED: Staff Parking at Renfrewshire House

That Officers should examine the current policy on the use of the car parking at Renfrewshire House and bring forward recommendations on how it is used, taking account of:

- (a) The Council's declaration of Climate Emergency;
- (b) Trends towards the use of electric vehicles;
- (c) Bicycle use and access;
- (d) The efficient delivery of Council services; and
- (e) Supporting the Town Centre.

Adjournment

The meeting adjourned at 1.10 pm and reconvened at 1.45 pm.

Sederunt

Councillor Dowling was not present when the meeting reconvened.

16 Notice of Motion 7 by Councillors Sheridan and Kennedy

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

“Councils for fair tax declaration (Scotland)

Council agrees to adopt the declaration (below) entitled Councils for Fair Tax Declaration (Scotland)

We pledge to:

Pass a resolution approving the Councils for Fair Tax Declaration.

Lead by example and demonstrate good practice in our tax conduct, right across our activities. Including:

- Ensuring contractors implement IR35 robustly and a fair share of employment taxes are paid.
- Shunning the use of offshore vehicles for the purchase of land and property, especially where this leads to reduced payments of stamp duty.
- Undertaking due diligence to ensure that not-for-profit structures are not being used inappropriately as an artificial device to reduce the payment of tax and business rates.
- Ensuring that there is clarity on the ultimate beneficial ownership of suppliers and their consolidated profit and loss position, given lack of clarity could be strong indicators of poor financial probity and weak financial standing.

Promote Fair Tax Mark certification for any business in which we have a significant stake and where corporation tax is due.

Join in and support Fair Tax Week events in the area and celebrate the tax contribution made by responsible businesses who say what they pay with pride.

Support calls for urgent reform of EU, UK and Scots law to enable municipalities to revise their procurement policies and better penalise poor tax conduct and reward good tax conduct.”

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

Councillor Shaw, seconded by Councillor Campbell, moved as an amendment:

“Councils for Fair Tax Declaration

Council agrees that prior to the potential adoption that the declaration be referred to the Audit and Scrutiny Board for their investigation. This would provide a comprehensive understanding of the declaration and implications for the council and its services.”

In terms of Standing Order 27, Councillors Sheridan and Kennedy, being the mover and seconder of the motion agreed to accept the amendment moved by Councillor Shaw and seconded by Councillor Campbell, which was agreed unanimously.

DECIDED: Councils for Fair Tax Declaration

Council agrees that prior to the potential adoption that the declaration be referred to the Audit and Scrutiny Board for their investigation. This would provide a comprehensive understanding of the declaration and implications for the council and its services.

17 Notice of Motion 8 by Councillors Andy Doig and Paterson

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

“Centre for Social Justice and Proposal to Raise Pension Age to 75 years

Renfrewshire Council condemns proposals from the Right Wing Think Tank, the self-styled Centre for Social Justice, to raise the state pension age to 75yrs.

Council believes this idea to be discriminatory, financially incompetent, socially divisive, and an attack on the basic concept of the Welfare State. Council further views with approval the fact that the DWP has rejected the CSJ initiative.”

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

Councillor Graham, seconded by Councillor McIntyre, moved as an amendment:

“Centre for Social Justice and Proposal to Raise Pension Age to 75 years

Renfrewshire Council disagrees with proposals from the Right Wing Think Tank, the self-styled Centre for Social Justice, to raise the state pension age to 75yrs.

Council believes this idea to be discriminatory, financially incompetent, socially divisive, and an attack on the basic concept of the Welfare State. Council further views with approval the fact that the DWP has rejected the CSJ initiative.”

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

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

The following members abstained: Councillors Binks and Mackay.

6 members having voted for the amendment, 32 members having voted for the motion, and 2 members having abstained, the motion was accordingly declared carried.

DECIDED: Centre for Social Justice and Proposal to Raise Pension Age to 75 years

That Renfrewshire Council condemns proposals from the Right Wing Think Tank, the self-styled Centre for Social Justice, to raise the state pension age to 75 years; and

That Council believes this idea to be discriminatory, financially incompetent, socially divisive, and an attack on the basic concept of the Welfare State. Council further viewed with approval the fact that the DWP had rejected the CSJ initiative.

18 Notice of Motion 9 by Councillors Harte and Brown

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

“Fair Work and the new Renfrew swing bridge

This Council notes the concerns which have been expressed by the joint engineering construction industry trades unions, GMB Scotland and Unite the Union, regarding the tendering process for the planned swing road bridge crossing the Clyde at Renfrew.

The Council supports the Scottish Government’s position outlined in the Scottish Government Statutory Procurement Guidance: Addressing Fair Work Practices (2015) which states that “We expect contractors who deliver public contracts to adopt policies which demonstrate how they comply with relevant employment, equality and health and safety law, human rights standards and adhere to relevant collective agreements.” and considers that the relevant collective agreements in relation to the Renfrew swing bridge project are the NAECI and CJIC agreements which provide for fair and safe working conditions in the engineering construction industry.

The Council therefore calls on the Administration to re-examine the tendering process for the new bridge, liaising with city region partners as may be necessary, to ensure that the agreed industry minimums are adhered to on this project, and to provide a report to the Council confirming the steps that have been taken in support of this object.”

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

Provost L Cameron proposed that the motion be amended by replacing ‘are’ with ‘includes’ in the seventh line of the second paragraph of the motion.

In terms of Standing Order 27, Councillors Harte and Brown being the mover and seconder of the motion accepted the amendment and the motion, as amended became the substantive motion.

Councillor Nicolson, seconded by Councillor Shaw, moved as an amendment:

“Fair Work and the new Renfrew swing bridge

This Council notes the concerns which have been expressed by the joint engineering construction industry trades unions, GMB Scotland and Unite the Union, regarding the tendering process for the planned swing road bridge crossing the Clyde at Renfrew.

The Council Leader and senior City Deal project director held an initial meeting with the trade unions. We agreed to look at amending the wording in our procurement documents regarding collective agreements. Following that meeting amendments were made to the terminology in our current CWRR contract to include the wording “and collective agreements where possible” this will encourage bidders to inform us what agreements they adhere to and thereby attracting a higher score.”

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

The following members voted for the motion: Councillors Bibby, Brown, Davidson, Devine, Andy Doig, Harte, Hood, Kennedy, Mack, McCulloch, Montgomery and Sheridan.

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

DECIDED: Fair Work and the new Renfrew swing bridge

That Council notes the concerns which have been expressed by the joint engineering construction industry trades unions, GMB Scotland and Unite the Union, regarding the tendering process for the planned swing road bridge crossing the Clyde at Renfrew; and

That the Council Leader and senior City Deal project director held an initial meeting with the trade unions. We agreed to look at amending the wording in our procurement documents regarding collective agreements. Following that meeting amendments were made to the terminology in our current CWRR contract to include the wording “and collective agreements where possible” this would encourage bidders to inform us what agreements they adhere to and thereby attracting a higher score.

19 Notice of Motion 10 by Councillors Harte and Sharkey

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

“Support for an Undercover Policing Inquiry for Scotland

This Council notes with concern the undercover infiltration of political, activist and justice campaign groups in Scotland by, it understands, the Special Demonstration Squad and the National Public Order Intelligence Unit; firmly opposes this type of political undercover policing and believes that infiltrations of this kind have no place in a democratic society; understands that one tactic of these infiltrations was for officers to form long-term intimate relationships with women activists; notes that the Metropolitan Police Service has admitted these practices and apologised for the behaviour of its undercover officers, which, in its own words, was "abusive, deceitful, manipulative and

wrong", and were a "gross violation"; considers that, while the existing Undercover Policing Inquiry covers England and Wales, to date the victims of related undercover operations in Scotland continue to be excluded from justice, and calls on the inquiry to be extended to Scotland without further delay or alternatively that the Scottish Government initiates its own independent inquiry."

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

DECIDED: Support for an Undercover Policing Inquiry for Scotland

That Council notes with concern the undercover infiltration of political, activist and justice campaign groups in Scotland by, it understood, the Special Demonstration Squad and the National Public Order Intelligence Unit; that Council firmly opposes this type of political undercover policing and believes that infiltrations of this kind have no place in a democratic society; that Council understands that one tactic of these infiltrations was for officers to form long-term intimate relationships with women activists; that Council notes that the Metropolitan Police Service has admitted these practices and apologised for the behaviour of its undercover officers, which, in its own words, was "abusive, deceitful, manipulative and wrong", and were a "gross violation"; and that Council considered that, while the existing Undercover Policing Inquiry covers England and Wales, to date the victims of related undercover operations in Scotland continues to be excluded from justice, and calls on the inquiry to be extended to Scotland without further delay or alternatively that the Scottish Government initiates its own independent inquiry.

20 Notice of Motion 11 by Councillors Harte and Hood

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

"Building Services

Council instructs the Director of housing etc to bring back a report on the operation of building services and specifically on:

- Current capacity to deliver projects.
- The types of projects that building services operate on.
- The lack of tenders that Building services apply for.
- Future of Building Services.
- Possible potential for growth."

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

Councillor Harte intimated that the reference to the Director of Housing in the motion should be to the Director of Environment & Infrastructure Services.

The motion, as amended, was agreed unanimously.

DECIDED: Building Services

Council instructs the Director of Environment & Infrastructure Services to bring back a report on the operation of building services and specifically on:

- Current capacity to deliver projects.
- The types of projects that building services operate on.
- The lack of tenders that Building services apply for.
- Future of Building Services.
- Possible potential for growth.

Sederunt

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

21 Notice of Motion 12 by Councillors Harte and Hood

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

“Procurement

Council instructs the Chief Executive to bring back a report on procurement, especially on construction projects. In particular on:

- Capacity to procure small, medium and large contracts.
- Robustness of our pre-questionnaire in relation to Public Contracts (Scotland) regulations 2015.
- Capacity to project manage a particular construction project and monitoring the progress.
- Possible potential for growth.”

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

Councillor Shaw, seconded by Councillor Paterson, moved as an amendment:

“Council notes that the next Annual Procurement report will be presented in the next board cycle and will cover the issues raised below.

- Capacity to procure small, medium and large contracts.
- Robustness of our pre-questionnaire in relation to Public Contracts (Scotland) regulations 2015.
- Capacity to project manage a particular construction project and monitoring the progress.
- Possible potential for growth.”

In terms of Standing Order 27, Councillors Harte and Hood, being the mover and seconder of the motion accepted the amendment which was agreed unanimously.

DECIDED: Procurement

That Council notes that the next Annual Procurement report would be presented in the next board cycle and would cover the issues raised below.

- Capacity to procure small, medium and large contracts;
- Robustness of our pre-questionnaire in relation to Public Contracts (Scotland) regulations 2015;
- Capacity to project manage a particular construction project and monitoring the progress; and
- Possible potential for growth.

22 Notice of Motion 13 by Councillors Steel and J Cameron

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

“Council notes an ongoing process by Asda stores to change the terms & conditions of employees.

Council notes with concern that the GMB union reports that workers have now been told that they have until November 2 to agree to the new terms or face losing their jobs.

Council agrees that any employer wishing to alter terms and conditions of employees should engage positively with staff and unions and that threats of sackings does not demonstrate good faith or best practice.”

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

DECIDED:

That Council notes an ongoing process by Asda stores to change the terms & conditions of employees;

That Council notes with concern that the GMB union reports that workers have now been told that they have until November 2 to agree to the new terms or face losing their jobs; and

That Council agrees that any employer wishing to alter terms and conditions of employees should engage positively with staff and unions and that threats of sackings does not demonstrate good faith or best practice.

23 Notice of Motion 14 by Councillors Brown and Sharkey

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

“Household Survey

That this Council acknowledges the findings of the recent Scottish Government’s household survey which identifies increased dissatisfaction in our public services, in particular schools, healthcare and public transport. Calls on the Leader of Renfrewshire Council to explain the impact on Renfrewshire and asks for the Chief Executive to report back to next full Council on what contingency plans she has in place to improve the public perception of Local Government.”

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

Councillor Nicolson, seconded by Councillor Paterson, moved as an amendment:

“Household Survey

That this Council acknowledges the findings of the recent Scottish Government’s household survey. Council notes the publication of the Household Survey and that the survey is a Scotland wide document and information cannot be extrapolated at this point specific to Renfrewshire. Details regarding all Local authorities will be published on the 8th October 2019 which will be analysed and a report will be presented to the next full Council for consideration.”

In terms of Standing Order 27, Councillors Brown and Sheridan, being the mover and seconder of the motion accepted the amendment which was agreed unanimously.

DECIDED: Household Survey

That Council acknowledges the findings of the recent Scottish Government’s household survey; and that Council notes the publication of the Household Survey and that the survey is a Scotland wide document and information cannot be extrapolated at this point specific to Renfrewshire. Details regarding all Local authorities will be published on 8 October 2019 which will be analysed and a report will be presented to the next full Council for consideration.

24 Notice of Motion 15 by Councillors Mack and Andy Doig

There was submitted a Notice of Motion by Councillors Mack and Andy Doig which Provost L Cameron ruled was not competent in terms of Standing Order 19(c).

Sederunt

Councillor Mack entered the meeting after the Provost had ruled on the competency of the motion and then left the meeting prior to consideration of the following item of business.

Declarations of Interest

Provost L Cameron and Councillors Audrey Doig and Mackay, having declared an interest in the following item of business, left the meeting and took no part in the discussion or voting thereon.

Chair

Provost L Cameron vacated the Chair. Councillor McEwan assumed the Chair

25 Emergency Motion by Councillors Burns and McNaughtan

Councillors Burns, seconded by Councillor McNaughtan moved an emergency motion in the following terms:

“Thomas Cook Collapse

Council

- (a) condemns the UK Government approach to the difficulties facing the Thomas Cook Group and those who have booked holidays through them;
- (b) regrets the impact on employees and holiday makers;
- (c) resolves to work with relevant agencies to address the plight of the employees losing their jobs – those at Glasgow Airport, in shops and in our High Streets.”

Councillor Burns, seconded by Councillor McNaughtan, then moved the motion.

Councillor Graham, seconded by Councillor McIntyre, moved as an amendment:

“Council appreciates the difficulties faced by employees of Thomas Cook who have lost their livelihood. It should be recognised that no salaries will be paid to employees for September and the future.

Whilst it is recognised that holiday makers have been inconvenienced, the government, in the shape of the CAA, has mitigated the effects on to customers of Thomas Cook.”

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

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

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

DECIDED: Thomas Cook Collapse

That Council condemns the UK Government approach to the difficulties facing the Thomas Cook Group and those who have booked holidays through them;

That Council regrets the impact on employees and holiday makers; and

That Council resolves to work with relevant agencies to address the plight of the employees losing their jobs – those at Glasgow Airport, in shops and in our High Streets.

Minute of Special Meeting Council

Date	Time	Venue
Thursday, 26 September 2019	11:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

In Attendance

S Black, Chief Executive; S Quinn, Director of Children's Services; M Crearie, Director of Communities, Housing & Planning Services; G McNeil, Director of Environment & Infrastructure; A Russell, Director of Finance & Resources; L Mahon, Head of Marketing & Communication and L McIntyre, Head of Policy & Commissioning (both Chief Executive's); J Trainer, Head of Child Care and Criminal Justice (Children's Services); F Carlin, Head of Planning & Housing Services (Communities, Housing & Planning Services); K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, M Conaghan, Legal & Democratic Services Manager, D Low, Democratic Services Manager and C MacDonald, Senior Committee Services Officer (all Finance & Resources).

Chair

Provost L Cameron presided.

Apologies

Councillors Grady and Dowling.

Declarations of Interest

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

1 Review of the Scheme for the Establishment of Community Councils

Under reference to item 1 of the Minute of the special meeting of the Council held on 27 June 2019, there was submitted a report by the Director of Finance & Resources relative to the outcome of the consideration by Renfrewshire Community Council Forum (RCCF) of the four proposed amendments to the Scheme for the Establishment of Community Councils 2015 (the Scheme) that were set out in the published Amended Scheme which was the subject of statutory public consultation.

The report advised that the RCCF determined not to accept the proposal to allow candidates for election to community councils to self-nominate and accepted proposals to make minor amendments to paragraphs 3.8.8, 3.8.12 and 11 of the Scheme.

The report proposed that the amendment to paragraph 7 to remove the requirement for candidates to be proposed and seconded be rejected, the amendments to paragraphs 3.8.8, 3.8.12 and 11 be accepted and the revised Scheme for the Establishment of Community Councils 2019 as set out in the appendix, be adopted with effect from 1 October 2019.

DECIDED:

- (a) That it be agreed that the proposal to amend paragraph 7 of the Scheme be rejected;
- (b) That it be agreed that the proposals to amend paragraphs 3.8.8, 3.8.12 and 11 of the Scheme be accepted;
- (c) That the Scheme for the Establishment of Community Councils 2019, as appended, be adopted with effect from 1 October 2019; and
- (d) That it be noted that the Scheme for the Establishment of Community Councils 2019 would next be considered for review in 2023.

Minute of Meeting

Communities, Housing & Planning Policy Board

Date	Time	Venue
Tuesday, 29 October 2019	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Chair

Councillor McGurk, Convener, presided.

In Attendance

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

Declarations of Interest

Councillor Rodden declared a non-pecuniary interest in agenda items 6 (Service Improvement Plan 2019/22 Mid-Year Monitoring Report; Communities, Housing & Planning Services), 7 (Service Improvement Plan 2019/22 Mid-Year Monitoring Report;

Children's Services) and 12 (Renfrewshire Local Housing Strategy 2016/21: Annual Update 2019) as she was an employee of Turning Point (Scotland) and indicated her intention to remain in the meeting but to take no part in any discussion or voting on the matter.

Councillor Mags MacLaren declared a non-pecuniary interest in agenda items 12 (Renfrewshire Local Housing Strategy 2016/21: Annual Update 2019) and 13 (Renfrewshire Strategic Housing Investment Plan 2020/25) as she was a member of the Boards of Linstone Housing Association and Williamsburgh Housing Association Limited and indicated her intention to remain in the meeting but to take no part in any discussion or voting on the matter.

Councillor Nicolson declared a non-pecuniary interest in agenda items 21(a) and (b) (Planning Applications 19/0541/PP and 19/0544/LB) as he was a member of the Museum Reimagining Trust and indicated his intention to remain in the meeting but to take no part in any discussion or voting on the matter.

1 Minute of Meeting of Police, Fire & Rescue Scrutiny Sub-Committee

There was submitted the Minute of the meeting of the Police and Fire & Rescue Scrutiny Sub-committee held on 20 August 2019, which forms the Appendix to this Minute.

DECIDED: That the Minute be approved.

2 Revenue Budget Monitoring Report

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources, Communities, Housing & Planning Services and Children's Services for the period 1 April to 13 September 2019.

DECIDED: That the budget position be noted.

3 Capital Budget Monitoring Report

There was submitted a joint capital budget monitoring report by the Directors of Finance & Resources and Communities, Housing & Planning Services for the period 1 April to 13 September 2019.

DECIDED: That the report be noted.

4 Community Empowerment Fund

There was submitted a report by the Chief Executive relative to applications received for funding from the Community Empowerment Fund.

The report outlined the key objectives and aims of the Community Empowerment Fund and provided a summary of four applications received as part of the seventh round of applications together with details of two applications, consideration of which had previously been continued by the Policy Board. Recommendations in respect of the

determination of each application were provided in the report. It was highlighted that the deadline for the submission of applications for the next round of funding was 5 November 2019.

DECIDED:

That the recommendations made in relation to the applications received and detailed in Section 4 of the report and the Appendix, be approved namely;

- (a) That the award of £10,000 to the New Tannahill Centre be approved;
- (b) That the award of £3,800 to Renfrew Victoria Football Club be approved;
- (c) That the award of £6,500 to the Western Desert Recce Group be approved;
- (d) That the award of £6,760 to the Paisley 2021 Community Trust be approved in principle, pending the decision of the meeting of the Leadership Board to be held on 4 December 2019 clarifying the position in term of funding projects which would see commercial assets brought into community use; and
- (e) That the award of £50,000 to Active Communities be approved and the award of a further £50,000 be approved in principle, pending the decision of the meeting of the Leadership Board to be held on 4 December 2019 clarifying the exceptional circumstances criteria for awarding in excess of the current £50,000 limit.

5 Greenspaces Parks and Play Areas and Villages Investment Fund

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

The report outlined the key objectives for allocating monies from the Fund and intimated that a cross-service panel of officers had been established to review and assess applications against agreed objectives and criteria. Authority had been delegated to the Director of Communities, Housing & Planning Services to make grant awards of less than £5000 in order to enable smaller projects to develop and progress quickly. Full details of four applications, which had sought less than £5,000 and which had been approved in terms of the delegated authority were provided in an Appendix to the report. In addition, details of a further application from Kilbarchan Improvement Project meeting the Villages Investment Fund criteria and seeking more than £5,000 was also provided.

DECIDED:

- (a) That the work currently being undertaken to support communities as they developed projects to be funded using the Greenspaces, Parks & Play Areas and Villages Investment Fund be noted;
- (b) That the award of grant funding of £13,419, in terms of delegated authority, to the community groups detailed in Appendix 1 of the report be noted; and
- (c) That funding of £22,000 to support the Kilbarchan Improvements Project, as detailed in section 3 and Appendix 1 of the report, be agreed.

Declaration of Interest

Councillor Rodden having declared a non-pecuniary interest in agenda items 6 and 7 below remained in the meeting and took no part in the discussion.

6 Service Improvement Plan 2019/22 Mid-Year Monitoring Report - Communities, Housing & Planning Services

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Service Improvement Plan for Communities, Housing & Planning Services highlighting performance during the period 1 April to 30 September 2019.

The Service Improvement Plan 2019/22 mid-year monitoring report, a copy of which was appended to the report, outlined the key achievements of the Service, detailed future priorities and provided an update on progress in implementing the action plan.

DECIDED:

- (a) That the progress made on service performance be noted;
- (b) That the progress made on actions and performance within the action plan be noted;
- (c) That it be noted that an out-turn report would be submitted to the meeting of this Policy Board to be held in Spring 2020;
- (d) That it be noted that the report would also be submitted to the Infrastructure, Land and Environment Policy Board for those elements covered within that Board's remit; and
- (e) That the report be otherwise noted.

7 Service Improvement Plan 2019/22 Mid-Year Monitoring Report - Children's Services

There was submitted a report by the Director of Children's Services relative to the Service Improvement Plan for Children's Services highlighting performance during the period 1 April to 30 September 2019.

The Service Improvement Plan 2019/22 mid-year monitoring report, a copy of which was appended to the report, outlined the key achievements of the Service, detailed future priorities and provided an update on progress in implementing the action plan.

DECIDED:

- (a) That the progress made on service performance be noted;
- (b) That the progress made on actions and performance within the action plan be noted;

(c) That it be noted that an out-turn report would be submitted to the meeting of this Policy Board to be held in Spring 2020;

(d) That it be noted that the report would also be submitted to the Education & Children's Services Policy Board for those elements covered within that Board's remit; and

(e) That the report be otherwise noted.

8 Regulation of Social Housing - Annual Assurance Statement

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Annual Assurance Statement which the Council required to submit to the Scottish Housing Regulator in terms of the Scottish Housing Regulator's Framework for the Regulation of Social Housing in Scotland.

The report highlighted that the deadline for submission of the first Annual Assurance Statement was 31 October 2019. A copy of the proposed Annual Assurance Statement 2019 for Renfrewshire Council, published in February 2019, was attached as Appendix 1 of the report, for approval. Appendix 2 of the report detailed the Regulator's Framework requirements for all local authorities and Registered Social Landlords (RSLs) and provided evidence to demonstrate Renfrewshire Council's compliance.

In view of comments made by those in attendance at the pre-Board briefing the Convener proposed that an action log of Board information requests be maintained and built into the assurance process. This was agreed.

DECIDED:

(a) That the Renfrewshire Council Annual Assurance Statement 2019, Appendix 1 of the report, be approved for submission to the Scottish Housing Regulator;

(b) That the regulatory requirements and evidence of Renfrewshire Council's compliance, as detailed in Appendix 2 of the report, be noted; and

(c) That an action log of Board information requests be maintained and built into the assurance process.

9 Annual Housing Performance Benchmarking Report 2018/19

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the annual Housing Performance Benchmarking Report 2018/19, a copy of which was appended to the report, and which had been submitted to the Scottish Housing Regulator during May 2019.

The report provided information and analysis on the Council's performance during 2018/19 in relation to key Housing Charter indicators such as tenant satisfaction, housing quality and maintenance, customer and landlord relationship, estate management, anti-social behaviour, neighbourhood nuisance, tenant disputes, homelessness, rents and services charges. Comparative information was provided in respect of other local authorities and Registered Social Landlords (RSLs).

DECIDED: That the Council's performance during 2018/19, in relation to key Housing Charter indicators, compared to other local authorities and Registered Social Landlords be noted.

10 Housing Customer Engagement Annual Report 2018/19

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Housing Customer Engagement Annual Report 2018/19, a copy of which was appended to the report.

The Annual Report reviewed progress made in relation to the Council's Customer Engagement Strategy, outlined resources made available to promote tenant involvement, detailed the mechanisms used to engage with customer groups during 2018/19 and provided an action plan for 2019/20. It was noted that the content of the Annual Report would be published on the Council's website and made available at Council offices, while details of the outcomes and future priorities would be publicised via the tenants' newsletter.

DECIDED: That the Housing Customer Engagement Annual Report 2018/19, a copy of which was appended to the report, be noted.

11 Social Housing Charter Performance 2019/20: Half Year Update

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the 2019/20 Half-Year Update report on Scottish Social Housing Charter Performance.

The report advised that local authorities and Registered Social Landlords (RSLs) required to submit an annual return relating to their performance to the Scottish Housing Regulator, by the end of May each year. The report indicated that the Renfrewshire Council 2019/20 Half-Year Update on Scottish Social Housing Charter Performance, a copy of which was appended to the report, provided information in relation to performance in terms of the Charter indicators during the first six months of 2019/20, together with comparative data for the previous three-year period and key management information.

The Convener advised that the notes in relation to Indicator 27 required to be amended to indicate that annual gross income was £46M while gross rent arrears was £1.55M. It was highlighted that the annual Housing Performance Benchmarking Report 2018/19, considered at item 9 of this Minute, provided performance information for 2018/19 in comparison with other Scottish local authorities and social landlords.

DECIDED: That the Renfrewshire Council 2019/20 Half-Year Update Scottish Social Housing Charter Performance Report, a copy of which was attached as Appendix 1 of the report, be noted.

Declarations of Interest

Councillors Mags MacLaren and Rodden having declared a non-pecuniary interest in the following item of business remained in the meeting and took no part in the discussion.

12 Renfrewshire Local Housing Strategy 2016/21: Annual Update 2019

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Renfrewshire Local Housing Strategy 2016/21 annual update for 2019, a copy of which was appended to the report.

The Local Housing Strategy (LHS) outlined the strategic vision for housing and housing related services in Renfrewshire and sought to provide clear direction for strategic housing investment. The LHS linked with other key plans and strategies for Renfrewshire including the Local Development Plan, Our Renfrewshire - Renfrewshire's Community Plan 2017/27 and the Renfrewshire Health and Social Care Partnership Strategic Plan. The report highlighted key achievements and progress in the delivery of identified outcomes and actions within the Renfrewshire LHS. It was noted that a copy of the Renfrewshire LHS 2016/21 annual update report for 2019 had been published on the Council's website.

DECIDED: That progress in implementing the actions of the Renfrewshire Local Housing Strategy 2016/21 be noted.

Declaration of Interest

Councillor Mags MacLaren having declared a non-pecuniary interest in the following item of business remained in the meeting and took no part in the discussion.

13 Renfrewshire Strategic Housing Investment Plan 2020/25

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Renfrewshire Strategic Housing Investment Plan (SHIP) 2020/25.

The report indicated that the SHIP was reviewed and updated annually. A draft SHIP for the five-year period 2020/25 had been developed for consultation and the finalised Plan now submitted for approval took cognisance of comments received during the consultation period. It was noted that the level of grant funding for the period beyond 2021 had not yet been confirmed, with a flexible programme management approach being promoted by the Scottish Government. The 2020/25 SHIP, which detailed how investment in affordable housing would be targeted to meet the objectives of the Renfrewshire Local Housing Strategy 2016/21, included affordable home projects which could be brought forward in the later stages of the Plan period subject to the availability of funding. In recognition of the funding position the SHIP 2020/25 included both a 'core' and 'shadow' programme, with those projects within the 'core' element of the programme being progressed in the early years of the programme period and 'shadow' projects being advanced as funding became available or where the Council or partners were able to front-fund the projects in the short term.

DECIDED:

(a) That the Renfrewshire Strategic Housing Investment Plan 2020/25, a copy of which was appended to the report, be approved; and

(b) That the Director of Communities, Housing & Planning Services be authorised to submit the Renfrewshire Strategic Housing Investment Plan 2020/25 to the Scottish Government.

14 Renfrewshire Council's Scottish Secure Tenancy Agreement 2019

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the revised Renfrewshire Council Scottish Secure Tenancy Agreement.

The report intimated that when the Tenancy Agreement had been approved at the meeting of this Policy Board held on 7 November 2017, it had been noted that further revision would be required to take account of provisions within the Housing (Scotland) Act 2014 which would be effective during 2019. The report indicated that the main revisions reflected in the updated Tenancy Agreement related to assignation, sub-letting and joint tenancies, succession to Scottish Secure Tenancies, ending Scottish Secure Tenancies by court order, recovering adapted properties and converting Secure Tenancies to Short Secure Tenancies. Correspondence had been issued to all existing Council tenants during Autumn 2018 to advise of the changes to the Tenancy Agreement effective from 1 November 2019. When signing for tenancies, the changes had been highlighted to new tenants and a leaflet detailing the tenancy changes had been made available. In addition, the changes had been publicised to Council tenants through the People's News and there had been engagement with tenant representatives. It was noted that the Scottish Government's model tenancy agreement had been used for guidance purposes when updating the Council's Tenancy Agreement and that in addition to the changes arising from the 2014 Act, minor amendments had also been made to the Agreement to clarify tenant and landlord responsibilities. Reference was also made within the report to the requirement to comply with Part 3 of the Fire (Scotland) Act 2005 and the Fire Safety (Scotland) Regulations 2006 and the consequential condition within the new tenancy agreement that common areas of flatted properties be kept clear from obstructions at all times. Appropriate arrangements would be made to advise current tenants and residents of this requirement and to undertake a programme of works to upgrade the floor covering on all landings damaged as a result of the subsequent removal of floorcoverings installed by residents.

DECIDED:

(a) That the updated Renfrewshire Council Scottish Secure Tenancy Agreement, attached as Appendix 1 of the report be approved;

(b) That it be noted that the tenancy agreement would be implemented with effect from 1 November 2019; and

(c) That it be noted that the Tenancy Agreement had been updated to make specific reference to the need to keep common areas in high rise blocks clear from obstructions

at all times and that all existing tenants and residents would also be advised of this requirement.

15 Paisley West End Regeneration Update

There was submitted a report by the Director of Communities, Housing & Planning Services relative to progress achieved in implementing the regeneration masterplan, in partnership with Sanctuary Scotland, for the West End area of Paisley and seeking authority to initiate a Compulsory Purchase Order application to facilitate the purchase of seven privately-owned properties located at 22 Well Street/1 Underwood Lane, Paisley.

The report provided updates in relation to actions taken to date to implement the regeneration masterplan, approved at the meeting of the Leadership Board held on 12 December 2017. Specific reference was made within the report to the nine residential and three commercial properties at 22 Well Street/1 Underwood Lane, located in the masterplan area, on which a Dangerous Building Notice had been served during March 2018. It was noted that the Council had been successful in acquiring five of the properties to date. Details of those properties which remained in private ownership were provided together with a summary of the challenges encountered in negotiating acceptable terms for their acquisition and actions taken to resolve the situation.

The report noted that development of the remaining West End area would be progressed in line with a revised masterplan, which would confirm the next phases of development and the mix of housing types and tenures, be subject to further consultation and engagement and which would be submitted to a future meeting of this Policy Board for consideration.

DECIDED:

(a) That the progress made in implementing, in partnership with Sanctuary Scotland, the regeneration masterplan for the West End area of Paisley be noted; and

(b) That the Director of Communities, Housing & Planning Services be authorised to pursue the compulsory acquisition of the seven privately owned properties, identified in table 1 of the report, by the promotion and submission of compulsory purchase orders to the Scottish Ministers, for confirmation, to enable the properties to be demolished.

16 Tannahill Area, Ferguslie Park - Update

There was submitted a report by the Director of Communities, Housing & Planning Services relative to progress achieved in implementing the housing-led investment strategy for the Tannahill area of Ferguslie Park, Paisley and to note progress in relation to the Development Framework for the wider Ferguslie area.

Reference was made to the housing investment strategy for the Tannahill area of Ferguslie Park, Paisley approved at the meeting of this Policy Board held on 30 October 2018 involving the construction of approximately 100 newbuild Council homes and the preparation of a Development Framework for the wider Ferguslie Park area in consultation with the local community. The report stated that following the completion of a procurement exercise, approval had been granted at the meeting of the Finance, Resources and Customer Services Policy Board held on 4 September 2019 to award a

contract to AS Homes (Scotland) Limited for the design and build of 101 new Council dwellings on the site of the former St Fergus' Primary School. These newbuild properties would provide a mix of house types to meet housing needs including terraced/semi-detached houses, own-door flats and bungalows. Arrangements would be made to engage tenants and residents in the design process and for future residents to undertake site visits to new Council housing developments within Renfrewshire to provide first-hand experience of the quality of housing being built. In addition, the report highlighted that meetings continued to be held with the Tannahill Liaison Group, on a six-weekly cycle, to ensure tenants and residents were kept up to date with progress and that drop-in sessions for tenants and residents were held in Ferguslie Library two mornings each week. Council officials also undertook weekly walk-rounds to identify and address any local estate management issues. The anticipated timetable for the new build housing project was provided.

To complement the housing investment strategy for the Tannahill area, Regeneration specialists, Collective Architecture, had been appointed to support the preparation of the Development Framework for the wider Ferguslie Park area, which included a comprehensive programme of community and stakeholder engagement to inform plans. It was intended that consultation and engagement on the framework would begin imminently and consider potential uses for vacant land and buildings, opportunities for new community and cultural activities as well as the potential that existed for greenspace and environmental improvements for the area. It was also anticipated that the consultation while focused on the existing community would also provide an opportunity for public agencies and private sector organisations to engage in a long-term and strategic regeneration plan that maximised their commitment to the Ferguslie area and sought to secure the most effective benefits to the existing community as well as new residents. Updates on the Framework and its recommendations would be provided to future meetings of the Policy Board.

DECIDED:

- (a) That the positive progress being made in implementing the housing investment strategy for the Tannahill area be noted;
- (b) That it be noted that further updates in relation to the Development Framework covering the wider community across Ferguslie, Paisley would be submitted to future meetings of this Policy Board; and
- (c) That the Director of Communities, Housing & Planning Services be authorised, following consultation with tenants, residents and owners in the Tannahill area, to progress the early demolition of Council blocks, identified in Appendix 1 to the report, which were fully empty.

17 Support for Veterans

Under reference to Item 8 of the meeting of this Policy Board held on 20 August 2019 there was submitted a report by the Director of Communities, Housing & Planning Services relative to role of the Veterans Support Advisor.

The report referred to the Community Covenant with the Armed Services which the Council had signed in February 2012 with the aim of encouraging local communities to support and promote understanding and awareness amongst the public of issues affecting the Armed Forces community. A joint bid, with East Renfrewshire and

Inverclyde Councils, had subsequently been successful in attracting funding from the Ministry of Defence Community Covenant and Libor Fund for projects which would provide a benefit to service personnel and the communities in which they lived to enable the development of a veteran support model and customer access model. The report provided an update on the work of the Veterans Support Advisor (VSA) in developing pathways for service veterans through the customer service model.

In total over 700 members of the Armed Forces community from Renfrewshire had been supported between March 2016 and August 2019 with the VSA assisting service users by working with a range of services, including Advice Works, the Department for Work & Pensions, housing providers, the Ministry of Defence, Combat Stress, Erskine, Scotland's Bravest Manufacturing Company, Scottish War Blinded, Hearing Loss Scotland, British Limbless Ex-Service Men's Association and Poppy Scotland. Since the appointment of the VSA, support for the Armed Forces community had grown and an awareness of the challenges faced by the Armed Forces community and the opportunities available to support them had been embedded in service areas.

The Board welcome the work of the VSA in improving the lives of veterans as Renfrewshire approached its annual Remembrance Sunday commemorations and proposed that the VSA broaden the concept of Remembrance and seek to involve in future years representation on behalf of the Free French, Free Polish and Indian Army Commonwealth forces. This was agreed.

DECIDED:

(a) That the work of the Council in supporting service veterans and the progress made in the development of a customer service model and pathways for veterans of the armed forces be noted; and

(b) That the Board welcomed the work of the VSA in improving the lives of veterans as Renfrewshire approached its annual Remembrance Sunday commemorations and agreed that the VSA broaden the concept of Remembrance and seek to involve representation on behalf of the Free French, Free Polish and Indian Army Commonwealth forces in future years.

18 Department for Business, Energy and Industrial Strategy (BEIS) Whole House Retrofit Innovation Competition - Award of Funding

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the award of funding to Renfrewshire Council from the Department for Business, Energy and Industrial Strategy (BEIS) as part of their Whole House Retrofit Innovation Competition.

The report advised that the BEIS had launched a Whole House Retrofit Innovation competition during June 2019 and invited applications to a £9.4M grant funding programme for projects which met criteria which sought to reduce energy consumption and delivered cost reductions in the delivery of large-scale projects to improve the thermal efficiency of domestic buildings. Renfrewshire Council had been successful in securing £1,883,402 of funding and the report set out the background to the application and summarised details of the project to be delivered.

DECIDED:

(a) That the award of £1,833,402 of funding as part of the Whole House Retrofit Innovation competition be accepted and the Director of Communities, Housing & Planning Services be authorised to oversee the delivery and operational management of the programme; and

(b) That the use of resources from the Housing Revenue Account (HRA) Capital Programme to supplement the funding as detailed in paragraph 4.1 of the report be noted.

19 Consultation: Influenza Pandemic Preparedness - Guidance for Health and Social Care Services in Scotland: Renfrewshire Response

Under reference to Item 16(d) of the Minute of the meeting of this Policy Board held on 20 August 2019 there was submitted a report by the Director of Communities, Housing & Planning Services relative to the response submitted on behalf of Renfrewshire Council in connection with the consultation exercise entitled Influenza Pandemic Preparedness: Guidance for Health and Social Care Services in Scotland.

The report stated that the consultation had been launched on 19 July 2019 and focused on the guidance and preparedness of Councils and Health & Social Care Partnerships and outlined the legislative background requirements for stakeholders. The deadline for submissions was 13 September 2019 and authority had been delegated to the Director of Communities, Housing & Planning Services to prepare and submit a response on behalf of the Council, following discussion and input from relevant Council services and the Convener of this Policy Board, and to submit a copy of the response to the next meeting of this Policy Board for members' information.

The report indicated that the response, a copy of which was appended to the report, was broadly supportive of the content of the guidance, noted the duties of Category 1 responders to the Civil Contingencies Act 2004 and sought clarity around the role of Health and Social Care partnerships, as Category 1 responders.

DECIDED: That the consultation response, a copy of which was appended to the report, submitted on behalf of Renfrewshire Council in relation to Influenza Pandemic Preparedness; Guidance for Health and Social Care Services in Scotland be noted.

20 Proposal of Application Notices

There were submitted reports by the Director of Communities, Housing & Planning Services relative to proposal of application notices.

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

21 Planning Applications

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

DECLARATION OF INTEREST

Councillor Nicolson having declared a non-pecuniary interest in items (a) and (b) below remained in the meeting and took no part in the discussion.

(A) 19/0541/PP – WARD 4: ERECTION OF EXTENSION TO SIDE OF MUSEUM INCLUDING EXTERNAL ALTERATIONS ASSOCIATED WITH THE REFURBISHMENT OF MUSEUM AND OBSERVATORY AT PAISLEY MUSEUM AND ART GALLERIES, 68 HIGH STREET, PAISLEY PA1 2BA: RENFREWSHIRE COUNCIL

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

DECIDED: That the application be granted.

(B) 19/0544/LB – WARD 4: ERECTION OF EXTENSION TO SIDE OF MUSEUM INCLUDING EXTERNAL ALTERATIONS ASSOCIATED WITH THE REFURBISHMENT OF MUSEUM AND OBSERVATORY AT PAISLEY MUSEUM AND ART GALLERIES, 68 HIGH STREET, PAISLEY PA1 2BA: RENFREWSHIRE COUNCIL

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

DECIDED: That the application be granted.

(C) 19/0169/PP – WARD 1: DEMOLITION OF TWO DWELLINGHOUSES AND ERECTION OF RESIDENTIAL DEVELOPMENT COMPRISING 10 DWELLINGHOUSES WITH ASSOCIATED INFRASTRUCTURE AND LANDSCAPING AT RENFREW GOLF CLUB, INCHINNAN ROAD, RENFREWW PA4 9EG: AMBASSADOR HOMES (SCOTLAND) LTD

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

DECIDED: That the application be granted.

(D) 18/0050/PP – WARD 10: SITING OF FOUR MOBILE HOMES, ERECTION OF SEVEN SHEDS, ERECTION OF BOUNDARY FENCES AND FORMATION OF LANDSCAPING (IN RETROSPECT) AT CARAVAN A, 5 EAST FULTON HOLDINGS, CLIPPENS ROAD, LINWOOD, PAISLEY PA3 3TR: MR BURKE

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

DECIDED: That the application be granted.

(E) 18/0051/PP – WARD 10: SITING OF TWO MOBILE HOMES, FOUR SHEDS, ERECTION OF BOUNDARY FENCE AND ASSOCIATED LANDSCAPING (IN RETROSPECT) AT CARAVAN F, 5 EAST FULTON HOLDINGS, CLIPPENS ROAD, LINWOOD, PAISLEY PA3 3TR: MR MCGREGOR

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

DECIDED: That the application be granted.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Wednesday, 30 October 2019	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

D Campbell, Assistant Managing Solicitor (Licensing), R Graham, Solicitor (Litigation), P Shiach, Committee Services Officer, N O'Brien, Assistant Committee Services Officer, G McIntosh, Civic Government Enforcement Officer and K Marriott, Administrative Assistant (all Finance & Resources).

Declarations of Interest

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

Order of Business

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering items 5a, b, c and d of the agenda prior to item 1 of the agenda.

1 Renewal of Late Hours Catering Licences - Personal Appearances

There were submitted the undernoted applications for renewal of Late Hours Catering Licences. Applicants a to c had been asked to appear personally for the first time: -

(a) Applicant: Shell UK Oil Products Limited
Premises: Shell Erskine, Centreholm Roundabout, Erskine
Authorised activity: convenience store located on petrol forecourt
Operating hours: Monday to Sunday – 11.00pm – 5.00am
Licence No: LHC028

Mr Hunter, Solicitor, representative for Shell UK Oil Products Limited was invited into the meeting.

After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years and that the applicant continue to be allowed to be an exception to the Board's policy on trading hours. This was agreed unanimously.

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

(b) Applicant: Shell UK Oil Products Limited
Premises: Shell Hillington, Hillington Road, Hillington Industrial Estate, Glasgow
Authorised activity: convenience store located on petrol forecourt
Operating hours: Monday to Sunday – 11.00pm – 5.00am
Licence No: LHC025

Mr Hunter, Solicitor, representative for Shell UK Oil Products Limited was invited into the meeting.

After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years and that the applicant continue to be allowed to be an exception to the Board's policy on trading hours. This was agreed unanimously.

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

(c) Applicant: BP Express Shopping Limited
Premises: BP Greenock Road Service Station, 10 Greenock Road, Paisley
Authorised activity: petrol station with retail shop
Operating hours: Monday to Sunday – 11.00pm – 5.00am
Licence No: LHC031

Mr Hunter, Solicitor, representative for BP Express Shopping Limited was invited into the meeting.

After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years and that the applicant continue to be allowed to be an exception to the Board's policy on trading hours. This was agreed unanimously.

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

(d) Applicant: Abdul Ibrahim

Premises: Fazil King, 40 High Street, Paisley

Authorised activity: food

Operating hours: Monday to Thursday and Sunday – 11.00pm – 12 midnight; and Friday and Saturday – 11.00pm – 3.00am

Licence No: LHC 110

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

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

2 Grant of Street Trader's Licence - Personal Appearance

Under reference to item 7 of the Minute of the meeting of this Board held on 21 August 2019, the Board resumed consideration of the undernoted application for grant of a Street Trader's Licence. The applicant had been asked to appear personally for the second time: -

Applicant: Andrew Donaldson

Authorised goods: hot and cold food and beverages, milk

Trading from: Huntly Road and Watt Road, Hillington and Maxwell Street, Paisley.

Operating hours: Huntly Road and Watt Road, Hillington – Monday – Friday 6.00am to 2.30pm and Maxwell Street, Paisley – Monday to Sunday 9.00pm – 4.00am.

Mr Donaldson, the applicant was invited into the meeting.

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

Councillor McNaughtan, seconded by Councillor Hughes moved that the application be granted for a period of one year and that the applicant be allowed to be an exception to the Board's policy on trading hours.

Councillor Mackay, seconded by Councillor Strang, moved as an amendment, that the application be refused.

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

On the vote being taken, 7 members voted for the motion, 2 members voted for the amendment and 1 member abstained. The motion was accordingly declared carried.

DECIDED: That the application be granted for a period of one year and that the applicant be allowed to be an exception to the Board's policy on trading hours.

3 Variation of Booking Office Licence - Personal Appearance

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

Applicant: Gryffe Radio Cars

Premises: Bridgend Compound, Bridge Street, Linwood

Variation: to increase private hire vehicles from 20/30 to 100

License No: B0-018

Mr Hainey (senior) together with Mr Hainey (junior), representing Gryffe Radio Cars, the applicant, were invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted for the duration of the current licence. This was agreed unanimously.

DECIDED: That the application be granted for the duration of the current licence.

4 Grant of Skin Piercing and Tattooing Licence - Personal Appearance

There was submitted the undernoted application for 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 Communities, Housing & Planning Services who had submitted an objection to the application: -

Applicant: Signet Trading Limited

Premises: H Samuel, Braehead Shopping Centre

Authorised activity: ear piercing

Operating hours: Monday – Friday – 10.00am – 9.00pm; Saturday 9.00am – 6.30pm; and Sunday – 10.00am – 6.00pm

There was no appearance by or on behalf of Signet Trading Limited. Mr Hunter, on behalf of the Director of Communities, Housing & Planning Services, who had submitted an objection to the application, was invited into the meeting. The Convener proposed that the application be continued and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

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

5 Temporary Public Entertainment Licence - Personal Appearance

There was submitted the undernoted application for a temporary Public Entertainment Licence. The applicant had been asked to appear personally for the first time together with the Director of Communities, Housing & Planning Services who had submitted an objection to the application: -

Applicant: Kifdo Limited

Activity: Paisley Winterfest

Operating dates and times: 22 November to 30 December 2019

Monday – Sunday – 10.00am – 10.00pm

Location: High Street, Paisley, County Square, Gilmour Street and Central Way, Paisley.

Mr Taylor, Mr Hampson and Miss Brady representing Kifdo Limited, the applicant, were invited into the meeting together with Mr Hunter, on behalf of the Director of Communities, Housing & Planning Services who had submitted an objection to the application. After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened and the Convener proposed that the application be granted subject to standard conditions and the additional condition that the licence holder obtain and exhibit to the Council's licensing section valid and current safety certificates for the buggies and big wheel rides prior to the first day of the event. This was agreed unanimously.

DECIDED: That the application be granted subject to standard conditions and the additional condition that the licence holder obtain and exhibit to the Council's licensing section valid and current safety certificates for the buggies and big wheel rides prior to the first day of the event.

6 Renewal of Street Trader's Licence

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

Applicant: Theodorus Johannes Bouwmans,

Location: Middleton Road, Linwood

Authorised activity: Scottish and Dutch snacks

Operating hours: Monday to Saturday – 7.00 am to 5.00 pm

Licence No.; ST171.

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

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

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.

7 Renewal of Taxi Driver's Licence - Personal Appearance

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

Applicant: David Doonan
Licence No: T2504

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

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

8 Hearing into Possible Suspension of Revocation of Private Hire Car Driver's Licence - Personal Appearance

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

Licence Holder: Paul Hamilton
Licence No: P0554

Mr Hamilton, the licence holder, was invited into the meeting together with Sergeant Finnie on behalf of the Chief Constable.

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

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

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

DECIDED: That Mr Hamilton's Private Hire Car Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect.

9 Hearing into Possible Suspension or Revocation of Private Hire Car Operator's Licence and Private Hire Car Driver's Licence - Personal Appearance

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

Licence Holder: Muhammad Kaleem
Licence Nos: PH1027 and P02007

There was no appearance by or on behalf of Mr Kaleem. Sergeant Finnie, on behalf of the Chief Constable was invited into the meeting. The Convener proposed that the matters be considered in Mr Kaleem's absence. This was unanimously agreed. After consideration of all matters before the Board, the Convener proposed that Mr Kaleem's Private Hire Car Operator's Licence and Private Hire Car Driver's Licence be suspended for the unexpired portion of the duration of the licences with immediate effect. This was agreed unanimously.

DECIDED:

(a) That Mr Kaleem's Private Hire Car Operator's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect; and

(b) That Mr Kaleem's Private Hire Car Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect.

10 Hearing into Possible Suspension or Revocation of Private Hire Car Driver's Licence - Personal Appearance

The Board considered the possible suspension or revocation of the undernoted Private Hire Car Driver's Licence. The licence holder had been asked to appear personally for the first time together with the complainer, Debbie Anderson, Johnstone TOA: -

Licence Holder: Brendan Farren
Licence No: - P0340

Mr Farren, the licence holder, was invited into the meeting. There was no appearance by or on behalf of Ms Anderson. After consideration of all matters before the Board, the Convener asked Mr Farren if he wished to address the Board on any penalty the Board might impose prior to any motions being made in relation to his Private Hire Car Driver's Licence. Mr Farren then addressed the Board.

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

The Convener proposed that Mr Farren's Private Hire Car Driver's Licence be not suspended. This was agreed unanimously.

DECIDED: That Mr Farren's Private Hire Car Driver's Licence be not suspended.

Adjournment

The meeting adjourned at 12.30 pm and reconvened at 1.00 pm.

Sederunt

Councillor Montgomery was not in attendance when the meeting reconvened.

Declaration of Interest

Councillor Devine declared a non-financial interest in relation to the following item of business as the applicant was known to him. Councillor Devine left the meeting and did not take part in any discussion or voting thereon.

11 Temporary Public Entertainment Licence - Personal Appearance

There was submitted the undernoted application for a temporary Public Entertainment Licence. The applicant had been asked to appear personally for the first time together with Gerry McMenemy, on behalf of Mary Toye and Tom Toye, who had submitted objections to the application, and the Director of Communities, Housing & Planning Services, who had submitted a representation to the application: -

Applicant: Amigo Leisure Limited

Premises: Rocknrollas, 5 Wellmeadow Street, Paisley

Activity: live music, weddings, private functions, darts competitions, charity and sportsman's dinners.

Operating dates and times: 16 October to 26 November 2019 – Friday -7.00pm – 1.00am; Saturday – 12.00pm to 1.00am; and Sunday – 12.00pm to 11.00pm

Mr McMahon and Mr McReight, on behalf of the applicant Amigo Leisure Limited were invited into the meeting together with Mr McMenemy representing Ms Toye and Mr Toye who had submitted objections to the application and Mr Hunter representing the Director of Communities, Housing & Planning Services who had submitted a to the application. After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened and the Convener proposed that the application be granted for a six week period from 30 October subject to standard conditions and a further condition that noise from amplified music and vocals shall be inaudible within any property in the vicinity of the premises at all times during any function. This shall be assessed with windows open for ventilation purposes within the property. This was agreed unanimously.

DECIDED: That the application be granted for a six week period from 30 October subject to standard conditions and a further condition that “Noise from amplified music and vocals shall be inaudible within any property in the vicinity of the premises at all times during any function. This shall be assessed with windows open for ventilation purposes within the property”.

Sederunt

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

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

12 Applications for Exemption from Driver's Duties under Section 165 of the Equality Act 2010 - Personal Appearances

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

(a) Thomas Robertson

There was no appearance by or on behalf of Mr Robertson. The Convener proposed that the application be considered in Mr Robertson's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for the duration of Mr Robertson's current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That the application be granted for the duration of Mr Robertson's current Taxi Driver's Licence.

(b) Lyndsey Hynd

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

DECIDED: That the application be granted for the duration of Miss Hynd's current Taxi Driver's Licence.

(c) Peter White

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

DECIDED: That the application be granted for the duration of Mr White's current Taxi Driver's Licence.

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

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

Mustafa Alhafri

There was no appearance by or on behalf of Mr Alhafri. The Convener proposed that the application be considered in Mr Alhafri's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

14 Grant of Private Hire Car Operator's Licence - Personal Appearance

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

Moloy Sarker

There was no appearance by or on behalf of Mr Sarker. The Convener proposed that the application be continued and that Mr Sarker be invited to a future meeting of the Board. This was agreed unanimously.

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

15 Grant of Private Hire Car Operator's Licence and Private Hire Car Driver's Licence - Personal Appearance

There were submitted the undernoted applications for grant of a Private Car Operator's Licence and grant of a Private Hire Car Driver's Licence. The applicant had been asked to appear personally for the first time: -

Mubashir Hussain

Mr Hussain, the applicant, was invited into the meeting. The Convener proposed that both applications be considered together but that separate decisions be made. This was agreed unanimously. Mr Hussain also agreed to this. After consideration of all matters before the Board, the Convener proposed (i) that the application for a Private Hire Car Operator's Licence be granted for a period of one year, and (ii) that the application for grant of a Private Hire Car Driver's Licence be granted for a period of one year. This was agreed unanimously.

DECIDED:

(a) That the application for grant of a Private Hire Car Operator's Licence be granted for a period of one year; and

(b) That the application for grant of a Private Hire Car Driver's Licence be granted for a period of one year.

16 Grant of Landlord Registration - Personal Appearances

There were submitted the undernoted applications for grant of Landlord Registration. The applicants had been asked to appear personally for the first time; -

(a) Mohammed Younis

Mr Younis the applicant and Mrs Archer, his agent 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.

(b) Mohammed Ishfaq

Mrs Archer, on behalf of 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 three years. This was agreed unanimously.

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

(c) Mohamed Razaq

Mrs Archer, on behalf of 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 three years. This was agreed unanimously.

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

Minute of Meeting

Renfrewshire Appointment Board - Head of Curriculum & Quality

Date	Time	Venue
Wednesday, 30 October 2019	13:00	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Bill Binks, Councillor Michelle Campbell, Councillor Iain Nicolson, Councillor Jim Paterson

Chair

Councillor Nicolson, Convener, presided.

In attendance

S Quinn, Director of Children's Services and R Laouadi, HR Manager, HR & OD (Finance & Resources).

Apologies

Councillors Devine, Kennedy and Shaw.

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

1 Head of Curriculum and Quality - Shortleet

There were submitted copies of the forms of application submitted by candidates for the post of Curriculum and Quality. The Board considered the applications in detail and agreed the shortleet of candidates to be invited to attend for interview on 26 November 2019.

DECIDED: That the shortleet of candidates as agreed be invited to attend for interview on 26 November 2019.

Minute of Meeting

Education and Children's Services Policy Board

Date	Time	Venue
Thursday, 31 October 2019	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Derek Bibby, Provost Lorraine Cameron, Councillor Carolann Davidson, Councillor Natalie Don, Councillor Edward Grady, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Paul Mack, Councillor John McNaughtan, Councillor Will Mylet, Mr Jack Nellaney, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor John Shaw, Mr Ravinder Singh, Councillor Jane Strang

Chair

Councillor Paterson, Convener, presided.

In Attendance

S Quinn, Director of Children's Services; J Trainer, Head of Childcare & Criminal Justice, L McAllister, Acting Head of Early Years & Broad General Education and G McKinlay, Head of Schools (all Children's Services); and G McLachlan, Senior Finance Manager, R Devine, Senior Committee Services Officer and N O'Brien, Assistant Committee Services Officer (all Finance & Resources).

Apologies

Councillors Kennedy and Kerr.

Declarations of Interest

Councillor Graham declared a non-pecuniary interest in agenda item 9 (Children's Services Service Improvement Plan 2019/22: Mid-Year Monitoring Report) as he was a volunteer with Barnardos and indicated his intention to remain in the meeting but to take no part in any discussion or voting on the matter.

1 Revenue Budget Monitoring to 13 September 2019

There was submitted a joint Revenue Budget Monitoring report by the Directors of Finance & Resources and Children's Services for the Service to 13 September 2019.

DECIDED: That the report be noted.

2 Capital Budget Monitoring Report

There was submitted a joint Capital Budget Monitoring report by the Directors of Finance & Resources and Children's Services for the Service to 13 September 2019.

DECIDED: That the report be noted.

3 Early Learning and Childcare Entitlement - 1140 Expansion Phasing Update

Under reference to Item 1 of the Minute of the meeting of this Board held on 22 August 2019 there was submitted a report by the Director of Children's Services providing an update on the progress of the 1140 expansion in early learning and childcare.

The report advised of action taken, to date, which included the development of an expansion plan, the allocation of Scottish Government funding and infrastructure developments to support the expansion. Renfrewshire's plan continued to ensure a mix of provision which included local authority, independent and third sector providers, including child minders, across geographical areas. An interim framework arrangement was in place for the period August 2019 to August 2020, with the option of a further year, enabling approved providers in the independent and third sector to continue as partners in the delivery of funded early learning and childcare. Discussions were ongoing in relation to future commissioning arrangements to reflect recent guidance from Scotland Excel and the Scottish Government model of the 'funding follows the child', a key aspect of which would be a National Standard that all providers wishing to deliver funded entitlement would have to meet. The risks in delivering the 1140 expansion were outlined in the report together with actions being taken by the Council to manage those risks which included the recruitment of qualified staff and supporting the sustainability of independent and third sector providers. The report also detailed the options offered to parents for the provision of early learning and childcare.

It was proposed that arrangements be made to circulate to members of the Policy Board (i) a breakdown of the overall provision of the 1140 expansion of early learning and childcare being delivered by the independent and third sectors and referred to in paragraph 3.6 of the report; (ii) the number of children currently receiving 1140 hours of early learning and childcare as a percentage of those eligible; and (iii) the number of children from SIMD areas currently receiving 1140 hours of early learning and childcare as a percentage of those eligible. This was agreed.

DECIDED:

(a) That the progress made, to date, in the 1140 expansion of early learning and childcare be noted;

(b) That continued engagement with approved providers to explore options for the allocation of additional funding to support them in the transition towards 1140 expansion be approved; and

(c) That arrangements be made to circulate to members of the Policy Board (i) a breakdown of the overall provision of the 1140 expansion of early learning and childcare being delivered by the independent and third sectors and referred to in paragraph 3.6 of the report; (ii) the number of children currently receiving 1140 hours of early learning and childcare as a percentage of those eligible; and (iii) the number of children from SIMD areas currently receiving 1140 hours of early learning and childcare as a percentage of those eligible.

4 Examination Results 2019

There was submitted a report by the Director of Children's Services relative to Renfrewshire schools' attainment in the Scottish Qualifications Authority (SQA) examinations in 2019.

The report intimated that schools had been engaging with a performance evaluation tool, Insight, which was provided to schools and education authorities by the Scottish Government as a way of benchmarking performance in relation to four key measures: attainment in literacy and numeracy; improving attainment for all; attainment versus deprivation; and leavers' destinations.

The report also provided data on the first three of these four measures for years S4, S5 and S6 in relation to the last three years and set this data against Renfrewshire's comparator authorities. It was highlighted that information in connection with leavers' destinations would be available during February 2020 and would be included within the report to be submitted and considered by this Policy Board in spring 2020.

DECIDED:

(a) That the report be noted;

(b) That the efforts of pupils and the school communities in bringing about these results be noted; and

(c) That it be agreed that a further report be submitted to this Policy Board in spring 2020.

5 Renfrewshire Attainment Challenge - End of Year Report

There was submitted a report by the Director of Children's Services relative to progress achieved in relation to the Scottish Government's three long-term outcomes to improve learning and teaching; improve health and well-being; and to close the poverty-related attainment gap.

The report intimated that, following an authority inspection in October 2018, Education Scotland had concluded that the Council had made excellent progress in improving learning, raising attainment and closing the poverty-related attainment gap. Workstreams continued to deliver high quality, evidence-based approaches and interventions which had a positive impact on the teaching of literacy and numeracy and the health and wellbeing of Renfrewshire pupils, with continued focus on the sustainability of the programme.

DECIDED: That the report be noted.

6 Inspection of Langbank Primary School

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

The report intimated that the purpose of the inspection was to evaluate the quality of education, focussing on two quality indicators: learning, teaching and assessment; and raising attainment and achievement. The outcome of the inspection had been very positive, with an evaluation of 'good' for learning, teaching and assessment and an evaluation of 'very good' for raising attainment and achievement. The letter to parents, appended to the report, identified three key strengths and two areas for improvement. Children's Services would continue to monitor the improvement in the school and the inspection report would be used by the school and Service to support and develop the quality of educational provision.

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

7 Amendment to School Holiday Arrangements School Session 2020/2021

Under reference to Item 6 of the Minute of the meeting of this Board held on 14 March 2019, there was submitted a report by the Director of Children's Services relative to proposals to amend school holiday arrangements for school session 2020/2021.

The report advised that there had been an administrative error in the approved 2020/2021 school holiday options previously considered. The approved option for 2020/2021 had teachers returning on Tuesday, 11 August 2020, which should have been Wednesday, 12 August 2020. In order to correct this error, it was proposed that the end of May 2021 holiday be reduced to a 1-day break instead of the approved 2-day break, as outlined in Appendix 1 to the report.

DECIDED: That the Director of Children's Services be authorised to amend the school holiday options for 2020/2021 as outlined in Appendix 1 to the report.

8 Proposals to Consult on Catchment Reviews Affecting: Kilbarchan and East Fulton Primary Schools; Kilbarchan and Woodlands Primary Schools; St Margaret's and Our Lady of Peace Primary Schools; and Johnstone and Linwood High Schools

Under reference to Item 3 of the Minute of the meeting of this Board held on 23 May 2019, there was submitted a report by the Director of Children's Services relative to the proposal to consult on a catchment review affecting Kilbarchan and East Fulton Primary Schools; Kilbarchan and Woodlands Primary Schools; St Margaret's and Our Lady of Peace Primary Schools; and Johnstone and Linwood High Schools.

The proposed consultations, which were being requested in terms of the Schools (Consultation) (Scotland) Act 2010, were required due to new housing developments within the area. The report advised that the initial proposal had been to undertake a statutory consultation on a catchment review affecting Kilbarchan and East Fulton Primary Schools. However, further assessment in the area identified a requirement to consider the additional catchment reviews detailed above.

A 'procedures for consultation' and consultation document created for each of the undernoted proposals were attached as appendices to the report:

- (i) Proposal 1: to revise catchment arrangements affecting Kilbarchan and East Fulton Primary Schools (Appendix 1);
- (ii) Proposal 2: to revise catchment arrangements affecting Kilbarchan and Woodlands Primary Schools (Appendix 2);
- (iii) Proposal 3: to revise catchment arrangements affecting St Margaret's and Our Lady of Peace Primary Schools (Appendix 3); and
- (iv) Proposal 4: to revise catchment arrangements affecting Johnstone and Linwood High Schools (Appendix 4).

Subject to the necessary agreements, it was anticipated that the new catchment arrangements would take effect from August 2021.

DECIDED:

(a) That the consultation procedures and documents relating to the undernoted proposals and attached as appendices to the report, be approved:

(i) Proposal 1: to revise catchment arrangements affecting Kilbarchan and East Fulton Primary Schools (Appendix 1);

(ii) Proposal 2: to revise catchment arrangements affecting Kilbarchan and Woodlands Primary Schools (Appendix 2);

(iii) Proposal 3: to revise catchment arrangements affecting St Margaret's and Our Lady of Peace Primary Schools (Appendix 3); and

(iv) Proposal 4: to revise catchment arrangements affecting Johnstone and Linwood High Schools (Appendix 4); and

(b) That a report on the outcome of the consultations be submitted to the meeting of the Education and Children's Services Policy Board to be held on 21 May 2020.

9 Children's Services Service Improvement Plan 2019/22: Mid-Year Monitoring Report

Under reference to Item 8 of the Minute of the meeting of this Board held on 14 March 2019, there was submitted a report by the Director of Children's Services relative to the Children's Services Service Improvement Plan, highlighting performance over the period 1 April to 30 September 2019.

The report outlined the key achievements of the Service, detailed future priorities and provided an update on progress to implement the action plan. A copy of the Children's Services: Service Improvement Plan 2019/22 Mid-year report; 2019/22 Performance Scorecard; and 2019/22 Financial Year Scorecard were appended to the report.

DECIDED:

(a) That the report be noted;

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

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

(d) That it be noted that an out-turn report would be submitted to this Policy Board in spring 2020; and

(e) That it be noted that this mid-year report had also been submitted to the Communities, Housing and Planning Policy Board in respect of the actions relating to criminal justice social work.

Declaration of Interest

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

10 Education Standards & Quality Report September 2019 and Education Improvement Plan 2019/20

There was submitted a report by the Director of Children's Services relative to the development of Renfrewshire's Education Standards & Quality Report for September 2019 and Education Improvement Plan 2019/20, copies of which were appended to the report.

Both the Report and Plan aligned to the National Improvement Framework (NIF) for Scottish Education. Self-evaluation information and a wide range of data had been used to report on the progress and impact of local improvement during 2019/20. The Plan contained four improvement priorities which were to: develop high quality learning and teaching that led to improved levels of attainment and achievement in all establishments; reduce inequalities and deliver improved health and wellbeing outcomes for children; develop high quality leadership to promote empowerment at all levels; and improve employability skills and support all of our young people to enter positive and sustained destinations.

It was proposed that arrangements be made to circulate to members of the Policy Board, details of local schools where Place2Be counselling services were provided and an invitation extended to all elected members to view the available services. This was agreed.

DECIDED:

- (a) That arrangements be made to circulate to members of the Policy Board details of local schools where Place2Be counselling services were provided;
- (b) That it be noted that an invitation had been extended to all elected members to view the available services; and
- (c) That otherwise the report be noted.

11 West Partnership Regional Improvement Plan 2019/22 and Evaluation of Regional Improvement Plan

There was submitted a report relative to the West Partnership Regional Improvement Plan 2019/22 (the Plan), a copy of which was appended to the report.

The report stated that the Plan set out the structure, governance and vision of the Partnership and provided detailed action plans for each of the Partnership's workstreams of: Collaborative Learning Networks; Families and Communities; Curriculum; Health and Wellbeing; Leadership; Systems Improvement; Evaluating and Reporting; and Career Long Professional Learning.

It was highlighted that the Improvement Plan had been approved at the meeting of the Glasgow City Region Education Committee held on 27 August 2019 and had also been submitted to Education Scotland. An evaluation of the Regional Improvement Plan was attached as Appendix 2 to the report.

DECIDED: That the West Partnership Regional Improvement Plan and evaluation be noted.

Minute of Meeting

Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 04 November 2019	10:00	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Tom Begg, Councillor Bill Binks, Councillor Stephen Burns, Councillor Michelle Campbell, Councillor Neill Graham, Councillor Jim Sharkey

Also Attending

J Cornett, M Ferris and A Haar (all Audit Scotland).

In Attendance

L McIntyre, Head of Policy & Commissioning (Chief Executive's); J Mackie, Placement Team Leader and Lead Officer, C Doogan, Energy Team Leader and Lead Officer and P McConnachie, Facilities Manager (all Communities, Housing & Planning Services); D Kerr, Service Co-ordination Manager and Lead Officer, (Environment & Infrastructure Services); and A MacArthur, Head of Finance, A McMahon, Chief Auditor, K Locke, Risk Manager, J McIntyre, Assistant Business Partner, and C MacDonald, Senior Committee Services Officer (both Finance & Resources).

Apologies

Councillors Harte and Rodden.

Declarations of Interest

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

1 Training for Audit, Risk & Scrutiny Board Members

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

The report intimated that at the meeting of the Board held on 28 May 2019 it was agreed that a programme of briefings for members would be provided and would continue to form part of the agenda at every alternate meeting.

A McMahon, Chief Auditor gave a briefing to Members relative to “following the public pound”.

DECIDED: That the briefing be noted.

2 Summary of Internal Audit Reports for period 01 July to September 2019

There was submitted a report by the Chief Auditor relative to the requirement in terms of the Public Sector Internal Audit Standards (PSIAS) that Internal Audit communicated the results of each engagement to the Board.

The Appendix to the report detailed the category of assurance, service, engagement and assurance rating and gave recommended risk ratings for each engagement as either critical, important, good practice or service improvement. A summary of findings was also provided in relation to final reports issued for those engagements completed during the period 1 July to 30 September 2019.

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

DECIDED: That the summary of Audit findings report for the period 1 July to 30 September 2019 be noted.

3 Internal Audit and Counter Fraud Progress and Performance for Period to 30 September 2019

There was submitted a report by the Chief Auditor relative to Internal Audit and Counter Fraud performance from 1 July to 30 September 2019 in terms of the delivery of the annual Audit Plan and outlining actual performance against targets set by the Director of Finance & Resources. No formal performance targets for fraud investigation had been established as a major part of the team's work involved being the single point of contact for the Department for Work and Pensions (DWP) Single Fraud Investigation Service.

It was noted that the focus over the last year had been on increasing fraud awareness amongst employees to prevent fraud from occurring against the Council. The types of fraud referrals received to date were wide-ranging and the team's objective was to concentrate on investigating those referrals considered to contain the greatest fraud risk. The report also detailed the progress made against local and national initiatives involving Internal Audit and the Counter Fraud Team.

DECIDED: That the Internal Audit and Counter Fraud Team progress and performance from 1 July to 30 September 2019 be noted.

4 Audited Annual Accounts and Annual Audit Report 2018/19

Under reference to Item 1 – Audited Annual accounts 2018/19 - of the Minute of the meeting of this Board held on 23 September 2019, there was submitted a report by the Director of Finance & Resources relative to the audit of the Annual Accounts 2018/19.

The report intimated that the Council's audited Annual Accounts for 2018/19 had been approved for signature by Council on 26 September 2019, subject to any final adjustments to the accounts being agreed by the Director of Finance & Resources in agreement with the Convener of the Finance, Resources and Customer Services Policy Board. The audited accounts were signed on 8 October 2019, with the audit certificate being signed by Audit Scotland on 9 October 2019. There had no material changes to the annual accounts submitted to Council on 26 September 2019. A copy of the Audited Accounts 2018/19 and the 2018/19 Audit Scotland Annual Audit Report were attached as appendices to the report.

It was noted that the Audit Director had provided an unqualified opinion that the accounts provided a true and fair view of the Council's financial position. However, this opinion had been modified to reflect that adequate accounting records in respect of 2018/19 year end debtor and creditor balances had not been kept by the Council. Ensuring the records were accurate prior to the final accounts being certified and the complexity experienced in the work associated with some of the amendments, predominantly classification adjustments contributed to the delay experienced in concluding the annual accounts process. This had resulted in the Council missing the statutory deadline of 30 September to authorise the audited annual accounts for issue. Council finance officers, along with Audit Scotland, had now put measures in place to ensure that the issues and delays encountered in completing the 2018/19 annual accounts would not be repeated.

DECIDED:

- (a) That the Audited Annual Accounts attached as an appendix to the report be noted;
- (b) That it be noted that the Audited Annual Accounts had now been certified by Audit Scotland who had issued an unqualified but modified audit opinion that the accounts provided a true and fair view of the Council's financial position; and
- (c) That the Annual Audit Report by Audit Scotland, also attached as an appendix to the report, be noted.

5 Strategic, Corporate and Service Risks, Mid-year Report

There was submitted a report by the Director of Finance & Resources relative to the mid-year progress on the management of the risks recorded in the strategic and corporate risk registers and service plans.

The report advised that progress against actions was largely in line with expectations. A copy of the Register of longer-term strategic and corporate risks; the Register of longer-term significant service risk; and a list of all 'business as usual' risks with current progress on linked actions yet to be completed were attached as appendices to the report.

DECIDED: That the progress being made by the Council in managing the risks identified be noted.

6 The Effectiveness of Fair Trade within Renfrewshire - Lead Officer Craig Doogan

Under reference to Item 13 - The Effectiveness of Fair Trade within Renfrewshire - of the Minute of the meeting of this Board held on 28 May 2019, there was submitted a report by the Lead Officer relative to an update on the review of the effectiveness of Fair Trade within Renfrewshire.

The report outlined the progress to date and detailed the results of the staff survey on Fair Trade and the outcome of the meetings with the Chair of Renfrewshire's Fair Trade Steering Group and Fair Trade Scotland.

DECIDED: That the progress of the review be noted.

7 Review of Bus Deregulation and Effect on Transport Services in Renfrewshire - Lead Officer Jamie Mackie

Under reference to Item 14 - Bus Deregulation and the Effect on Transport Services in Renfrewshire - of the Minute of the meeting of this Board held on 28 May 2019, there was submitted a report by the Lead Officer relative to an update on the review of bus deregulation and the effect on transport services in Renfrewshire.

The report considered the perspectives of community representatives and key stakeholders.

Councillor Sharkey, seconded by Councillor Burns, moved that in addition to the recommendations in the report the following key points be included within the Board's recommendations to Council:

Bus services are often limited, with no direct link serving Lochwinnoch village centre and Paisley. Services have contracted in terms of scale and frequency in recent years.

The reduction of services has a significant impact on the ability of residents to access vital services such as health centres, shopping, schools and workplaces across Renfrewshire. This impact may be significant on the most vulnerable, such as the elderly population or those on lower incomes.

Improved partnership working is required between operators, the Regional Transport Authority (Strathclyde Partnership for Transport) and Renfrewshire Council to ensure that vital bus services are available for those who need them.

The Transport (Scotland) Bill being considered by the Scottish Parliament currently identifies new powers for a local transport authority (local authorities or Strathclyde Partnership for Transport) to provide bus services.

To improve bus services for the benefit of local residents, the potential for Renfrewshire Council to utilise emerging powers and consider municipal run bus services should be investigated in partnership with SPT and neighbouring authorities.

This was agreed.

It was further proposed that the key points pertain to the whole of Renfrewshire and not just to Lochwinnoch Village and Paisley. This was also agreed.

DECIDED:

- (a) That the progress of the review be noted;
- (b) That the information presented at this stage of the review be noted;
- (c) That the next steps of the review be noted;
- (d) That the following key points be included within the Board's recommendations to Council:

Bus services are often limited, with no direct link serving Lochwinnoch village centre and Paisley. Services have contracted in terms of scale and frequency in recent years.

The reduction of services has a significant impact on the ability of residents to access vital services such as health centres, shopping, schools and workplaces across Renfrewshire. This impact may be significant on the most vulnerable, such as the elderly population or those on lower incomes.

Improved partnership working is required between operators, the Regional Transport Authority (Strathclyde Partnership for Transport) and Renfrewshire Council to ensure that vital bus services are available for those who need them.

The Transport (Scotland) Bill being considered by the Scottish Parliament currently identifies new powers for a local transport authority (local authorities or Strathclyde Partnership for Transport) to provide bus services.

To improve bus services for the benefit of local residents, the potential for Renfrewshire Council to utilise emerging powers and consider municipal run bus services should be investigated in partnership with SPT and neighbouring authorities; and

- (e) That it be agreed that the key points pertain to the whole of Renfrewshire and not just to Lochwinnoch Village and Paisley.

8 Maintenance of Multi Occupancy Accommodation (Mixed Tenure Buildings) - Lead Officer Dorothy Kerr

Under reference to Item 15 - Maintenance of Multi-Occupancy Accommodation (Mixed Tenure Buildings) - of the Minute of the meeting of this Board held on 28 May 2019, there There was submitted a report by the Lead Officer relative to an update on progress on the review of maintenance of multi-occupancy accommodation (mixed tenure buildings).

The report outlined the progress to date and highlighted the key points in the review. It was noted that the Lead Officer would meet with representatives of Paisley Housing Association to gather views on the maintenance process of multi-occupancy accommodation within Renfrewshire.

The Mixed Tenure Manager from Communities, Housing & Property Services was present to provide information in relation to the review.

DECIDED:

- (a) That the content of the report be noted and the initial conclusions be agreed;
- (b) That the next steps of the process outlined within the report be agreed.

9 Conversion of Grassed Areas to Parking - Lead Officer Michael Moran

There was submitted a report by the Lead Officer relative to the proposed purpose, scope and terms of reference and witnesses to be called for the review of conversion of grassed areas to parking.

The report intimated that the key purpose of the review would be to set out the Council's current arrangements for the maintenance and/or repurposing of open spaces across Renfrewshire; review available evidence to measure and identify the scale of the parking problem, linked to open spaces, within specific areas and across Renfrewshire; to identify benefits or challenges regarding the repurposing of open spaces within residential areas; and to provide recommendations for consideration of the Board. The provisional timescale for the review was outlined within the appendix to the report.

DECIDED:

- (a) That the purpose and scope of the review be approved;
- (b) That the provisional timescale as outlined in the appendix to the report be approved;
- (c) That the Lead Officer be authorised to contact any organisations recommended by the Board who might have information useful to the Board and who might be potential witnesses;

(d) That powers be delegated to the Lead Officer in consultation with the Convener to alter the timetable having regard to the availability of evidence and witnesses throughout the course of the review; and

(e) That the Lead Officer be authorised to make the necessary arrangements to progress the review within the agreed timescales.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of Item 10 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.

10 Summary of Exempt Internal Audit Investigation Report for Period 01 July to 30 September 2019

There was submitted a report by the Chief Auditor relative to the requirement in terms of the Public Sector Internal Audit Standards (PSIAS) that Internal Audit reported on the findings and conclusions of audit engagements to the Board. The Appendix to the report provided a summary of the findings of an internal audit investigation.

DECIDED: That the summary of the Internal Audit Investigation finalised during the period from 1 July to 30 September 2019 be noted.

Minute of Meeting

Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 06 November 2019	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Chair

Councillor McEwan, Convener, presided.

In Attendance

G McNeil, Director of Environment & Infrastructure; B Walker, Depute Project Director (City Deal); P Moss, Strategy, Policy and Insight Manager and C Grainger, Planning & Performance Manager (all Chief Executive's); O Reid, Head of Communities & Public Protection and C Dalrymple, Communities & Regulatory Manager (both Communities, Housing & Planning Services); G Hutton, Head of Operations & Infrastructure, K Anderson, Amenity Services Manager - Waste, G Hannah, Strategic Change Manager, K Gray, StreetScene Manager, D Kerr, Service Co-ordination Manager, L Rennie, Operations Manager, S Heron, Facilities Manager, (all Environment & Infrastructure); and J Lynch, Head of Property Services, F Hughes, Asset Manager, C Thorpe, Corporate Asset/Energy Manager, Andrew Stevenson, Assistant Business Partner, R Devine, Senior Committee Services Officer and Nicola O'Brien, Assistant Committee Services Officer (all Finance & Resources).

Apologies

Councillor J Hood.

Declarations of Interest

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

Minute

The item of the Minute against which is set the suffix ND is considered to be a non-delegated item.

1 Revenue Budget Monitoring Report

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources, Communities, Housing & Planning Services and Environment & Infrastructure for the period 1 April to 13 September 2019 in respect of services reporting to this Policy Board.

DECIDED: That the report be noted.

2 Capital Budget Monitoring Report

There was submitted a joint capital budget monitoring report by the Directors of Finance & Resources and Environment & Infrastructure for the period 1 April to 13 September 2019 in respect of services reporting to this Policy Board.

DECIDED: That the report be noted.

3 Operational Performance Report

There was submitted an update report by the Director of Environment & Infrastructure relative to the operational performance of services together with an overview of key projects since the previous report submitted to the meeting of this Policy Board held on 28 August 2019.

The report detailed the main projects and activities delivered by: Roads and StreetScene; Fleet and Social Transport services; Waste services; Transportation and Infrastructure services; Environment and Place/Team Up to Clean Up and outlined service developments and recognition awards attained.

DECIDED: That the operational performance update detailed within the report be approved.

4 Service Improvement Plan 2019/22 Mid-Year Monitoring Report - Environment & Infrastructure

There was submitted a report by the Director of Environment & Infrastructure relative to the Service Improvement Plan for Environment & Infrastructure highlighting performance over the period 1 April to 30 September 2019.

The Service Improvement Plan 2019/22 mid-year monitoring report, a copy of which was appended to the report, outlined the key achievements of the Service, detailed future priorities and provided an update on progress in implementing the action plan.

It was highlighted that recommendation 2.3 of the report required to be amended to indicate that the out-turn report would be submitted to the meeting of this Policy Board to be held in Spring 2020.

DECIDED:

- (a) That the progress made on service performance be noted;
- (b) That the progress made on actions and performance within the action plan be noted;
- (c) That it be noted that an out-turn report would be submitted to the meeting of this Policy Board to be held in Spring 2020; and
- (d) That it be noted that this report would also be submitted to the Finance, Resources and Customer Services Policy Board for those elements covered within that Board's remit; and
- (e) That the report be otherwise noted.

5 Service Improvement Plan 2019/22 Mid-Year Monitoring Report - Communities, Housing & Planning Services

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Service Improvement Plan for Communities, Housing & Planning Services highlighting performance during the period 1 April to 30 September 2019.

The Service Improvement Plan 2019/22 Mid-Year monitoring report, a copy of which was appended to the report, outlined the key achievements of the Service, detailed future priorities and provided an update on progress in implementing the action plan.

DECIDED:

- (a) That the progress made on service performance be noted;
- (b) That the progress made on actions and performance within the action plan be noted;
- (c) That it be noted that an out-turn report would be submitted to the meeting of this Policy Board to be held in Spring 2020; and
- (d) That it be noted that the report had also been submitted to the Communities, Housing & Planning Services Policy Board for those elements covered within that Board's remit;

and

(e) That the report be otherwise noted.

6 National Transport Strategy - Consultation Response

There was submitted a report by the Director of Environment & Infrastructure relative to the response submitted by Strathclyde Partnership for Transport (SPT), on behalf of partnership members, to the National Transport Strategy 2 Consultation.

The report advised that the Cabinet Secretary for Transport, Infrastructure and Connectivity had on 31 July 2019 launched a three-month public consultation on the draft National Transport Strategy 2 (NTS 2) the aim of which was to determine whether the proposed vision, priorities and outcomes for the transport network for the next 20-year period were the correct ones. Renfrewshire Council had participated in the review process. The aim of the consultation A copy of the SPT response was appended to the report together with a synopsis of the main points raised. It was noted that updates, particularly in relation to the implications for Renfrewshire, of the National Transport Strategy 2 would be submitted to future meetings of this Policy Board.

DECIDED:

(a) That it be noted that the response to the National Transport Strategy 2 Consultation, prepared by Strathclyde Partnership for Transport (SPT) and attached as Appendix 1 of the report, had been submitted on behalf of partnership members; and

(b) That it be noted that future updates on progress with National Transport Strategy 2 would be submitted to future meetings of this Policy Board.

7 Review of Waste Services

Under reference to item 11 of the Minute of the meeting of the Council held on 26 September 2019 there was submitted a report by the Director of Environment & Infrastructure relative to the comprehensive review of the current collection practices for waste services.

The report stated that the waste collection service currently demonstrated a 'right first-time' bin collection performance level of 99.82%. The proposed review of the collection service, to be undertaken by Zero Waste Scotland, sought opportunities to improve upon this level of performance and would include consideration of the performance of routes, bin collection process, the sustainability of infrastructure at non-standard properties and suitable technology for operations. In addition, it was intended that the Service meet with all elected members to discuss waste collections within their wards, provide updates on service performance and obtain insight from them to support and address any collection and/or infrastructure matters. It was noted that the opportunity had been taken over the last few months to make improvements to the collection service and that other enhancements and actions were planned to support continuous improvement of the service.

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DECIDED:

- (a) That it be noted that Zero Waste Scotland had been appointed to conduct a review of the waste collection service; and
- (b) That the planned actions being taken forward by the Service, as detailed in section 4 of the report, including engagement with all elected members, be noted.

8 Clyde Valley Waste Management Project - Treatment and Disposal of Residual Waste

There was submitted a report by the Director of Environment & Infrastructure relative to the Clyde Valley Waste Management Project – Treatment and Disposal of Residual Waste.

The report intimated that Renfrewshire Council, together with North Lanarkshire, East Renfrewshire, East Dunbartonshire and North Ayrshire Councils, had procured long-term Residual Waste Treatment and Disposal Services from Viridor with the aim of ensuring compliance with the Waste (Scotland) Regulations 2012. The Regulations introduced a ban on the landfill of residual waste, waste that remained following recycling and composting activities, from 1 January 2021. The report advised that Viridor treated the residual waste through an energy from waste treatment facility to divert waste from landfill and recover recyclate. In addition to diverting waste from landfill and recovering recyclate the contract, which would commence on 1 December 2019, would deliver year-on-year carbon savings to the Councils involved as well as local community benefits to their areas.

DECIDED:

- (a) That it be noted that the Clyde Valley residual waste facilities at Bargeddie and Dunbar had been constructed and were now operational; and
- (b) That it be noted the contract would commence; as planned on 1 December 2019 for a 25-year period, diverting Renfrewshire's residual waste from landfill to the energy from waste facility.

9 Review of Naturalised Areas and Wildflower Areas

Under reference to Item 10 of the Minute of the meeting of the Council held on 26 September 2019 there was submitted a report by the Director of Environment & Infrastructure relative to the re-examination of naturalised areas.

The report stated that the Council's parks and greenspaces had a key role to play in supporting the delivery of the Council's ambitions to tackle climate change. The report proposed that roadside verge wildflower areas were created as pilot projects and four existing naturalised areas converted to two wildflower areas and two tree plantations. Appendices to the report detailed 112 naturalised areas which had been created in 2012 and indicated that following a review during 2013/14, 52 of these areas, detailed in Appendix 2 of the report, had been reinstated into regular grass cutting schedules. A further review of the remaining 60 areas had been undertaken and specific proposals for each of these areas were outlined in Appendix 1 of the report, together

with details of ongoing work to establish the Council's obligations to maintain areas of non-Council owned land that had historically been maintained by the Council. The financial implications for the Council associated with the options outlined in the report were outlined within the report.

It was proposed that consideration be given to including fruit trees within the planned tree plantation areas. This was agreed.

DECIDED:

(a) That it be noted that a review of naturalised areas and the grass cutting service had been completed;

(b) That it be noted that, as part of the Council's response to tackling climate change, work was being developed to enhance the role parks and green spaces could contribute through the creation of wildflower areas and tree plantations;

(c) That it be agreed that roadside verge wildflower areas be created as initial pilots and four existing naturalised areas be converted into two wildflower areas and two tree plantation areas, as outlined in section 4.2 of the report and the Appendix and that consideration be given to including fruit trees within the planned tree plantation areas;

(d) That the associated implementation costs of (c) above as detailed in section 3 of the report be noted;

(e) That the reinstatement of naturalised areas into a scheduled grass cutting frequency, as detailed in section 4.2 of the report and the Appendix, be agreed; and

(f) That the associated one-off and annual revenue costs to maintain the areas referred to in (e) above as part of a regular grass cutting schedule and outlined in section 4.3 of the report be noted.

10 Consultation; The Role of Public Sector Bodies in Tackling Climate Change

There was submitted a report by the Chief Executive relative to the Scottish Government consultation with public bodies entitled the 'Big Climate Conversation' about the role of Public Sector Bodies in tackling climate change.

The report summarised the background and themes of the consultation and sought approval to submit the draft response which had been prepared on behalf of Renfrewshire Council, a copy of which was appended to the report. The consultation document contained nine specific questions and sought views on public sector training and information requirements, proposed changes to the existing support bodies relating to climate change and proposed changes to the reporting arrangements as part of the annual Public Sector Climate Change Duties return.

DECIDED: That the response to the consultation prepared on behalf of Renfrewshire Council on the role of Public Sector Bodies in tackling climate change, a copy of which was appended to the report, be approved for submission.

11 Public Sector Climate Change Duties Reporting 2018/19

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the annual Renfrewshire Council Public Sector Climate Change Duties Report for 2018/19, a copy of which was appended to the report.

The report stated that all 32 local authorities in Scotland had signed up to Scotland's Climate Change Declaration. All signatories to the Declaration acknowledged the importance of climate change and recognised the key role Scottish local authorities played in tackling climate change. Councils required, in terms of the Climate Change (Duties of Public Bodies Reporting Requirements) (Scotland), to prepare an annual report detailing progress in helping to mitigate and adapt to climate change. It was noted that, subject to approval by the Board, arrangements would be made to submit the annual Renfrewshire Council Public Sector Climate Change Duties Report for 2018/19 to the Sustainable Scotland Network.

DECIDED: That Renfrewshire Council's Public Sector Climate Change Duties Report for 2018/19 be approved for submission to the Sustainable Scotland Network.

12 Renfrewshire's Local Air Quality Management Update - 2019 Air Quality Annual Progress Report

There was submitted a report by the Director of Communities, Housing & Planning Services relative to air quality within Renfrewshire and which detailed the findings of the Council's most recent Local Air Quality Management report.

The report stated that all councils required to submit an annual Air Quality Progress report, providing an overview of air quality in accordance with standards. The Renfrewshire Air Quality Annual Progress Report 2019 contained detailed monitoring and technical information and reviewed air quality monitoring data from 2018. The report indicated that there had been one exceedance of the nitrogen dioxide annual mean air quality objective identified within the Renfrew (Renfrew Cross) Air Quality Management Area and no exceedances of air quality objectives at any of the monitoring locations within the Paisley Town Centre Air Quality Management Area. The report highlighted that as there had been no exceedances of air quality objectives and there had been four consecutive years of compliance with statutory objective levels within the Paisley Town Centre Air Quality Management Area it was possible, in terms of the legislative framework, to amend and/or revoke the Air Quality Management Area and that while the monitoring programme continued at present consideration was being given to this.

DECIDED: That the outcome of Renfrewshire's 2019 Air Quality Annual Progress Report, with one exceedance of the statutory annual mean air quality objective for nitrogen dioxide having been identified within the existing Renfrew Air Quality Management Area, be noted.

13 ND Introduction of Fixed Penalty Notices for the offence of unnecessary vehicle idling

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the introduction of Fixed Penalty Notices (FPNs) for the offence of unnecessary vehicle idling in terms of the Road Traffic (Vehicle Emissions) (Fixed

Penalty) (Scotland) Regulations 2003. It was noted that it was possible to issue a £20 fixed penalty notice if the engine was not turned off after being spoken to by an authorised officer. While the power to take enforcement action in terms of the Regulations had been available to local authorities since 2003, Renfrewshire Council had pursued an educational route, relating to air quality and noise, with the adoption of a no formal enforcement policy. As vehicle idling complaints continued to be received and, in some areas, rise approval was now sought to introduce a policy which would allow authorised officers to issue FPNs against drivers who did not adhere to warnings.

It was proposed that the Director of Communities, Housing & Planning Services write to the Scottish Government to request that consideration be given to increasing the monetary level of fixed penalty notices issued for the offence of unnecessary vehicle idling. This was agreed.

DECIDED:

- (a) That the enforcement and issue of fixed penalty notices, when required, for unnecessary vehicle idling in the Renfrewshire area be approved;
- (b) That it be recommended that the Scheme of Delegated Functions be amended to include the Road Traffic (Vehicle Emissions) (Fixed Penalty) (Scotland) Regulations 2003 in undernotes A and B within the delegations to the Director of Communities, Housing & Planning and that the Community Safety Officers be authorised to issue fixed penalty notices in terms of the legislation (**ND**); and
- (c) That the Director of Communities, Housing & Planning Services write to the Scottish Government to request that consideration be given to increasing the monetary level of fixed penalty notices issued for the offence of unnecessary vehicle idling.

14 Disposal of Land - Utilities Supplies to AMIDS Site

There was submitted a joint report by the Chief Executive and Director of Finance & Resources relative to the proposed disposal of property by way of sale or long leasehold, and including the granting of associated servitudes and wayleaves, for the supply of utilities within the Advanced Manufacturing Innovation District Scotland (AMIDS).

The report made reference to the City Deal Glasgow Airport Investment Area (GAIA) project comprising the re-alignment of Abbotsinch Road and Arran Avenue and Greenock Road/Inchinnan Road, a new bridge across the White Cart and improved facilities for cyclists and pedestrians aimed at improving connections between the Westway, Inchinnan and Airport Business Parks and as an enabler for the delivery of the AMIDS. The report also referred to other significant financial investment and development proposed in the surrounding area.

The report advised that the existing electricity sub-station at the junction of Abbotsinch Road/Greenock Road/Inchinnan Road required to be replaced and re-located to facilitate delivery of the new GAIA infrastructure and proposed that the property and land, identified on the plan appended to the report, be declared surplus to the Council's requirements and sold together with associated servitude rights.

DECIDED:

- (a) That the property referred to in the report be declared surplus to the Council's requirements;
- (b) That the property be either sold or leased, on a long lease, to SP Distribution plc/Scottish Water Limited, as appropriate, along with servitude rights for appropriate connections, subject to the terms and conditions detailed within the report;
- (c) That it be noted that the exact size and location of the sub-stations and pumping station would be determined once detailed design work had been finalised; and
- (d) That authority be granted to the Head of Corporate Governance, in conjunction with the Head of Property Services, to agree appropriate terms and specific sites with the various utility suppliers, as and when they had been finalised, to facilitate the various AMIDS developments.

15 Transfer of Land - Auchengreoch Road, Johnstone

Under reference to Item 9 of the Minute of the meeting of the Communities, Housing & Planning Policy Board held on 15 January 2019 there was submitted a report by the Director of Finance & Resources relative to the transfer of the General Services Account (GSA) site at Auchengreoch Road, Johnstone identified on site plan E2780 appended to the report, to the Council's Housing Revenue Account (HRA) to facilitate the building of new Council housing.

The report advised that the site at Auchengreoch Road Johnstone was an undeveloped gap site which was being offered in exchange for the site at Hallhill Road, Johnstone, identified on site plan E2781B appended to the report, which had been transferred to the GSA in accordance with the decision taken at the meeting of the Communities Housing & Planning Policy Board held on 15 January 2019 to facilitate the building of a new nursery. The Communities Housing & Planning Policy Board had been informed that a suitable site from the GSA's portfolio once identified would be transferred from GSA to the HRA and that the transfer would be undertaken by excambion with no funds transferring between the respective accounts.

The Head of Property Services, following discussion with officers in the Communities Housing & Planning Service had identified the site at Auchengreoch Road Johnstone as offering a suitable excambion site option. The Council's Asset Manager was satisfied that the values of the sites were commensurate and that there would be no requirement for any additional funds transferring between accounts.

DECIDED:

- (a) That the transfer of the General Services Account site at Auchengreoch Road Johnstone identified on plan (E2780), to the Council's Housing Revenue Account be authorised subject to geotechnical investigations and planning considerations;
- (b) That it be noted that the site was being transferred to the Housing Revenue Account (HRA) in exchange for the site at Hallhill Road, Johnstone, identified on plan (E2781B), which had been transferred from the Housing Revenue Account to the Council's General Service Account in accordance with the decision taken at the meeting of the Communities Housing & Planning Policy Board held on 15 January 2019;

(c) That it be noted that the internal transfer of the sites between the General Services Account and Housing Revenue Account was undertaken in terms of Section 203(2) of the Housing (Scotland) Act 1987 and in accordance with the Disposal of Land by Local Authorities (Scotland) Regulations 2010 and the subsequent guidance issued by Scottish Ministers regarding the disposal of Housing Revenue Account land which had been issued in March 2016; and

(d) That it be noted that the proposed development of new Council houses would be subject to a detailed planning application.

16 Conference Request

There was submitted a conference report relative to the Disused and Derelict Land Use and Assets – Engagement, Innovation and Potential - Conference hosted by Impact Engagement and to be held in Glasgow on 26 November 2019. It was proposed that authority be delegated to the Convener to approve the attendance of elected members at the conference. This was agreed.

DECIDED: That authority be delegated to the Convener to approve the attendance of elected members at the Disused and Derelict Land Use and Assets – Engagement, Innovation and Potential - Conference to be held in Glasgow on 26 November 2019.

Minute of Special Meeting Council

Date	Time	Venue
Monday, 11 November 2019	17:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Provost L Cameron presided.

In attendance

S Black, Chief Executive; S Quinn, Director of Children's Services; G McNeil, Director of Environment & Infrastructure; A Russell, Director of Finance & Resources; L Mahon, Head of Marketing & Communication and L McIntyre, Head of Policy & Commissioning (both Chief Executive's); K Graham, Head of Corporate Governance, M Conaghan, Legal & Democratic Services Manager and D Low, Democratic Services Manager (all Finance & Resources).

Apologies

Councillors Graham and Hood.

Declarations of Interest

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

1 Motion

There was submitted a motion in the following terms:

"That Council considers changing the date of the Full Council meeting which is due to be held on Thursday 12 December 2019 and to agree that a meeting of the Full Council will take place at 9.30 am on Thursday 5 December 2019 in the Council Chambers at Renfrewshire House, Paisley."

Provost Cameron, seconded by Councillor Nicolson, then moved the motion.

Councillor Mack, seconded by Councillor Andy Doig, moved as an amendment:

"Counter Motion

The Council retains/adheres to the original date of the Full Council meeting to be held on Thursday 12th December, 2019."

On the roll being called the following members voted for the amendment: Councillors Andy Doig and Mack.

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

2 members having voted for the amendment and 39 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: That it be agreed that the date of the Full Council meeting, which was due to be held on Thursday 12 December 2019, be changed and that a meeting of the Full Council take place at 9.30 am on Thursday 5 December 2019 in the Council Chambers at Renfrewshire House, Paisley.

Minute of Meeting

Finance, Resources and Customer Services Policy Board

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

Present

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

Chair

Councillor J Shaw, Convener, presided.

In Attendance

A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, N Watson, Cultural Infrastructure Programme Director and B Lambert, Strategic Procurement Manager (all Chief Executive's); D Gillies, Head of Facilities Management and G Hannah, Strategic Change Manager (both Environment & Infrastructure); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, L Neary, Head of Transformation, HR & OD, S Fanning, and Lenore Robson, Principal HR & OD Advisers, A Connor, Records Manager, R Cree, OD & Workforce Planning Manager, E Shields, Business Services Manager, G Innes, Customer Services Manager and C MacDonald, Senior Committee Services Officer (all Finance & Resources).

Apology

Councillor Hood.

Declarations of Interest

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

1 Joint Consultative Board (Non-teaching)

There was submitted the Minute of the meeting of the Joint Consultative Board (Non-teaching) held on 4 September 2019 as attached at Appendix I.

DECIDED: That the Minute be noted.

2 Revenue Budget Monitoring Report

There was submitted a revenue budget monitoring report by the Director of Finance & Resources in respect of Finance & Resources, Environment & Infrastructure and Miscellaneous expenditure for the period to 13 September 2019.

DECIDED: That the report be noted.

3 Revenue Budget Monitoring Report - Council Overview

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 September 2019.

DECIDED: That the report be noted.

4 Capital Budget Monitoring Report

There was submitted a capital budget monitoring report by the Director of Finance & Resources relative to expenditure on corporate issues for the period to 13 September 2019.

DECIDED: That the report be noted.

5 Capital Budget Monitoring Report - Council Overview

There was submitted a capital budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on the Housing and Non-housing Capital Programmes to 13 September 2019.

DECIDED: That the report be noted.

6 Customer & Business Services Performance Report

There was submitted a report by the Director of Finance & Resources relative to the performance of key functions of Customer & Business Services including revenue collection and benefit administration for the period to 28 September 2019.

The report included an update on the funding and expenditure position for Discretionary Housing Payments and the Scottish Welfare Fund and appendices to the report provided information on revenue collection and key performance indicators.

DECIDED: That the report be noted.

7 Chief Executive's Service Improvement Plan 2019/22: Mid-year Monitoring Report

There was submitted a report by the Chief Executive relative to the Chief Executive's Service Improvement Plan highlighting performance over the period 1 April to 30 September 2019.

Performance information in the report included: details of the key achievements of the service over the period 1 April to 30 September 2019; an update on progress to deliver the action plan for 2019/22; details of how the work of the service contributed to the service scorecard of core performance indicators; and an overview of priorities for the service over the next six months. The appendix to the report provided an update on progress to implement the action plan together with an assessment of performance against key indicators.

DECIDED:

- (a) That the content of the report be noted;
- (b) That progress made in terms of service performance be noted;
- (c) That progress made in terms of the actions and performance detailed in the appendices be noted; and
- (d) That an out-turn report be submitted to this Board in spring 2020.

8 Finance & Resources Service Improvement Plan 2019/22: Mid-year Monitoring Report

Under reference to paragraph 9 of the Minute of the meeting of this Board held on 27 March 2019, there was submitted a report by the Director of Finance & Resources relative to mid-year monitoring of the Finance & Resources Service Improvement Plan 2019/22.

Performance information in the report included: details of the key achievements of the service over the period 1 April to 30 September 2019; an update on progress to deliver the action plan for 2019/22; details of how the work of the service contributed to the service scorecard of core performance indicators; and an overview of priorities for the service over the next six months. The appendix to the report provided an update on

progress to implement the action plan together with an assessment of performance against key indicators.

DECIDED:

- (a) That progress made on service actions and performance as detailed within Appendix 1 from April to September 2019 be noted;
- (b) That progress made on actions and performance in the action plan be noted; and
- (c) That it be noted that an outturn report on full year performance would be submitted to this Board in Spring 2020.

9 Environment & Infrastructure Service Improvement Plan 2019/22: Mid-year Monitoring Report

Under reference to paragraph 8 of the Minute of the meeting of this Board held on 27 March 2019, there was submitted a report by the Director of Environment & Infrastructure relative to mid-year monitoring of the Environment & Infrastructure Service Improvement Plan 2019/20.

Performance information in the report included: details of the key achievements of the service over the period 1 April to 30 September 2019; an update on progress to deliver the action plan for 2019/20; details of how the work of the service contributed to the priorities set out in the Council Plan; an assessment of performance in relation to the service scorecard of core performance indicators; and an overview of priorities for the service over the next six months. The appendix to the report provided an update on progress to implement the action plan together with an assessment of performance against key indicators.

DECIDED:

- (a) That progress made on service actions and performance as detailed within the appendix and as specific to the areas of activity delegated to the Board be noted;
- (b) That it be noted that the report would also be submitted to the Infrastructure, Land and Environment Policy Board for the specific areas covered within that Board's remit; and
- (c) That it be agreed that an outturn report on full year performance would be submitted to this Board in Spring 2020.

10 Operational Performance Report - Facilities Management

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

The report provided operational performance information on facilities management – hard services; facilities management – soft services; and free school meals in primary

and secondary schools.

DECIDED: That the report be approved.

11 Records Management Policy

There was submitted a report by the Director of Finance & Resources relative to the review of the Records Management Policy, first approved by the General Management & Finance Policy Board on 28 April 2010, and last updated by the Finance & Resources Policy Board on 11 November 2015.

The report intimated that, in order to simplify the policy, the guidance elements had been removed to be organised in a separate guidance document which would be available to Council staff on the intranet. The other revisions now proposed and set out in the Policy document attached to the report, were minor and reflected the Council's current information governance arrangements.

DECIDED:

(a) That the revised Records Management Policy as set out in the appendix to the report, be approved; and

(b) That the Records Management Policy be reviewed on a two-yearly basis.

12 Domestic Abuse Policy

There was submitted a report by the Director of Finance & Resources relative to a proposed Domestic Abuse Policy, as appended to the report.

The report intimated that the principles of the policy would apply to all Council employees including Teaching Staff. The respective Special Leave Policies for Local Government and Teaching Staff would be updated to reflect the support and paid leave provision as appropriate. Consultation had taken place with the Trades Unions and Services and the policy had been developed in line with stakeholder feedback, best practice and legislation, including the new Domestic Abuse (Scotland) Act 2018 which came into force in April 2019.

Benchmarking with other councils and the NHS had allowed the sharing of good practice that had been incorporated into the policy. The report indicated that following approval, the policy would be communicated to all managers and employees within the Council via the normal multi-channel approach.

DECIDED: That the Domestic Abuse Policy as set out within the appendix to the report be approved.

13 Rules for the Management of Renfrewshire Council Cemeteries

Under reference to Item 12 of the Minute of the meeting of the former Environment & Infrastructure Policy Board held on 20 January 2010, there was submitted a joint report

by the Directors of Environment & Infrastructure Services and Finance & Corporate Services relative to the rules for the management of Renfrewshire Council cemeteries, which required to be reviewed every 10 years.

Some amendments to the management rules were required to take account of legislative change and to reflect the changes in the landscape of cemetery management. A copy of the revised rules was appended to the report.

The report provided details of the statutory procedures for the promulgation of the rules, the notice of the intention to make the management rules and details of a public consultation. Information on the penalties for breach of the management rules were also provided within the report. It was noted that if valid objections were made then the rules would be resubmitted to the Board in order that consideration could be given to those objections and that those objecting could be given the opportunity to be heard by the Board.

DECIDED:

(a) That it be agreed that the Head of Corporate Governance be authorised to implement the statutory procedures for the promulgation of the new Management Rules Regulating Cemeteries and Churchyards under the Control of Renfrewshire Council (referred to as the “New Rules”) as set out in Appendix 1 of the report;

(b) That it be agreed that a public notice of the intention to make the New Rules be given in the Paisley Daily Express;

(c) That the terms of the proposed New Rules be noted, and in the absence of any valid objections, the Legal and Democratic Services Manager be authorised to sign into force the New Rules upon the expiry of the notice period; and

(d) That, in the event that valid objections were received, that the hearing consider those objections, give any person making a valid objection the opportunity to be heard by the Board and give the Director of Environment & Infrastructure or anyone so delegated by him the opportunity to make representations.

14 Health & Safety Activities within Renfrewshire Council 2019/20: Mid-year Report

There was submitted a report by the Director of Finance & Resources relative to an update on performance of Health & Safety activities throughout the Council since June 2019.

The report detailed performance over a wide range of activities that supported the health, safety and wellbeing of employees and others. Highlighted in the report was continuous improvement in relation to accident/incident ill-health reduction which demonstrated the Council’s and Services’ commitment that contributed to the decrease in accidents/incidents within the workplace.

DECIDED: That the report be noted.

15 Town Twinning Arrangements: Renfrew County, Ontario, Canada

There was submitted a report by the Director of Finance & Resources relative to an approach from Renfrew County, Ontario, Canada to enter into a town twinning arrangement.

The report indicated that the Council currently had two town twinning arrangements; with Gladsaxe in Denmark and Furth in Germany and had now received an approach from the local authority in Renfrew County, Ontario, Canada asking that the Council considered entering into a formal town twinning arrangement between Renfrewshire and Renfrew County.

DECIDED:

a) That it be agreed that officers commence discussions with representatives of Renfrew County, Ontario, Canada in response to a proposal to enter into a town twinning arrangement and that the Director of Finance and Resources be authorised to negotiate the necessary town twinning agreement on behalf of the Council, in consultation with the Provost; and

b) That it be noted that a further report would be submitted to the Board on the outcome of those discussions and to consider the terms of the town twinning agreement.

16 Civic Hospitality

There was submitted a report by the Director of Finance & Resources relative to requests received by the Provost for civic hospitality from individuals and organisations for specific events as detailed within the report.

The report proposed the type and cost of civic hospitality to be provided in respect of each event and sought authorisation for the Director of Finance & Resources, in consultation with the Provost, to make the necessary arrangements or, in the case of events that had already been arranged, to homologate the action taken by the Director of Finance & Resources, in consultation with the Provost, to provide civic hospitality.

DECIDED:

(a) That the Director of Finance & Resources, in consultation with the Provost, be authorised to make the necessary arrangements for civic hospitality at the approximate cost indicated, as follows:

Paisley Indoor Bowling Club – £700

British Empire Medal Recipient Medal Presentation - £850

The Holocaust Memorial Service - £1,600

The Glen Cinema Disaster - £900

Table of 10 at the St Vincent's Christmas Sparkler Lunch - £550; and

(b) That the action taken by the Director of Finance & Resources, in consultation with

the Provost in respect of the table taken at the Grand Fundraising Malawi Ball, at a cost of £500, which was held on Friday 25 October 2019 be homologated.

Contract Authorisation Reports

As detailed below.

17 Annual Procurement Report

There was submitted a report by the Chief Executive relative to the Annual Procurement Report 2018/19 (Annual Report) required by the Procurement Reform (Scotland) Act 2014. A copy of the Annual Procurement Report 2018/19 was appended as Appendix 1 to the report.

The Annual Report provided an update on procurement activity during 2018/19 and summarised the regulated procurements that had been completed; the community benefits fulfilled; the steps taken to facilitate the involvement of supported businesses in regulated procurements; and the regulated procurements that the Council expected to commence in the next two financial years. The Annual Report also provided an update on key indicators set out in the Corporate Procurement Strategy.

Appendix 2 to the report addressed the decision of the Council at Item 21 of the meeting held on 26 September 2019 which requested that an update be submitted to the Board, alongside the Annual Procurement Report on the capacity of the Corporate Procurement Unit. Appendix 2 provided assurance in relation to the robust focus that the team had on compliance with all regulations and the external validation received during 2019 which assessed the Corporate Procurement Unit as being amongst the best in Scotland.

DECIDED:

- (a) That the content of the Annual Report for the Financial Year 2018/19 be noted;
- (b) That it be noted that a further report would be submitted to the Board in 2020 for the financial year 2019/20; and
- (c) That the content of Appendix 2 which provided a response to the decision of the Council on 26 September 2019 be noted.

18 Document Solution Centre Print Devices

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the procurement process and the award of a contract for the Document Solution Centre Print Devices.

The report advised that the procurement exercise had been tendered in accordance with the further competition requirements under Scottish Government National Framework for Office Equipment (SP-16-013) and Renfrewshire Council's Standing Orders Relating to contracts. The Contract Strategy document was approved by the Head of Customer & Business Services and the Strategic Commercial & Procurement

Manager on 14 August 2019.

Two tenders were submitted and following evaluation, the tender from Xerox (UK) Limited was found to be the most economically advantageous.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for Document Solution Centre Print Devices RC-CPU-19-006, following a mini-competition under Scottish Government National Framework for Office Equipment (SP-16-013), to Xerox (UK) Limited;

(b) That it be noted that the contract was for a period of four years with the Council option to extend on one separate occasion up to 12 months; and

(c) That it be noted that, for the initial four-year period the contract value would be for £485,697 excluding VAT, or where the extension period was utilised the contract value would be £552,147 excluding VAT.

19 Inspection, Testing, Maintenance and Repairs of Passenger Lifts, Stairlifts and Winches - Council-wide

The report advised that the procurement exercise was conducted in accordance with the Council's Standing Orders Relating to Contracts and the above EU Threshold Open Procedure for a Services Contract. A Contract Strategy was approved by the Director of Environment & Infrastructure and the Head of Policy & Commissioning in February 2019.

Six tenders were submitted and following evaluation, the tender from Jackson Lift Services Limited was found to be the most economically advantageous.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for the Inspection, Testing, Maintenance and Repairs of Passenger Lifts, Stairlifts and Winches – Council Wide (RC-CPU-17-147), to Jackson Lift Services Limited;

(b) That a cumulative spend under the contract of up to £675,000.00 excluding VAT be authorised;

(c) That it be noted that the Contract would be under the SBCC Measured Term Contract for use in Scotland, MTC/Scot (2011 Edition) terms and conditions incorporating the Council's amendments; and

(d) That it be noted that the Contract would be for a period of three years, commencing on 20 January 2020. The Council would have, at its sole discretion, the option to extend the contract for further periods of 12 months on two occasions only.

20 Liquid Fuels

There was submitted a joint report by the Chief Executive and the Director of Environmental & Infrastructure relative to a request to homologate the action by the Director of Environment & Infrastructure Services in awarding a contract to ensure continuity of liquid fuel supplies.

The report advised that the Framework Agreement permitted the use of an e-Auction and Scottish Procurement had identified that it could demonstrate best value for money for the Scottish public sector using an e-auction for this commodity. Scottish Procurement conducted an eAuction on 14 August 2019 for liquid fuels on behalf of approximate 90 public bodies, including the Council, under the Crown Commercial Services Framework for National Fuels RM3801 in which 607 suppliers participated and Certas Energy UK Limited t/a Scottish Fuels submitted the most economically advantageous tender for the Council's requirements under Lot 103 (Liquid fuels). The contract required to be awarded before 14 October 2019.

DECIDED:

- (a) That the action taken by the Director of Environment & Infrastructure Services to maintain the continuity of liquid fuel supplies by awarding the contract be homologated;
- (b) That the award of the respective Call off contract for Liquid Fuels to: Certas Energy UK Limited t/a Scottish Fuels for Diesel (ULSD), Gas Oil A2 (Red Diesel) and Petrol ULSP be formally authorised;
- (c) That it be noted that the contract was created through a Scottish Procurement call-off made under an existing Crown Commercial Services National Fuels Framework Agreement RM3801;
- (d) That it be noted that spend under this liquid fuel contract over the four-year period would not exceed £6 million excluding VAT; and
- (e) That the contract commencement date of 14 October 2019 for an initial period to 31 March 2022 with the option to extend for an additional 12 months to 31 March 2023 be noted.

21 Operation and Maintenance of District Heating System at Calside, Paisley

There was submitted a joint report by the Chief Executive and the Head of Communities, Housing & Planning Services relative to the procurement process and the award of a contract for the Operation and Maintenance of a District Heating System at Calside Paisley (RC-CPU-18-428).

The report advised that the Council required a contractor to operate a biomass district heating system which included supplying fuel, plant operation and maintenance, responsive maintenance including all call-outs and provision of metering and billing services to the 457 flats in 11 separate buildings which formed the Calside District Heating Scheme in Paisley.

A two-stage Restricted Procedure was undertaken in accordance with the Council's Standing Orders Relating to Contracts. The contract notice was dispatched via Public

Contracts Scotland advertising portal on 10 July 2019 and published on the OJEU on 12 July 2019.

There were two valid submissions received and following evaluation, the submission by Highland Wood Energy Limited was the most economically advantageous.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a Contract for the Operation and Maintenance of the District Heating System at Calside Paisley (RC-CPU-18-428) to Highland Wood Energy Limited;

(b) That the award of this Contract up to the value of £1,685,600.00 excluding VAT be authorised; and

(c) That it be noted that the Contract would be for a contract period of four years with the option to extend for a further one year on three separate occasions. The Contract would commence on 15 February 2020 to 14 February 2024, unless the options to extend were exercised then the latest date of expiry would be 14 February 2027.

22 Payment Processing Services

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the procurement process and the award of a contract for Payment Processing Services (RC-CPU-19-036).

The report advised that the recommendation to award a contract followed a procurement exercise which was conducted in accordance with the Crown Commercial Services G-Cloud 11 Framework Agreement (the Framework) RM1557.11 selection process and Renfrewshire Council's Standing Orders Relating to Contracts for an above EU Threshold for Services. The Contract Strategy document was approved by the Head of Customer & Business Services and Procurement Operations Manager on the 11 October 2019.

The supplier was identified in accordance with the Framework's selection process which identified one supplier who could meet the Council's requirements, Allpay Limited and the recommendation was made to award a call off contract following the direct award procedure under the Framework.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for Payment Processing Services made via a call-off contract under the Crown Commercial Services G-Cloud 11 Framework Agreement (RM1557.11) to Allpay Limited subject to meeting the requirements as per the Order Form procedures;

(b) That it be agreed that the contract period was for a period of two years with the Council option to extend on two separate occasions up to 12 months and with the contract start date being defined in the letter of acceptance; and

(c) That it be noted that the anticipated annual value would be up to £95,000 excluding

VAT, with a total value of up to £380,000 excluding VAT where both extension periods were exercised.

23 Refuse Collection Vehicles

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to a request to homologate the action by the Director of Environment & Infrastructure Services to award a contract for the supply of two Refuse Collection Vehicles.

The report advised that the Framework Agreement permitted the use of Direct Awards Services and that Environment & Infrastructure Services had identified that it could demonstrate best value for money for Renfrewshire Council to use a Direct Award for this contract. Analysis of the Suppliers on Lot 8 – Bodies for Refuse Collection Vehicles of the Framework Agreement was undertaken which demonstrated that best value for money could be achieved by making a direct award for the purchase of these two vehicles to Faun Zoeller (UK) Limited. The analysis took into consideration that the Council would achieve a saving of £22,000 against Framework Agreement prices and receive delivery for these vehicles within 6 weeks as opposed to between 9 and 11 months, subject to the Contract, by purchase order, being placed by 7 October 2019.

DECIDED:

- (a) That the action taken by the Director of Environment & Infrastructure Services to purchase two Refuse Collection Vehicles by awarding the contract be homologated;
- (b) That the award of the respective Direct Award of two Refuse Collection Vehicles to Faun Zoeller (UK) Limited be formally authorised;
- (c) That it be noted that this contract was created through a Scotland Excel call-off made under an existing Scotland Excel Framework Agreement for Heavy Vehicles (ref: 03/17), Lot 8 Bodies for Refuse Collection Vehicles;
- (d) That the contract value of £332,455.29 excluding VAT be noted; and
- (e) That a delivery date of six weeks from placing a purchase order with Faun Zoeller (UK) Limited be noted and that delivery would be made to Fleet Services, Underwood Road, Paisley.

24 Vehicle & Plant Hire with Operatives

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure Services relative to the procurement process and the award of a NEC3 Term Service Short Contract (April 2013) for Vehicle and Plant Hire with Operatives.

The report advised that the Council had a requirement for a suitably qualified and experienced contractor to provide plant hire with operatives for the Council's Road Resurfacing Programme.

The procurement exercise had been tendered in accordance with Renfrewshire Council's Standing Orders Relating to Contracts for an above EU Threshold Services

contract and the Public Contracts (Scotland) Regulations 2015.

There were two valid tenders submitted and following evaluation, the tender from John McGeady Limited was found to be the most economically advantageous.

DECIDED:

- (a) That the Head of Corporate Governance be authorised to award a Contract for Vehicle and Plant Hire with Operatives to John McGeady Limited;
- (b) That a cumulative spend under the Contract of up to £990,000 excluding VAT be authorised; and
- (c) That it be noted that the starting date of the Contract was anticipated to be 10 January 2020 for a period of one year with the Council having the option to extend for two additional periods of up to one year. The starting date would be confirmed in the Council's letter of acceptance.

25 Paisley Town Hall

Under reference to paragraph 17(h) of the Minute of the meeting of this Board held on 8 November 2017, there was submitted a report by the Chief Executive relative to the Paisley Town Hall Project.

The report advised that on 8 November 2017, the Board approved the request to appoint hub West Scotland to deliver stage 0, Stage 1 and the design development stage of Stage 2 of the hub West Scotland proposals contained in their 'Renfrewshire Council – Paisley Town Hall Project Delivery Approach' document. At the meeting of the Board held on 5 June 2019, hub West Scotland were appointed to deliver an Advance Works Package at Paisley Town Hall. The full extent of relief sought by hub West Scotland had only become apparent in recent weeks and was not available to the Council prior to the Board meeting in June 2019 which considered the contract award for the advance works.

The report indicated that in progressing the project since the June 2019 meeting it had been mutually established that it would be more appropriate for the Council to take forward the management of the construction element of the project due to the parties being unable to agree a risk profile which would be acceptable to the Council. It was proposed to deliver the construction phase of the project through a direct procurement exercise and project management approach for the appointment of the main contractor for the project rather than through hub West Scotland.

DECIDED:

- (a) That it be agreed that the Council would not proceed to appoint hub West Scotland to carry out the Advance Works Package as approved by the Board at the meeting held on 5 June 2019 and that Council officers would work in partnership with hub West Scotland to facilitate the smooth handover of the project back to the Council;
- (b) That the proposals for the delivery of the construction phase of the Paisley Town Hall project as set out in section 3 of the report, each element of which would be subject to the appropriate procurement procedures under the Council's contract standing orders be approved; and

(c) That the balance of £738,519.00 to be paid to the design team in respect of their fees be approved.

26 Construction of Four New Early Learning & Childcare Centres (Early Years Expansion Programme)

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the procurement process and the award of a Contract for the Construction of Four New Early Learning and Childcare Centres (Early Years Expansion Programme) (RC-CPU-18-510).

The report advised that the procurement was for the appointment of a principal contractor for the construction of four new Early Learning and Childcare Centres at Houston Primary School, Houston; Kirklandneuk Community Centre, Renfrew; Dargavel Village, Bishopton; and Lochfield Playing Fields, Paisley.

For the procurement of the Contract, a two-stage Restricted Procedure was undertaken in accordance with the Council's Standing Orders Relating to Contracts. The contract notice was dispatched via the Public Contracts Scotland advertising portal on 5 July 2019 and published on the OJEU on 9 July 2019 with the invitation to participate documents available for download from the Public Contracts Scotland – Tender portal.

There were three valid submissions received and following evaluation, the submission by Fleming Buildings Limited was the most economically advantageous.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a Contract for the Construction of four new Early Learning and Childcare Centres (Early Years Expansion Programme) (RC-CPU-18-510) to Fleming Buildings Limited;

(b) That the award of this Contract up to the value of £6,275,678.48, excluding VAT, be authorised;

(c) That it be noted that the anticipated date of award was 12 December 2019 with construction works commencing January 2020 with a project handover for August 2020. If there were any changes to these planned dates these would be confirmed in the Council's Letter of Acceptance; and

(d) That it be noted that the award of the Contract was subject to the provision of a Performance Bond and Collateral Warranties as indicated within the tender documentation.

27 Postal Goods & Services - Hybrid Mail Off Site Solution

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the procurement process and the award of a Contract for Postal Goods and Services – Hybrid Mail Off Site Solution.

The report advised that Renfrewshire Council had a requirement for the provision of a

hybrid mail solution as the current call of contract expires on 3 April 2020. The mail solution was required for the printing, addressing, enveloping and delivery of high-volume mail items such as Council Tax billing.

A direct award could be made from the Crown Commercial Service Framework Agreement RM1063 Lot 3 – Hybrid Mail Off Site Solution however, the Framework was due to expire on the 16 February 2020. The report indicated that it would be possible in accordance with the Framework to issue an award of contract in advance of the date where services were to be performed after expiry of the Framework.

Analysis of the RM1063 Lot 3 Framework rates was undertaken by officers of Finance and Resources and the Corporate Procurement Unit, in order to determine whether a direct award was best value for the Council and it was found that the Council would achieve best value by utilising the Direct Award option under Framework Lot 3 with Critiqom Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the Call Off Contract for Postal Goods and Services – Hybrid Mail Off Site Solution RC-CPU-19-278 following a Direct award under Lot 3 of the Crown Commercial Services (CCS) Framework for Postal Goods and Services RM1063, to Critiqom Limited;

(b) That it be noted that the Call Off Contract period would be from 4th April 2020 until the 16th February 2022; and

(c) That it be noted that the Call Off Contract value would be up to a value of £480,000 excluding VAT.

Minute of Meeting

Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 04 September 2019	15:30	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Tom Begg, Councillor John McNaughtan, Councillor Jim Paterson, Councillor Andy Steel

Representing APT&C Staff

M McIntyre and S Hicks (UNISON).

In Attendance

G McKinlay, Head of Schools (Children Services); A Bennett, Housing Services Manager (Communities, Housing & Planning Services); D Kerr, Service Co-ordinator Manager (Environment & Infrastructure); and L Neary, Head of Transformation HR & OD, R Laouadi, HR Manager, R Cree, OD & Workforce Planning Manager, S Fanning, Principal HR Adviser (Health Safety and Absence) and R Devine, Senior Committee Services Officer, (all Finance & Resources).

Apologies

Councillor J Harte, C O'Byrne (UNISON) and J McMenemy (GMB).

Declarations of Interest

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

1 Appointment of Chairperson

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

DECIDED: That Councillor Steel chair the meeting.

2 Developments in Health, Safety and Wellbeing

There was submitted a report by the Director of Finance & Resources relative to developments in relation to health, safety and wellbeing issues.

The report detailed training undertaken, policies and guidance currently under review and outlined support provided to Services to assist with (i) development of Annual Action Plans in terms of the Corporate Strategy for Health, Safety and Wellbeing 2019/22; (ii) the review of fire arrangements for Renfrewshire House and (iii) the evaluation of contractor's health and safety documentation submitted as part of the procurement process. Updates were also provided in respect of the Healthy Working Lives initiative, Freedom of Information enquiry information and the development of health, safety and wellbeing inspection and audit tools utilising the Survey 123 application.

DECIDED: That the report be noted.

3 Absence Statistics

There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for the period 26 March to 24 June 2019.

The report provided information in relation to absence targets and how Services and categories of staff had performed against them. An analysis of reasons for absence for the period was included within the report. Information was also provided on supporting attendance activity levels, by Service, sick pay costs and the overall number of days lost during the period to 24 June 2019 together with comparative data for previous years.

DECIDED: That it be noted that the report reflected the absence statistics for the period 26 March to 24 June 2019.

4 Details of Grievances

There was submitted a report by the Director of Finance & Resources relative to the number of grievances received.

The report provided information on grievances at both the informal and formal stages. The report indicated that there was a total of 16 grievances as at August 2019, which was an increase of two from the previous report considered by the Board.

DECIDED: That the report be noted.

5 Agency Workers

There was submitted a report by the Director of Finance & Resources relative to the number of agency staff employed within the Council as at July 2019 and detailing the capacity and Services in which they were engaged. The report advised that as at July 2019, 101 agency workers were employed across all Services.

DECIDED: That the report be noted.

6 Timetable of Meetings

There was submitted a report by the Director of Finance & Resources relative to the proposed amendment of the JCB Non-Teaching constitution and detailing a proposed timetable of meetings for 2020.

The report advised that the current constitution of the JCB stipulated the frequency of meetings of the Board, currently requiring the Board to meet no less than six times per year. Following discussion with representatives of the management side and the trade union representatives it was proposed that the constitution be amended to state that the Board meet as and when required but no less than five times per annum. It was further proposed that meetings of the JCB be held on 29 January, 25 March, 3 June, 2 September and 11 November 2020. It was agreed following discussion that all future meetings of the JCB Non-Teaching start at 3pm.

DECIDED:

(a) That the constitution of the JCB Non-Teaching be amended to state that the Board meet as and when required but no less than five times per annum:

(b) That the proposed timetable of JCB Non-Teaching meeting dates for 2020, as detailed in the report, be approved; and

(c) That all future meetings of the JCB Non-Teaching start at 3pm.

7 Date of Next Meeting

DECIDED: It was noted that the next meeting of the Joint Consultative Board Non-Teaching was scheduled to be held at 3pm on Wednesday, 13 November 2019.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 14 November 2019	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

R Graham, Solicitor, A McLaughlin, Senior Solicitor (Litigation and Regulatory Services), E Currie, Senior Committee Services Officer, E Graham, Administrative Assistant and N O'Brien, Assistant Committee Services Officer (all Finance & Resources).

Apologies

Councillors Audrey Doig and Rodden.

Declarations of Interest

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

Order of Business

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 6 of the agenda after item 4(c) of the agenda and item 8(b) of the agenda prior to item 8(a) of the agenda.

1 Grant of Late Hours Catering Licence - Personal Appearance

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

Applicant: Krispy Kreme UK Limited

Authorised goods: doughnuts and drinks

Trading from: The Old Maritime Museum Building, Kings Inch Road, Glasgow

Operating hours: Monday to Sunday – 11.00 pm to 5.00 am

There was no appearance by or on behalf of the applicant. The Convener proposed that the application be considered in the applicant's absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year and that the applicant be allowed to be an exception to the Board's policy on trading hours. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year and that the applicant be allowed to be an exception to the Board's policy on trading hours.

2 Renewal of Street Trader's Licence

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

Applicant: Elizabeth Donaldson

Authorised goods: hot and cold food and beverages, milk, confectionary

Trading from: Huntly Road and Watt Road, Hillington and Maxwell Street, Paisley

Operating hours: Huntly Road and Watt Road, Hillington – Monday to Friday 6.00 am to 2.00 pm and Maxwell Street, Paisley – Monday to Sunday 9.00 pm to 4.00 am

Licence No.: ST547

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

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

EXCLUSION OF PRESS AND PUBLIC

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

3 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 together with Police Scotland who had submitted a representation to the application:-

Kabango Tubayo

Mr Tubayo, the applicant, was invited into the meeting together with Sergeant Singh, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that Mr Tubayo's application be granted until 17 June 2020. This was agreed unanimously.

DECIDED: That the application be granted until 17 June 2020.

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

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

(a) Adam Pollock

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

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

(b) Daniel March

There was no appearance by or on behalf of Mr March. Sergeant Singh, on behalf of the Chief Constable who had submitted a representation to the application was invited into the meeting. The Convener proposed that the application be considered in Mr March's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

(c) Haseeb Virk

There was no appearance by or on behalf of Mr Virk. The Convener proposed that the application be considered in Mr Virk's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

5 Grant of Street Trader's Licence - Personal Appearance

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

Applicant: Elizabeth Buchanan

Location: Abercorn Street, Paisley

Authorised activity: hot and cold snacks and drinks, confectionery

Operating hours: Monday to Sunday – 7.00 am to 5.00 pm

Ms Buchanan, 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.

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

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

(a) Gagan Buhadur BK

Mr Buhadur BK, 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.

ADJOURNMENT

The meeting adjourned at 11.05 and reconvened at 11.10 am.

(b) Irshad Ullah

There was no appearance by or on behalf of Mr Ullah. The Convener proposed that the application be considered in Mr Ullah's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

(c) Mohammad Faris

Mr Faris, the applicant, and Mrs Faris, his wife, 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 one year. This was agreed unanimously.

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

7 Grant of Late Hours Catering Licence - Personal Appearance

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

Applicant: Motor Fuel Limited

Premises: MFG Main Road, Elderslie

Authorised activity: petrol station offering grocery and convenience retail

Operating hours: Monday to Sunday – 11.00 pm to 5.00 am

There was no appearance by or on behalf of the applicant. The Solicitor advised that the applicant's Solicitor had provided further information in connection with the application and had requested that the application be considered in the applicant's absence.

The Convener proposed that the application be considered in the applicant's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year and that the applicant be allowed to be an exception to the Board's policy on trading hours. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year and that the applicant be allowed to be an exception to the Board's policy on trading hours.

8 Grant of Landlord Registration - Personal Appearances

Under reference to item 10 of the Minute of the meeting of this Board held on 31 January 2019 consideration was resumed of application (c) and there were submitted applications (a) and (b) for grant of Landlord Registration. Applicants (a) and (b) had been asked to appear personally for the first time and applicant (c) has been asked to appear personally for the second time together with the Council's Director of Communities, Housing and Planning Services:-

(a) Vincent Bell

(b) Karen Bell

There was no appearance by Mr Bell or Mrs Bell. Ms Lough and Ms Pall, the applicants' representatives, were invited into the meeting. The Convener proposed that both applications be considered together and this was agreed unanimously. Ms Lough and Ms Pall also agreed to this.

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 (i) that consideration of both applications be continued to allow the applicants to submit information from the First Tier Tribunal; and (ii) that if the information received from the First Tier Tribunal was in order, that authority be delegated to officers to grant both applications for periods of three years. This was agreed unanimously.

DECIDED:

(a) That consideration of both applications be continued to allow the applicants to submit information from the First Tier Tribunal; and

(ii) That if the information received from the First Tier Tribunal was in order, that authority be delegated to officers to grant both applications for periods of three years.

(c) David Blackwood

There was no appearance by Mr Blackwood. Mr Caulfield, the applicant's Solicitor, was invited into the meeting together with Mr Hunter, on behalf of the Council's Director of Communities, Housing & Planning Services. 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 (i) that consideration of the application be continued and that the applicant be invited to a future meeting of the Board; and (ii) that the Environmental Improvements Manager arrange for all properties detailed in the application for registration to be inspected and submit a report to the licensing section. 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 the Environmental Improvements Manager arrange for all properties detailed in the application for registration to be inspected and submit a report to the licensing section.

9 Hearings into Possible Removal from Register of Private Landlords - Personal Appearances

The Board considered the possible removal of the undernoted landlords from the Register of Private Landlords. The landlords had been asked to appear personally for the first time together with the Council's Director of Communities, Housing & Planning Services in relation to application (a):-

(a) Neda Ghaffar

There was no appearance by or on behalf of Ms Ghaffar. Mr Hunter, on behalf of the Council's Director of Communities, Housing & Planning Services, was invited into the meeting. The Solicitor advised that Ms Ghaffar had intimated that she was unable to attend the meeting and had requested that the hearing be continued to allow her to submit further evidence from the First Tier Tribunal.

The Convener proposed (i) that consideration of the hearing be continued for a personal appearance and to allow Ms Ghaffar to submit further evidence from the First Tier Tribunal; and (ii) that the Environmental Improvements Manager arrange for all properties detailed in the application for registration to be inspected and submit a report to the licensing section. This was agreed unanimously.

DECIDED:

(a) That consideration of the hearing be continued for a personal appearance and to allow Ms Ghaffar to submit further evidence from the First Tier Tribunal; and

(b) That the Environmental Improvements Manager arrange for all properties detailed in the application for registration to be inspected and submit a report to the licensing section.

DECLARATION OF INTEREST

Councillor McEwan declared a non-financial interest in the following item of business as the tenant was known to her and indicated her intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

SEDERUNT

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

(b) G7 RSK Limited

Ms Sandhu, and Mr Singh, on behalf of the landlord, were invited into the meeting. After consideration of all matters before the Board, the Convener proposed (i) that consideration of the hearing be continued to allow Ms Sandhu to submit further evidence from the First Tier Tribunal; and (ii) that if received, and in order, no further action be taken. This was agreed unanimously.

DECIDED:

(a) That consideration of the hearing be continued to allow Ms Sandhu to submit further evidence from the First Tier Tribunal; and

(b) That if received, and in order, no further action be taken.

Minute of Meeting

Renfrewshire Appointment Board - Head of Curriculum & Quality

Date	Time	Venue
Tuesday, 26 November 2019	09:30	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Bill Binks, Councillor Michelle Campbell, Councillor Eddie Devine, Councillor Karen Kennedy, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw

Chair

Councillor Nicolson, Convener, presided.

In Attendance

S Quinn, Director of Children's Services, and L Mullin, Principal HR Adviser (Finance & Resources)

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

1 Head of Curriculum and Quality - Interviews

The Board interviewed candidates for the post of Head of Curriculum and Quality.

DECIDED: That Julie Calder be appointed to the post of Head of Curriculum and Quality.